

CITY OF MASON

201 West Ash St.
Mason, MI 48854-0370

City Hall 517-676-9155
Fax 517-676-1330

CITY COUNCIL MEETING - COUNCIL CHAMBER Monday, September 16, 2013

7:30 p.m.

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance and Invocation
4. Announcements
5. People from the Floor
6. Public Hearing
 - A. Authorizing the City of Mason to apply for a Blight Reduction Grant for 124 and 140 E. Ash
 - Resolution 2013-37—Authorizing the City of Mason to apply to the Michigan Economic Development Corporation for a Blight Reduction Grant for 124 and 140 E. Ash St. Mason, MI through the Community Development Block Grant Program
 - B. Efficiency Production, Inc. – Request for IFT Exemption Agreement
 - Resolution 2013-38 – Approval of Application for Industrial Facilities Tax Exemption Certificate and Industrial Facilities Exemption Agreement with Efficiency Production, Inc.
7. Consent Agenda
 - A. Approval of Minutes – Regular Council Meeting: September 3, 2013
 - B. Approval of Bills
8. Regular Business
 - A. First Reading—Ordinance 195—An Ordinance to amend Section 94-151 of the Chapter 94- Zoning- of the Code of the City of Mason to amend subsection (d) to add a new subsection (4) to permit the sale of repaired, used vehicles, by special use permit as an accessory use to a body and paint shop for automobiles and other vehicles.
 - B. Resolution 2013-39 – Set Public Hearing for creation of an Obsolete Property Rehabilitation District (OPRD)
 - C. Resolution 2013-40 – Approval to award the rehabilitation of Hayes Park Well to Layne Christensen Company
 - D. Resolution 2013-41 – Approval to award rehabilitation and cleaning of material out of Well No. 8 to Northern Pump and Well
 - E. Resolution 2013-42 – Alley Closure to Allow BAD Brewing Company to Hold an Outdoor Event
 - F. Motion – Request to Occupy the Public Right-of-Way
9. Unfinished Business
10. New Business

11. Correspondence

- Michigan Avenue/Grand River Avenue Charrette
- Letter from Capital Area District Library Chairperson Margaret Bossenbery, dated September 6, 2013
- Monthly Revenue and Expenditure Report

12. Liaison Reports

13. Councilmember Reports

14. Administrator's Report

- LEAP Board of Directors Meeting Synopsis
- Joint Meeting—City Council and Planning Commission

15. Adjournment

CITY OF MASON
STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: September 16, 2013

Agenda Item: 6 (A)

AGENDA ITEM

- Public Hearing
- Resolution 2013-37—Authorizing the City of Mason to apply to the Michigan Economic Development Corporation for a Blight Reduction Grant for 124 and 140 E. Ash St. Mason, MI through the Community Development Block Grant Program

EXHIBITS

- Public Hearing Notice published in the Community News September 8, 2013
- September 5, 2013 letter from DDA Chairperson Mark Howe
- August 29, 2013 letter from Michael Waltz, Historic District Commission Chairperson
- August 27, 2013 letter from David Haywood, Planning and Zoning Director
- Mason Historic District Commission Certificate of Appropriateness
- August 20, 2013 letter from John Heckaman, Mason Building Official

STAFF REVIEW

Administration

SUMMARY STATEMENT

The City of Mason is working cooperatively with the Ingham County Land Bank (ICLB), who in turn is working on a Development Agreement with private/public investors to develop their properties located at 124 and 140 E. Ash St. This is a private partnership in which there are numerous components to make this project work financially.

The plan is to redevelop blighted properties that are within the Mason Historic District that front the southern exposure of the historic Ingham County Courthouse. These properties have been acquired by the ICLB due to foreclosure. The concept is to develop the second and third stories of the two properties into ten single bedroom loft apartments. The first floor would be designated as commercial space. Including the basement, this project would incorporate 23,000 square feet. The garages to the rear of the properties would be demolished for additional parking to service the apartment dwellers, as well as the commercial space tenants.

The Public Hearing provided tonight is specifically in regard to a Community Development Block Grant (CDBG) being applied for through the City of Mason. This grant is specifically for \$496,000 to rehabilitate and reduce blight and make façade improvements, assisting in upgrading building codes. As required through the CDBG because of its federal funding, these properties are declared blight and a hazard to the community as documented by John Heckaman, City Building Code Inspector. In addition, the Mason Historic District Commission

met on August 27, 2013, and approved the proposed façade reconstruction for 124 and 140 E. Ash Street.

The City is utilizing Revitalize, Inc. to help administer these program funds. Revitalize, Inc. includes Bruce Johnston and Lori Ware, with whom we are working on this.

This Public Hearing and Resolution formally initiates the process of proceeding with the blight reduction of this project. Staff is also working on other funding components with the Ingham County Land Bank, MSHDA, the Michigan Economic Development Corporation and the Mason Downtown Development Authority.

RECOMMENDED ACTION

- Hold Public Hearing
- Approve Resolution 2013-37

Introduced:
Second:

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-37**

A RESOLUTION AUTHORIZING THE CITY OF MASON TO APPLY TO THE MICHIGAN ECONOMIC DEVELOPMENT CORPORATION FOR A BLIGHT REDUCTION GRANT FOR 124 AND 140 E. ASH ST MASON, MI THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

September 16, 2013

WHEREAS, the City of Mason is working cooperatively with the Ingham County Land Bank (ICLB), who in turn is working on a Development Agreement with private investors to develop their properties located at 124 and 140 East Ash Street; and

WHEREAS, this is a private/public partnership in which there are numerous components to make this project work financially; and

WHEREAS, the plan is to redevelop blighted properties that are within the Mason Historic District that front the southern exposure of the historic Ingham County Courthouse, and have been acquired by the ICLB due to foreclosure; and

WHEREAS, the concept is to develop the second and third stories of the two properties into ten single bedroom loft apartments, with the first floor designated as commercial space, totaling 23,000 square feet; and

WHEREAS, the City Council held a Public Hearing the evening of September 16, 2013 in regard to a Community Development Block Grant (CDBG) being applied for by the City of Mason through the Michigan Economic Development Corporation (MEDC) to assist blight reduction by rehabilitating loft apartments; and

WHEREAS, this grant request is for \$496,000 to eliminate these blighted properties and rehabilitate the properties to code. As required through the CDBG because of its federal funding, these properties are declared blight and a hazard to the community as documented by John Heckaman, City Building Code Inspector; and

WHEREAS, the Mason Historic District Commission met on August 27, 2013, and approved the proposed façade reconstruction for 124 and 140 E. Ash Street; and

WHEREAS, the Mason Historic District Commission has forwarded a letter of support of this project to the Michigan Economic Development Corporation, demonstrating the historic and economic values of this project; and

WHEREAS, the properties have been designated as blight properties, meeting the following requirements:

- Is declared a public nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance.
- Is an attractive nuisance to children because of physical condition, use, or occupancy.
- Is a fire hazard or is otherwise dangerous to the safety of persons or property.
- Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.

- Is property owned or under the control of a land bank fast track authority, whether or not located within a qualified local governmental unit. Property included within a Brownfield plan prior to the date it meets the requirements of this subdivision to be eligible property shall be considered to become eligible property as of the date the property is determined to have been or becomes qualified as, or is combined with, other eligible property. The sale, lease, or transfer of the property by a land bank fast track authority after the property's inclusion in a Brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of this act; Now

BE IT HEREBY RESOLVED, by the Mason City Council, that this Public Hearing and Resolution authorizes the City of Mason to apply to MEDC blight reduction grant of \$496,000 for 124 and 140 E. Ash St. Mason, MI through the CDBG Program to reduce blight within the City of Mason, due to the conditions of the buildings as listed above, and place these properties to productive use.

Yes ()

No ()

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, September 16, 2013 the original of which is part of the City Council minutes.

Deborah J. Cwierniewicz, City Clerk
City of Mason
Ingham County, Michigan

**CITY OF MASON - CITY COUNCIL
NOTICE OF PUBLIC HEARING**

The Mason City Council will conduct a public hearing on Monday, September 16, at 7:30 p.m., or as soon thereafter as possible, in the Council Chambers at City Hall, 201 West Ash Street, Mason, MI. The purpose of the hearing is to take public comment on the Community Development Block Grant (CDBG) being applied for by the City of Mason through the Michigan Economic Development Corporation (MEDC) to assist blight reduction by rehabilitating loft apartments located 124 and 140 E. Ash Street, Mason, MI. The resolution regarding the above may be publicly viewed and copied, Monday through Friday, 8:00 a.m. to 5:00 p.m. in the Clerk's Office at City Hall, 201 W. Ash Street, Mason, MI 48854. The City Administrator may be reached at (517) 676-5891. Written comments will also be received at City Hall.

Deborah J. Cwierniewicz, City Clerk

ICCN-1098327

09/08/13

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us



City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

Mason Downtown Development Authority

September 5, 2013

City of Mason
Attn: Marty Colburn
201 West Ash Street
Mason, MI 48854

Re: 124 & 140 East Ash Street

Dear Mr. Colburn,

The Mason Downtown Development Authority (DDA) is committed to maintaining the vitality of the central business district. It is our goal to halt property value deterioration, to rehabilitate property that has become blighted, vacant, or functionally obsolete, and to promote growth, business activity, and employment opportunities within the District.

At the DDA meeting on September 4, 2013, the City of Mason asked the DDA for a \$50,000 commitment to help improve the buildings located at 124 & 140 East Ash Street. In accordance with the DDA Development Plan, it is our intent to participate on this special project and provide a \$50,000 grant for the improvements at 124 & 140 East Ash Street to rid the City of blight and placing an obsolete building back in service. A Motion was passed by the DDA Board to extend a \$50,000 façade grant to fund the rehabilitation of the properties located at 124 and 140 E. Ash St. The grant will expire on June 30, 2014, but can be extended annually if needed with Board approval. The grant funding is contingent on a dollar-to-dollar match of private equity, up to \$50,000, and is dependent on the additional project funding. These funds will only be available once a development contract has been signed. The funding disbursement is planned to be given out in equal amounts over two consecutive fiscal years

We are looking forward to working together on this special project. Please contact me if you have any further questions.

Sincerely,

A handwritten signature in black ink that reads "Mark Howe". The signature is written in a cursive, flowing style.

Mark Howe
DDA Chairperson

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us



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TDD 1-800-649-3777

August 29, 2013

Ms. Lisa Pung
Michigan Economic Development Corporation
300 Washington Square
Lansing, MI 48913

Re: Blighted properties at 124/140 East Ash Street, Mason, MI

Dear Ms. Pung:

On behalf of the Mason Historic District Commission, I would like to extend our sincerest gratitude for being considered for a MEDC blight reduction grant. This letter is intended to inform you of the recent activity by the Mason Historic District Commission (MHDC) that demonstrates our enthusiastic support of the MEDC's pending \$350,000 grant for the rehabilitation/redevelopment of the blighted properties at 124/140 East Ash Street in Mason, Michigan.

On August 27, 2013, the MHDC acted to approve a Certificate of Appropriateness for the proposed façade (front and rear) reconstruction. A certificate of this type signifies that the proposed façade reconstruction meets the Secretary of Interior's Standards and Guidelines. A copy of the certificate is enclosed for your reference.

Not only does the HDC approve of the proposed façade reconstruction, it recognizes the opportunity to eliminate a long-standing blight issue that has plagued the downtown historic square for decades without having to destroy Mason's oldest standing brick building. The HDC acted unanimously to support the blight elimination project and provided the following justification.

Historical Value and Significance: the building has had a rich history of local prominence beginning with its roots deep in the times of the Civil War (1863), and has been host to many local organizations, including an agricultural machinery dealer, the fraternal group of Oddfellows at the turn of the century (which much of their frescos, murals and interior architectural features still exist today), and ending with a very prominent local printing company, the Shopping Guide. If this building could speak, it would speak Mason!

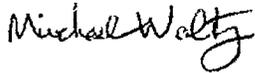
Ms. Lisa Pung
August 29, 2013
Page 2 of 2

Architectural Prominence & Compatibility: one of only a few three-story buildings left in the downtown area, and only one of three on the square, the building represents a unique form. With the proposed architectural improvements, including updated storefront windows, original window placement, cornice reconstruction, brick restoration, site work and landscaping, the building will once again regain its architectural value and rightful place in the prominence of the Mason historic square.

The MHDC is painfully aware of the value of eliminating blighted properties. If we could turn the clock back a decade and show you an image of the downtown square, you would see an array of disinvestment and stagnant property conditions. Fast forward to today, coupled with the vision of the Mason Master Plan, the implementation of the Downtown Development Authority, the City's programs to invest into its business's and capital infrastructure has resulted in a stunning success. We now see streetscape, pedestrian activity, loft apartments, music festivals, farmer's market and countless positive personal interactions. The reason is simple, our community leaders past and present said no to blight.

Today we encourage you and your colleagues to endorse this project and award the blight elimination grant. Our residents, business owners and community will thank you.

Sincerely,



Michael Waltz
Historic District Commission Chair

Cc: Mason Historic District Commission
Martin Colburn, City Administrator
David Haywood, Zoning & Development Director
Ryan Henry, RKH Investments, LLC

City of Mason

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P.O. Box 370
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August 27, 2013

Mr. Ryan Henry
RKH Investments, LLC
934 Clark St.
Lansing, MI 48906

Re: 124/140 E. Ash St. – Certificate of Appropriateness

Dear Mr. Henry:

Please be advised that at the August 26, 2013, meeting of the Historic District Commission, your request for work proposed at 124/140 East Ash Street was heard and approved. The approval allows you to install the proposed improvements based on the materials and examples submitted with your building permit application of August 16, 2013. Enclosed is a Certificate of Appropriateness for the proposed work.

Should you have any questions regarding this matter, please don't hesitate to call me at (517) 676-9155.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Haywood", written over a white rectangular area.

David E. Haywood
Zoning & Development Director

cc: Martin Colburn, City Administrator

Mason Historic District Commission

Certificate of Appropriateness

Approval is hereby given by the Historic District Commission for the proposed alteration of resources or new construction within the Mason Historic District consistent with the requirements of Chapter 31 of the Mason Code for the following property:

124/140 E. ASH STREET

PROJECT: FAÇADE IMPROVEMENT

This certificate is being issued based on the submittals received on August 16, 2013, and approved by the Mason Historic District Commission on August 26, 2013.

Mike Waltz
Mike Waltz, Chairperson

8/26/2013
Date



City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us



City Hall 517 676-9155
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Fax 517 676-1330
TDD 1-800-649-3777

August 20, 2013

Ms. Lisa Pung
Michigan Economic Development Corporation
300 N. Washington Square
Lansing, MI 48913

Re: Blighted Properties at 124 and 140 E. Ash St. Mason, MI

Dear Ms. Pung:

On August 20, 2013, I conducted an inspection of the properties located at 124 and 140 E. Ash St. Mason, MI. The Ingham County Landbank Director Jeff Burdick, Mason City Administrator and Department of Public Works Director Martin Colburn and myself, Building Inspector/Building Official, entered these structures to evaluate the current status of these buildings. This inspection was requested by both the Ingham County Land Bank and the City of Mason in order to address these properties and determine if they are blighted under the definition of Blight, per Act 381 of 1996.

These properties lie in the central historic downtown of Mason, MI, which is the County seat of Ingham County, capital county for the State of Michigan. Entry was made from the front doors of these structures. We utilized flashlights due to all electrical, water and sanitary utilities having been disengaged. The majority of these properties have laid vacant the past twenty years. City Administrator Colburn has provided me with past code violation documentation, which are attached. The exterior of this building was found to be deteriorating. The grouting between the bricks has deteriorated significantly, especially above the structure of 140 E. Ash St. A brick was found at the face of the building, having fallen off along with other debris. The majority of the windows were found to be boarded up, particularly on the second and third floors on the front and rear of the buildings. The back entry to 124 E. Ash St. was found to be screwed and boarded shut due to previous unlawful entry into a vacant building. This building is identified as dangerous as the floor of that ingress/egress has a large hole dropping into the basement, creating an imminent danger and nuisance to any who enter.

The interior walls, flooring and ceiling were in a deteriorated shape. Significant water damage was found on all floors, including the basement. Ceiling tiles, plaster and lathe are deteriorated and falling. No electrical, plumbing or HVAC was found to be operational throughout the buildings. The vast majority of ingress and egress of the upper windows were found to be sealed off with plywood due to water entering the building. Strong pungent odors of mold/mildew could be smelled. Stairways leading upward to the third floor of 140 E. Ash St. had movement as they were used. This building was found to have no fire protection and did not have any materials in the interior walls other than raw dry wood that would slow a potential fire. There is no fire alarm system, or any fire protection system within the interior of the buildings.

City Administrator/Emergency Management Director Colburn for the City of Mason reported to me that in the year 2000, the structure was found filled on the upper floors of over 100 juveniles participating in a rave (dance). This building does not have the proper ingress/egress nor fire protection systems for a community meeting place in accordance with state law.

Per request of Ingham County Land Bank and the City of Mason, I have reviewed the structures located at 124 and 140 E. Ash St. and declare them blighted both in my capacity as a state licensed building inspector and a City of Mason building inspector.

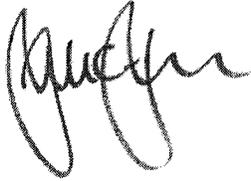
Reviewing Act 381 of 1996 below, my professional opinion is that these properties *do* meet the requirements and definition of a blighted property, those being that the property:

- Has been declared a public nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance.
- Is an attractive nuisance to children because of physical condition, use, or occupancy.
- Is a fire hazard or is otherwise dangerous to the safety of persons or property.
- Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.
- Is property owned or under the control of a land bank fast track authority, whether or not located within a qualified local governmental unit. Property included within a Brownfield plan prior to the date it meets the requirements of this subdivision to be eligible property shall be considered to become eligible property as of the date the property is determined to have been or becomes qualified as, or is combined with, other eligible property. The sale, lease, or transfer of the property by a land bank fast track authority after the property's inclusion in a Brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of this act.

Ms. Lisa Pung
August 20, 2013
Page 3 of 3

I believe these buildings demonstrate signs of deterioration sufficient to constitute a threat to health, safety and public welfare within the City of Mason, Michigan.

Sincerely,

A handwritten signature in black ink, appearing to read "John C. Heckaman". The signature is fluid and cursive, with a large initial "J" and "H".

John C. Heckaman
City of Mason
Building Official
Registration #4134

MAC/icn
Enclosures

CC: Martin Colburn, City Administrator
Eric Smith, Finance Director
Jeff Burdick, Director, Ingham County Land Bank (jburdick@ingham.org)

CITY OF MASON
STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: September 16, 2013

Agenda Item: 6 (B)

AGENDA ITEM

- Public Hearing – Efficiency Production, Inc. – Request for Industrial Facilities Exemption Agreement
- Resolution No. 2013-38 – Approval of Application for Industrial Facilities Tax Exemption Certificate and Industrial Facilities Exemption Agreement with Efficiency Production, Inc.

EXHIBITS

- Application for Industrial Facilities Tax Exemption Certificate
- Agreement between City of Mason and Efficiency Production, Inc.
- Affidavit of Fees
- Letter dated July 17, 2013 from Ken Forsberg of Efficiency Production, Inc.

STAFF REVIEW

City Clerk

SUMMARY STATEMENT

PA 198 of 1974, as amended, provides a tax incentive to manufacturers to enable renovation and expansion of aging facilities, building of new facilities, and to promote establishment of high tech facilities. An IFT certificate entitles the facility to a fifty percent exemption from ad valorem real and/or personal property taxes for a period of 1 to 12 years.

Efficiency Production, Inc. (EPI) has submitted an application for a twelve-year industrial facilities tax exemption certificate. EPI is purchasing a new Linear CNC Drilling Machine and constructing a building addition of 14,000 square feet directly adjacent to the east side of the existing facility to expand and enhance production capabilities and provide equipment storage space. The new building will include a new crane way, 10 ton crane.

Their total investment will be \$955,445; \$775,000 in real property improvements and additions and equipment purchase and installation in the amount of \$180,445.

EPI currently employs 117 people and will create 28 temporary jobs.

RECOMMENDED ACTION

Move to approve Resolution 2013-38.

Introduced:
Supported:

CITY OF MASON

CITY COUNCIL RESOLUTION NO. 2013-38

**APPROVAL OF APPLICATION FOR INDUSTRIAL FACILITIES EXEMPTION
CERTIFICATE AND INDUSTRIAL FACILITIES EXEMPTION AGREEMENT WITH
EFFICIENCY PRODUCTION, INC.**

September 16, 2013

WHEREAS, the State of Michigan has enacted 1974 PA 198 allowing industrial property owners property tax abatement under certain conditions; and

WHEREAS, Efficiency Production, Inc. ("EPI") has submitted an application to the City for tax abatement pursuant to Act 198, whereby property taxes would be abated or reduced on new industrial facilities to be acquired by the applicant consisting of machinery, equipment, and fixtures of approximately \$180,445 and real property improvements and additions of approximately \$775,000, as set forth in the applicant's application to the City Clerk dated July 16, 2013; and

WHEREAS, the City Council has adopted Council Resolution No. 1992-37, after a public hearing on July 6, 1992, duly noticed by publication, to establish Industrial Development District No. 3 pursuant to Act 198 to encompass the land and territory within which the Applicant proposes to acquire and maintain the building, land improvements, machinery and equipment to be acquired by the Applicant; and

WHEREAS, the description of said property is:

PART OF NW1/4 OF SEC 16 T2NR1W CITY OF MASON PA 425
AGREEMENT DESC AS: COM AT W 1/4 COR OF SEC 16 -
S89N53'41" E ALNG EW 1/4 LN 1161.25 FT TO POB -
S89N53'41"E ALNG SD 1/4 LN 762.51 FT TO WLY R/W LN OF
CONRAIL RR - N07N08'04"W ALNG SD R/W LN 498.7 FT -
ALNG SD R/W LN 157.14 FT ON CURVE TO LEFT, RAD
2861.25 FT, DELTA 03N08'48", CHD BRG N08N41'01"W 157.12
FT - N89N53'41"W 673.73 FT - S000N4'38"E 109.89 FT - SELY
32.98 FT ALNG CURVE TO RT, RAD 75 FT TO R/W LN OF
TRILLIUM DR, SWLY ALNG SD R/W LN 44 FT ON CURVE TO
RT, RAD 75 FT CHD BRG S29N38'29"W 43.37 FT - S00N04'38"E
474.8 FT TO POB 10.742 AC.
Commonly known as 685 Hull Road, Mason, Michigan
TIN 33-19-10-16-100-017

and

WHEREAS, EPI wishes to install a new linear CNC drilling machine and support equipment to its facility on the property legally described above, the value of said personal property to be approximately \$180,445 and to construct a building addition of approximately 14,000 square feet at a cost of approximately \$775,000 for real property improvements; and

WHEREAS, EPI seeks an Industrial Facilities Exemption Certificate on the personal property for a term of twelve (12) years, as described in its Application, dated July 16, 2013; and

WHEREAS, the City Council met in public hearing on September 16, 2013, as heretofore resolved and noticed, for the purpose of considering approval of said application; and

WHEREAS, the City Council has afforded the applicant, the public, the Assessor, and all of the affected taxing units notice and an opportunity for all persons desiring to be heard, either orally or in writing, with respect to the approval of an Industrial Facilities Exemption Certificate for the applicant; and

WHEREAS, the granting of an Industrial Facilities Exemption Certificate to EPI will not substantially impede the operations or financial soundness of the City of Mason; and

WHEREAS, the City Council has received and considered a proposed written agreement as required by Section 22 of Act 198 to be entered into between the City and EPI containing the requirements for approval and the terms and conditions under which the Industrial Exemption Facilities Agreement shall be issued and retained;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mason finds and determines that the granting of the EPI Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under 1974 PA 198, shall not have the effect of substantially impeding the operation of the City of Mason, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Mason; and

BE IT HEREBY RESOLVED, that the application of EPI for an Industrial Facilities Exemption Certificate for real and personal property improvements of \$775,000 and \$180,445, respectively, is hereby approved for a period of _____ () years; and

RESOLVED FURTHER, the City of Mason and EPI shall enter into the written Agreement containing the requirement for approval and issuance of the Industrial Facilities Exemption Certificate and allowing for the revocation of the Certificate if conditions imposed by the City of Mason are not met.

Yes:

No:

Clerk's Certification: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Mason City Council at its regular meeting held on Monday, September 16, 2013, the original of which is part of the Council's Minutes.

Deborah J. Cwierniewicz, Clerk
City of Mason
Ingham County, Michigan

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-2408.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Deborah J. Cwertniewicz</i>	Date received by Local Unit <i>August 1, 2013</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) <i>EFFICIENCY PRODUCTION, INC.</i>	1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) <i>3531</i>	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) <i>685 Hull Road</i>	1d. City/Township/Village (indicate which) <i>CITY OF MASON</i>	1e. County <i>INGHAM</i>
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))	3a. School District where facility is located <i>MASON</i>	3b. School Code <i>33130</i>
4. Amount of years requested for exemption (1-12 Years) <i>12 YEARS</i>		

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

"SEE ATTACHMENT"

6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	▶ <i>775,000.00</i> Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total	▶ <i>180,445.00</i> Personal Property Costs
6c. Total Project Costs * Round Costs to Nearest Dollar	▶ <i>955,445.00</i> Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)		
Real Property Improvements	▶ <i>9-2-2013</i>	▶ <i>1-30-2014</i>	▶ <input checked="" type="checkbox"/> Owned	<input type="checkbox"/> Leased
Personal Property Improvements	▶ <i>9-2-2013</i>	<i>12-30-2014</i> <i>9-30-2013</i>	▶ <input checked="" type="checkbox"/> Owned	<input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No *CHECKING ON APPLICATION*

9. No. of existing jobs at this facility that will be retained as a result of this project. *SEE ATTACHMENT 117 JOBS* 10. No. of new jobs at this facility expected to create within 2 years of completion. *SEE ATTACHED 28 TEMP. JOBS*

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	_____
b. TV of Personal Property (excluding inventory)	_____
c. Total TV	_____

12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit)
03-03-1997 12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name KEN FORSBERG	13b. Telephone Number (517) 676-8800	13c. Fax Number (517) 676-0373	13d. E-mail Address KEN.FORSBERG@EPI-SHIELDS.COM
14a. Name of Contact Person SAME AS ABOVE	14b. Telephone Number "	14c. Fax Number "	14d. E-mail Address "
15a. Name of Company Officer (No Authorized Agents) KEN FORSBERG			
15b. Signature of Company Officer (No Authorized Agents) <i>Ken Forsberg</i>		15c. Fax Number (517) 676-0373	15d. Date 7-16-2013
15e. Mailing Address (Street, City, State, ZIP Code) 685 Hull Road Mason, Mich 48854		15f. Telephone Number 517-676-8800	15g. E-mail Address KEN.FORSBERG@EPI-SHIELDS.COM

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

<p>16. Action taken by local government unit</p> <p><input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input type="checkbox"/> Denied (Include Resolution Denying)</p>	<p>16b. The State Tax Commission Requires the following documents be filed for an administratively complete application:</p> <p>Check or Indicate N/A if Not Applicable</p> <p><input type="checkbox"/> 1. Original Application plus attachments, and one complete copy</p> <p><input type="checkbox"/> 2. Resolution establishing district</p> <p><input type="checkbox"/> 3. Resolution approving/denying application.</p> <p><input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant)</p> <p><input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant)</p> <p><input type="checkbox"/> 6. Building Permit for real improvements if project has already begun</p> <p><input type="checkbox"/> 7. Equipment List with dates of beginning of installation</p> <p><input type="checkbox"/> 8. Form 3222 (if applicable)</p> <p><input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)</p>
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable	
<p><input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district.</p> <p><input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing.</p> <p><input type="checkbox"/> 3. List of taxing authorities notified for district and application action.</p> <p><input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.</p>	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
 P.O. Box 30471
 Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Application for Industrial Facilities Tax Exemption Certificate ***"Attachment"***

Section 5: the application shall contain or be accompanied by a general description of the facility and general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional pages(s) if more room is needed.

Real Property: Building addition of 14,000 square feet directly adjacent to East side of existing facility to expand and enhance production capabilities and provide equipment storage space. This additional building space will also be used to perform repairs to the company's rental fleet and perform general product fabrication work. The new building will include a new crane way, 10 ton crane, all necessary electrical, lighting, HVAC, and necessary improvements to enhance our productivity.

Personal Property: Purchase of a new Linear CNC Drilling Machine. This new CNC drilling machine is state of the technology produced by the Ficep Corporation that will greatly help to automate how we drill and deburr a wide variety of hole diameters in both steel and aluminum components and products. The machine will have a footprint of approx. 60 feet in length and 14 feet wide. Currently Efficiency Production, Inc. uses a number of older less efficient drilling machines to perform a number of various drilling operations in multiple locations in the plant. This new drilling technology will allow us to consolidate our drilling operations in one central location, increase our drilling productivity and reduce our drilling cost per unit.

Section 9: No. of Jobs at this facility that will be retained as a result of this project. Currently Efficiency Production, Inc. employs 117 people. Our business continues to become more competitive as new competition enters the market place. Keeping our plant, facilities and production equipment technology up to date is critical to our growth and ability to compete. Many times being able to deliver an order within the time frame a customer requires makes the difference between receiving their order or not. Efficiency Production, Inc. has a very good reputation in the industry for meeting or beating customer delivery dates, however, our ability to deliver depends upon our ability to manufacture productively at a competitive cost. Remaining competitive is a never ending challenge that requires considerable outlays of capital to sustain.

Section 10: No. of new jobs at this facility expected to create within 2 years of completion. The Plant addition and new linear drilling machine will not only protect the existing jobs here in Mason, but will be instrumental in the growth of the company which will in turn will require Efficiency to increase its work force to meet the demands of a larger market share.

INDUSTRIAL FACILITIES EXEMPTION AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2013, between the CITY OF MASON, a Michigan municipal corporation, with its principal offices located at 201 W. Ash Street, Mason, Michigan 48854 (hereinafter referred to as the "City"), and EFFICIENCY PRODUCTION, INC., a Michigan corporation, whose address is 685 Hull Road, Mason, MI 48854 (hereinafter referred to as the "Applicant"),

WHEREAS, the Applicant has submitted an application to the City for tax abatement pursuant to 1974 PA 198, as amended, whereby property taxes would be abated or reduced on new industrial facilities to be acquired by the Applicant consisting of machinery, equipment and fixtures of approximately \$180,445 and real property improvements of approximately \$775,000, as further detailed in the Applicant's application to the City Administrator dated July 16, 2013; and

WHEREAS, the City Council has adopted Council Resolution No. 92-37, after a public hearing on July 6, 1992, duly noticed by publication, to establish Industrial Development District #3 pursuant to Act 198 to encompass the land and territory within which the Applicant proposes to acquire and maintain the machinery, fixtures, and equipment to be acquired by the Applicant; and

WHEREAS, a public hearing was held before the Mason City Council on Monday, September 16, 2013, following notice as required by statute to the Applicant, representatives of the affected taxing units, and the public, at which hearing the City Council received and considered comments from the Applicant, and no objections to the grant of extension having been presented by any party; and

WHEREAS, at the meeting of the Mason City Council held on September 16, 2013, the City approved the Applicant's application for an Industrial Facilities Exemption Certificate for a term of _____ (____) years, for up to \$180,445 worth of machinery, equipment, and fixtures (personal property) to be acquired by the Applicant and installed in its facility at 685 Hull Road, Mason, Michigan 48854, and real property improvements and additions containing 14,000 square feet to be made at its existing facility at 685 Hull Road to house such additional machinery, equipment, and operations at a cost of approximately \$775,000; and

WHEREAS, Section 22 of Act 198 provides that a new Industrial Facilities Exemption Certificate shall not be approved by the City nor issued by the State Tax Commission unless a written agreement is entered into between the local governmental unit and the owner and applicant and filed with the Michigan Department of Treasury; and

WHEREAS, the parties hereto wish to state the terms and conditions by which the said Industrial Facilities Exemption Certificate shall be issued and retained by the Applicant.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the City and the Applicant agree as follows:

1. The Applicant represents and warrants that, as of the date of the application for tax abatement, it employed 117 full-time employees at its plant location at 685 Hull Road,

Mason, Michigan 48854.

2. The Applicant represents and warrants that the machinery, equipment, furniture, and fixtures of a value of not less than \$180,445 and real property improvements and additions of a value not less than \$775,000, all as described in its application for tax abatement dated July 16, 2013, will be constructed and installed at its plant at 685 Hull Road, Mason, Michigan 48854, within two (2) years from the date of issuance of the Industrial Facilities Exemption Certificate.

3. The Applicant further represents and warrants that it will retain 117 full-time employees in the city of Mason through the two (2) year period following issuance of the Industrial Facilities Exemption Certificate. As verification of Applicant's employment for purposes of meeting this requirement, the Applicant agrees to submit such written verification to the Mason City Administrator of the number of employees at its plant on an annual basis as required by the Administrator.

4 The Applicant agrees that the Industrial Facilities Exemption Certificate may be revoked, at the discretion of the Mason City Council, if the applicant does not (a) install the machinery, fixtures, and equipment described in Paragraph 2 above within two (2) years from the date of the Certificate, or (b) does not construct and occupy the real property improvement and addition described in Paragraph 2 above within two (2) years from the date of the certificate, or (c) does not fulfill its commitment to retain the 117 full-time employees which it currently employs in the city of Mason within the required two (2) years, or (d) does not thereafter maintain its level of employment in the City of Mason at not less than one hundred seventeen (117) full-time employees during the remaining term of the Industrial Facilities Exemption Certificate.

5 In the event that the Applicant ceases operations in the City during the term of the Industrial Facilities Exemption Certificate, the Applicant agrees that the City Council may revoke the Industrial Facilities Exemption Certificate and, as to the personal property abated by the Certificate, agrees to pay to the City 100% of the abated tax revenue which would have been generated for all taxing jurisdictions had the Industrial Facilities Exemption Certificate not been issued.

6 In the event that the Applicant does not install the machinery, fixtures, and equipment described in paragraph 2 within two (2) years from the date of the certificate or construct and occupy the real property improvements and addition described in Paragraph 2 above within two (2) years from the date of the certificate, or reach its goal of retaining the 117 full-time employees in the city of Mason within the stated two (2) year period, and the City elects to revoke the Industrial Facilities Exemption Certificate, the Applicant agrees to pay to the City an amount equal to 100% of the abated taxes on the real and personal property referred to in the Exemption Certificate which would have been paid if no Industrial Facilities Exemption Certificate had been issued. If any abated taxes are repaid pursuant to this Paragraph or Paragraph 5 above, such payments shall be distributed to the taxing jurisdictions in the same proportions as Industrial Facilities taxes are distributed during the term of the Exemption Certificate. If any such abated taxes are not repaid to the City within 30 days after revocation of the Certificate, the City may add the amount due to the property tax statement of the owner of the property described in the Exemption Certificate, and the amount shall be a lien against the property and be collected in the same manner as provided for general real and personal

property tax liens pursuant to the General Property Tax Act.

7. Per the mandates of the Michigan State Tax Commission, Applicant agrees that it will verify with the State Tax Commission and the City the exact cost of the project as stated in its application for Industrial Facilities Exemption and will be liable for the full amount of the Industrial Facilities Tax to be assessed against the projected cost of the machinery, fixtures, equipment, and building improvements for the purpose of taxation should the True Cash Value for assessment purposes fall short of the Certificate amount in the first year following completion of the improvements.

8. Applicant agrees to pay each year the Industrial Facilities Tax applicable to real and personal property within the time permitted by law for payment of real and personal property taxes without penalty. Should such taxes remain delinquent for sixty (60) days following the service upon the owner by the City Treasurer of a demand for payment, the Industrial Facilities Exemption Certificate as to such property shall automatically be terminated, and the amount of the unpaid industrial facilities taxes shall be a lien against the property assessed and be collected in the same manner as provided for general property tax liens pursuant to the General Property Tax Act. The provisions of this paragraph establishing an automatic lien shall be non-exclusive, and nothing contained herein shall prohibit the City Treasurer from establishing an earlier lien by the filing of a jeopardy assessment or certificate of non-payment as provided by MCL 207.562(2) and MCL 207.563(1).

9. Applicant agrees that the terms and conditions of this Agreement shall be binding upon its successors or assigns and that any sale or lease of the facility to a new owner or lessee shall be subject to the terms and conditions of this Agreement. The Industrial Facilities Exemption Certificate may not be assigned to a new owner unless the new owner's application has first been approved by the Mason City Council after notice and hearing as provided for by Section 5 of Act 198.

The parties hereto have caused this Agreement to be executed by their duly authorized officers or representatives the date and year first written above.

EFFICIENCY PRODUCTION, INC.

By

Kenneth Forsberg, President

CITY OF MASON

By

Leon R. Clark, Mayor

By

Deborah J. Cwierniewicz, City Clerk

Drafted by and
Approved as to Form

Dennis E. McGinty (P17407)
Mason City Attorney
PO Box 2502, 601 Abbot Road
East Lansing, MI 48826-2502
(517) 351-0280

6. This affidavit is being filed by an official of the City and a representative of the applicant pursuant to the requirements of Michigan State Tax Commission Bulletin No. 3 to insure the Commission of compliance with 1974 PA 198, as amended.

ERIC SMITH
Mason Finance Director

KENNETH FORSBERG, President
EFFICIENCY PRODUCTION, INC.

Subscribed and sworn to before me, a Notary Public, this _____ day of _____, 2013.

Deborah J. Cwierniewicz, Notary Public
Ingham County, Michigan
My Commission expires:

Drafted by and Approved as to Form:

Dennis E. McGinty (P17407)
Mason City Attorney
601 Abbot Road
East Lansing, Michigan 48823
(517) 351-0280



685 Hull Rd. • Mason, Michigan 48854 • 517-676-8800 • 800-552-8800 • Fax 517.676.0373 • E-mail: epi@epi-shields.com

July 17, 2013

The Honorable Mayor Clark and Mason City Council Members
201 West Ash Street
Mason, Michigan 48854

RE: Form 1012 – Application for Industrial Facilities Tax Exemption Certification

Dear Mayor Clark and Mason City Council members:

This letter is provided to supplement our above referenced application with respect to our proposed 14,000 sft. Plant expansion which includes a rental equipment repair facility and acquisition of a new CNC linear drilling machine that Efficiency Production, Inc. is in the process of purchasing at this time.

With the expansion of our Shoring rental operations the need to build a dedicated repair facility here in Mason has become necessary to maintain our rental fleet and keep it in good repair. At this time we are falling behind in keeping up with making the necessary repairs to our rental fleet which reduces the availability of rentable equipment, lowers equipment utilization and forces us to use valuable plant production space to make repairs. With our rental business growing and becoming a greater part of our revenue we must be able to make needed repairs more timely and therefore keep a higher percentage of our rental fleet available to go out on rent.

The repair facility will be equipped with a 10 ton overhead crane as well as the necessary HVAC and electrical systems required. The estimated cost of the new Plant addition is \$775,000.00. We are requesting a 12 year IFT for this real property addition.

In addition, Efficiency is in the process of purchasing a new cutting edge CNC linear drilling machine. This machine will be used to consolidate our numerous drilling operations to one location in the plant and reduce the cost of drilling significantly through higher productivity, improve on hole quality and hole location accuracy. The price of this machine is \$180, 445.00 which does not include the cost of training and transition costs associated with getting the new machine up and running. We are requesting a 12 year IFT on this personal property purchase.

We appreciate the consideration the City Council has provided in the past with respect to the tax abatement associated with building our new plant and facility here in Mason in 1992 and the IFT we received in 2005. The past five years since 2008 have been challenging for most small businesses and Efficiency Production has been no exception.

Moving forward with the above plant expansion and linear drill investment was a decision that was not only based upon our desire to grow our business, but at the same time to allow us to maintain and protect our market share and the 117 workers we currently employ.

Thank you for your consideration,

Ken Forsberg
Efficiency Production, Inc.

**CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF SEPTEMBER 3, 2013**

Clark called the meeting to order at 7:30 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Droscha led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Naeyaert
Absent: Councilmember: None
Also present: Martin A. Colburn, City Administrator
Deborah J. Cwiertniewicz, City Clerk
Eric Smith, Finance Director/Treasurer
Don Hanson, Police Sgt.

ANNOUNCEMENTS

- Sesquicentennial Committee Meeting – September 9, 2013
- Thursday Night Live (rain date concert) – September 5, 2013
- Mason Brass Quintet – Concert at Griffin Park – September 15, 2013

PEOPLE FROM THE FLOOR

None.

CONSENT AGENDA

MOTION by Naeyaert, second by Droscha,
to approve the Consent Agenda as presented:

- A. Approval of Bills - \$317,502.08
- B. Motion – Street Closure – Riverwalk Meadows Homeowners Association Annual Neighborhood Picnic
to approve the Riverwalk Meadows Homeowners Association request to close the cul-de-sac on the end of Raging River Road, September 22 between 3:30 p.m. – 6:30 p.m., assembling in front of the 408, 409, and 412 Raging River residences.

MOTION APPROVED UNANIMOUSLY

REGULAR BUSINESS

Motion – Approval of Minutes – Regular Council Meeting: August 19, 2013

Discussion was held to correct the Minutes on page four under Liaison Reports and to strike the last paragraph under New Business.

MOTION by Bruno, second by Naeyaert,
to approve the Minutes of August 19, 2013 as corrected.

MOTION APPROVED UNANIMOUSLY

Motion – Utilization of Right of Way – Harvest Creative Services

Alan Greer of Harvest Creative Services stated that since his appearance before Council on August 5, 2013, he has determined that street closures will not be necessary for the commercial he is planning to shoot in Mason. He is requesting to use the right-of-way

MOTION by Naeyaert, second by Droscha,
to approve the utilization of right-of-way for a commercial shoot by Harvest

Creative Services.
MOTION APPROVED UNANIMOUSLY

Executive Session – AFSCME Contract Negotiations

MOTION by Naeyaert,
to adjourn to executive session to discuss a matter involving the AFSCME
Contract Negotiations.
ROLL CALL VOTE:
Yes (7) Brown, Bruno, Clark, Droscha, Mulvany, Ferris, Naeyaert
No (0)
MOTION APPROVED UNANIMOUSLY

Council adjourned to executive session at 7:39 p.m. and reconvened at 8:20 p.m.

Resolution No. 2013-36 – AFSCME Agreement

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2013-36 read.
MOTION APPROVED UNANIMOUSLY

Resolution No. 2013-36 was introduced by Naeyaert, seconded by Droscha.

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-36
AFSCME AGREEMENT
September 3, 2013**

BE IT HEREBY RESOLVED by the Mason City Council that it does hereby ratify an Agreement between the City of Mason and Mason City Employees, Chapter of Local #1390, Council 25, American Federation of State, County and Municipal Employees, dated September 3, 2013 – September 2, 2016; and

BE IT FURTHER RESOLVED, the Mayor and City Administrator are hereby authorized to execute said Agreement on behalf of the City Council.

RESOLUTION APPROVED UNANIMOUSLY

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CORRESPONDENCE

All correspondence was distributed. A letter from Ms. Kelly Hildebrandt was received by Mayor Pro Tem Naeyaert regarding issues with WOW.

LIAISON REPORTS

- Brown informed Council regarding the Sesquicentennial Committee business
- Mulvany informed Council regarding Historic District Commission business
- Ferris informed Council regarding Tree Commission business

COUNCILMEMBER REPORTS

Clark reported on the success of the Sun-Dried Festival and Sun-Dried Worship Service and thanked local business support, especially those who do not benefit financially from the event, and the Mason Police Department.

ADMINISTRATOR'S REPORT

Colburn informed Council regarding City business.

ADJOURNMENT

The meeting adjourned at 8:40p.m.

Deborah J. Cwierniewicz, City Clerk

Leon R. Clark, Mayor

09/13/2013 09:40 AM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON

EXP CHECK RUN DATES 09/03/2013 - 09/18/2013
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

COUNCIL REPORT
MONDAY, SEPTEMBER 16, 2013

Vendor Code Invoice GL Number	Vendor Name Invoice Description GL Description	Invoice Date	Amount
06474	CONSUMERS ENERGY		
SEPT 2013 592-555.00-920.000	ELECTRICITY 7/25 - 8/22 ELECTRICITY 7/25 - 8/22	09/03/2013	9,589.43
SEPT 2013 592-559.00-920.000	ELECTRICITY 7/23 - 8/20 ELECTRICITY 7/23 - 8/20	09/06/2013	5,899.14
SEPT 2013 101-448.00-926.000	ELECTRICITY 8/1 - 8/31 ELECTRICITY 8/1 - 8/31	09/13/2013	8,553.60
		VENDOR TOTAL:	24,042.17
05477	MASON STATE BANK		
08/06/2013 248-000.00-955.000	35% OF FACADE GRANT 322 S JEFFERSON 35% OF FACADE GRANT 322 S JEFFERSON	09/13/2013	5,638.43
		VENDOR TOTAL:	5,638.43
05221	MCGINTY, HITCH, HOUSEFIELD, PERSON,		
SEPT 2013 101-266.00-826.000	AUGUST LEGAL FEES AUGUST LEGAL FEES	09/13/2013	6,665.66
		VENDOR TOTAL:	6,665.66
05363	WOLVERINE ENGINEERS INC		
20130378 202-451.00-970.211	2013 LOCAL STREETS CONST OBSERVATION 2013 LOCAL STREETS CONST OBSERVATION	09/13/2013	23,078.90
		VENDOR TOTAL:	23,078.90
		TOTAL - ALL VENDORS:	59,425.16

I hereby certify that I have reviewed the above bills and expenses and to the best of my knowledge and belief, they cover expenditures of City services and materials and are within current budget appropriations.



Martin A. Colburn
City Administrator

CITY OF MASON
STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: September 16, 2013

Agenda Item: 8 (A)

AGENDA ITEMS

First Reading—Ordinance No. 195 – An Ordinance To Amend Section 94-151 Of Chapter 94 – Zoning – Of The Code Of The City Of Mason To Amend Subsection (D) To Add A New Subsection (4) To Permit The Sale Of Repaired, Used Vehicles, By Special Use Permit As An Accessory Use To A Body And Paint Shop For Automobiles And Other Vehicles

EXHIBITS

- Ordinance No. 195

STAFF REVIEW

Zoning & Development Department

SUMMARY STATEMENT

Darrell Benedict of Benedict Auto Body is proposing a text amendment to the zoning ordinance to allow the sale of repaired, used vehicles, by special use permit as an accessory to a paint and body shop. Mr. Benedict proposes to add the following subsection (4) to Section 94-151(d):

- a. *Only the sale of vehicles which have been purchased in a state of disrepair and then repaired at the premises operated as a body and paint shop pursuant to Sec. 94-151(b)(10).*
- b. *The sale of the repaired vehicles shall not exceed a total sum of eighteen (18) per calendar year.*
- c. *No advertising shall occur or be placed on the premises indicating the sale of used vehicles. This shall include no "for sale" signage on the vehicle itself unless such vehicle is located on the premises where it is not readily visible to the general public from any nearby roads.*
- d. *No "off premises" advertising of any kind or nature which would impute or imply that the premises is being used as a used car dealership. This shall not restrict newspaper or other publication advertising any individual vehicle for sale, and so long as such advertising such does not impute or imply that the business owner is primarily engaged in the business of the sale of used vehicles.*

- e. *No repaired vehicles shall be kept or stored at the front of the site or at any location on the site where they are reasonably visible to the general public from abutting roadways.*
- f. *If and to the extent that the real estate used for purposes herein abuts any residentially zoned property, the applicant shall have installed a "privacy fence" to obscure the view of the accessory use permitted herein.*
- g. *The owner maintains accurate records reflecting the following regarding each vehicle purchased for repair: date of purchase, purchase price, brief description of repairs accomplished, and sale price.*
- h. *Compliance with all other provisions of these Ordinances including the requirements for a Special Use Permit as well as Sec. 94-151(e).*
- i. *The owner complies with any federal, state, or county ordinances or requirements relative to the sale of repaired vehicles, obtains all required licenses and/or permits and maintains them in good standing at all times.*
- j. *For purposes of this Sec. 94-151(d), the following definitions shall apply:*
 - 1. *"Vehicles" shall mean and refer to automobiles, trucks, motorcycles, and similar items.*
 - 2. *"State of disrepair" shall mean that the vehicle in question had such damage or necessitated repairs to its power train, chassis, other non-exterior visible items and/or body work and where the necessary repairs, at normal retail pricing would exceed twenty-five percent (25%) of the retail value of the vehicle, after repair.*
- k. *The City Planning Commission shall have the responsibility of the determination of granting a Special Use Permit pursuant to this Section. The Special Use Permit granted pursuant to this Section shall be valid for a calendar year. The owner shall reapply no later than October 15th of each calendar year for a renewal of the Special Use Permit, which application shall include an affidavit from the business owner that it has complied with the terms and provisions of this Sec. 94-151(d)(4) during the previous calendar year. Renewal shall occur administratively, if there appears to have been full compliance during the existing calendar year by the applicant. If there appears to be a failure of the applicant to have complied with the requirements of this Sec. 94-151(d)(4), the matter shall be set before the Planning Commission at the earliest opportunity.*
- l. *The City shall establish such reasonable fees regarding the filing of the application, and any renewals thereof.*

RECOMMENDED ACTIONS

Introduce Ordinance No. 195 and consider it read for the first time and refer to the Planning Commission for recommendation.

Introduced: _____, 2013
First Reading: _____, 2013
Second Reading: _____, 2013
Adoption: _____, 2013
Effective: _____, 2013

CITY OF MASON
ORDINANCE NO. 195

AN ORDINANCE TO AMEND SECTION 94-151 OF CHAPTER 94 – ZONING – OF THE CODE OF THE CITY OF MASON TO AMEND SUBSECTION (d) TO ADD A NEW SUBSECTION (4) TO PERMIT THE SALE OF REPAIRED, USED VEHICLES, BY SPECIAL USE PERMIT AS AN ACCESSORY USE TO A BODY AND PAINT SHOP FOR AUTOMOBILES AND OTHER VEHICLES.

THE CITY OF MASON ORDAINS:

Section 94-151 of Chapter 94 of the Mason City Code is hereby amended to read as follows:

Section 94-151. M-1: Light manufacturing district.

- (a) Intent and purpose. It is the purpose of this district to provide opportunities for a variety of industrial activities that can be generally characterized as being of low intensity, including the absence of objectionable external affects such as noise, fumes, vibrations, odors and traffic patterns, and resulting in limited demands for additional public services. Manufacturing operations in this district are generally intended to utilize previously prepared materials as opposed to the use, alteration, or manipulation of raw materials.
- (b) Uses permitted by right.
- (1) Industrial parks.
 - (2) Research, development, and prototype manufacturing facilities and offices.
 - (3) Warehousing, grain elevators, grain storage, refrigerated storage, bulk storage of petroleum products, and general storage.
 - (4) Local and regional transit and passenger transportation facilities, and trucking terminals, maintenance and service facilities.
 - (5) Laundry services.
 - (6) The manufacturing, compounding, processing or treatment of such products as bakery goods, candy, cosmetics, dairy products, and food products.

- (7) Assembly of merchandise such as electrical appliances, and electronic or precision instruments.
 - (8) Printing, lithographic, blueprinting, copying, and similar uses.
 - (9) Light manufacturing activity which, by the nature of the materials, equipment, and processes utilized, is to a considerable extent clean, quiet, and free from any objectionable or dangerous nuisance or hazard including any of the following goods or materials:
 - a. Furniture and fixtures.
 - b. Paper and paperboard products.
 - c. Jewelry, silverware and plated ware.
 - d. Musical instruments and parts.
 - e. Toys and sporting goods.
 - f. Signs, advertising displays and canvas products.
 - g. Office computing and accounting equipment.
 - h. Jobbing and repair machine shops.
 - (10) Body and paint shops for automobiles and other vehicles.
- (c) Permitted accessory uses. Accessory uses and structures as defined in this chapter.
- (d) Uses authorized by special use permit.
- (1) Day care facilities serving the principal uses in the M-1 district if the planning commission determines that the nature of the principal use and/or the relative location of the principal use or other uses to the day care facility does not pose any significant threat to the safety of children attending the day care facility (refer to section 94-192(8)).
 - (2) Public buildings for governmental utility or public service use, including storage yards, transformer stations, and substations (refer to section 94-192(8)).
 - (3) Communication towers and antennas (refer to section 94-173(d)).
 - (4) Sale of repaired, used vehicles, by special use permit as an accessory use (refer to section 94-151(c)) to a paint and body shop for automobiles and other vehicles (refer to section 94-151(b)(10)) which meets and complies with the following conditions and criteria.

- a. Only the sale of vehicles which have been purchased in a state of disrepair and then repaired at the premises operated as a body and paint shop pursuant to section 94-151(b)(10).
- b. The sale of the repaired vehicles shall not exceed a total sum of eighteen (18) per calendar year.
- c. No advertising shall occur or be placed on the premises indicating the sale of used vehicles. This shall include no "for sale" signage on the vehicle itself unless such vehicle is located on the premises where it is not readily visible to the general public from any nearby roads.
- d. No "off premises" advertising of any kind or nature which would impute or imply that the premises is being used as a used car dealership. This shall not restrict newspaper or other publication advertising any individual vehicle for sale, and so long as such advertising does not impute or imply that the business owner is primarily engaged in the business of the sale of used vehicles.
- e. No repaired vehicles shall be kept or stored at the front of the site or at any location on the site where they are reasonably visible to the general public from abutting roadways.
- f. If and to the extent that the real estate used for purposes herein abuts any residentially zoned property, the applicant shall have installed a "privacy fence" to obscure the view of the accessory use permitted herein.
- g. The owner maintains accurate records reflecting the following regarding each vehicle purchased for repair: date of purchase, purchase price, brief description of repairs accomplished, and sale price.
- h. Compliance with all other provisions of these Ordinances including the requirements for a Special Use Permit as well as section 94-151(e).
- i. The owner complies with any federal, state, or county ordinances or requirements relative to the sale of repaired vehicles, obtains all required licenses and/or permits and maintains them in good standing at all times.
- k. For purposes of this section 94-151(d), the following definitions shall apply:
 1. "Vehicles" shall mean and refer to automobiles, trucks, motorcycles, and similar items.
 2. "State of disrepair" shall mean that the vehicle in question had such damage or necessitated repairs to its power

train, chassis, other non-exterior visible items and/or body work and where the necessary repairs, at normal retail pricing would exceed twenty-five percent (25%) of the retail value of the vehicle, after repair.

- i. The planning commission shall have the responsibility of the determination of granting a special use permit pursuant to this section. The special use permit granted pursuant to this section shall be valid for a calendar year. The owner shall reapply no later than October 15th of each calendar year for a renewal of the special use permit, which application shall include an affidavit from the business owner that it has complied with the terms and provisions of this section 94-151(d)(4) during the current calendar year, to date, and will continue to comply with the terms and provisions through the remaining and the next calendar year. Renewal shall occur administratively, if there appears to have been full compliance during the existing calendar year by the applicant. If there appears to be a failure of the applicant to have complied with the requirements of this section 94-151(d)(4), the matter shall be set before the planning commission at the earliest opportunity.
 - m. The city shall establish such reasonable fees regarding the filing of the application, and any renewals thereof.
- (e) Development standards. Any use of land or structures in this district shall comply with the general development standards of section 94-121(c) of this chapter.

Effective Date. Notice of this ordinance shall be published in a newspaper of general circulation in the city within 15 days after its adoption and mailed in accordance with the requirements of MCL 125.3401. This ordinance shall take effect upon the expiration of 20 days after its adoption.

The foregoing Ordinance was moved for adoption by Council Member _____ and supported by Council Member _____ with a vote thereon being: YES () NO (), at a regular meeting of the City Council held pursuant to public notice in compliance with the Michigan Open Meetings Act, on the ___ day of _____, 2013.

Mason Codes declared adopted this _____ day of _____, 2013.

Leon Clark, Mayor

Deborah J. Cwierniewicz, City Clerk

CITY OF MASON
STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: September 16, 2013

Agenda Item: 8 (B)

AGENDA ITEM

- Resolution 2013-39—Set Public Hearing for creation of an Obsolete Property Rehabilitation District (OPRD)

EXHIBITS

None

STAFF REVIEW

Administration

SUMMARY STATEMENT

The Obsolete Property Rehabilitation Act (OPRA), Public Act 146 of 2000, provides for a tax incentive to encourage the redevelopment of obsolete buildings in which a facility is contaminated, blighted or functionally obsolete. The goal is to rehabilitate older buildings for commercial activities. The City of Mason, working with the Ingham County Land Bank and the development company of Kincaid Henry Building Group, Inc., are pursuing a public/private project to make significant improvements at 124 and 140 E. Ash St., Mason. Jeff Burdick, Director of the Ingham County Landbank, has informed the City of an interest in obtaining an OPRA certificate, creating this allowance.

The City of Mason is required to set a Public Hearing for the consideration and creation of an Obsolete Property Rehabilitation District (OPRD). This would establish the District and determine that it meets the requirements under the legislation. The Public Hearing and establishment of an Obsolete Property Rehabilitation District does not approve an individual OPRD certificate. That would require a future application and consideration.

RECOMMENDED ACTION

Approve Resolution 2013-39.

Introduced:
Second:

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-39**

**A RESOLUTION TO SET A PUBLIC HEARING TO
CONSIDER THE ESTABLISHMENT OF AN OBSOLETE
PROPERTY REHABILITATION ACT DISTRICT
PURSUANT TO 2000 PA 146**

WHEREAS, the City has received a written request from the Ingham County Land Bank requesting that an “Obsolete Property Rehabilitation Act District” be established pursuant to the provisions of 2000 P.A. 146 (Act 146) on certain property owned by the Land Bank in the city of Mason described as follows:

East 2/3 of Lot 2; West 2/3 of Lot 3; and North 41 feet of Lot 9,
Block 17, Section 9, T2N, R1W, City of Mason, Ingham County,
Michigan.

TIN 33-19-10-09-110-021 - commonly known as 124 E. Ash Street

TIN 33-19-10-09-110-007 - commonly known as 140 E. Ash Street

TIN 33-19-10-09-110-015 - being a portion of Alley 17 of the Plat of the City of
Mason

and

WHEREAS, before the City Council may consider and act on its own initiative or upon the request of the Ingham County Land Bank to establish such district, the City Council must, pursuant to section 3 of Act 146, hold a public hearing on the application and give public notice to the applicant, the City Assessor, representatives of the affected taxing units and the general public.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mason that a public hearing shall be held on October 7, 2013, at 7:30 p.m. in the City Council chambers for the purpose of considering and acting upon the request of the Ingham County Land Bank that an obsolete property rehabilitation act district be established pursuant to 2000 PA 146 on the property owned by the Ingham County Land Bank described above; and

BE IT FURTHER RESOLVED that the City Clerk shall provide written notice by certified mail to the owners of record of all property within the proposed Obsolete Property Rehabilitation Act District and give public notice of the public hearing by publishing notice to all residents and taxpayers of the City of such hearing in the *Ingham County News* not less than 10 days nor more than 30 days prior to the hearing.

Yes ()
No ()
Absent ()

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Mason, Ingham County, Michigan, at a regular public meeting held in the City Council chambers on September 16, 2013, at 7:30 p.m., the original of which is part of the Council's minutes.

Deborah J. Cwierniewicz, City Clerk
City of Mason, Ingham County, Michigan

Drafted by and approved as to form:

Dennis E. McGinty (P17407)
Mason City Attorney
601 Abbot Road, PO Box 2502
East Lansing, MI 48826-2502

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: September 16, 2013

Agenda Item: 8 (C)

AGENDA ITEM

- Resolution 2013-40—Approval to award the rehabilitation of Hayes Park Well to Layne Christensen Company

EXHIBITS

- None

STAFF REVIEW

Department of Public Works

SUMMARY STATEMENT

Hayes Park Well was found to be losing production and has not had service since 2002. A public bid was published requesting sealed bids to clean and do maintenance on the well and pump, placing it back into service.

Four bids were received on September 3, 2013. The low bid came in at \$25,699.00 as submitted by Layne Christensen Company. The bids received were:

Layne Christensen Company	\$25,699.00
Northern Pump and Well	\$27,140.00
Peerless-Midwest	\$47,240.00
Ed Birkmeier Well Drilling	\$58,313.00

RECOMMENDED ACTION

Approve Resolution 2013-40 to award the Hayes Park Well rehabilitation to Layne Christensen Company for \$25,699.00

Introduced:
Second:

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-40
AWARD OF HAYES PARK WELL REHABILITATION
SEPTEMBER 16, 2013**

WHEREAS, it is in the best interests of the City of Mason to maintain our wells; and

WHEREAS, Hayes Park Well is in the need of rehabilitation; now

THEREFORE BE IT RESOLVED, that the Mason City Council does hereby approve the award of the Hayes Park Well rehabilitation to Layne Christensen Company in the amount of \$25,699.

Yes

No

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, September 16, 2013, the original of which is part of the City Council minutes.

Deborah J. Cwierniewicz, City Clerk
City of Mason
Ingham County, Michigan

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: September 16, 2013

Agenda Item: 8 (D)

AGENDA ITEM

- Resolution 2013-41—Approval to award rehabilitation and cleaning of material out of Well No. 8 to Northern Pump and Well

EXHIBITS

- None

STAFF REVIEW

Department of Public Works

SUMMARY STATEMENT

In 2012, Well Number 8 was found to have a cave-in at 300 feet, which caused a loss in production. The City of Mason put out a request for bids based on time and materials and lump sum items to clean out this well and put it back in service, for which the City has a budget of \$30,000. The bid documents allow the City of Mason a per hour rate to clean out the material from the well and lump sum prices for the known work to be done. The recommendation to award the work to Northern Pump and Well is based off the bid documents and reviewing unit prices to clean the material out of the well. The quotes below are for the lump sum prices and do not reflect the per hour cost to clean out the well. The bids received were:

Northern Pump and Well	\$15,963.00
Peerless- Midwest	\$16,190.00
Ed Birkmeier Well Drilling	\$16,784.00

RECOMMENDED ACTION

Approve Resolution 2013-41 to award the rehabilitation and cleaning of material out of Well Number 8 to Northern Pump and Well for \$15,963.00.

Introduced:
Second:

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-41**

AWARD OF WELL NUMBER 8 REHABILITATION AND CLEANING

SEPTEMBER 16, 2013

WHEREAS, it is in the best interests of the City of Mason to maintain our wells; and

WHEREAS, Well number 8 is in the need of rehabilitation; now

THEREFORE BE IT RESOLVED, that the Mason City Council does hereby approve the award of Well number 8 rehabilitation and cleaning to Northern Pump and Well in the amount of \$15,963.00.

Yes

No

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, September 16, 2013, the original of which is part of the City Council minutes.

Deborah J. Cwiertniewicz, City Clerk
City of Mason
Ingham County, Michigan

CITY OF MASON
STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: September 16, 2013

Agenda Item: 8 (E)

AGENDA ITEM

Resolution No. 2013-42 – Alley Closure to Allow BAD Brewing Company to Hold an Outdoor Event

EXHIBITS

- Letter of Request
- Diagram of Closure
- Memorandum dated September 9, 2013 from John Stressman, Chief of Police

STAFF REVIEW

City Clerk

SUMMARY STATEMENT

Brian Rasdale of BAD Brewing Company is requesting that the alley between Keans Store Company and BAD Brewing Company be closed on October 5, 2013 from 5:00 p.m. to 1:00 a.m. to hold an outdoor event. The Licensing and Regulatory Affairs (LARA) requires a resolution from the local governmental unit indicating that the licensee has permission to use the municipality owned area. Upon the review of the request, Police Chief John Stressman has provided a memorandum stating no objection.

Mr. Rasdale has obtained a Sound Amplification Equipment Registration Statement that is required for the use of sound amplifying equipment on the alley, and he is aware that amplified music is restricted to the hours of 10:00 am. to 10:00 p.m.

RECOMMENDED ACTION

Move to approve Resolution No. 2013-42.

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2013-42
ALLEY CLOSURE TO ALLOW BAD BREWING
COMPANY TO HOLD AN OUTDOOR EVENT

September 16, 2013

WHEREAS, Brian Rasdale of BAD Brewing Company has requested an alley closure to hold an outdoor event on October 5, 2013; and

WHEREAS, Mr. Rasdale has requested the alley be closed between the hours of 5:00 p.m. through 1:00 a.m. to allow set up and tear down, the event is scheduled to be held between the hours of 6:00 p.m. through 12:00 a.m.;

WHEREAS, live music is planned between the hours of 6:00 p.m. through 10:00 p.m., in accordance with Mason Code Section 22-36(2); now

NOW, THEREFORE BE IT RESOLVED, that the Mason City Council does hereby approve the closure of the alley between Keans Store Company and BAD Brewing Company on October 5, 2013 between the hours of 5:00 p.m. and 1:00 a.m. as shown on the diagram submitted to hold an outdoor event.

Yes ()

No ()

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, September 16, 2013, the original of which is part of the City Council minutes.

Deborah J. Cwierniewicz, City Clerk
City of Mason
Ingham County, Michigan

To: Mason City Council/Mason Police
From: BAD Brewing Company LLC
Date: 09/04/2013
Subject: Request for blocking off alley for outdoor event

Dear Council members,

I am writing you to request a complete shutdown of the alley between Keans Store Company and BAD Brewing Company on October 5th 2013 from 5:00pm to 1:00am. The actual event will only run from 6:00pm to 12:00am the extra hour on both ends is for setup and tear down. The event will include live music outside that will run from 6pm to 11pm, a small serving area in the alley for special release fall beers and a hotdog cart from What up Dawg. Attached is a drawing of the proposed fencing locations which will allow for one main entry and exit point where identifications will be checked upon entry. The fencing locations and setup will allow patrons to travel freely from inside the building to the outdoor area with beer. Immediately after this process if the resolution is approved the application will be submitted to the MLCC for approval.

Thank you for your consideration,

Brian Rasdale
BAD Brewing Company LLC
440 S. Jefferson St.
Mason, MI 48854
517-676-7664
Cell 517-819-4259

DOTTED LINE = FENCING

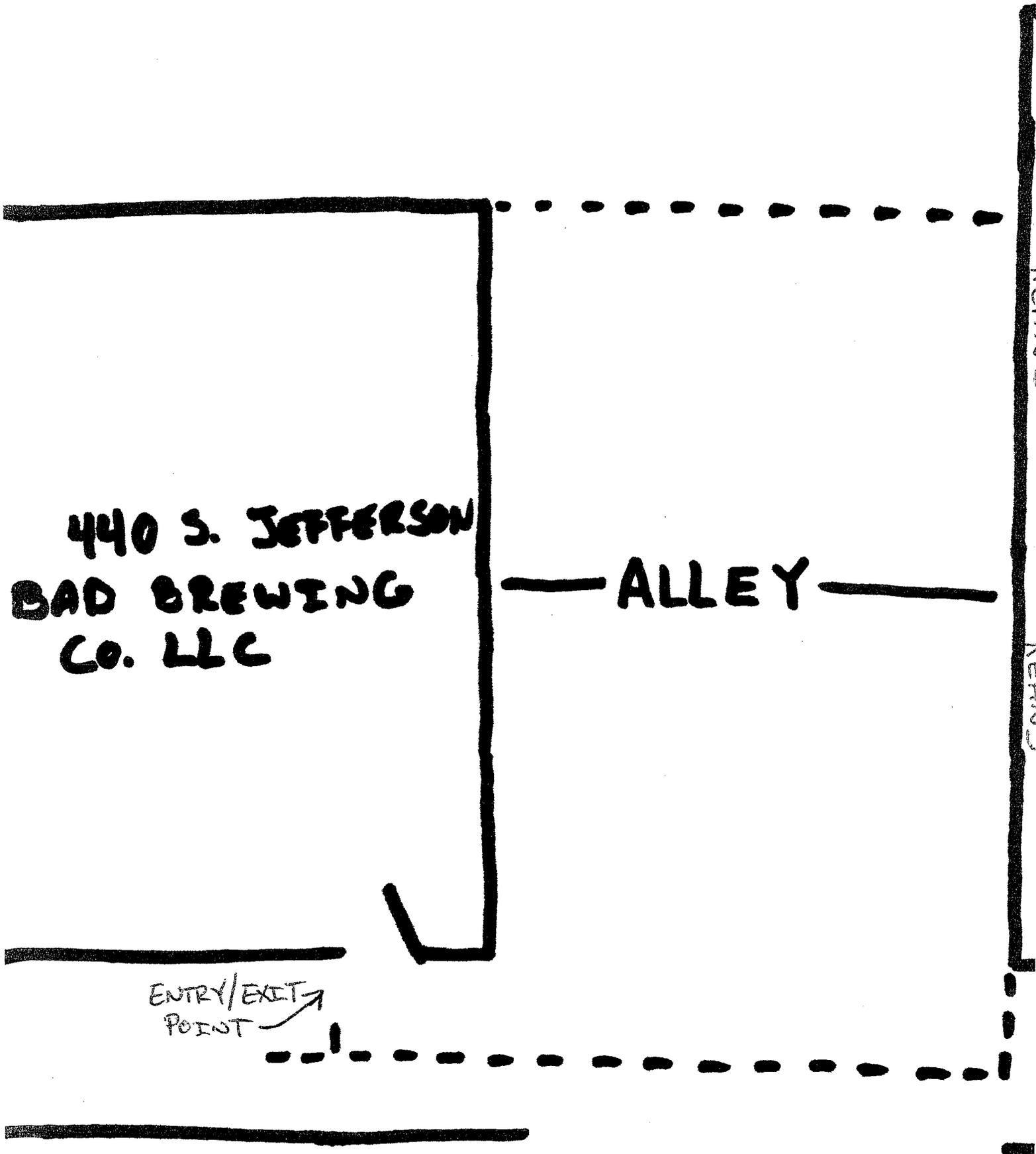
*NOT TO SCALE

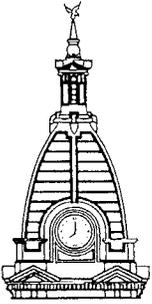
440 S. JEFFERSON
BAD BREWING
CO. LLC

— ALLEY —

ENTRY/EXIT
POINT →

NEVADA





Mason Police Department

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370

JOHN STRESSMAN
Chief of Police

Office: (517) 676-2458
Fax: (517) 244-9024
MASON_PD@ingham.org

MEMORANDUM

To: Debbie Cwiertniewicz
City Clerk

From: John Stressman
Chief of Police

A handwritten signature in black ink, appearing to be 'J. Stressman', is written over the printed name and title of the sender.

Ref: BAD Brewing Company, LLC
Alley Shutdown on 10/5/2013

Date: September 9, 2013

I have reviewed the request from Brian Rasdale to shut down the alley between Kean's Store Company and BAD Brewing Company, LLC for an event on October 5, 2013 and have no objections at this time.

If you have any questions, please contact me.

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: September 16, 2013

Agenda Item: 8 (F)

AGENDA ITEM

Motion – Request to Occupy the Public Right-of-Way

EXHIBITS

- Letter of Request
- Diagram of Display

STAFF REVIEW

City Clerk

SUMMARY STATEMENT

Mr. Carl Brower is requesting to occupy the public right-of-way during the Farmers Market and Down Home Days to display Jehovah's Witness literature. He is proposing to locate the literature display staffed by one or two people at all times, and would prefer to locate the display on the nearest corner; however, he is open to other right-of-way locations if necessary. Mr. Brower has provided a picture of the display, indicated by the one circled. The Farmers Market operates July 6 through October 5, 9:00 a.m. – 1:00 p.m. Down Home Days is held September 21, 9:00 a.m. - 4:30 p.m.

RECOMMENDED ACTION

Move to approve Mr. Carl Brower to occupy the public right-of-way in front of the Ingham County building on the north side of Maple Street between Jefferson and Barnes Streets, placing a Jehovah's Witness Literature Display staffed by one or two individuals every Saturday, beginning September 21, through October 5, from 9:00 a.m. – 1:00 p.m. On September 21, Mr. Brower may occupy the public right-of-way just north of the alley on the west side of Jefferson Street, south of Maple Street from 9:00 a.m. - 4:30 p.m. at the same location.

Carl Brower
1355 S College Rd
Mason MI 48854
517-358-6685
c.brow@ymail.com

September 10, 2013

Re: Jehovah's Witness Literature Display Location(s)

Mason City Clerk
c/o Debbie
201 W Ash St
Mason MI 48854

Dear Debbie:

Regarding our request for a Literature Display Location(s), we had in mind any area the City would approve along the North side of Maple St between Jefferson St and Barnes St (except in front of the church) each Saturday morning that the Farmer's Market is in operation for the remainder of the year.

Additionally, during the Mason Down Home Days, September 19-22, we would like to locate on the West side of Jefferson anywhere between the alley and Maple St that the City would find appropriate. If such area is devoted to the Down Home Days festival, then we would like the same location along the North side of Maple St we have requested above.

If any of the locations requested seem inadvisable to the City of Mason, we would appreciate any suggestions as to where we could locate in close proximity to the Farmer's Market and Mason Down Home Days festival.

As to the size and shape of the display device, please see the enclosed pictures. The circled display is the one we intend to use, except without the sign at the top. It is a single-sided display, featuring books, brochures, and magazines. While we do not have the exact measurements of the display, it is evident that it is not large in size.

Also, please be aware that we will not be approaching any individuals passing by. Only if they stop to request literature or ask questions will we engage them in conversation. We will in no way interfere with any pedestrian traffic passing on the sidewalks. It is our intention to have two people attend to the display.

Please accept in advance our appreciation for your prompt and kind assistance.

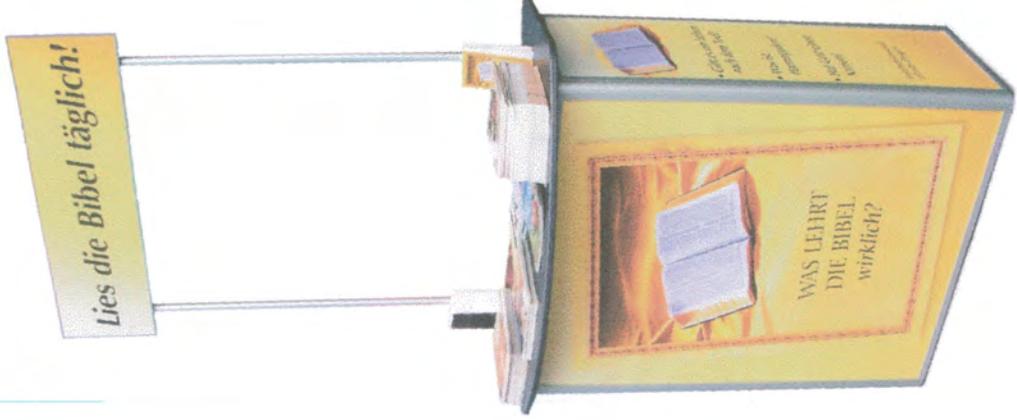
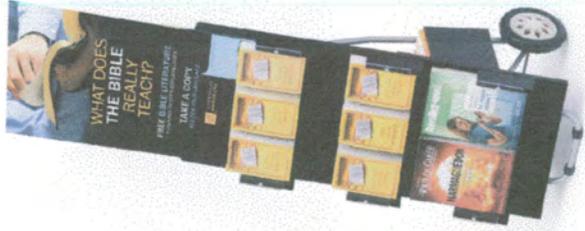
Sincerely,



Carl Brower

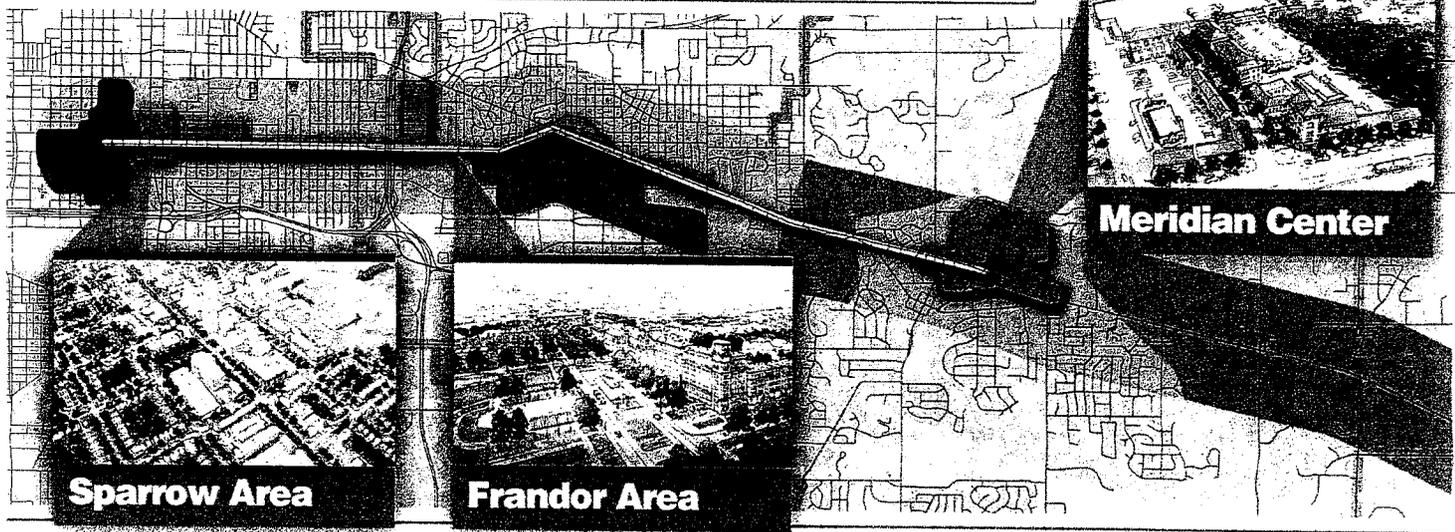
Enclosures: (1)

Sample Public Witnessing Displays



Michigan Avenue/ Grand River Avenue

DESIGN Charrette



October 22-30²⁰¹³

Sparrow Area

▶ Opening Design Session

WHEN: Tuesday, October 22 > 6 PM - 9 PM

WHERE: Allen Market Place.

1619 E Kalamazoo Street, Lansing.

▶ Open House

WHEN: Sunday, October 27 > 5 PM - 7 PM

WHERE: Allen Market Place.

1619 E Kalamazoo Street, Lansing.

Frandor Area

▶ Opening Design Session

WHEN: Tuesday, October 22 > 6 PM - 9 PM

WHERE: Allen Market Place.

1619 E Kalamazoo Street, Lansing.

▶ Open House

WHEN: Sunday, October 27 > 5 PM - 7 PM

WHERE: Allen Market Place.

1619 E Kalamazoo Street, Lansing.

Additional Meetings & Locations

▶ Work in Progress Presentation

WHEN: Wednesday, October 30 > 6:30 PM - 9 PM

WHERE: Hannah Community Center
East Lansing

Charrette Studio

▶ **WHEN:** October 23 thru 25 & October 27 thru 29,
10 AM - 7 PM (Closed Saturday)

WHERE: 325 E. Grand River Ave
Suite 300, East Lansing

Meridian Center

▶ Opening Design Session

WHEN: Thursday, October 24 > 6 PM - 9 PM

WHERE: Chippewa Middle School.

4000 N Okemos Road, Okemos

▶ Open House

WHEN: Monday, October 28 > 5 PM - 7 PM

WHERE: Meridian Township Hall.

5151 Marsh Road, Okemos

For Additional Information
www.migrand-charrette.com or
twitter.com/MIGrand13 #migrand13

Charrette



Capital Area District
LIBRARIES

401 S. Capitol Avenue
Lansing MI 48901-7919

517.367.6300
FAX 517.374.1068

September 6, 2013

Mr. Marty Colburn
City Administrator, City of Mason
201 W. Ash St.
Mason, MI 48854

Dear Mr. Colburn:

In 2013, Capital Area District Libraries (CADL) staff made annual report presentations at all 23 municipality meetings. We are proud to have reached this goal and plan to continue these visits every spring. We welcome this opportunity to give you an annual update on activities at CADL. This fall, we would like to go a step further and invite representatives from our municipalities to gather together with the CADL Board, Management Team and local branch Library Heads.

You are invited to join us on October 3, 2013 at 5:30 pm at the Ingham County Fairgrounds Community Building. We have planned an agenda where we will share information and give you the opportunity to tell us what is important to your community. A light meal will be served.

One important topic on the agenda will be our millage, which expires on December 31, 2013. We must go back to the voters next year and we want to share our plans and seek your input. Other items on the agenda will include Michigan legislation that affects libraries, an update on the Supreme Court appeal of the Open Carry lawsuit, recent library renovations, happenings and innovations that will affect your local community.

If your schedule permits, we would be delighted to have you join us on October 3. Please RSVP to Chelsea Koenigsknecht at koenigsknecht@cadl.org or call at 517-367-6312 by September 23.

Thank you and I hope to see you there.

Sincerely,

Margaret A. Bossenbery, Chair
Capital Area District Libraries Board

REVENUE AND EXPENDITURE REPORT FOR CITY OF MASON

PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR MONTH 08/31/2013	AVAILABLE BALANCE	% BDDT USED
		BUDGET	AMENDED				
Fund 101 -- GENERAL FUND							
Revenues							
215.00	CLERK	100.00		13.94	0.00	86.06	13.94
254.00	TREASURER/FINANCE	4,969,430.00	2,663,101.81		128,452.86	2,306,328.19	53.59
271.00	FORESTRY	29,770.00		0.00	0.00	29,770.00	0.00
276.00	CEMETERY	31,250.00		13,076.00	6,276.00	18,174.00	41.84
301.00	POLICE DEPARTMENT	71,610.00	21,678.98		10,255.35	49,931.02	30.27
336.00	FIRE DEPARTMENT	161,560.00	4,116.50		1,979.00	157,443.50	2.55
458.00	SIDEWALK CONSTRUCTION-REPAIR	33,000.00		0.00	0.00	33,000.00	0.00
528.00	REFUSE COLLECTION	340,100.00	333,490.56		(24.96)	6,609.44	98.06
747.00	COMMUNITY GARDEN	250.00	35.00		0.00	215.00	14.00
751.00	RECREATION	5,750.00	6,630.00		815.00	(880.00)	115.30
758.00	PUBLIC ART	10,000.00		0.00	0.00	10,000.00	0.00
850.00	WORKERS COMPENSATION	43,520.00	11,963.00		11,963.00	31,557.00	27.49
TOTAL Revenues		5,696,340.00	3,054,105.79		159,716.25	2,642,234.21	53.62

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR MONTH 08/31/2013	AVAILABLE BALANCE	% BDDT USED
		BUDGET	AMENDED				
Expenditures							
101.00	COUNCIL	40,585.00	3,797.83		770.83	36,787.17	9.36
172.00	ADMINISTRATOR	240,980.00	32,562.26		14,294.19	208,417.74	13.51
209.00	ASSESSING	47,205.00	7,642.54		3,839.67	39,562.46	16.19
247.00	BOARD OF REVIEW	650.00		90.00	90.00	560.00	13.85
254.00	TREASURER/FINANCE	472,590.00	67,731.07		29,680.81	404,858.93	14.33
260.00	TECHNOLOGY	80,945.00	5,282.16		540.61	75,662.84	6.53
262.00	ELECTIONS	117,370.00	19,131.64		8,462.98	98,238.36	16.30
265.00	BUILDING OFFICIAL/CITY HALL	154,580.00	18,424.41		9,993.64	136,155.59	11.92
266.00	LEGAL/ATTORNEY	87,125.00	14,882.55		6,665.50	72,242.45	17.08
268.00	PARK STREET PROPERTY	41,985.00	0.00		0.00	41,985.00	0.00
269.00	PROPERTY	471,720.00	147,404.21		147,004.21	324,315.79	31.25
271.00	FORESTRY	63,465.00	21,625.34		985.36	60,839.66	4.14
272.00	ADMINISTRATIVE SERVICES	239,420.00	5,507.72		(5,971.73)	233,912.28	2.30
276.00	CEMETERY	220,160.00	20,875.76		10,647.43	199,284.24	9.48
305.00	POLICE ADMINISTRATION	326,065.00	57,036.09		35,988.22	269,028.91	17.49
315.00	CROSSING GUARDS	23,975.00	102.65		102.65	23,872.35	0.43
316.00	POLICE PATROLLING	1,004,145.00	132,418.17		57,790.99	871,726.83	13.19
336.00	FIRE DEPARTMENT	483,425.00	32,923.92		14,008.73	450,501.08	6.81
380.00	PLANNING/ZONING OFFICIAL	116,355.00	20,126.11		9,027.23	96,228.89	17.30
426.00	CIVIL DEFENSE	615.00	0.00		0.00	615.00	0.00
428.00	DISASTER ACCOUNT	100.00	0.00		0.00	100.00	0.00
441.00	PUBLIC SERVICES	5,620.00	699.86		378.70	4,920.14	12.45
447.00	ENGINEERING	125,700.00	0.00		0.00	290.00	0.00
448.00	STREET LIGHTING	33,000.00	15,452.81		9,101.98	110,247.19	12.29
458.00	SIDEWALK CONSTRUCTION-REPAIR	339,570.00	53,703.93		27,073.53	33,000.00	0.00
528.00	REFUSE COLLECTION	530.00	196.32		109.36	285,866.07	15.82
747.00	COMMUNITY GARDEN	127,895.00	28,629.73		17,397.84	99,265.27	22.39
756.00	PARKS AND BALL DIAMONDS	15,000.00	3,300.00		3,300.00	11,700.00	22.00
758.00	PUBLIC ART	8,040.00	1,491.90		425.00	7,490.00	6.84
775.00	SENIOR CITIZENS	8,020.00	0.00		0.00	6,528.10	18.60
790.00	LIBRARY	6,945.00	900.00		0.00	6,945.00	0.00
806.00	CHRISTMAS DECORATIONS	4,560.00	900.00		300.00	3,660.00	19.74
807.00	CABLE COMMISSION	755.00	61.18		51.77	693.82	8.10
808.00	PLANNING COMMISSION	43,520.00	11,963.00		0.00	31,557.00	27.49
850.00	WORKERS COMPENSATION	94,770.00	22,455.06		8,291.26	72,314.94	23.69
855.00	RETIREE BENEFITS	61,900.00	0.00		0.00	61,900.00	0.00
890.00	CONTINGENCIES	586,765.00	0.00		0.00	586,765.00	0.00
999.00	SURPLUS						

PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE		ACTIVITY FOR		AVAILABLE			
		AMENDED	BUDGET	08/31/2013	NORMAL (ABNORMAL)	MONTH 08/31/2013	INCREASE (DECREASE)	NORMAL	(ABNORMAL)	BALANCE	% BDTG USED
Fund 101 - GENERAL FUND											
Expenditures											
TOTAL Expenditures		5,696,340.00		727,968.22		410,350.76		4,968,371.78		12.78	
Fund 101:											
TOTAL REVENUES		5,696,340.00		3,054,105.79		159,716.25		2,642,234.21		53.62	
TOTAL EXPENDITURES		5,696,340.00		727,968.22		410,350.76		4,968,371.78		12.78	
NET OF REVENUES & EXPENDITURES		0.00		2,326,137.57		(250,634.51)		(2,326,137.57)		100.00	

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR MONTH 08/31/2013		AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL		INCREASE (DECREASE)	INCREASE (DECREASE)		
Fund 202 - MAJOR STREETS FUND								
Revenues		1,353,035.00		1,696.50		878.70	1,351,338.50	0.13
000.00								
TOTAL Revenues		1,353,035.00		1,696.50		878.70	1,351,338.50	0.13
Expenditures								
000.00		56,130.00		0.00		0.00	56,130.00	0.00
451.00	STREET/ROAD CONSTRUCTION	996,135.00		0.00		0.00	996,135.00	0.00
463.00	STREET MAINTENANCE	129,240.00		20,694.64		9,840.51	108,545.36	16.01
474.00	TRAFFIC SERVICES	24,640.00		2,092.13		739.87	22,547.87	8.49
478.00	WINTER MAINTENANCE	36,850.00		0.00		0.00	36,850.00	0.00
482.00	STREET ADMIN/GEN EXP	110,040.00		0.00		0.00	110,040.00	0.00
TOTAL Expenditures		1,353,035.00		22,786.77		10,580.38	1,330,248.23	1.68
Fund 202:								
TOTAL REVENUES		1,353,035.00		1,696.50		878.70	1,351,338.50	0.13
TOTAL EXPENDITURES		1,353,035.00		22,786.77		10,580.38	1,330,248.23	1.68
NET OF REVENUES & EXPENDITURES		0.00		(21,090.27)		(9,701.68)	21,090.27	100.00

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR MONTH 08/31/2013		AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	INCREASE (DECREASE)		
Fund 203 - LOCAL STREETS FUND								
Revenues		198,005.00		81.65		54.56	197,923.35	0.04
000.00								
TOTAL Revenues		198,005.00		81.65		54.56	197,923.35	0.04
Expenditures								
463.00	STREET MAINTENANCE	146,890.00		15,235.91		7,439.59	131,654.09	10.37
474.00	TRAFFIC SERVICES	8,725.00		728.27		643.31	7,996.73	8.35
478.00	WINTER MAINTENANCE	30,390.00		0.00		0.00	30,390.00	0.00
482.00	STREET ADMIN/GEN EXP	12,000.00		0.00		0.00	12,000.00	0.00
TOTAL Expenditures		198,005.00		15,964.18		8,082.90	182,040.82	8.06
Fund 203:								
TOTAL REVENUES		198,005.00		81.65		54.56	197,923.35	0.04
TOTAL EXPENDITURES		198,005.00		15,964.18		8,082.90	182,040.82	8.06
NET OF REVENUES & EXPENDITURES		0.00		(15,882.53)		(8,028.34)	15,882.53	100.00

User: MW

DB: Mason City

PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR		AVAILABLE BALANCE (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		MONTH 08/31/2013 INCREASE (DECREASE)	NORMAL		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								
Revenues								
000.00		125,500.00		41,756.74		46.17	83,743.26	33.27
	TOTAL Revenues	125,500.00		41,756.74		46.17	83,743.26	33.27
Expenditures								
000.00		125,500.00		8,365.92		8,365.92	117,134.08	6.67
	TOTAL Expenditures	125,500.00		8,365.92		8,365.92	117,134.08	6.67
Fund 248:								
	TOTAL REVENUES	125,500.00		41,756.74		46.17	83,743.26	33.27
	TOTAL EXPENDITURES	125,500.00		8,365.92		8,365.92	117,134.08	6.67
	NET OF REVENUES & EXPENDITURES	0.00		33,390.82		(8,319.75)	(33,390.82)	100.00

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 08/31/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2013 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 250 -- LOCAL DEV. FINANCE AUTHORITY						
Revenues						
000.00		422,820.00	1,648,138.37	77.31	(1,225,318.37)	389.80
TOTAL Revenues		422,820.00	1,648,138.37	77.31	(1,225,318.37)	389.80
Expenditures						
691.00	L.D.F.A.	422,820.00	0.00	0.00	422,820.00	0.00
TOTAL Expenditures		422,820.00	0.00	0.00	422,820.00	0.00
Fund 250:						
TOTAL REVENUES		422,820.00	1,648,138.37	77.31	(1,225,318.37)	389.80
TOTAL EXPENDITURES		422,820.00	0.00	0.00	422,820.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1,648,138.37	77.31	(1,648,138.37)	100.00

PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR MONTH 08/31/2013		AVAILABLE BALANCE	% BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 297 - ECONOMIC DEVELOPMENT COMM.								
Revenues								
000.00		70.00		5.54		0.41	64.46	7.91
	TOTAL Revenues	70.00		5.54		0.41	64.46	7.91
Expenditures								
000.00		70.00		0.00		0.00	70.00	0.00
	TOTAL Expenditures	70.00		0.00		0.00	70.00	0.00
Fund 297:								
	TOTAL REVENUES	70.00		5.54		0.41	64.46	7.91
	TOTAL EXPENDITURES	70.00		0.00		0.00	70.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00		5.54		0.41	(5.54)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF MASON
 PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR		AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		MONTH 08/31/2013 INCREASE (DECREASE)	MONTH 08/31/2013 INCREASE (DECREASE)		
Fund 592 - WATER/SEWER FUND								
Revenues		3,566,290.00	489,066.81	489,066.81	285,850.92	285,850.92	3,077,223.19	13.71
000.00		3,566,290.00	489,066.81	489,066.81	285,850.92	285,850.92	3,077,223.19	13.71
TOTAL Revenues								
Expenditures								
545.00	WATER & SEWER ADMINISTRATION	41,110.00	7,314.28	7,314.28	3,201.28	3,201.28	33,795.72	17.79
546.00	SEWER IMPROVEMENT	44,310.00	0.00	0.00	0.00	0.00	44,310.00	0.00
548.00	SEWER MAINTENANCE	288,865.00	19,880.83	19,880.83	11,128.85	11,128.85	268,984.17	6.88
555.00	WASTEWATER TREATMENT PLANT	871,315.00	101,551.07	101,551.07	49,887.57	49,887.57	769,763.93	11.65
556.00	WATER MAINTENANCE	385,280.00	55,876.81	55,876.81	26,693.20	26,693.20	329,403.19	14.50
557.00	STORM SEWER PROGRAM	26,575.00	0.00	0.00	0.00	0.00	26,575.00	0.00
558.00	WATER IMPROVEMENT	405,175.00	8,490.60	8,490.60	2,739.00	2,739.00	396,684.40	2.10
559.00	WATER TREATMENT PLANT	838,660.00	56,464.13	56,464.13	26,439.33	26,439.33	782,195.87	6.73
566.00	ALLOWANCE FOR DEPRECIATION	665,000.00	0.00	0.00	0.00	0.00	665,000.00	0.00
TOTAL Expenditures		3,566,290.00	249,577.72	249,577.72	120,089.23	120,089.23	3,316,712.28	7.00
Fund 592:								
TOTAL REVENUES		3,566,290.00	489,066.81	489,066.81	285,850.92	285,850.92	3,077,223.19	13.71
TOTAL EXPENDITURES		3,566,290.00	249,577.72	249,577.72	120,089.23	120,089.23	3,316,712.28	7.00
NET OF REVENUES & EXPENDITURES		0.00	239,489.09	239,489.09	165,761.69	165,761.69	(239,489.09)	100.00

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR MONTH 08/31/2013		AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 612 - MASON BUILDING AUTHORITY								
Revenues								
000.00		277,745.00		0.05		0.02	277,744.95	0.00
	TOTAL Revenues	277,745.00		0.05		0.02	277,744.95	0.00
Expenditures								
000.00		277,745.00		0.00		0.00	277,745.00	0.00
	TOTAL Expenditures	277,745.00		0.00		0.00	277,745.00	0.00
Fund 612:								
	TOTAL REVENUES	277,745.00		0.05		0.02	277,744.95	0.00
	TOTAL EXPENDITURES	277,745.00		0.00		0.00	277,745.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00		0.05		0.02	(0.05)	100.00

PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR		AVAILABLE BALANCE (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL		MONTH 08/31/2013 INCREASE (DECREASE)	NORMAL		
Fund 661 - MOTOR VEHICLE POOL								
Revenues								
000.00		344,725.00		21,499.87		21,395.90	323,225.13	6.24
TOTAL Revenues		344,725.00		21,499.87		21,395.90	323,225.13	6.24
Expenditures								
567.00	SHOP & BLDG. MAINTENANCE	44,010.00		186.89		78.15	43,823.11	0.42
568.00	EQUIPMENT MAINTENANCE	170,615.00		32,675.09		16,048.14	137,939.91	19.15
901.00	EQUIPMENT-CAPITAL OUTLAY	130,100.00		1,944.84		1,944.84	128,155.16	1.49
TOTAL Expenditures		344,725.00		34,806.82		18,071.13	309,918.18	10.10
Fund 661:								
TOTAL REVENUES		344,725.00		21,499.87		21,395.90	323,225.13	6.24
TOTAL EXPENDITURES		344,725.00		34,806.82		18,071.13	309,918.18	10.10
NET OF REVENUES & EXPENDITURES		0.00		(13,306.95)		3,324.77	13,306.95	100.00

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE 08/31/2013	ACTIVITY FOR MONTH 08/31/2013		AVAILABLE BALANCE (ABNORMAL)	% BDT USED
		AMENDED BUDGET	NORMAL		INCREASE (DECREASE)	NORMAL		
Fund 702 -- RAYNER BOND FUND								
Revenues		33,000.00		4,567.82		2,429.68	28,432.18	13.84
000.00								
TOTAL Revenues		33,000.00		4,567.82		2,429.68	28,432.18	13.84
Expenditures								
000.00		33,000.00		0.00		0.00	33,000.00	0.00
TOTAL Expenditures		33,000.00		0.00		0.00	33,000.00	0.00
Fund 702:								
TOTAL REVENUES		33,000.00		4,567.82		2,429.68	28,432.18	13.84
TOTAL EXPENDITURES		33,000.00		0.00		0.00	33,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		4,567.82		2,429.68	(4,567.82)	100.00

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 08/31/2013 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2013 INCREASE (DECREASE)	NORMAL (ABNORMAL)	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY TRUST FUND							
Revenues							
000.00		4,300.00	777.38	362.15		3,522.62	18.08
TOTAL Revenues		4,300.00	777.38	362.15		3,522.62	18.08
Expenditures							
000.00		4,300.00	0.00	0.00		4,300.00	0.00
TOTAL Expenditures		4,300.00	0.00	0.00		4,300.00	0.00
Fund 711:							
TOTAL REVENUES		4,300.00	777.38	362.15		3,522.62	18.08
TOTAL EXPENDITURES		4,300.00	0.00	0.00		4,300.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	777.38	362.15		(777.38)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF MASON

PERIOD ENDING 08/31/2013

GL NUMBER	DESCRIPTION	2013-14		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL (ABNORMAL)	08/31/2013	NORMAL (ABNORMAL)	MONTH 08/31/2013	INCREASE (DECREASE)	NORMAL	ABNORMAL	% BDT USED
Fund 812 - SPECIAL ASSESSMENT FUND										
Revenues										
000.00		201,640.00		46,472.69		110.89		155,167.31		23.05
TOTAL Revenues		201,640.00		46,472.69		110.89		155,167.31		23.05
Expenditures										
000.00		201,640.00		0.00		0.00		201,640.00		0.00
TOTAL Expenditures		201,640.00		0.00		0.00		201,640.00		0.00
Fund 812:										
TOTAL REVENUES		201,640.00		46,472.69		110.89		155,167.31		23.05
TOTAL EXPENDITURES		201,640.00		0.00		0.00		201,640.00		0.00
NET OF REVENUES & EXPENDITURES		0.00		46,472.69		110.89		(46,472.69)		100.00
TOTAL REVENUES - ALL FUNDS										
TOTAL EXPENDITURES - ALL FUNDS		12,223,470.00		5,308,169.21		470,922.96		6,915,300.79		43.43
NET OF REVENUES & EXPENDITURES		12,223,470.00		1,059,469.63		575,540.32		11,164,000.37		8.67
		0.00		4,248,699.58		(104,617.36)		(4,248,699.58)		100.00

City of Mason

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MEMORANDUM

TO: Honorable Mayor and Council Members
FROM: Martin Colburn, City Administrator
DATE: September 16, 2013
RE: City Administrator's Report

LEAP Board of Directors Meeting Synopsis

The Lansing Economic Area Partnership (LEAP) Board meeting was held Tuesday, September 10, at the Accident Fund building in downtown Lansing. The Board has grown with additional municipalities and business agencies. The influences of the growth are the successes within the regional areas as well as the reduction of membership dues. One of several points of interest is that long-time Michigan Works! and State Senior Executive Doug Stites is retiring. In more recent years, you would have known him through his leadership role in Michigan Works!.

LEAP helped negotiate a site plan problem within a neighborhood in Lansing, tied to problematic architectural style influences. The MSU Facility for Rare Isotope Beams (FRIB) has received an additional \$56 million in funding for continuing construction. They are currently working on site improvements, however they are not yet able to spend the federal \$56 million as it has been approved through a continuing resolution of the federal budget.

Additionally, LEAP is focusing on a regional incubation network. This consists of a work group that is developing multiple incubators within the region. Their intent is to develop and incorporate an entrepreneurial education program. LEAP will also provide resources to entrepreneurs and through their successes feed the local economy through the creation of new businesses, jobs and investment. A presentation was provided regarding an agricultural/food based industries, as it has a significant impact regionally and statewide. The opportunity arose to make contact with several other business people within the region. Through the networking, I am hoping to spur interest and investment in Mason.

Joint Meeting—City Council and Planning Commission

Staff has recommended Monday, September 30 for a joint meeting between the City Council and Planning Commission to discuss the Master Plan update.