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, June 16, 2014

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. Consent Agenda
   A. Approval of Minutes
      - Regular Council Meeting: June 2, 2014
   B. Approval of Bills
7. Regular Business
   A. First Reading – Ordinance 198—An Ordinance to Amend the Code of the City of Mason by Repealing in its Entirety Chapter 60 – Soil Erosion and Sedimentation Control
   B. Resolution No. 2014-30 – Designate Authorizing Signatories
   C. Resolution No. 2014-31 – Amend the 2013-2014 Fiscal Year Budget
   D. Resolution No. 2014-32 – Return Delinquent Water and Sewer Bills to the July 2014 Tax Roll
   E. Resolution No. 2014-33 – Levy 1% Tax Administration Fee
   F. Resolution No. 2014-34 – Return Miscellaneous Bills to the July 2014 Tax Roll
   G. Motion—Directory of Charges
   H. Motion—Assign 1% of Unassigned Fund Balance for Grant Matching
   I. Discussion—Fire Department Apron Project
8. Unfinished Business
9. New Business
10. Correspondence
    - Letter from Christian Andersen, System Manager at WOW, dated June 1, 2014
    - Letter to Mary Wright, of WOW, dated June 4, 2014
    - Monthly Revenue Expenditure Report
11. Liaison Reports
12. Councilmember Reports
13. Administrator's Report
    - Lansing Economic Area Partnership (LEAP) Update
    - Economic Vitality Incentive Program (EVIP) Update
14. Executive Session - Personnel - City Administrator Periodic Performance Review
15. Adjournment

CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF JUNE 2, 2014

Mayor Clark called the meeting to order at 7:30 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Mulvany 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
John Stressman, Chief of Police
Mark Howe, Assistant Fire Chief

ANNOUNCEMENTS

- Friday, June 6, 2014, Ernie Lutz will be presented with the French Legion of Honor award
- Art Gallery Event currently being held at Extra!

PEOPLE FROM THE FLOOR

Mayor Clark acknowledged Boy Scout Zack Troxell who is earning his Eagle Scout designation.

Clark asked City Clerk Cwiertniewicz to explain the specifics of the May 19, 2014 video. Cwiertniewicz stated that the audio/video equipment indicated that the disc was bad and not recording after the first half hour of the meeting. A new disc was replaced immediately; however, the first disc would not convert for use on all media devices and was not "opening' or playing. Efforts of the audio/video equipment company were unsuccessful. The disc has been taken to a private company that may be able to convert the bad disc.

CONSENT AGENDA

It was the consensus of Council to remove the bills from the consent agenda.

MOTION by Naeyaert, second by Droscha,
to approve the Consent Agenda as follows:
A. Approval of Minutes – Regular Council Meeting: May 19, 2014

MOTION APPROVED UNANIMOUSLY

REGULAR BUSINESS

Motion – Approval of Bills

A brief discussion was held regarding the purchase of five turn out coat and bunker pants suits; the 2013-2014 Budget listed four suits would be purchased. Colburn stated that the Fire Chief determined that it was necessary to purchase a fifth suit.

MOTION by Naeyaert, second by Droscha,
to approve the bills in the amount of $58,166.92 as presented.
MOTION APPROVED UNANIMOUSLY

Resolution 2014-27—Fireworks Display Agreement and Temple Street Closure

Fire Department Lieutenant John Sabbadin stated that it is necessary to relocate the fireworks shoot site to Temple Street. The annual Fourth of July fireworks display has historically been held at the Ingham County Fairgrounds. A new structure is being built at the fairgrounds, which will have a canvass cover. Lieutenant Sabbadin stated that it would not be safe to maintain the

current fireworks site due to the fireworks fallout.

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2014-27 read.
MOTION APPROVED UNANIMOUSLY

Resolution No. 2014-27 was introduced by Mulvany and seconded by Ferris.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2014-27
FIREWORKS DISPLAY AGREEMENT AND TEMPLE STREET CLOSURE
June 2, 2014

WHEREAS, the Mason Fire Department is requesting to hold a fireworks display on the evening of July 4, 2014 in conjunction with the annual Fourth of July celebration and;

WHEREAS, the Mason Fire Department is moving the location of the shoot site for the fireworks display to Temple Street and are requesting that Temple Street be closed between the fairgrounds entrance and Kipp Road from 6:00 AM on July 4 through 2:00 AM on July 5, 2014.

BE IT HEREBY RESOLVED, by the Mason City Council of the City of Mason that it does hereby grant permission to the Mason Fire Department and the Dansville Fire Department, Township of Ingham, to hold a fireworks display on the evening of July 4, 2014 in conjunction with the annual Fourth of July celebration. The show is to be shot from Temple Street near Avery Lane.

FURTHER RESOLVED, that the lease agreement with the Ingham County Fairgrounds be signed by the Mayor and the City Administrator on behalf of the City of Mason for the use of the facilities that day.

RESOLUTION APPROVED UNANIMOUSLY

Resolution 2014-28—Grant Agreement with the Michigan Department of State and the City of Mason for the Qualified Voter File (QVF) Oracle/Equipment Upgrade Project

Cwiertniewicz informed Council regarding the Help America Vote Act (HAVA) grant that will provide a new computer and updates to the Qualified Voter File (QVF) for the City Clerk's office.

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2014-28 read.
MOTION APPROVED UNANIMOUSLY

Resolution No. 2014-28 was introduced by Ferris and seconded by Mulvany.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2014-28
A RESOLUTION APPROVING A GRANT AGREEMENT WITH THE MICHIGAN DEPARTMENT OF STATE AND THE CITY OF MASON FOR THE QUALIFIED VOTER FILE (QVF) ORACLE/EQUIPMENT UPGRADE PROJECT
June 2, 2014

WHEREAS, the Office of the City Clerk is responsible to maintain the voter registration records for the City of Mason; and

WHEREAS, the Michigan Department of State is in receipt of federal financial assistance provided to the Department under the provisions of Title II, Section 251, of the Help America Vote Act (HAVA), CDFA 90.401.; and

WHEREAS, this program is referred to as the Qualified Voter File (QVF) Oracle/Equipment Upgrade Project; and

WHEREAS, the purpose of this grant is to upgrade the QVF infrastructure to meet the objectives of Michigan's HAVA State Plan; and

WHEREAS, the Department must replace remote workstations for the City of Mason's Clerk's Office and upgrade the site to a more current version of the Microsoft Windows Operating System as well as the Oracle database management system; now

THEREFORE BE IT RESOLVED, that the Mason City Council hereby authorizes entering into the Grant Agreement with the Michigan Department of State for the QVF Oracle/Equipment Upgrade Project.

RESOLUTION APPROVED UNANIMOUSLY

Resolution No. 2014-29 – A Resolution Recognizing the "Sun Dried Music Festival, Inc." as a Profit Organization in the City of Mason

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2014-29 read.
MOTION APPROVED UNANIMOUSLY

Resolution No. 2014-29 was introduced by Mulvany and seconded by Ferris.

RESET PRINT

MGCB

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2014-29

A RESOLUTION RECOGNIZING THE "SUN DRIED MUSIC FESTIVAL, INC.," A NON-PROFIT ORGANIATION IN THE CITY OF MASON

June 2, 2014

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

At a Regular meeting of the City of Mason called to order by Leon Clark on 6-2-2014 at 7:30 a.m./p.m. the following resolution was offered:

Moved by Mulvany and supported by Ferris that the request from Sundried Music Festival of Mason county of Ingham, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses, be considered for Approval.

APPROVAL		DISAPPROVAL	
Yeas:	(7)	Yeas:	
Nays:	(0)	Nays:	
Absent:	(0)	Absent:	

I hereby certify that the foregoing is a true and complete copy of a resolution offered and adopted by the City of Mason at a Regular meeting held on 6-2-2014.

SIGNED: Deborah Cwiertniewicz

Deborah Cwiertniewicz, City Clerk

201 W. Ash st., Mason, MI 48854

Authority: Act 382 of the Public Acts of 1972, as amended
MGCB-MP-R8BUR (Rev 05-13)

RESOLUTION APPROVED UNANIMOUSLY

Motion—Street Closure—Mason Farmers Market Association, Inc

The Mason Farmers Market Association is requesting to close East Maple Street between South Barnes Street and the west edge of the Ingham County Hilliard Building on Saturdays between 6:00 a.m. and 2:00 p.m. from July 12, 2014 through October 4, 2014 to hold its annual Farmers Market. During the "Sun Dried Music Festival," the Mason Farmers Market will move to the Austin Park Pavilion. On September 20, during Mason "Down Home Days," the market plans to extend the market until 4:00 p.m., and make arrangements for the space with the Chamber of Commerce. As in previous years, a free space for community organizations to publicize events will be available.

MOTION by Naeyaert, second by Droscha,
to approve the request of the Mason Farmers Market Association to use the public right-of-way by allowing the closure of East Maple Street from South

Barnes Street to the west edge of the Ingham County Hilliard Building, Saturday mornings, July 12, 2014 through October 4, 2014, between the hours of 6:00 a.m. and 2:00 p.m., along with the loan of four (4) sawhorse barriers and 8 cones for the season from DPW.
MOTION APPROVED UNANIMOUSLY

UNFINISHED BUSINESS

Bruno stated that he had various questions regarding permits and DPW issues. (1) Was a variance granted for the house located on Rogers and Maple Street for the construction of a deck that has been built in the front yard? (2) What is the status of the code violation matter at 400 block of West Ash Street? (3) Laylin and Hayes Park need mulch added in the playground areas. (4) He questioned the lengthy time frame to fix a bent street sign post in the cemetery. (5) Council approved the Fire Station driveway replacement March 3, 2014. The March 3, 2014, Staff Agenda Report states that an 8" asphalt drive will be installed; however, the bid tabulation sheet indicates the installation of a 6" bituminous driveway. Also, he questioned whether the cost estimate total was correct.

Colburn responded that he will contact the city engineer regarding the fire station driveway questions. He stated that he had written an email to Mr. Bruno informing him that a variance had been granted last year allowing the construction of a deck in the front yard for the house located at Rogers and Maple Street. Regarding the Ash Street code enforcement matter, the homeowner has been notified that he is in violation of code, and was informed of his rights to appeal. He will have the cemetery street sign straightened. Bark has been ordered for the playgrounds for Laylin and Hayes Park; however he does not know the status of the projects' progress.

NEW BUSINESS

No new business at this time.

CORRESPONDENCE

All correspondence was distributed.

LIAISON REPORTS

Clark informed Council regarding Downtown Development Authority business.

COUNCILMEMBER REPORTS

Brown informed Council regarding his long time friendship with Montreal, Quebec, elected official, City Councillor Guillaume Lavoie. He hopes the two cities can build a friendship, as well.

ADMINISTRATOR'S REPORT

Colburn informed Council regarding city business.

Council extended their condolences to Mr. Colburn for the loss of his mother-in-law.

ADJOURNMENT

The meeting adjourned at 8:12 p.m.

Deborah J. Cwiertniewicz, City Clerk

Leon R. Clark, Mayor

06/13/2014 09:45 AM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON
EXP CHECK RUN DATES 06/06/2014 - 06/18/2014
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
COUNCIL REPORT

MONDAY, JUNE 16, 2014

Vendor Code / Invoice / GL Number	Vendor Name / Invoice Description / GL Description	Invoice Date	Amount	
06474	CONSUMERS ENERGY			
JUNE 2014	ELECTRICITY 4/24 - 5/31	06/09/2014		
101-448.00-926.000	ELECTRIC 5/1 - 5/31		7,190.40	
592-555.00-920.000	ELECTRICITY 4/24 - 5/22		8,606.51	
			15,796.91	
		VENDOR TOTAL:		15,796.91
08020	GRIFFIN INTERNATIONAL, LLC			
110-5997	PARTS FOR DEHUMIDIFIER PROJECT	06/13/2014		
592-559.00-970.000	PARTS FOR DEHUMIDIFIER PROJECT		6,960.00	
		VENDOR TOTAL:		6,960.00
05050	LANSING ICE & FUEL			
1415101 1-83053	DPW MAY FUEL 1894.6 GALLONS	06/09/2014		
661-568.00-731.000	DPW MAY FUEL 1894.6 GALLONS		5,952.67	
		VENDOR TOTAL:		5,952.67
05221	MCGINTY, HITCH, HOUSEFIELD, PERSON,			
JUNE 2014	MAY LEGAL FEES	06/13/2014		
101-266.00-826.000	MAY LEGAL FEES		7,221.97	
		VENDOR TOTAL:		7,221.97
05363	WOLVERINE ENGINEERS INC			
20140213	67 SOIL EROSION INSPECTIONS 9/1 - 12/31/2013	06/13/2014		
101-265.00-818.000	67 SOIL EROSION INSPECT'S 9/1-12/31/2013		5,025.00	
		VENDOR TOTAL:		5,025.00
		TOTAL - ALL VENDORS:		40,956.55

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: June 16, 2014 **Agenda Item:** 7 (A)

AGENDA ITEM

Ordinance No. 198 – An Ordinance to Amend the Code of the City of Mason by Repealing in its Entirety Chapter 60 – Soil Erosion and Sedimentation Control

EXHIBITS

- Ordinance No. 198

STAFF REVIEW

Zoning & Development Department

SUMMARY STATEMENT

The City of Mason took control as the municipal enforcing agency of soil erosion and sedimentation control, as permitted by the Michigan Department of Environmental Quality (MDEQ) in 2009. Since then staff has experienced challenges in completing required inspections and follow-up enforcement due to staff reduction and limited resources. In 2012, the MDEQ determined that there was inadequate staff support assigned to the program, particularly in the area of field inspections. This ruling forced staff to secure third party inspection services. Wolverine Engineering was retained to conduct field inspections and reporting for each soil erosion permit issued. Wolverine Engineering has surpassed expectations in their level of experience and reporting skills.

In early 2014, the MDEQ determined that the field inspections are being conducted in accordance with their standards. However, professional inspection services come with a cost. Currently service costs are exceeding revenue about two to one. Staff is doing everything in its power to minimize the cost of inspections, including staying in close contact with both inspectors and contractors to minimize return trips for compliance. Staff is also utilizing drawing on bonds to complete work where contractors have not met compliance orders.

This issue was discussed during the recent budget workshops. It is recommended that Municipal Enforcing Agency status be repealed and given back to Ingham County.

Ordinance No. 198 has been prepared in cooperation by staff and the City Attorney. The draft being presented to you has been approved to form and content by the City Attorney.

RECOMMENDED ACTION

Introduce Ordinance No. 198 and consider read for the first time.

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

CITY OF MASON
ORDINANCE NO. 198

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF MASON BY REPEALING IN ITS ENTIRETY CHAPTER 60 – SOIL EROSION CONTROL AND SEDIMENTATION CONTROL

THE CITY OF MASON ORDAINS:

That Chapter 60 – Soil Erosion and Sedimentation Control – of the Code of the City of Mason, previously enacted by Ordinance No. 165 and adopted June 1, 2009, is hereby repealed in its entirety from the Code of the City of Mason.

This ordinance shall become effective 20 days after adoption and upon publication.

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 _____, 2014. Ordinance No. 198 declared adopted this _____ day of _____, 2014.

_____
Leon Clark, Mayor

_____
Deborah J. Cwiertniewicz, City Clerk

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: June 16, 2014 **Agenda Item:** 7 (B-F)

AGENDA ITEM

- Resolution 2014-30 – Designate Authorizing Signatories
- Resolution 2014-31 – Amend the 2013-2014 Fiscal Year Budget
- Resolution 2014-32 – Return Delinquent Water and Sewer Bills to the July 2014 Tax Roll
- Resolution 2014-33 – Levy 1% Tax Administration Fee
- Resolution 2014-34 – Return Miscellaneous Bills to the July 2014 Tax Roll

EXHIBITS

- Amended Budget
- "A" Delinquent Water and Sewer Bills
- "A" Delinquent Miscellaneous Bills

STAFF REVIEW

Finance Department

SUMMARY STATEMENT

Attached are the five standard fiscal year end resolutions which must be adopted by the Council annually.

Resolution 2014-30 authorizes Dart Bank and Mason State Bank to recognize the facsimile signatures of Martin A. Colburn and Eric E. Smith.

Resolution 2014-31 amends the 2013-2014 budget. By State Law we must ensure that expenditures do not exceed the allocated budget. All accounts have been reviewed by the Finance Department and the department heads. Corrections and adjustments may be made by the auditors if necessary.

Resolution 2014-32 authorizes the City Treasurer to return delinquent water and sewer bills to the July 2014 tax roll.

Resolution 2014-33 authorizes the City Treasurer to levy a 1% administration fee on all non-city tax collections. It further authorizes 4% interest on delinquent July tax and a 3% penalty on delinquent December tax.

Resolution 2014-34 authorizes the City Treasurer to return delinquent invoices to the July 2014 tax roll.

RECOMMENDED ACTION

Move to approve Resolution Nos. 2014-30 – 2014-34.

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION 2014-30

DESIGNATE AUTHORIZING SIGNATORIES

June 16, 2014

BE IT HEREBY RESOLVED, that Mason State Bank and Dart National Bank, as designated depositories of the City of Mason, be, and it is hereby requested, authorized, and directed to honor checks, drafts, or other orders for the payment of money drawn in the City's name, including those payable to the individual order of any persons whose names appear thereon as signers thereof, when bearing or purporting to bear the facsimile signatures of the two following names: Martin A. Colburn, City Administrator; Eric E. Smith, Finance Director/Treasurer, and the above banks shall be entitled to honor and charge the City of Mason for such checks, drafts, or other orders, regardless of by whom or by what means the actual or purported facsimile signatures thereon may have been affixed thereto, if such signature resembles the facsimile specimens duly certified to or filed with the above banks by the Clerk of the City of Mason.

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, June, 16, 2014, the original of which is part of the Council's minutes.

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

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION 2014-31

AMEND THE 2013-2014 FISCALYEAR BUDGET

June 16, 2014

BE IT HEREBY RESOLVED by the City Council of the City of Mason that the 2013-2014 fiscal year Budget is hereby amended as per the attached "Exhibit A."

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, June 16, 2014, the original of which is part of the Council's minutes.

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

EXHIBIT A

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND					
Dept 000.00					
SURPLUS FROM FUND BALANCE	0.00	360,980.00	0.00	360,980.00	0.00
000.00	0.00	360,980.00	0.00	360,980.00	0.00
Dept 215.00-CLERK					
CHARGES FOR SERVICES	100.00	250.00	226.99	23.01	90.80
215.00-CLERK	100.00	250.00	226.99	23.01	90.80
Dept 254.00-TREASURER/FINANCE					
CHARGES FOR SERVICES	88,250.00	88,620.00	88,386.16	233.84	99.74
TAX REVENUE	2,900,330.00	2,824,785.00	2,799,883.19	24,901.81	99.12
LICENSE AND PERMITS	74,500.00	120,415.00	109,842.97	10,572.03	91.22
STATE REVENUE SHARING	650,000.00	656,000.00	557,395.00	98,605.00	84.97
FRINGE BENEFITS	6,600.00	6,600.00	6,600.00	0.00	100.00
CHARGES FOR SERVICES - FEES	100.00	1,145.00	1,145.00	0.00	100.00
INTEREST INCOME	7,000.00	7,500.00	7,361.54	138.46	98.15
RENTALS	44,650.00	39,135.00	38,933.70	201.30	99.49
ADMIN CONTR FR OTHER FUNDS	1,053,665.00	547,210.00	494,650.00	52,560.00	90.39
CONTRIBUTIONS FROM OTHER FUNDS	144,335.00	144,335.00	144,333.40	1.60	100.00
SUNDRY	0.00	0.00	6.00	(6.00)	100.00
254.00-TREASURER/FINANCE	4,969,430.00	4,435,745.00	4,248,536.96	187,208.04	95.78
Dept 271.00-FORESTRY					
CHARGES FOR SERVICES	29,770.00	29,770.00	29,770.00	0.00	100.00
GRANT REVENUE	0.00	3,000.00	3,000.00	0.00	100.00
DONATIONS FROM PRIVATE SOURCES	0.00	1,950.00	1,950.00	0.00	100.00
271.00-FORESTRY	29,770.00	34,720.00	34,720.00	0.00	100.00
Dept 276.00-CEMETERY					
CHARGES FOR SERVICES	15,000.00	19,505.00	19,065.00	440.00	97.74
CHARGES FOR SERVICES - FEES	12,000.00	16,540.00	16,541.00	(1.00)	100.01
CONTRIBUTIONS FROM OTHER FUNDS	750.00	700.00	0.00	700.00	0.00
CHARGES FOR SERVICES-SALES	3,500.00	6,310.00	5,313.50	996.50	84.21
276.00-CEMETERY	31,250.00	43,055.00	40,919.50	2,135.50	95.04
Dept 301.00-POLICE DEPARTMENT					
CHARGES FOR SERVICES	21,950.00	23,070.00	12,779.07	10,290.93	55.39
LICENSE AND PERMITS	4,500.00	4,555.00	4,584.60	(29.60)	100.65
CHARGES FOR SERVICES - FEES	3,480.00	5,095.00	5,097.25	(2.25)	100.04
SUNDRY	0.00	2,665.00	2,662.69	2.31	99.91
GRANT REVENUE	3,440.00	6,080.00	5,687.10	392.90	93.54
DONATIONS FROM PRIVATE SOURCES	15,640.00	20,045.00	19,965.60	79.40	99.60
FINES AND FORFEITURES	22,600.00	31,960.00	32,785.57	(825.57)	102.58
301.00-POLICE DEPARTMENT	71,610.00	93,470.00	83,561.88	9,908.12	89.40
Dept 336.00-FIRE DEPARTMENT					
CHARGES FOR SERVICES	0.00	35.00	39.00	(4.00)	111.43
LICENSE AND PERMITS	2,000.00	3,400.00	3,500.00	(100.00)	102.94
CHARGES FOR SERVICES - FEES	158,360.00	178,365.00	179,188.18	(823.18)	100.46
FINES AND FORFEITURES	1,200.00	1,200.00	1,100.00	100.00	91.67
336.00-FIRE DEPARTMENT	161,560.00	183,000.00	183,827.18	(827.18)	100.45
Dept 458.00-SIDEWALK CONSTRUCTION-REPAIR					
CONTRIBUTIONS FROM OTHER FUNDS	33,000.00	0.00	0.00	0.00	0.00
458.00-SIDEWALK CONSTRUCTION-REPAIR	33,000.00	0.00	0.00	0.00	0.00
Dept 528.00-REFUSE COLLECTION					
CHARGES FOR SERVICES - FEES	333,065.00	334,150.00	334,152.00	(2.00)	100.00
CONTRIBUTIONS FROM OTHER FUNDS	7,035.00	7,935.00	7,937.28	(2.28)	100.03
528.00-REFUSE COLLECTION	340,100.00	342,085.00	342,089.28	(4.28)	100.00
Dept 747.00-COMMUNITY GARDEN					
CHARGES FOR SERVICES-SALES	250.00	720.00	722.50	(2.50)	100.35
747.00-COMMUNITY GARDEN	250.00	720.00	722.50	(2.50)	100.35
Dept 751.00-RECREATION					
RENTALS	4,250.00	5,400.00	5,335.00	65.00	98.80
DONATIONS FROM PRIVATE SOURCES	1,500.00	16,520.00	16,520.00	0.00	100.00
751.00-RECREATION	5,750.00	21,920.00	21,855.00	65.00	99.70

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND					
Dept 758.00-PUBLIC ART					
DONATIONS FROM PRIVATE SOURCES	10,000.00	10,000.00	5,000.00	5,000.00	50.00
758.00-PUBLIC ART	10,000.00	10,000.00	5,000.00	5,000.00	50.00
Dept 850.00-WORKERS COMPENSATION					
WK COMP INS CONTRIBUTION	43,520.00	46,265.00	45,049.00	1,216.00	97.37
850.00-WORKERS COMPENSATION	43,520.00	46,265.00	45,049.00	1,216.00	97.37
Fund 101 - GENERAL FUND:					
TOTAL REVENUES	5,696,340.00	5,572,210.00	5,006,508.29	565,701.71	89.85

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND					
101.00-COUNCIL	40,585.00	38,500.00	27,318.49	11,181.51	70.96
172.00-ADMINISTRATOR	240,980.00	192,920.00	180,801.84	12,118.16	93.72
209.00-ASSESSING	47,205.00	49,190.00	49,069.91	120.09	99.76
247.00-BOARD OF REVIEW	650.00	720.00	720.00	0.00	100.00
254.00-TREASURER/FINANCE	472,590.00	378,380.00	357,810.50	20,569.50	94.56
260.00-TECHNOLOGY	80,945.00	68,445.00	41,539.25	26,905.75	60.69
262.00-ELECTIONS	117,370.00	116,560.00	106,211.37	10,348.63	91.12
265.00-BUILDING OFFICIAL/CITY HALL	154,580.00	181,185.00	137,670.00	43,515.00	75.98
266.00-LEGAL/ATTORNEY	87,125.00	105,285.00	90,283.66	15,001.34	85.75
268.00-PARK STREET PROPERTY	41,985.00	41,985.00	10,866.09	31,118.91	25.88
269.00-PROPERTY	471,720.00	466,595.00	460,864.01	5,730.99	98.77
271.00-FORESTRY	63,465.00	59,000.00	54,682.57	4,317.43	92.68
272.00-ADMINISTRATIVE SERVICES	239,420.00	197,205.00	189,001.71	8,203.29	95.84
276.00-CEMETERY	220,160.00	152,765.00	141,706.89	11,058.11	92.76
305.00-POLICE ADMINISTRATION	326,065.00	281,680.00	251,926.47	29,753.53	89.44
315.00-CROSSING GUARDS	23,975.00	20,260.00	18,458.20	1,801.80	91.11
316.00-POLICE PATROLLING	1,004,145.00	802,180.00	763,238.05	38,941.95	95.15
336.00-FIRE DEPARTMENT	483,425.00	460,670.00	401,698.03	58,971.97	87.20
380.00-PLANNING/ZONING OFFICIAL	116,355.00	111,975.00	106,573.69	5,401.31	95.18
426.00-CIVIL DEFENSE	615.00	1,010.00	1,006.17	3.83	99.62
428.00-DISASTER ACCOUNT	100.00	100.00	0.00	100.00	0.00
441.00-PUBLIC SERVICES	5,620.00	3,360.00	2,974.78	385.22	88.54
447.00-ENGINEERING	290.00	0.00	0.00	0.00	0.00
448.00-STREET LIGHTING	125,700.00	106,560.00	83,652.66	22,907.34	78.50
458.00-SIDEWALK CONSTRUCTION-REPAIR	33,000.00	0.00	0.00	0.00	0.00
528.00-REFUSE COLLECTION	339,570.00	325,500.00	325,319.09	180.91	99.94
747.00-COMMUNITY GARDEN	530.00	775.00	665.97	109.03	85.93
756.00-PARKS AND BALL DIAMONDS	127,895.00	112,435.00	97,887.43	14,547.57	87.06
758.00-PUBLIC ART	15,000.00	15,000.00	10,218.90	4,781.10	68.13
775.00-SENIOR CITIZENS	8,040.00	6,700.00	5,800.00	900.00	86.57
790.00-LIBRARY	8,020.00	8,660.00	7,364.19	1,295.81	85.04
806.00-CHRISTMAS DECORATIONS	6,945.00	5,465.00	5,221.07	243.93	95.54
807.00-CABLE COMMISSION	4,560.00	4,250.00	3,600.00	650.00	84.71
808.00-PLANNING COMMISSION	755.00	990.00	468.82	521.18	47.36

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND					
850.00-WORKERS COMPENSATION	43,520.00	45,050.00	45,049.00	1.00	100.00
855.00-RETIREE BENEFITS	94,770.00	95,770.00	93,993.48	1,776.52	98.15
890.00-CONTINGENCIES	61,900.00	62,390.00	0.00	62,390.00	0.00
999.00-SURPLUS	586,765.00	1,052,695.00	646,954.24	405,740.76	61.46
Fund 101 - GENERAL FUND:					
TOTAL EXPENDITURES	5,696,340.00	5,572,210.00	4,720,616.53	851,593.47	84.72

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREETS FUND					
Dept 000.00					
INTEREST INCOME	1,400.00	1,400.00	1,424.21	(24.21)	101.73
SUNDRY	0.00	2,415.00	2,416.01	(1.01)	100.04
GRANT REVENUE	808,000.00	395,000.00	338,753.03	56,246.97	85.76
CHARGES FOR SERVICES-SALES	500.00	910.00	912.13	(2.13)	100.23
TRANSFERS IN	543,135.00	784,325.00	643,273.09	141,051.91	82.02
000.00	1,353,035.00	1,184,050.00	986,778.47	197,271.53	83.34
Fund 202 - MAJOR STREETS FUND:					
TOTAL REVENUES	1,353,035.00	1,184,050.00	986,778.47	197,271.53	83.34

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 202 - MAJOR STREETS FUND					
000.00	56,130.00	87,120.00	30,000.00	57,120.00	34.44
451.00-STREET/ROAD CONSTRUCTION	996,135.00	784,325.00	643,273.09	141,051.91	82.02
463.00-STREET MAINTENANCE	129,240.00	131,705.00	118,347.97	13,357.03	89.86
474.00-TRAFFIC SERVICES	24,640.00	23,610.00	15,180.68	8,429.32	64.30
478.00-WINTER MAINTENANCE	36,850.00	53,640.00	50,969.15	2,670.85	95.02
482.00-STREET ADMIN/GEN EXP	110,040.00	103,650.00	65,000.00	38,650.00	62.71
Fund 202 - MAJOR STREETS FUND:					
TOTAL EXPENDITURES	1,353,035.00	1,184,050.00	922,770.89	261,279.11	77.93

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREETS FUND					
Dept 000.00					
CHARGES FOR SERVICES	21,000.00	22,670.00	22,670.61	(0.61)	100.00
INTEREST INCOME	250.00	250.00	294.54	(44.54)	117.82
GRANT REVENUE	120,000.00	135,000.00	117,165.93	17,834.07	86.79
CHARGES FOR SERVICES-SALES	500.00	5,540.00	1,040.35	4,499.65	18.78
TRANSFERS IN	56,255.00	355,490.00	33,681.15	321,808.85	9.47
000.00	198,005.00	518,950.00	174,852.58	344,097.42	33.69
Fund 203 - LOCAL STREETS FUND:					
TOTAL REVENUES	198,005.00	518,950.00	174,852.58	344,097.42	33.69

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 203 - LOCAL STREETS FUND					
451.00-STREET/ROAD CONSTRUCTION	0.00	268,370.00	3,681.15	264,688.85	1.37
463.00-STREET MAINTENANCE	146,890.00	139,945.00	127,300.93	12,644.07	90.96
474.00-TRAFFIC SERVICES	8,725.00	7,735.00	2,240.24	5,494.76	28.96
478.00-WINTER MAINTENANCE	30,390.00	38,340.00	37,348.25	991.75	97.41
482.00-STREET ADMIN/GEN EXP	12,000.00	64,560.00	12,000.00	52,560.00	18.59
Fund 203 - LOCAL STREETS FUND:					
TOTAL EXPENDITURES	198,005.00	518,950.00	182,570.57	336,379.43	35.18

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
Dept 000.00					
SURPLUS FROM FUND BALANCE	75,050.00	76,345.00	0.00	76,345.00	0.00
TAX REVENUE	50,050.00	48,680.00	48,680.15	(0.15)	100.00
INTEREST INCOME	400.00	475.00	458.32	16.68	96.49
000.00	125,500.00	125,500.00	49,138.47	76,361.53	39.15
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL REVENUES	125,500.00	125,500.00	49,138.47	76,361.53	39.15

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY					
000.00	125,500.00	125,500.00	32,664.74	92,835.26	26.03
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:					
TOTAL EXPENDITURES	125,500.00	125,500.00	32,664.74	92,835.26	26.03

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 250 - LOCAL DEV. FINANCE AUTHORITY					
Dept 000.00					
TAX REVENUE	418,820.00	411,495.00	411,496.84	(1.84)	100.00
INTEREST INCOME	4,000.00	5,600.00	5,545.54	54.46	99.03
000.00	422,820.00	417,095.00	417,042.38	52.62	99.99
Fund 250 - LOCAL DEV. FINANCE AUTHORITY:					
TOTAL REVENUES	422,820.00	417,095.00	417,042.38	52.62	99.99

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 250 - LOCAL DEV. FINANCE AUTHORITY					
691.00-L.D.F.A.	422,820.00	417,095.00	195,338.76	221,756.24	46.83
Fund 250 - LOCAL DEV. FINANCE AUTHORITY:					
TOTAL EXPENDITURES	422,820.00	417,095.00	195,338.76	221,756.24	46.83

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 297 - ECONOMIC DEVELOPMENT COMM.					
Dept 000.00					
INTEREST INCOME	70.00	55.00	53.49	1.51	97.25
000.00	70.00	55.00	53.49	1.51	97.25
Fund 297 - ECONOMIC DEVELOPMENT COMM.:					
TOTAL REVENUES	70.00	55.00	53.49	1.51	97.25

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 297 - ECONOMIC DEVELOPMENT COMM.					
000.00	70.00	55.00	0.00	55.00	0.00
Fund 297 - ECONOMIC DEVELOPMENT COMM.:					
TOTAL EXPENDITURES	70.00	55.00	0.00	55.00	0.00

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 401 - CAPITAL IMPROVEMENT FUND					
Dept 000.00					
DONATIONS FROM PRIVATE SOURCES	0.00	1,000.00	1,000.00	0.00	100.00
000.00	0.00	1,000.00	1,000.00	0.00	100.00
Fund 401 - CAPITAL IMPROVEMENT FUND:					
TOTAL REVENUES	0.00	1,000.00	1,000.00	0.00	100.00

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 401 - CAPITAL IMPROVEMENT FUND					
000.00	0.00	1,000.00	0.00	1,000.00	0.00
Fund 401 - CAPITAL IMPROVEMENT FUND:					
TOTAL EXPENDITURES	0.00	1,000.00	0.00	1,000.00	0.00

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 592 - WATER/SEWER FUND					
Dept 000.00					
SURPLUS FROM FUND BALANCE	964,790.00	1,022,180.00	0.00	1,022,180.00	0.00
CHARGES FOR SERVICES	15,750.00	14,870.00	14,155.00	715.00	95.19
LICENSE AND PERMITS	42,750.00	111,240.00	107,340.00	3,900.00	96.49
INTEREST INCOME	10,000.00	9,500.00	8,773.67	726.33	92.35
RENTALS	500.00	500.00	500.00	0.00	100.00
CONTRIBUTIONS FROM OTHER FUNDS	0.00	238,570.00	138,240.27	100,329.73	57.95
GRANT REVENUE	0.00	4,870.00	4,872.77	(2.77)	100.06
DONATIONS FROM PRIVATE SOURCES	0.00	4,425.00	4,425.00	0.00	100.00
CHARGES FOR SERVICES-SALES	2,493,000.00	2,326,005.00	2,145,974.53	180,030.47	92.26
FINES AND FORFEITURES	39,500.00	40,000.00	37,386.84	2,613.16	93.47
000.00	3,566,290.00	3,772,160.00	2,461,668.08	1,310,491.92	65.26
Fund 592 - WATER/SEWER FUND:					
TOTAL REVENUES	3,566,290.00	3,772,160.00	2,461,668.08	1,310,491.92	65.26

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 592 - WATER/SEWER FUND					
545.00-WATER & SEWER ADMINISTRATION	41,110.00	42,295.00	40,313.59	1,981.41	95.32
546.00-SEWER IMPROVEMENT	44,310.00	44,310.00	44,309.25	0.75	100.00
548.00-SEWER MAINTENANCE	288,865.00	163,985.00	104,777.78	59,207.22	63.89
555.00-WASTEWATER TREATMENT PLANT	871,315.00	838,625.00	793,656.79	44,968.21	94.64
556.00-WATER MAINTENANCE	385,280.00	465,015.00	440,296.88	24,718.12	94.68
557.00-STORM SEWER PROGRAM	26,575.00	17,295.00	15,974.77	1,320.23	92.37
558.00-WATER IMPROVEMENT	405,175.00	702,290.00	602,330.81	99,959.19	85.77
559.00-WATER TREATMENT PLANT	838,660.00	833,345.00	801,581.74	31,763.26	96.19
566.00-ALLOWANCE FOR DEPRECIATION	665,000.00	665,000.00	0.00	665,000.00	0.00
Fund 592 - WATER/SEWER FUND:					
TOTAL EXPENDITURES	3,566,290.00	3,772,160.00	2,843,241.61	928,918.39	75.37

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 612 - MASON BUILDING AUTHORITY					
Dept 000.00					
INTEREST INCOME	0.00	0.00	7.08	(7.08)	100.00
CONTRIBUTIONS FROM OTHER FUNDS	277,745.00	284,290.00	284,287.46	2.54	100.00
000.00	277,745.00	284,290.00	284,294.54	(4.54)	100.00
Fund 612 - MASON BUILDING AUTHORITY:					
TOTAL REVENUES	277,745.00	284,290.00	284,294.54	(4.54)	100.00

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 612 - MASON BUILDING AUTHORITY					
000.00	277,745.00	284,290.00	284,287.46	2.54	100.00
Fund 612 - MASON BUILDING AUTHORITY:					
TOTAL EXPENDITURES	277,745.00	284,290.00	284,287.46	2.54	100.00

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 661 - MOTOR VEHICLE POOL					
Dept 000.00					
SURPLUS FROM FUND BALANCE	112,590.00	108,265.00	0.00	108,265.00	0.00
INTEREST INCOME	1,500.00	1,250.00	1,025.20	224.80	82.02
EQUIPMENT RENTAL	230,635.00	257,625.00	220,955.58	36,669.42	85.77
000.00	344,725.00	367,140.00	221,980.78	145,159.22	60.46
Fund 661 - MOTOR VEHICLE POOL:					
TOTAL REVENUES	344,725.00	367,140.00	221,980.78	145,159.22	60.46

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 661 - MOTOR VEHICLE POOL					
567.00-SHOP & BLDG. MAINTENANCE	44,010.00	45,300.00	43,194.10	2,105.90	95.35
568.00-EQUIPMENT MAINTENANCE	170,615.00	190,290.00	184,283.00	6,007.00	96.84
901.00-EQUIPMENT-CAPITAL OUTLAY	130,100.00	131,550.00	76,107.64	55,442.36	57.85
Fund 661 - MOTOR VEHICLE POOL:					
TOTAL EXPENDITURES	344,725.00	367,140.00	303,584.74	63,555.26	82.69

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 702 - RAYNER BOND FUND					
Dept 000.00					
INTEREST INCOME	1,000.00	900.00	849.70	50.30	94.41
ROYALTIES	32,000.00	117,080.00	102,131.37	14,948.63	87.23
000.00	33,000.00	117,980.00	102,981.07	14,998.93	87.29
Fund 702 - RAYNER BOND FUND:					
TOTAL REVENUES	33,000.00	117,980.00	102,981.07	14,998.93	87.29

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 702 - RAYNER BOND FUND					
000.00	33,000.00	117,980.00	7,937.28	110,042.72	6.73
Fund 702 - RAYNER BOND FUND:					
TOTAL EXPENDITURES	33,000.00	117,980.00	7,937.28	110,042.72	6.73

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY TRUST FUND					
Dept 000.00					
CHARGES FOR SERVICES	3,500.00	3,500.00	3,420.00	80.00	97.71
INTEREST INCOME	800.00	700.00	631.97	68.03	90.28
000.00	4,300.00	4,200.00	4,051.97	148.03	96.48
Fund 711 - CEMETERY TRUST FUND:					
TOTAL REVENUES	4,300.00	4,200.00	4,051.97	148.03	96.48

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 711 - CEMETERY TRUST FUND					
000.00	4,300.00	4,200.00	0.00	4,200.00	0.00
Fund 711 - CEMETERY TRUST FUND:					
TOTAL EXPENDITURES	4,300.00	4,200.00	0.00	4,200.00	0.00

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND					
Dept 000.00					
SURPLUS FROM FUND BALANCE	0.00	26,685.00	0.00	26,685.00	0.00
TAX REVENUE	143,975.00	119,495.00	0.00	119,495.00	0.00
INTEREST INCOME	57,665.00	47,540.00	47,449.81	90.19	99.81
000.00	201,640.00	193,720.00	47,449.81	146,270.19	24.49
Fund 812 - SPECIAL ASSESSMENT FUND:					
TOTAL REVENUES	201,640.00	193,720.00	47,449.81	146,270.19	24.49

BUDGET REPORT FOR CITY OF MASON

FOR FISCAL YEAR 2013-2014

ACCOUNT DESCRIPTION	2013-14 ORIGINAL BUDGET	2013-14 AMENDED BUDGET	YTD BALANCE 06/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND					
000.00	201,640.00	193,720.00	193,719.15	0.85	100.00
Fund 812 - SPECIAL ASSESSMENT FUND:					
TOTAL EXPENDITURES	201,640.00	193,720.00	193,719.15	0.85	100.00

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION 2014-32

RETURN DELINQUENT WATER AND SEWER BILLS TO THE JULY 2014 TAX ROLL

June 16, 2014

BE IT HEREBY RESOLVED by the City Council of the City of Mason that the City Treasurer is hereby authorized to return the attached "Exhibit A" entitled Delinquent Water and Sewer Bills, to the July 2014 Tax Roll, pursuant to Mason City Code Section 82-246 (a).

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, June 16, 2014, the original of which is part of the Council's minutes.

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

ATTACHMENT TO RESOLUTION NO. 2014-32
EXHIBIT "A" - DELINQUENT WATER & SEWER BILLS

Parcel No.	Address	Amount	Water Account	Property Owner
33-19-10-04-353-013	323 E RANDOLPH	7.61	0200-04593-03-1	BRITTNEY & LANCE BLOOM
33-19-10-04-453-011	883 E COLUMBIA	5.68	0200-05281-08-1	LOWELL SWARTZ
33-19-10-05-478-006	332 W CENTER	9.33	0200-03746-13-1	DAVID FEINTUCH
33-19-10-08-177-004	755 W ASH	13.24	0300-04231-12-1	JEFF & TERRI NYE
33-19-10-08-209-010	405 W ASH	1,146.54	0300-02800-07-1	COREY BYTWERK
33-19-10-08-232-002	229 STATE	80.83	0300-01570-07-1	BANK OF AMERICA
33-19-10-08-232-002	229 STATE	180.15	0300-01570-08-1	BANK OF AMERICA
33-19-10-08-352-112	1116 CAROM	35.22	0300-02145-02-1	ANTHONY SAUCEDO
33-19-10-08-402-018	447 W SOUTH	13.78	0300-01415-13-1	DAVID OKOWIT
33-19-10-09-109-008	404 E MAPLE	857.96	0100-00958-09-1	ROBERT HOWE
33-19-10-09-109-025	427 E ASH	9.39	0100-00174-15-1	THOMAS PHELPS
33-19-10-09-154-001	605 S JEFFERSON	483.28	0100-00599-11-1	DAVID FEINTUCH
33-19-10-09-154-001	605 S JEFFERSON	34.42	0100-00599-12-1	DAVID FEINTUCH
33-19-10-09-154-003	122 E ELM	114.64	0100-02209-01-1	US NATIONAL BANK
33-19-10-09-159-003	404 E CHERRY	391.58	0100-00374-03-1	AMY SIGMAN
	TOTAL	3,383.65		
	TOTAL PROPERTIES	15		

*Per Directory of Charges approved December 7, 2009, an additional $50 will be added to each account placed on the tax roll

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION 2014-33

LEVY 1% TAX ADMINISTRATION FEE

June 16, 2014

BE IT HEREBY RESOLVED by the City Council of the City of Mason that the City Treasurer is to levy a 1% tax administration fee on all Ingham County, Mason Public School, Ingham Intermediate School, State Education, Capital Area District Library and Lansing Community College taxes levied on the July and December 2014 tax rolls of the City of Mason;

FURTHER RESOLVED, that the City Treasurer is hereby authorized to collect 4% interest on any taxes that remain unpaid from the July tax roll after August 31, 2014 and 3% penalty from the December tax roll after February 14, 2015.

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, June 16, 2014, the original of which is part of the Council's minutes.

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

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION 2014-34

RETURN MISCELLANEOUS BILLS TO THE JULY 2014 TAX ROLL

June 16, 2014

BE IT HEREBY RESOLVED by the City Council of the City of Mason that the City Treasurer is hereby authorized to return the attached "Exhibit A" entitled Miscellaneous Bills, to the July 2014 Tax Roll.

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, June 16, 2014, the original of which is part of the Council's minutes.

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

ATTACHMENT TO RESOLUTION NO. 2014-34
EXHIBIT "A" - DELINQUENT MISCELLANEOUS UNPAID BILLS
June 16, 2014

Parcel No.	Address	Invoice No.	Amount	Description
33-19-10-04-304-006	338 N Rogers St	2885	468.29	Mow & Clean yard
33-19-10-04-355-020	409 E Columbia	2817	291.50	Mow & Clean yard
33-19-10-04-355-020	409 E Columbia	2816	291.50	Mow & Clean yard
33-19-10-09-105-009	229 E Maple St	3033	344.88	Thaw water line
33-19-10-09-176-001	404 E Oak St	2927	288.02	Mow & Clean yard

TOTAL: $1,684.19

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: June 16, 2014 **Agenda Item:** 7 (G)

AGENDA ITEM
Motion – Directory of Charges

EXHIBITS
- Directory of Charges (with edits)

STAFF REVIEW
Finance Department

SUMMARY STATEMENT
These charges are reviewed periodically by staff. The last update was July 15, 2013. The proposed changes for this update would be effective July 1, 2014 unless otherwise stated.

RECOMMENDED ACTION
Move to approve the Directory of Charges dated June 16, 2014.

CITY OF MASON

DIRECTORY OF CHARGES

June 16, 2014

Amended July 15, 2013
Amended January 21, 2013
Amended June 18, 2012
Amended January 16, 2012
Amended July 1, 2011
Amended January 17, 2011
Amended December 7, 2009
Amended April 7, 2008
Amended October 16, 2006

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GENERAL CHARGES

Copies	$.25 per copy
City Charter	$.25 per page
City Audit	$15.00 each
City Budget	$20.00 each, black and white copy only
Water, Storm, & Sanitary Sewer Maps	$6.00 large $4.00 small
City Map-Zoning-Colored	$6.00 each
Computer Runs	In house: $35.00 per hour + $5 for disk Out of house: Cost + 10%
Loudspeaker Set-up & Take-down Charge Based on actual time & equipment rental charges	$255.00 Approximate
Search of Cemetery Records for Genealogy Purposes	$23.00 per hour (minimum of ½ hour)
Quit Claim Deed	$14.50
Tax Search for Records or any part thereof	$23.00 per hour
Master Plan Book	$25.00
Master Plan Map Only	$6.00
Recreational League Fees	$15.00 per game

These fees are collected seasonally from the league.

Softball Tournament Fees: Field and Lighting availability	$200
Staff maintenance time, equipment rental, materials	Actual Cost + 10% Admin Fee
Rental of Gazebo at Griffin Park - Resident	$25.00
Rental of Gazebo at Griffin Park – Non-Resident	$50.00
Hayes Park or Laylin Park Pavilion per day - Resident	$50.00
Hayes Park or Laylin Park Pavillon per day – Non-Resident	$75.00
Rayner Park Pavilion per day – Resident (Full Pavilion)	$100.00
Rayner Park Pavilion per day – Non-Resident (Full Pavilion)	$150.00
Rayner Park Pavilion per day - Resident (½ Pavilion)	$65.00
Rayner Park Pavilion per day – Non-Resident (1/2 Pavilion)	$90.00

GENERAL CHARGES (Continued)

Community Room Rental - Residents	$100.00
Community Room Rental – Non-Residents	$200.00 plus $50.00 deposit
Training Room Rental – Residents	$50.00
Training Room Rental – Non-Residents	$100.00 plus $50.00 deposit
Rental of City Property – Residents	$50.00
Rental of City Property – Non-Residents	$100.00
Zoning Ordinances	$50.00
Check or ACH Return	$25.00
Notary Public Service	$5.00 per document

License to Perform Construction in City Right of Way

A request for license must begin by contacting the Director of the Department of Public Works. Requirements: present proof of workers compensation insurance, obtain a bond in the amount of $10,000, obtain a certificate of insurance in the amount of $1,000,000 with the City of Mason named as additional insured and pay a license fee in the amount of $75.00 before work begins.

Penalty for performing work in Right of Way without approval $200.00

CITY CLERK

MARRIAGE CEREMONY	$15.00
<u>ELECTIONS</u>	
Candidate Filing Fee – School Board Candidates Only	$100.00
Precinct Map	$1.50
Voter's CD	$30.00
Voter's Labels	$30.00 *(plus cost of labels)*
Voter's List	$30.00
Daily Absentee Voter List Update	$5.00
<u>FREEDOM OF INFORMATION ACT (FOIA)</u>	
Clerical *(subject to increase depending on the requested information and employee wages)*	$22.93 per hour
Copy Rate	$ .10 per page
Postage	Current Rate
Good Faith Deposit	Half of the Estimated Total Fee *(if it is estimated to exceed $50.00)*
Industrial Facilities Exemption Certificate Application Fee	$200.00
<u>PERMITS & LICENSES</u>	
Going out of Business License	$50.00
Outdoor Seating, Sales & Service License (one-time fee only)	$25.00
<u>PEDDLER PERMIT</u>	
Application Fee	$11.00
On Foot	
Per Day	$ 7.50
Per Month	$ 30.00
Per Year	$100.00
With Vehicle	
Annual Fee	$100.00
Plus Per Person, Annual Fee	$7.50
Minimum Bond	
Indemnity Bond	$750.00
Rug Merchant Indemnity Bond	$1250.00
Concessionaire Indemnity Bond	$750.00

ASSESSOR

Computer Generated Assessment Record (Lookup) - per parcel	
Picked up at office	$1.00
Faxed record	$3.00 per parcel
Financial Information &/or Listing Card	
Picked up at office	$1.00
Faxed record	$3.00 per parcel

All requests are filled within 24 working hours. If a "RUSH" is requested, the listed charge is doubled.

Land Division (not platted)	
Application fee plus;	$100.00
per parcel	$25.00
Application fee for Industrial	
Facility Certificate	$200.00

BUILDING AND ZONING

The following charges are for the Building and Zoning Department.

SCHEDULE OF FEES

Permits and Schedule of Fees - All applications for permits under this Ordinance shall be filed in duplicate with the Building Inspector or his/her duly-authorized representative. No applications shall be accepted for filing unless accompanied by a receipt from the City Treasurer showing payment of the appropriate fee as set forth in this Article.

BUILDING PERMITS	
Permit to move a building < 500 sq ft	$125.00
Permit to move a building > 500 sq ft	$1,000.00
Permit for excavation for, the erection of, addition to, or alteration of a building or structure. (Includes Certificate of Occupancy when requested)	
Minimum	$50.00 (for $1.00 to $5,000, plus $6.00 for each addl. $1,000 cost)
Commercial Review	$100.00
Mfg Housing/Mobile Home Placement	$125.00
Special Inspection or Reinspection	$50.00
Residential Razing Permit	$150.00
Fee for Construction without permit	1.5 times permit charge
Roofing (roof-over only)	$50.00
Re-roofing (tear off and new roof)	$100.00
Siding Permit	$50.00
CERTIFICATES OF OCCUPANCY PERMITS	
Change in use of building and/or land	$30.00
Nonconforming Use	None
APPLICATION FOR SPECIAL USE PERMIT	
Planned Unit Development (PUD)	$300.00
Sketch Plan Stage	
Complete Proceedings	
Other Applications	
Administrative Site Plan Review	$70.00
Special Use Permit	$275.00
Preliminary Site Plan Review	$200.00
Final Site Plan Review	$100.00

All construction under a Special Use Permit shall require a Building Permit.

Parking Plan Review	$125.00
Petition for Rezoning	$300.00

BUILDING AND ZONING (continued)

Zoning Board of Appeals, Appeals and Variances	$250.00 (standard fee)
Bldg. Code Board of Appeals, Appeals and Variances	$250.00
Sign Permit	$ 4.00 per $1,000 of construction and erection cost with $25.00 minimum permit fee.
Sign Board of Appeals, Appeals and Variances	$250.00
Swimming Pool	$75.00
<u>DEVELOPMENT OF SUBDIVISIONS</u>	
Tentative Preliminary Plat	$800.00 + $10/lot
Final Preliminary Plat	$250.00 + $10/lot
Final Plat	$300.00 + $10/lot
Other Applications	$50.00
Sound Equipment Registration Fee (per section 22-61 of the Mason Code)	$50.00
Commercial Fire Suppression Upgrade	$150.00

City of Mason
Soil Erosion & Sedimentation Control Program

FEE SCHEDULE
*****All fees must be paid prior to the issuance of a permit*****

RESIDENTIAL PROJECTS

Application Fees – (Application/plan review, site inspection, issuance of permit and close out site review)

Minor disturbance	$40.00
6 months	$150.00
9 months	$180.00
12 months	$210.00
Renewal	½ times base fee

COMMERCIAL PROJECTS

Application Fee:

First Acre	$350.00
Each Additional Acre	$35.00
Renewal	½ times base fee

Inspection Fees – If the property the earth disturbance is located on is:

Less than ½ acre	$250.00
½ to 1 acre	$750.00
1 to 5 acres	$1,500.00
5 to 10 acres	$2,500.00
Each additional 10 acres or fraction thereof	$1,250.00

OTHER FEES

Waiver	No Fee
Violation and Cease and Desist Follow-up Inspections	$270.00
Tax Lien Processing Fee	$100.00
Permit Transfer	
Residential	$25.00
Commercial	$75.00
Working without a permit	1 ½ times permit fee

FINANCIAL GUARANTEE REQUIREMENT

A bond, irrevocable letter of credit or cash deposit in the amount of the **estimated total cost of all temporary and permanent soil erosion and sedimentation control measures,** and an amount sufficient to assure installation and completion of corrective measures must be submitted before a SESC permit will be issued.

The total cost shall be estimated by the Applicant and reviewed by the Zoning and Development Department. The bond shall include penalty provisions for failure to complete the work on schedule as specified on the Permit.

Cemetery Office: 676-5041 City Clerk's Office: 676-9155

MAPLE GROVE CEMETERY

Mason, Michigan
Price List Effective July 1, 2007

	RESIDENT	NON-RESIDENT
Full Lot	$ 1,875	$ 3,875
Perpetual Care	710	710
TOTAL	$ 2,585	$ 4,585
Half Lot	$ 940	$ 1,940
Perpetual Care	355	355
TOTAL	$ 1,295	$ 2,295
Single Space	$ 375	$ 775
Perpetual Care	145	145
TOTAL	$ 520	$ 920
Baby Grave	$ 190	$ 390
Perpetual Care	75	75
TOTAL	$ 265	$ 465

GRAVE OPENING	**WEEKDAYS**	**SATURDAY**
Adult	$ 575	$ 700
Baby	$ 135	$ 200
Cremation	$ 135	$ 200

OVERTIME CHARGE: **$150 extra for any funeral entering the Cemetery after 3:30 P.M.**

Disinterment: 250% of Grave Opening Charge.

GRAVE OPENING CHARGES

Vault No.	Grave Size	Weekdays	Weekdays After 3:30 PM	Saturdays	Saturdays After 3:30 PM
0	19 X 36	$ 135	$ 285	$ 200	$ 350
1	26 X 50	$ 135	$ 285	$ 200	$ 350
1 ½	30 X 68	$ 575	$ 725	$ 700	$ 850
2	32 X 80	$ 575	$ 725	$ 700	$ 850
5	38 X 94	$ 575	$ 725	$ 700	$ 850
6	40 X 98	$ 575	$ 725	$ 700	$ 850

Foundations: $.50 Square Inch with a $125.00 minimum

Any regular Employee killed in the line of duty will receive a Cemetery space at no charge to the family.

EMPLOYEE'S CHARGES

Employee Cost for Copies maximum 20 without approval	.10 per copy
Long Distance Phone Calls - Cost of Call	

FIRE

The following charges are for the Fire Department:

Reports - Copies	$3.00 per report Each additional page .50	
Standby Fees for Townships		
Aurelius (2014-2015)	$54,471.51	**NEW $61,624.55**
Vevay (2014-2015)	$70,882.06	**NEW $74,800.05**
Alaiedon (2014)	**$ 4,379.53**	**ALL NEW**
Fire Runs - City (See Ordinance #113)	$250.00 per hour plus personnel cost	
Aurelius and Vevay Townships (non-structure)	$250.00 per hour plus personnel cost	
Aurelius and Vevay Township (structure)	$400.00 per hour plus personnel cost	
Alaiedon Township response area (all calls)	**$600.00 for the first hour NEW $400 each additional hour**	
False Alarms (Code 26, Division 3)	$250.00 per incident plus personnel costs	
Annual Recreational Fire (calendar year) Application Fee		
City	$25.00	
Aurelius Township – Columbia Lakes	**$25.00**	**NEW**

REFUSE COLLECTION

Refuse Collection Per Dwelling Unit	$149.76 for 2013	**NEW $152.04**

These charges are assessed on the City tax rolls each July. Eligible senior citizens may be exempt if they meet the following qualifications; 65 years of age, resident home owner in Mason, household income for the previous year did not exceed the stated amount on the exemption application, and the application must be filled out and turned in by September 15 of each year.

TAXES

Tax Interest & Penalties

Interest Applied September 1	4% of unpaid total on Tax Bill
Penalty Applied February 15	3% of unpaid total on Tax Bill

Tax Penalty Exemption

Certain property owners who qualify may receive a tax deferment for the July tax period and have these taxes included with the December taxes with no penalties added. Senior citizens; paraplegics; quadriplegic; eligible servicemen; eligible veterans or eligible widows; blind persons; and totally and permanently disabled persons; also certain agricultural real estate may be exempt. All exemption forms must be submitted on or before September 15 of each year.

Delinquent Unpaid Water Bills Placed on Tax Roll	$50.00 per account

POLICE CHARGES

The following charges are collected by our Police Violation Bureau:

Bike Licenses	
Lifetime of Bike	$10.00
Copies	
Incident Reports – first two (2) pages	$5.00
Each page thereafter	$2.00
Accident Reports	$5.00
Parking Lot Permits	
3-Month Permit	$35.00
6-Month Permit	$65.00
9-Month Permit	$90.00
Annual Permits – City parking lots	$100.00
Gun Notarization Fee	$20.00
Request for Police Services	
Overtime assignment	Average hourly salary
Cars and Motorcycles	Average hourly salary + 1 1/2
Court Ordered Alcohol Test	$10.00
Finger Printing – All	$15.00
FOIA Requests	Hourly Employee Rate
FOIA Copy Rate	$ .10 per page
Local Records Checks	$10.00
Notary Fee	$5.00 per document
Salvage Vehicle Inspection	$100.00
Impounded or Abandoned Vehicle Storage Fee	
First Day	$25.00
Each Additional Day	$10.00
Traffic Count Request (Volume only)	$250.00
Traffic Count Request (Volume & Speed)	$500.00
DVD Reproduction (per event) **(PREPAY ONLY)**	$45.00

POLICE CHARGES (continued)

FALSE ALARM FEES	$50.00 – 2nd alarm within 120 days $100.00 – 3rd alarm within 120 days $200.00 – 4th alarm within 120 days $400.00 – 5th alarm within 120 days
OFFENSES - PARKING	
Parking too far from curb	$20.00
Angle Parking violation	$20.00
Obstructing traffic	$25.00
Prohibited parking - signs unnecessary	
On sidewalk	$20.00
Blocking driveway	$20.00
Within intersection	$25.00
Within 15 feet of hydrant	$25.00
On crosswalk	$25.00
Within 20 feet of crosswalk or 15 feet of corner lot lines	$20.00
Within 30 feet of street side traffic signal or sign	$20.00
Between safety zone & adjacent curb	$20.00
Within 50 feet of railroad crossing rail	$50.00
Within 20 feet of fire station driveway	$50.00
Beside street excavation with traffic obstructed	$30.00
Double parking	$20.00
On any bridge or viaduct	$30.00
Within 200 feet of accident scene attended by police	$50.00
Blocking emergency exit	$50.00
Blocking fire exit	$50.00
Within 500 feet of fire scene attended by fire apparatus	$100.00
In prohibited zone - signs required	
Prohibited parking	$20.00
Handicap parking space	$100.00
In alley	$20.00
Overtime parking - sign violation	$30.00
Loading Zone	$20.00
Tow away zone or fire lane plus towing and storage	$25.00
Parking for prohibited purposes	
Displaying vehicle for sale	$10.00
Working on or repairing vehicle	$10.00
Displaying advertising	$10.00
Selling merchandise	$10.00
Storage more than 48 hours	$10.00
Not parking within space	$20.00

POLICE CHARGES (continued)

Parked facing traffic	$20.00
Failure to set brakes	$20.00
Parked on grade, wheels not turned to curb	$20.00
All night parking **2AM-6PM**	$20.00
Between sidewalk and curb	$20.00
Abandoned vehicle- plus towing and storage	$30.00
Bus or taxicab, parking other than bus stop or cab stand	$20.00
Bus or taxicab stand violations	$20.00
Keys in vehicle	$50.00
Residential Permit Parking	$20.00

FINES INCREASE BY $20.00 if not paid within 72 hours, except Saturdays, Sundays and Legal Holidays. If not paid after 72 hours, A Citation will be filed with the 55th District Court.

Liquor License Investigation/Processing New and Transfers	$100.00

WATER AND SEWER RATES
Effective July 1, 2014

Water

1. Regular Meters

First 2,000 gallons, or any part thereof: a minimum charge of	$5.49	**NEW $6.13**
Each 1,000 gallons thereafter, or any part thereof Per 1,000 gallons of water	$3.20	**NEW $3.57**
Capital Improvement per 1,000 gallons	$2.25	**NEW $2.51**
Meter charger per quarter	$2.26	**NEW $2.52**

2. Sprinkler Meters

Water only per 1,000 gallons	$3.20	**NEW $3.57**
Meter charge per quarter	$1.67	

3. Calibration of Large Water Meters

The AWWA recommends that 3" or larger meters be calibrated every 3 years.
The cost of calibration includes materials plus labor.

4. Additional Charges

Delinquent Unpaid Water Bills Placed on Tax Roll	$50.00 per account
Water Meter Installation – New	$100.00
Testing Water Meters Including: Shipping, Labor, Testing, and Re-Installation	$100.00
Hydrant Fees	$100.00
Water Turn-On Charge/New Account Fee	$40.00
Water Shutoff when Meter is Pulled Calculated 2 laborers for 1 hour	$55.00
Water Shutoff when Meter is Plugged	$75.00
Water Deposit (Landlord's responsibility)	$100.00
Water Deposit (City's responsibility) Three times the average quarterly billing of $150.00	$450.00
Labor to Change Frost Plate	$55.00
Replace Antenna for Pit Radio	$197.36

WATER AND SEWER RATES (continued)

Base Water Capital Charge (Connection Fee for 3/4" line) $1,200.00
plus $1,200 for each additional ¼ inch increase thereafter

Service Charge (second call backs for the same thing - i.e., thawing water lines in the winter) $27.00

Water meter/radio repair cost if the homeowner or representative is responsible for the damage $36.05/hr

Water Turn-On After 3:30 P.M.-Monday-Friday, Saturdays, Sundays, or holidays will be charged at contractual rates and hours.

Water Turn-On Wrench (refundable deposit) $25.00

Check or ACH Return $25.00

Water Meter Use Fee - 5/8" Meter $328.15

5/8" Meter with radio	$189.00
Setter	$ 87.40
Materials	$ 11.75
New Account Fee	$ 40.00

Water Meter Use Fee - 3/4" Irrigation Meter $370.15

3/4" Meter with radio	$231.00
Setter	$ 87.40
Materials	$ 11.75
New Account Fee	$ 40.00

Water Meter Use Fee - No radio option 3/4" Irrigation Meter $284.15

3/4" Meter	$145.00
Setter	$ 87.40
Materials	$ 11.75
New Account Fee	$ 40.00

Water Meter Use Fee - Pit Meter & Radio (pit meter applications)

5/8" Pit Meter & Radio	$221.00
Meter setter has to be ordered (Call Ken for price)	
Materials	$ 11.75
New Account Fee	$ 40.00

3/4" Pit Meter & Radio	$263.00
Antenna needed	$ 20.00
Meter setter has to be ordered (Call Ken for price)	
Materials	$ 11.75
New Account Fee	$ 40.00

All meters and setters over 3/4" need to be ordered through Ken.

SEWER

1. Regular Charges

First 2,000 gallons or any part thereof a minimum charge of	$8.25	**NEW $9.97**
Each 1,000 gallons thereafter, or any part thereof Per 1,000 gallons	$4.15	**NEW $5.02**
Capital Improvement per 1,000 gallons	$0.56	**NEW $0.68**

2. Other Charges

Base Sewer Connection Fee $2,300.00

$.34 per pound BOD for wastewater BOD in excess of that for normal domestic wastewater.

$.24 per pound suspended solids in excess of that for normal domestic wastewater.

$1.69 per pound phosphorous (as P) for wastewater with phosphorus in excess of that for normal domestic wastewater.

Commercial Waste Disposal $50.00 per 1,000 gallons

Check or ACH Return

$25.00 shall be charged to the user for any check or ach that is returned from the bank marked, "non-sufficient-funds."

Base-Sewer Connection Fee

Where connection is made to a building or structure, a Base Sewer Connection charge of $2,300.00 per residential equivalent shall be made. The minimum equivalent factor for any premises shall be 1.0. Residential equivalent units assigned for each premises connected to the system shall be determined according to the table of residential equivalent units in Section 82 of the Mason Code.

License to Perform Construction in City Right of Way

A request for license must begin by contacting the Director of the Department of Public Works. Requirements: present proof of workers compensation insurance, obtain a bond in the amount of $10,000, obtain a certificate of insurance in the amount of $1,000,000 with the City of Mason named as additional insured and pay a license fee in the amount of $75.00 before work begins.

Penalty for performing work in Right of Way without approval $200.00

SEWER (continued)

Other Charges

These charges are based on actual costs repair, replacement, or services rendered for such items as accidents damaging City property, repairs of water and sewer lines, sidewalk, street, restoration of lawns from accidents done by contractors, Consumers Energy, or Ameritech. An additional 10% will be added to the actual cost.

The contractor or owner shall pay the base connection fees for both water and sewer at the same time as the building permit fees are paid. This is done before the building permit is issued and before any construction begins. Any sewer suspense assessments should also be paid at this time.

When the water and sewer connections are complete the Director of the Department of Public Works shall calculate the actual charges and the contractor or owner shall be billed for additional charges.

Further information concerning water or sewer transmission lines may be obtained from the Director of Public Works at 676-1166.

Further information concerning wastewater and discharging of wastewater may be obtained from the Director of Publicly Owned Treatment Work Plant at 676-1166.

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: June 16, 2014 **Agenda Item:** 7 (H)

AGENDA ITEM
Motion—Assign 1% of Unassigned Fund Balance for Grant Matching

EXHIBITS
None

STAFF REVIEW
Finance

SUMMARY STATEMENT
City Council recommended the City assign 1% of fund balance to be used for grant matching during the 2013/14 budget workshops. The audit for fiscal year ending 6/30/13 resulted in an Unassigned fund balance of $2,467,200. The 1% grant matching assignment for FY 2013/14 would equate to $24,672.

RECOMMENDED ACTION
Move to assign 1% or $24,672 of the audited Unassigned fund balance for fiscal year ended 6/30/13 to be used for grant matching.

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: June 16, 2014 **Agenda Item:** 7 (I)

AGENDA ITEM
Discussion—Fire Department Apron Project

EXHIBITS
None

STAFF REVIEW
Administration

SUMMARY STATEMENT
The Council requested clarification of the depth of the asphalt on the replacement of the drive apron at Mason Fire Station No. 1. In my Staff Agenda Report dated March 3, 2014, I referenced placing an 8" asphalt drive. However, in the bid document, it referenced a 6" asphalt drive. This was a typographical error on my part as the bid document listed 8" of aggregate with 6" of asphalt over the top. The bid tabs had the correct unit amounts for the 6" amount, so there would be no difference in the cost of the referenced amount of $18,097.50.

Marty Sekrenes of Wolverine Engineering did reference some adjustments that they believe are necessary to gain the best grade possible so that the fire trucks can pull out with less potential drag. This would be inclusive of removing 30 foot of curb and gutter on the west side of the project, as well as five feet of concrete adjacent to the building. This slight grade difference also has an influence on the ADA aspects of the sidewalk, which would require adjustments. His total estimate based on unit prices of the original bid is an additional $4,228.00.

RECOMMENDED ACTION
No action needed at this time.

It's that kind of experience.
wowway.com

2512 Lansing Road
Charlotte, Michigan 48813

June 1, 2014

Martin Colburn, City Administrator
City of Mason
201 W. Ash St.
P. O. Box 370
Mason, MI 48854-0370

This letter is to notify you that effective July 1, 2014 WOW! will launch new programming on several channels in the Mid-Michigan system in different packages as follows:

Channel #	Programming Name	Programming Package
62	WE	Basic Cable
487	WE HD	Basic HD
486	CMT HD	Basic HD
424	Investigation Discovery HD	Basic HD
163	IFC	Digital Signature
164	Sundance	Digital Signature
165	G4	Digital Signature
198	FS2	Digital Signature
488	IFC HD	Signature HD
489	Sundance HD	Signature HD
490	The Hub HD	Signature HD

Regards,

Christian Andersen
System Manager
candersen@wideopenwest.com
Phone (517) 319-3150

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

June 4, 2014

Ms. Mary Wright
WOW- Wide Open West
2512 Lansing Rd.
Charlotte, MI 48813

Dear Ms. Wright:

I wanted to thank you for your personal leadership, support and participation in the second annual Volunteer Day by WOW employees. As you know, on Thursday, May 22, approximately 16 volunteers worked on staining the playground equipment at Rayner Park. Much was accomplished by these eager workers, and the playground equipment looks great and ready for the summer season.

We also had 16 volunteers walk the length of Maple Grove Cemetery and park, trimming and weeding. Thankfully, the weather held out for us and we consider this Volunteer Day a great success!

It is truly amazing how much was accomplished in so short a time. The City is very thankful of your participation in this project. I think this was a wonderful opportunity not only for the City, but also for WOW employees, as they are able to work together for the good of their local community.

Thank you again for all your time and efforts, Mary, they are greatly appreciated.

Sincerely,

Martin A. Colburn
City Administrator

MAC/icn

CC: Sam Bibler, POTW Superintendent

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
215.00	CLERK	100.00	226.99	89.20	(126.99)	226.99
254.00	TREASURER/FINANCE	4,969,430.00	4,479,228.41	30,511.37	490,201.59	90.14
271.00	FORESTRY	29,770.00	34,420.00	300.00	(4,650.00)	115.62
276.00	CEMETERY	31,250.00	40,784.50	3,236.00	(9,534.50)	130.51
301.00	POLICE DEPARTMENT	71,610.00	81,300.25	3,467.93	(9,690.25)	113.53
336.00	FIRE DEPARTMENT	161,560.00	177,930.22	41,474.75	(16,370.22)	110.13
458.00	SIDEWALK CONSTRUCTION-REPAIR	33,000.00	0.00	0.00	33,000.00	0.00
528.00	REFUSE COLLECTION	340,100.00	342,014.40	37.44	(1,914.40)	100.56
747.00	COMMUNITY GARDEN	250.00	722.50	20.00	(472.50)	289.00
751.00	RECREATION	5,750.00	21,340.00	7,400.00	(15,590.00)	371.13
758.00	PUBLIC ART	10,000.00	5,000.00	0.00	5,000.00	50.00
850.00	WORKERS COMPENSATION	43,520.00	48,758.00	0.00	(5,238.00)	112.04
TOTAL Revenues		5,696,340.00	5,231,725.27	86,536.69	464,614.73	91.84
Expenditures						
101.00	COUNCIL	40,585.00	27,392.43	(37.63)	13,192.57	67.49
172.00	ADMINISTRATOR	240,980.00	225,958.27	15,250.23	15,021.73	93.77
209.00	ASSESSING	47,205.00	45,227.40	3,811.16	1,977.60	95.81
247.00	BOARD OF REVIEW	650.00	720.00	0.00	(70.00)	110.77
254.00	TREASURER/FINANCE	472,590.00	442,582.80	27,567.53	30,007.20	93.65
260.00	TECHNOLOGY	80,945.00	40,917.24	10,264.94	40,027.76	50.55
262.00	ELECTIONS	117,370.00	105,130.73	9,502.02	12,239.27	89.57
265.00	BUILDING OFFICIAL/CITY HALL	154,580.00	133,072.67	8,996.97	21,507.33	86.09
266.00	LEGAL/ATTORNEY	87,125.00	90,283.66	7,762.26	(3,158.66)	103.63
268.00	PARK STREET PROPERTY	41,985.00	10,866.09	0.00	31,118.91	25.88
269.00	PROPERTY	471,720.00	463,939.01	(8,783.85)	7,780.99	98.35
271.00	FORESTRY	63,465.00	59,034.76	7,972.57	4,430.24	93.02
272.00	ADMINISTRATIVE SERVICES	239,420.00	227,883.02	7,621.24	11,536.98	95.18
276.00	CEMETERY	220,160.00	177,899.24	13,152.92	42,260.76	80.80
305.00	POLICE ADMINISTRATION	326,065.00	284,431.27	16,494.52	41,633.73	87.23
315.00	CROSSING GUARDS	23,975.00	21,255.20	2,153.00	2,719.80	88.66
316.00	POLICE PATROLLING	1,004,145.00	881,255.97	56,775.52	122,889.03	87.76
336.00	FIRE DEPARTMENT	483,425.00	419,552.48	11,991.82	63,872.52	86.79
380.00	PLANNING/ZONING OFFICIAL	116,355.00	108,576.31	8,316.70	7,778.69	93.31
426.00	CIVIL DEFENSE	615.00	1,061.17	0.00	(446.17)	172.55
428.00	DISASTER ACCOUNT	100.00	0.00	0.00	100.00	0.00
441.00	PUBLIC SERVICES	5,620.00	4,740.56	179.70	879.44	84.35
447.00	ENGINEERING	290.00	290.00	0.00	0.00	100.00
448.00	STREET LIGHTING	125,700.00	75,289.24	6,446.66	50,410.76	59.90
458.00	SIDEWALK CONSTRUCTION-REPAIR	33,000.00	0.00	0.00	33,000.00	0.00
528.00	REFUSE COLLECTION	339,570.00	313,607.21	27,204.32	25,962.79	92.35
747.00	COMMUNITY GARDEN	530.00	665.41	0.56	(135.41)	125.55
756.00	PARKS AND BALL DIAMONDS	127,895.00	120,883.84	15,422.49	7,011.16	94.52
758.00	PUBLIC ART	15,000.00	10,218.90	218.90	4,781.10	68.13
775.00	SENIOR CITIZENS	8,040.00	7,015.00	425.00	1,025.00	87.25
790.00	LIBRARY	8,020.00	8,819.19	23.00	(799.19)	109.96
806.00	CHRISTMAS DECORATIONS	6,945.00	6,131.07	0.00	813.93	88.28
807.00	CABLE COMMISSION	4,560.00	3,910.00	600.00	650.00	85.75
808.00	PLANNING COMMISSION	755.00	631.70	1.12	123.30	83.67
850.00	WORKERS COMPENSATION	43,520.00	45,049.00	0.00	(1,529.00)	103.51
855.00	RETIREE BENEFITS	94,770.00	92,973.48	8,084.08	1,796.52	98.10
890.00	CONTINGENCIES	61,900.00	510.00	0.00	61,390.00	0.82
999.00	SURPLUS	586,765.00	646,954.24	2,787.50	(60,189.24)	110.26

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL Expenditures		5,696,340.00	5,104,728.56	260,205.25	591,611.44	89.61
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		5,696,340.00	5,231,725.27	86,536.69	464,614.73	91.84
TOTAL EXPENDITURES		5,696,340.00	5,104,728.56	260,205.25	591,611.44	89.61
NET OF REVENUES & EXPENDITURES		0.00	126,996.71	(173,668.56)	(126,996.71)	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREETS FUND						
Revenues						
000.00		1,353,035.00	956,023.49	29,835.72	397,011.51	70.66
TOTAL Revenues		1,353,035.00	956,023.49	29,835.72	397,011.51	70.66
Expenditures						
000.00		56,130.00	30,000.00	0.00	26,130.00	53.45
451.00	STREET/ROAD CONSTRUCTION	996,135.00	643,273.09	0.00	352,861.91	64.58
463.00	STREET MAINTENANCE	129,240.00	115,031.27	12,931.20	14,208.73	89.01
474.00	TRAFFIC SERVICES	24,640.00	14,731.47	332.69	9,908.53	59.79
478.00	WINTER MAINTENANCE	36,850.00	47,145.04	0.00	(10,295.04)	127.94
482.00	STREET ADMIN/GEN EXP	110,040.00	65,000.00	0.00	45,040.00	59.07
TOTAL Expenditures		1,353,035.00	915,180.87	13,263.89	437,854.13	67.64
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		1,353,035.00	956,023.49	29,835.72	397,011.51	70.66
TOTAL EXPENDITURES		1,353,035.00	915,180.87	13,263.89	437,854.13	67.64
NET OF REVENUES & EXPENDITURES		0.00	40,842.62	16,571.83	(40,842.62)	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - LOCAL STREETS FUND						
Revenues						
000.00		198,005.00	141,539.03	13,086.61	56,465.97	71.48
TOTAL Revenues		198,005.00	141,539.03	13,086.61	56,465.97	71.48
Expenditures						
451.00	STREET/ROAD CONSTRUCTION	0.00	3,681.15	2,787.50	(3,681.15)	100.00
463.00	STREET MAINTENANCE	146,890.00	124,714.44	14,813.25	22,175.56	84.90
474.00	TRAFFIC SERVICES	8,725.00	2,240.24	337.08	6,484.76	25.68
478.00	WINTER MAINTENANCE	30,390.00	35,425.51	0.00	(5,035.51)	116.57
482.00	STREET ADMIN/GEN EXP	12,000.00	12,000.00	0.00	0.00	100.00
TOTAL Expenditures		198,005.00	178,061.34	17,937.83	19,943.66	89.93
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		198,005.00	141,539.03	13,086.61	56,465.97	71.48
TOTAL EXPENDITURES		198,005.00	178,061.34	17,937.83	19,943.66	89.93
NET OF REVENUES & EXPENDITURES		0.00	(36,522.31)	(4,851.22)	36,522.31	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
000.00		125,500.00	49,138.47	47.28	76,361.53	39.15
TOTAL Revenues		125,500.00	49,138.47	47.28	76,361.53	39.15
Expenditures						
000.00		125,500.00	30,660.75	3,981.09	94,839.25	24.43
TOTAL Expenditures		125,500.00	30,660.75	3,981.09	94,839.25	24.43
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		125,500.00	49,138.47	47.28	76,361.53	39.15
TOTAL EXPENDITURES		125,500.00	30,660.75	3,981.09	94,839.25	24.43
NET OF REVENUES & EXPENDITURES		0.00	18,477.72	(3,933.81)	(18,477.72)	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 250 - LOCAL DEV. FINANCE AUTHORITY						
Revenues						
000.00		422,820.00	1,885,572.58	564.52	(1,462,752.58)	445.95
TOTAL Revenues		422,820.00	1,885,572.58	564.52	(1,462,752.58)	445.95
Expenditures						
691.00	L.D.F.A.	422,820.00	185,745.27	13,567.50	237,074.73	43.93
TOTAL Expenditures		422,820.00	185,745.27	13,567.50	237,074.73	43.93
Fund 250 - LOCAL DEV. FINANCE AUTHORITY:						
TOTAL REVENUES		422,820.00	1,885,572.58	564.52	(1,462,752.58)	445.95
TOTAL EXPENDITURES		422,820.00	185,745.27	13,567.50	237,074.73	43.93
NET OF REVENUES & EXPENDITURES		0.00	1,699,827.31	(13,002.98)	(1,699,827.31)	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 297 - ECONOMIC DEVELOPMENT COMM.						
Revenues						
000.00		70.00	53.49	3.63	16.51	76.41
TOTAL Revenues		70.00	53.49	3.63	16.51	76.41
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 - ECONOMIC DEVELOPMENT COMM.:						
TOTAL REVENUES		70.00	53.49	3.63	16.51	76.41
TOTAL EXPENDITURES		70.00	0.00	0.00	70.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	53.49	3.63	(53.49)	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 351 - PARK STREET PROPERTY						
Revenues						
000.00		0.00	10,866.09	0.00	(10,866.09)	100.00
TOTAL Revenues		0.00	10,866.09	0.00	(10,866.09)	100.00
Expenditures						
000.00		0.00	10,866.09	0.00	(10,866.09)	100.00
TOTAL Expenditures		0.00	10,866.09	0.00	(10,866.09)	100.00
Fund 351 - PARK STREET PROPERTY:						
TOTAL REVENUES		0.00	10,866.09	0.00	(10,866.09)	100.00
TOTAL EXPENDITURES		0.00	10,866.09	0.00	(10,866.09)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 353 - 1992 LDFA BOND						
Revenues						
000.00		0.00	36,505.00	0.00	(36,505.00)	100.00
TOTAL Revenues		0.00	36,505.00	0.00	(36,505.00)	100.00
Expenditures						
000.00		0.00	36,505.00	0.00	(36,505.00)	100.00
TOTAL Expenditures		0.00	36,505.00	0.00	(36,505.00)	100.00
Fund 353 - 1992 LDFA BOND:						
TOTAL REVENUES		0.00	36,505.00	0.00	(36,505.00)	100.00
TOTAL EXPENDITURES		0.00	36,505.00	0.00	(36,505.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL IMPROVEMENT FUND						
Revenues						
000.00		0.00	1,000.00	0.00	(1,000.00)	100.00
TOTAL Revenues		0.00	1,000.00	0.00	(1,000.00)	100.00
Fund 401 - CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES		0.00	1,000.00	0.00	(1,000.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1,000.00	0.00	(1,000.00)	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 592 - WATER/SEWER FUND						
Revenues						
000.00		3,566,290.00	2,460,318.52	221,297.80	1,105,971.48	68.99
TOTAL Revenues		3,566,290.00	2,460,318.52	221,297.80	1,105,971.48	68.99
Expenditures						
545.00	WATER & SEWER ADMINISTRATION	41,110.00	37,344.27	3,200.78	3,765.73	90.84
546.00	SEWER IMPROVEMENT	44,310.00	44,309.25	0.00	0.75	100.00
548.00	SEWER MAINTENANCE	288,865.00	100,599.77	8,728.40	188,265.23	34.83
555.00	WASTEWATER TREATMENT PLANT	871,315.00	763,668.25	40,867.82	107,646.75	87.65
556.00	WATER MAINTENANCE	385,280.00	415,883.34	23,898.22	(30,603.34)	107.94
557.00	STORM SEWER PROGRAM	26,575.00	15,974.77	0.00	10,600.23	60.11
558.00	WATER IMPROVEMENT	405,175.00	591,710.01	11,950.58	(186,535.01)	146.04
559.00	WATER TREATMENT PLANT	838,660.00	779,170.52	18,247.89	59,489.48	92.91
566.00	ALLOWANCE FOR DEPRECIATION	665,000.00	0.00	0.00	665,000.00	0.00
TOTAL Expenditures		3,566,290.00	2,748,660.18	106,893.69	817,629.82	77.07
Fund 592 - WATER/SEWER FUND:						
TOTAL REVENUES		3,566,290.00	2,460,318.52	221,297.80	1,105,971.48	68.99
TOTAL EXPENDITURES		3,566,290.00	2,748,660.18	106,893.69	817,629.82	77.07
NET OF REVENUES & EXPENDITURES		0.00	(288,341.66)	114,404.11	288,341.66	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 612 - MASON BUILDING AUTHORITY						
Revenues						
000.00		277,745.00	284,294.54	500.03	(6,549.54)	102.36
TOTAL Revenues		277,745.00	284,294.54	500.03	(6,549.54)	102.36
Expenditures						
000.00		277,745.00	284,287.46	500.00	(6,542.46)	102.36
TOTAL Expenditures		277,745.00	284,287.46	500.00	(6,542.46)	102.36
Fund 612 - MASON BUILDING AUTHORITY:						
TOTAL REVENUES		277,745.00	284,294.54	500.03	(6,549.54)	102.36
TOTAL EXPENDITURES		277,745.00	284,287.46	500.00	(6,542.46)	102.36
NET OF REVENUES & EXPENDITURES		0.00	7.08	0.03	(7.08)	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 661 - MOTOR VEHICLE POOL						
Revenues						
000.00		344,725.00	221,980.78	15,201.26	122,744.22	64.39
TOTAL Revenues		344,725.00	221,980.78	15,201.26	122,744.22	64.39
Expenditures						
567.00	SHOP & BLDG. MAINTENANCE	44,010.00	42,786.44	728.29	1,223.56	97.22
568.00	EQUIPMENT MAINTENANCE	170,615.00	170,594.72	12,014.52	20.28	99.99
901.00	EQUIPMENT-CAPITAL OUTLAY	130,100.00	75,827.65	0.00	54,272.35	58.28
TOTAL Expenditures		344,725.00	289,208.81	12,742.81	55,516.19	83.90
Fund 661 - MOTOR VEHICLE POOL:						
TOTAL REVENUES		344,725.00	221,980.78	15,201.26	122,744.22	64.39
TOTAL EXPENDITURES		344,725.00	289,208.81	12,742.81	55,516.19	83.90
NET OF REVENUES & EXPENDITURES		0.00	(67,228.03)	2,458.45	67,228.03	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 702 - RAYNER BOND FUND						
Revenues						
000.00		33,000.00	92,929.77	37,762.60	(59,929.77)	281.61
TOTAL Revenues		33,000.00	92,929.77	37,762.60	(59,929.77)	281.61
Expenditures						
000.00		33,000.00	7,937.28	0.00	25,062.72	24.05
TOTAL Expenditures		33,000.00	7,937.28	0.00	25,062.72	24.05
Fund 702 - RAYNER BOND FUND:						
TOTAL REVENUES		33,000.00	92,929.77	37,762.60	(59,929.77)	281.61
TOTAL EXPENDITURES		33,000.00	7,937.28	0.00	25,062.72	24.05
NET OF REVENUES & EXPENDITURES		0.00	84,992.49	37,762.60	(84,992.49)	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 711 - CEMETERY TRUST FUND						
Revenues						
000.00		4,300.00	4,051.97	402.91	248.03	94.23
TOTAL Revenues		4,300.00	4,051.97	402.91	248.03	94.23
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 - CEMETERY TRUST FUND:						
TOTAL REVENUES		4,300.00	4,051.97	402.91	248.03	94.23
TOTAL EXPENDITURES		4,300.00	0.00	0.00	4,300.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,051.97	402.91	(4,051.97)	100.00

PERIOD ENDING 05/31/2014

GL NUMBER	DESCRIPTION	2013-14 AMENDED BUDGET	YTD BALANCE 05/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 05/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND						
Revenues						
000.00		201,640.00	47,449.81	104.40	154,190.19	23.53
TOTAL Revenues		201,640.00	47,449.81	104.40	154,190.19	23.53
Expenditures						
000.00		201,640.00	193,719.15	137.50	7,920.85	96.07
TOTAL Expenditures		201,640.00	193,719.15	137.50	7,920.85	96.07
Fund 812 - SPECIAL ASSESSMENT FUND:						
TOTAL REVENUES		201,640.00	47,449.81	104.40	154,190.19	23.53
TOTAL EXPENDITURES		201,640.00	193,719.15	137.50	7,920.85	96.07
NET OF REVENUES & EXPENDITURES		0.00	(146,269.34)	(33.10)	146,269.34	100.00
TOTAL REVENUES - ALL FUNDS		12,223,470.00	11,423,448.81	405,343.45	800,021.19	93.46
TOTAL EXPENDITURES - ALL FUNDS		12,223,470.00	9,985,560.76	429,229.56	2,237,909.24	81.69
NET OF REVENUES & EXPENDITURES		0.00	1,437,888.05	(23,886.11)	(1,437,888.05)	100.00

City of Mason

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MEMORANDUM

TO: Honorable Mayor and Council Members

FROM: Martin Colburn, City Administrator

DATE: June 16, 2014

RE: City Administrator's Report

Lansing Economic Area Partnership (LEAP) Update

At the recent LEAP Board of Directors meeting, members reviewed programs that LEAP has initiated and discussed those issues to focus on the future. The hatching and youth entrepreneurial event and regional networking was also highlighted. LEAP is working with seven different incubators in the Greater Lansing area. The Board also discussed the Facility for Rare Isotope Beams (FRIB) at Michigan State University, referencing that MSU is doing their part in terms of their of obtaining the support of the Federal government for financing and building the facilities. LEAP is now focusing on the region and state's efforts of economic development professionals to develop spin off business activities and opportunities

LEAP's approach is to analyze social economic characteristics and anchor institutions of the greater Lansing region, conduct a comprehensive literature review of the impact of knowledge and high technology transfer, evaluate case studies with similarity in either size or scope to the FRIB at MSU, and create recommendations based on their findings. LEAP wants to pull together the many resources from the anchor agencies to help start up new enterprises, create new jobs and industry within our region. They are seeking to facilitate research-based commercialization and develop intellectual property into businesses. The presentation was inclusive of other regions in our nation that are doing similar activities.

LEAP is educating people in regard to the ballot proposal language for the removal of Personal Property Tax (PPT). I have included a copy of the language for your view. It appears that there is no active opposition to the PPT. As I have previously referenced, the Michigan Municipal League is now supportive of the removal of the PPT as the state is utilizing user fees to make up much of the revenue losses of municipalities.

Economic Vitality Incentive Program (EVIP) Update

Recently, the Michigan General Government Budget Conference Report was signed, and I am pleased to report that the Michigan Municipal League (MML) was successful in its efforts to eliminate the Economic Vitality Incentive Program. This program included requirements that have been burdensome to communities for the last several years. There is still a requirement that local communities have a "dashboard," but the other criteria have been eliminated entirely.

Senator John Pappageorge (R-Troy), who has been the champion in eliminating EVIP this entire year, has actually requested that we no longer use the term "EVIP" and eliminate it entirely from our vocabularies. The City of Mason was one of many Michigan communities who contacted their legislators expressing concerns with EVIP, and the MML has thanked us for our critical advocacy on this issue.

The conference report included an increase of $13 million to revenue sharing. Of that amount, $7.2 million (3 %) would be distributed through the existing revenue sharing formula for cities, villages and townships who are currently eligible for statutory revenue sharing. An additional $5.8 million of one-time funding is included and distributed to cities, villages and townships. The payment will be distributed by providing the greater of a 3% increase over the Fiscal Year 2013-14 revenue sharing payment or per capita of $2.65 for a local unit with a population of 7,500 or more. Communities with a population of less than 7,500 will receive a 3 percent increase over a FY2013-14 payment.

The budget also includes an additional $8 million to help financially distressed cities, villages and townships. The funding will be distributed by the Department of Treasury in a grant program. Constitutional revenue sharing is also up by 2.4 percent.

The conference report now goes to the House and Senate chambers for approval, but it may not be amended. MML expects it will be presented to the Governor as early as the end of this week.

Personal Property Tax
Frequently Asked Questions (FAQ)

What is the proposal?
The proposal, if approved on the August 5, 2014 ballot, will eliminate the personal property tax on small manufacturers and phase it out over several years for larger manufacturing businesses. It also will ensure a stable funding source for Michigan communities to fund essential services such as police, fire and ambulances.

Will the proposal increase taxes?
No. The proposal will not increase taxes.

What is the personal property exemption for small taxpayers?
Starting in 2014, any business' industrial and commercial personal property within a local taxing unit will be exempt if the combined true cash value of such property within the unit is less than $80,000.

What is Eligible Manufacturing Personal Property?
Eligible Manufacturing Personal Property (EMPP) is property that is used at least 50% of the time in industrial processing or direct integrated support of industrial processing. If a business meets this threshold, all of the business' property will be exempt. Property used to generate, transmit or distribute electricity is not exempt.

How will the proposal affect manufacturers?
The proposal replaces the local Essential Services Assessment (ESA) with a statewide ESA that is funded by manufacturers that receive a Personal Property Tax exemption. Beginning in 2016, large and small manufacturers will see the PPT phased out over time.

What is the phase-out plan for the Eligible Manufacturing Personal Property exemption?
The personal property tax for Eligible Manufacturing Personal Property will be phased out over the next 10 years under the following formula:

- 2016 – All personal property first placed in service before 2006 and after 2012 will be exempt.
- 2017 – Property first placed in service in 2006 also will be exempt
- 2018 – Property first placed in service in 2007 also will be exempt.
- 2019 – Property first placed in service in 2008 also will be exempt.
- 2020 – Property first placed in service in 2009 also will be exempt.
- 2021 – Property first placed in service in 2010 also will be exempt.
- 2022 – Property first placed in service in 2011 also will be exempt.
- 2023 – All eligible manufacturing property will be exempt.

A one-time exemption affidavit must be filed by February 10 in the year the property is first exempt. Assessors may deny the exemption for the current year.

What is the new state Essential Services Assessment?
The state ESA will be levied on all exempt EMPP starting in 2016. The tax base is the fair market value of EMPP at the time of acquisition. For property acquired 1-5 years before the tax year, the tax rate will be 2.4 mills. For property acquired 6-10 years before the tax year, it will be 1.25 mills. For property acquired more than 10 years before the tax year, the rate will be 0.9 mills.

Personal Property Tax
Frequently Asked Questions (FAQ)

What is the timeline for paying the ESA?
Taxpayers are required to submit electronically to Treasury a completed statement and full payment by September 15. If the tax is not paid, Treasury will send notice by October 15 and may impose a 5% penalty. If the statement and payment are not received by November 1, the EMPP exemption is rescinded for that tax year. Taxpayers must submit a personal property statement by November 10; the exempted summer tax will be added to the winter bill.

For taxpayers making a minimum of $25 million in additional EMPP investment, the Michigan Strategic Fund Board may provide a 50% or 100% exemption from the state ESA for the new investment.

Will essential services – like police, fire, ambulance, etc. – be affected?
Reimbursements for essential services loss will be filled with increased use tax revenue collected by the statewide ESA. Loss includes personnel pension costs and future revenue from exemptions that would have expired. To calculate the amount of essential services loss, the FY 2014 Comprehensive Annual Financing Report (CAFR) must include the percentage of FY 2012 General Fund revenue that was used by the local unit of government to fund essential services.

How much use tax revenue will be collected by the state authority for reimbursement?
The estimated revenue per year is as follows:

FY16 - $96.1 million
FY17 - $380.6 million
FY18 - $410.5 million
FY19 - $437.7 million
FY20 - $465.9 million
FY21 - $491.5 million
FY22 - $521.3 million
FY23 - $548.0 million
FY24 - $561.7 million

How much of the use tax revenue will fund School Aid?
The estimated revenue per year is as follows:

FY14 - $9.9 million
FY15 - $19.9 million
FY16 - $30.9 million
FY17 - $42.0 million
After FY17, estimated 1% annual increase

Personal Property Tax
Frequently Asked Questions (FAQ)

How will this affect PA 328s?
If the PA 328 expires before the EMPP is eligible for an exemption, then the PA 328 is extended until the property qualifies for exemption. EMPP with an extended PA 328 is subject to the state ESA. The property also is subject to the state ESA if it is approved after 2013 – unless it is applied for before August 5, 2014 – and $25 million of new EMPP investment is to be made within 5 years.

How will this affect PA 198s?
If the PA 198 exemption that is in effect for 2013 expires before the EMPP is eligible for an exemption, then the PA 198 is extended until the property qualifies for exemption. EMPP with an extended PA 198 is subject to the state ESA based on half of its fair market value. PA 198 exemptions will expire once the property is eligible for the EMPP exemption. For the original term of the PA 198 exemption, the state ESA is based on half of the fair market value.

How will Brownfield TIF be affected?
Beginning in 2014, reimbursement will be available for TIF plans that experience PPT loss. Beginning in 2016, PPT loss will include the loss of increased captured value. This includes anticipated revenue from expiring tax exemptions and revenue from anticipated future investment. These are considered Tier 1 reimbursements. Seven tests must be met for increased captured value. These are:

1. Before 2013, the TIF plan must have specifically projected the anticipated increase in captured value that would be used to pay one or more qualified obligations.
2. The TIF plan must be fully approved before 2013.
3. Any needed BRFA work plans must be approved before 2013.
4. The TIF plan must identify a particular project on a specific parcel and the addition of particular EMPP.
5. The EMPP must make up at least 20% of the true cash value of the improvements. This requirement does not apply for EMPP subject to an expiring exemption.
6. The project must have obtained all necessary local zoning approvals before 2013.
7. Before 2013, orders must have been placed and significant investments made for the EMPP to be located on the site.

For obligations refunded after 2012, cumulative TIF PPT reimbursements are limited to cumulative PPT reimbursements had the obligation not been refunded. If refunding results in increased school tax capture, the PPT reimbursements are reduced by the amount of the increase of school tax capture.

The annual schedule for reimbursement is as follows:
September 20: County allocated millage
February 20: Other county millage, township millage, and other millage levied 100% in December
October 20: All other millage

What other specific TIF reimbursement changes are there for the future?
There is an estimated 100% reimbursement for all losses. In the legislation passed in 2012, each taxing unit was to file reimbursement claims. Under the new law passed in 2014, Treasury calculates reimbursements using data from assessors, equalization directors, and taxing units. The loss from the small taxpayer personal property exemption is calculated by subtracting the 2014 commercial property taxable value and industrial property taxable value from 2013 numbers. Calculations exclude property classified as either commercial or industrial in one year, but classified as real property or utility personal in another. The same calculation will be applied to losses beginning in 2016.

Calendar Year 2014 and 2015
Reimbursement is initially made only for debt and TIF losses. For debt loss reimbursement, the obligation must be incurred (non-school) or approved by voters (school) before 2013. Calculations include Industrial Facility Tax (IFT) property. Cities will be reimbursed for their non-debt loss for 2014 and 2015 starting in FY 2016.

Calendar Year 2016 through 2018
Tier I reimbursements include:

- Local school district and ISD loss
- Essential services loss, including loss from expiring tax exemptions
- TIF loss, including any loss from increased captured value
- Small taxpayer exemption loss

There is no Tier II reimbursement. Tier III will receive reimbursement for all other losses, based on each taxing unit's share of the total losses and available dollars after Tier I payments. Available dollars are estimated to be sufficient to provide 100% reimbursement.

After Calendar Year 2018
In 2019, 5% of the funds otherwise available for Tier III will be distributed under Tier II based on each taxing unit's share of EMPP tax loss calculated using the modified acquisition cost of EMPP. This percentage will increase by 5% each year for 20 years, until no more funds are distributed under Tier III.