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, August 18, 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: August 11, 2014

   B. Approval of Bills
7. Regular Business
   A. Resolution 2014-43—Approval of the Purchase of a 2014 Ford Pick-Up Truck
   B. Resolution 2014-44—Approval to Purchase a 2015 Ford Sedan Interceptor
   C. Resolution 2014-45—Approval to Purchase a 2015 Ford Sedan Interceptor
   D. Resolution 2014-46—Approval to Purchase 2015 International 7400 Cab and Chassis
   E. Motion—Directory of Charges
   F. Motion—Mason Library Valley Roof Repair
   G. Motion—972 N. Mason Street—Quote for Demolition Services
   H. Motion—Designation of Voting Delegate for Michigan Municipal League (MML) Annual Business Meeting
8. Unfinished Business
9. New Business
10. Correspondence
    - Letter from Mason Area Chamber of Commerce
    - Monthly Revenue Expenditure Report
11. Liaison Reports
12. Councilmember Reports
13. Administrator's Report
    - 124 and 140 East Ash Street Update
14. Executive Session—Reviewing Performance of City Administrator
15. Adjournment

CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF AUGUST 11, 2014

Mayor Clark called the meeting to order at 7:32 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Brown 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
David Haywood, Development & Zoning Director
John Stressman, Chief of Police
Dennis McGinty, City Attorney

ANNOUNCEMENTS

- Sun Dried Music Festival – August 22 - 24, 2014
- Sun Dried Worship Festival – August 24, 2014
- Farmers Market – August 23, 2014 – will be held at Austin Park during the Sun Dried Music Festival

PEOPLE FROM THE FLOOR

Barbara Tornholm of 703 Roosevelt Street expressed to Council her disappointment with the landscape design and plantings recently installed at City Hall. She suggested seeking a volunteer city gardener and landscaper who would demonstrate the capability of a Master Gardener and artistic flare. This person could provide consultation for all aspects of plant care. She suggested a monthly $500 stipend and 10-15 hours per week for a work year that would run April through October. This person could be an advocate for high quality landscaping and flower gardens in commercial areas of the city.

CONSENT AGENDA

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

A. Approval of Minutes - Regular Council Meeting: July 21, 2014
B. Approval of Bills - $147,243.72

MOTION APPROVED

REGULAR BUSINESS

Resolution 2014-40—A Resolution Approving Uniform Video Franchise Agreement Submitted by Michigan Bell Telephone Company D/B/A AT&T Michigan

Colburn informed Council regarding the Uniform Video Services Local Franchise Act, 2006 PA 480. McGinty spoke regarding the confidentiality of the footprint service area proposed by AT&T.

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2014-40 read.
MOTION APPROVED

Resolution No. 2014-40 was introduced by Brown and seconded by Droscha.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2014-40
A RESOLUTION APPROVING UNIFORM VIDEO FRANCHISE AGREEMENT SUBMITTED BY MICHIGAN BELL TELEPHONE COMPANY D/B/A AT&T MICHIGAN
August 11, 2014

WHEREAS, the Uniform Video Services Local Franchise Act, 2006 PA 480 ("Act 480"), adopted by the Michigan legislature effective January 1, 2007, required the Michigan Public Service Commission to issue an order establishing a standardized form for the uniform video services local franchise agreement to use by all franchising entities in Michigan; and

WHEREAS, on July 10, 2014, the Mason City Clerk received an application from Michigan Bell Telephone Company d/b/a AT&T Michigan, dated July 8, 2014, submitting a proposed Uniform Video Service Local Franchise Agreement to the City Clerk in the form published by the MPSC; and

WHEREAS, the City Clerk, upon the advice and recommendation of the City Attorney, has advised the applicant that the proposed franchise agreement is complete in the form required by Act 480 and the uniform franchise published by the MPSC; and

WHEREAS, the submitted franchise leaves the amount of the local franchise fee to be paid pursuant to paragraph VI - Fees, subparagraph A(ii) of the proposed franchise agreement to be an amount as established by the City as franchise entity and leaves the amount of local gross revenues to be paid as support for PEG pursuant to paragraph VIII, subparagraph A-2 of the proposed franchise agreement to be an amount as established by the City as the franchise entity; and

WHEREAS, subsection 6(1)(a) of Act 480 stipulates that a video service provider shall pay to the franchising entity an annual video service provider fee in an amount equal to the percentage of gross revenues paid to the franchising entity by the incumbent video provider with the largest number of subscribers; and

WHEREAS, the Mason City Council, by City Council Resolution No. 2007-35, adopted June 18, 2007, received and placed on file a Uniform Video Service Local Franchise Agreement with Millennium Digital Media Systems, LLC, a Delaware corporation, which provided an annual video service provider fee to be paid to the City of Mason at paragraph VI, subparagraphs A(ii) thereof in the amount of 3.5% of gross revenues and PEG fees to the City of Mason as support for the cost of PEG access facilities and services at paragraph VI, subparagraphs A(ii) thereof in the amount of 0%; and

WHEREAS, the Uniform Video Service Local Franchise Agreement with Millennium Digital Media Systems, LLC, was subsequently transferred to Wide Open West, d/b/a WOW, pursuant to a purchase and sale agreement dated August 16, 2011, pursuant to notice of transfer filed with the City dated January 9, 2012, which company remains the incumbent video service provider in the city of Mason with the largest number of subscribers; and

WHEREAS, subsection 6(8) of Act 480 allows the franchising entity to establish a fee to be paid for PEG services in the community in an amount not to exceed the fees currently paid by the incumbent provider, not to exceed 2% of gross revenues; and

WHEREAS, pursuant to paragraph II of the Uniform Video Local Service Franchise Agreement, subsection (M), if the provider is not an incumbent video provider, the provider must note in Attachment 1 to its proposed Uniform Video Local Service Franchise Agreement, the date on which the provider expects to provide video services in the area identified under section 2(3)(e) of the Act as the City of Mason Video Service Area; and

WHEREAS, the submitted franchise includes Attachment 1 to the proposed agreement which includes confidential Attachments A and B, respectively, the "video service area footprint" and the date on which AT&T expects to begin to provide video services in the video service area, which information has been designated as trade secrets and commercial or financial information which must be kept confidential pursuant to section 11 of Act 480 and order of the Michigan Public Service Commission.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Uniform Video Service Local Franchise Agreement filed with the Clerk on July 10, 2014, by Michigan Bell Telephone Company d/b/a AT&T Michigan, is hereby received and placed on file.

2. Paragraph VI - Fees - on page 4 of the submitted franchise agreement shall be completed by inserting "3.5%" at subparagraph A(ii), which number shall be the percentage of gross revenues to be paid by the provider to the City of Mason during the term of the franchise agreement and that page 4 attached hereto shall be substituted for page 4 of the submitted agreement.

3. Paragraph VIII - PEG Fees - on page 6 of the submitted franchise agreement, shall be completed by inserting 0.0% as the percentage of gross revenues to be paid as support for the cost of PEG access facilities on services. Page 6 attached hereto shall be substituted for page 6 of the submitted agreement.

4. The City Administrator shall transmit to Michigan Bell Telephone Company, d/b/a AT&T Michigan, a copy of this resolution and the completed pages 4 and 6 of the franchise agreement.

5. The City Administrator is authorized to execute page 9 of the Video Service Franchise Agreement and page 2 of Attachment 1 to the franchise agreement on behalf of the City of Mason and deliver executed copies to the provider.

6. The City Clerk shall protect the designated confidential information submitted by AT&T as contained in Exhibits A and B to Attachment 1 of the agreement from public disclosure and shall exempt such information from any response to a FOIA request and make the information available only to and for the use of city officials as are necessary to approve the franchise agreement or perform any other task for which the information is submitted, except as otherwise required by law.

RESOLUTION APPROVED

Resolution 2014-41—A Resolution Accepting Michigan Strategic Fund Community Development Block Grant (CDBG) Number MSC 213004-ESB as Provided Through the Michigan Economic Development Corporation (MEDC) for 124 and 140 East Ash Street, Mason, Michigan

Colburn spoke regarding the Michigan Strategic Fund Community Development Block Grant (CDBG) provided through the Michigan Economic Development Corporation (MEDC) for the rehabilitation of 124 and 140 East Ash Street. He stated that Michigan State Housing Development Authority (MSHDA) requires a third party administrator to manage this type of program. Present at the meeting were Bruce and Shanda Johnston, the third party administrators for the grant.

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2014-41 read.
MOTION APPROVED

Resolution No. 2014-41 was introduced by Brown and seconded by Droscha.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2014-41
A RESOLUTION ACCEPTING THE MICHIGAN STRATEGIC FUND COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) NUMBER MSC 213004-ESB AS PROVIDED THROUGH THE MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC) FOR 124 AND 140 EAST ASH STREET, MASON, MICHIGAN
August 11, 2014

WHEREAS, on September 16, 2013 the Mason City Council held a public hearing and approved Resolution 2013-37 authorizing the City of Mason to apply to the Michigan Economic Development Corporation (MEDC) for a blight reduction grant for 124 and 140 E. Ash Street, Mason, Michigan for the Community Development Block Grant (CDBG) Program; and

WHEREAS, the City of Mason, Ingham County Landbank and Ash Street Redevelopment, LLC have entered into a development agreement, working cooperatively to remove blight and rehabilitate the properties; and

WHEREAS, MEDC has forwarded a Community Development Grant Agreement for Grant No. MSC 213004-ESB, offering $446,000, with the performance to be executed through February 29, 2016; and

WHEREAS, to initiate and manage the grant, signature authority is necessary for the City Administrator Martin Colburn or his designee; and

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Mason hereby accepts MEDC Community Development Block Grant Number MSC 213004-ESB to remove blight and rehabilitate the properties at 124 and 140 East Ash Street and provide signature authority to the City Administrator Martin Colburn or his designee to implement and manage the grant.

RESOLUTION APPROVED

Resolution 2014-42—Performance Resolution for Governmental Agencies

MOTION by Droscha, second by Brown,
to consider Resolution No. 2014-42 read.

MOTION APPROVED

Resolution No. 2014-42 was introduced by Brown and seconded by Droscha.

CITY OF MASON
CITY COUNCIL RESOLUTION 2014-42

Michigan Department
Of Transportation
2207B (03/13)

PERFORMANCE RESOLUTION FOR GOVERNMENTAL AGENCIES

Page 1 of 2

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way" (form 2205), or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way" (form 2205B).

RESOLVED WHEREAS, the City of Mason
(city, village, township, etc.)

hereinafter referred to as the "GOVERNMENTAL AGENCY," periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under State Highway right of way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out of the performance of this Agreement.

2. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without its specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.

3. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

4. The GOVERNMENTAL AGENCY It will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.

5. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.

MDOT 2207B (03/13) Page 2 of 2

6. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent he DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.

7. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

Name	and/or	Title
Martin Colburn		City Administrator
Leon Clark		Mayor

I HEREBY CERTIFY that the foregoing is a true copy of a resolution adopted by

the City Council
(Name of Board, etc)

of the City of Mason of Ingham
(Name of GOVERNMENTAL AGENCY) (County)

at a City Council meeting held on the _____ day

of _____ A.D. 2014.

Signed _____ Title _____

RESOLUTION APPROVED

Motion – Mason Library Flat Roof Repair

Haywood elaborated on his report to Council regarding the necessary Mason Library roof repair. Four companies submitted quotes. Staff recommended accepting the proposal from Streamline Enterprises Inc. Discussion ensued regarding the roofing material and warranties.

MOTION by Droscha, second by Bruno,
to accept the proposal from Morrow Roofing in the amount of $8,600 and authorize the City Administrator to enter into an agreement for roofing repair services.
Yes (3) Brown, Droscha, Naeyaert
No (4) Bruno, Clark, Ferris, Mulvany
MOTION FAILED

MOTION by Mulvany, second by Naeyaert,
to accept the proposal from Streamline Enterprises Inc. in the amount of $7,560 and authorize the City Administrator to enter into an agreement for roofing repair services.

Yes (5) Brown, Clark, Droscha, Ferris, Mulvany
No (2) Bruno, Naeyaert
MOTION APPROVED

Motion – 972 N. Mason St. – Asbestos Abatement Services
Haywood elaborated on his report to Council regarding the blighted residential structure at 972 North Mason Street, a property acquired by the city in 2010. The structure is slated for demolition following the asbestos abatement process.

MOTION by Naeyaert, second by Mulvany,
to accept the proposal from Asbestos Abatement Inc. in the amount of $6,950.00 and authorize the City Administrator to enter into an agreement for asbestos abatement services.
MOTION APPROVED

UNFINISHED BUSINESS
Council inquired about the City Council DVD of May 19, 2014. Cwiertniewicz stated that a third recovery specialist has been contacted to attempt to recover the DVD. This is the last hope for recovery. It was suggested that a staff report be submitted to Council explaining the defective DVD and the course of action that has been taken to recover the video/audio on the DVD.

Councilmember Bruno spoke regarding the statements made during a public hearing on the proposed 2014-2015 Budget, May19, 2014. He summarized the statements made in the public hearing by the Human Resource Coordinator (HRC) whose central focus was the handling of the aftermath of problems experienced with the technology and communication (tech/com) systems installed during the construction of the existing city hall. Bruno stated that if the statements are true, and based upon the description of events put forward by the HRC, he felt that a Council work session should be scheduled to discuss the process for conducting an investigation to verify the facts of the matter.

MOTION by Bruno, second by Naeyaert,
to schedule a City Council Work Session to determine the process of investigating the manner in which the tech/com contractor for the new city hall was selected including the roles of the Administrative Services Director/Human Resource Coordinator (ASD/HRC) and the City Administrator, and the handling of the subsequent demotion and reduction in hours for the ASD/HRC.
Yes (1) Bruno
No (6) Brown, Clark, Droscha, Ferris, Mulvany, Naeyaert
MOTION FAILED

It was the consensus of Council to schedule an executive session on the August 18, 2014, Agenda for the purpose of Reviewing the Performance of the City Administrator.

NEW BUSINESS
No new business at this time.

CORRESPONDENCE
All correspondence was distributed.

LIAISON REPORTS
- Droscha informed Council regarding Traffic Commission business. Discussion ensued

regarding Off Road Vehicles (ORV) seen driving on public streets. Stressman spoke regarding the Traffic Commission meeting held July 23, 2014.

- Mulvany informed Council regarding Historic District Commission business
- Ferris informed Council that the Mason 150 Tree Legacy Project is progressing well. Sixteen trees have been ordered. A document will be placed in the Time Capsule listing the donor, honoree/person in memory of, and location of each tree that is planted.

COUNCILMEMBER REPORTS

Mayor Clark and Councilmember Brown attended the County Commissioner meeting where it was decided to place a park millage on the General Election ballot. Clark spoke on behalf of Mason residents in opposition of placing that millage on the ballot to no avail.

ADMINISTRATOR'S REPORT

Colburn informed the Commission regarding current City business. A brief discussion ensued regarding when a ribbon cutting event for 124 and 140 East Ash Street would be held, as well as MDOT street closures for overpass construction within and around the west side of the city.

ADJOURNMENT

The meeting adjourned at 8:52 p.m.

Deborah J. Cwiertniewicz, City Clerk

Leon R. Clark, Mayor

08/15/2014 09:54 AM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON
EXP CHECK RUN DATES 08/15/2014 - 08/20/2014
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
COUNCIL REPORT

MONDAY, AUGUST 18, 2014

Vendor Code / Invoice / GL Number	Vendor Name / Invoice Description / GL Description	Invoice Date	Amount	
07230	ABLE CONCRETE INC			
6391	CONCRETE WORK AT COURTHOUSE & MAPLE ST MALL	08/15/2014		
248-000.00-956.000	CONCRETE WORK COURTHOUSE & MAPLE ST MALL		10,498.50	
		VENDOR TOTAL:		10,498.50
07778	ALL PHASE ELECTRIC SUPPLY			
3986-550214	15 KING LUMINAIRE GLOBES FOR DOWNTOWN LIGHTS	08/15/2014		
101-000.00-202.001	15 KING LUMINAIRE GLOBES FOR DOWNTOWN		6,525.00	
		VENDOR TOTAL:		6,525.00
07800	BLUE CROSS BLUE SHIELD OF MICHIGAN			
G#7029499710D#00&02	SEPT HEALTH INS CITY EXPENSE	08/15/2014		
750-000.00-231.015	SEPT HEALTH INS CITY EXPENSE		12,037.34	
G#7029499DIV#01	SEPT HEALTH INS CITY EXPENSE RETIREES	08/15/2014		
101-855.00-874.001	SEPT HEALTH INS CITY EXPENSE RETIREES		7,378.57	
		VENDOR TOTAL:		19,415.91
07957	MASON SUN DRIED MUSIC FESTIVAL			
2014	DDA SPONSORSHIP SUN DRIED MUSIC FESTIVAL 2014	08/15/2014		
248-000.00-880.000	2014 DDA SPONSORSHIP SUN DRIED MUSIC		8,000.00	
		VENDOR TOTAL:		8,000.00
05412	MASON, CITY OF (T)			
SUMMER 2014	SPECIAL ASSESSMENTS ASH ST, DEXTER TRL & 701 E ASH (FAIRGROU	08/15/2014		
101-269.00-971.000	SP ASSESSMENTS P#09-400-009 ASH		109,138.83	
101-269.00-971.000	SP ASSESSMENTS P#09-400-001 FAIRGROUNDS		8,722.77	
101-269.00-971.000	SP ASSESSMENTS P#10-351-004 DEXTER TRL		13,122.83	
			130,984.43	
		VENDOR TOTAL:		130,984.43
05221	MCGINTY, HITCH, HOUSEFIELD, PERSON,			
AUG 2014	JULY LEGAL FEES	08/15/2014		
101-266.00-826.000	JULY LEGAL FEES		6,967.66	
		VENDOR TOTAL:		6,967.66
		TOTAL - ALL VENDORS:		182,391.50

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: August 18, 2014 **Agenda Item:** 7 (A)

AGENDA ITEM
Resolution No. 2014-43 – Approval of the Purchase of a 2014 Ford Pickup Truck

EXHIBITS
None

STAFF REVIEW
Public Works Department

SUMMARY STATEMENT
Bids were requested under the State of Michigan MiDeal purchasing program and Macomb County bid. Two were also requested from local dealers. The lowest price came in for $18,766.00 from Signature Ford in Owosso, Mi.

Macomb County Bid Prices:
Signature Ford Owosso, MI
$18,766.00

State of Michigan Bid Prices:
Berger Chevrolet
Not able to bid- no pricing

Red Holeman Buick GMC
$20,938.00

Local Dealer Bids:
LaFontaine Ford Lansing, MI
$19,499.40

Shaheen Chevrolet-Lansing, MI
No Response

RECOMMENDED ACTION
Move to approve Resolution No. 2014-43.

Introduced:
Second:

CITY OF MASON

CITY COUNCIL RESOLUTION NO. 2014-43

APPROVAL TO PURCHASE A 2014 FORD PICK UP TRUCK

August 18, 2014

WHEREAS, it is in the best interest of the City of Mason to schedule the replacement of vehicles within the motor vehicle pool; and

WHEREAS, the scheduled replacement of a 2014 Ford Pick Up Truck was approved in the Fiscal Year 2014 - 2015 Budget; and

NOW THEREFORE BE IT RESOLVED, that the Mason City Council does hereby approve the purchase of one (1) 2014 Ford Pick Up Truck from Signature Ford in Owosso in the amount of $18,766.00.

Yes

No

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, August 18, 2014, the original of which is part of the City Council minutes.

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

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: August 18, 2014 **Agenda Item:** 7 (B)

AGENDA ITEM
Resolution No. 2014-44 – Approval of the Purchase of a 2015 Ford Sedan Interceptor

EXHIBITS
None

STAFF REVIEW
Public Works Department

SUMMARY STATEMENT
Bids were requested under the State of Michigan using the MiDeal purchasing program, and one was requested from Macomb County. The lowest price came in for $27,478.00 from Signature Ford in Owosso, MI.

Macomb County Bid Prices:
Signature Ford Owosso, MI
$27,478.00

State of Michigan Bid Prices:
Berger Chevrolet
$33,864.80

Bill Snethkamp's
No Response

Shaheen Chevrolet-Lansing, MI
No Response

RECOMMENDED ACTION
Move to approve Resolution No. 2014-44.

Introduced:
Second:

CITY OF MASON

CITY COUNCIL RESOLUTION NO. 2014-44

APPROVAL TO PURCHASE A 2015 FORD SEDAN INTERCEPTOR

August 18, 2014

WHEREAS, it is in the best interest of the City of Mason to schedule the replacement of vehicles within the motor vehicle pool; and

WHEREAS, the scheduled replacement of Police Car No. 86 was approved in the Fiscal Year 2014 - 2015 Budget; and

NOW THEREFORE BE IT RESOLVED, that the Mason City Council does hereby approve the purchase of one (1) 2015 Ford Sedan Interceptor for $27,478.00 from Signature Ford.

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, August 18, 2014, the original of which is part of the City Council minutes.

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

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: August 18, 2014 **Agenda Item:** 7 (C)

AGENDA ITEM

Resolution No. 2014-45 – Approval of the Purchase of a 2015 Ford Sedan Interceptor

EXHIBITS

- Memo from DPW Supervisor Kirk Crawford dated August 14, 2014
- Work Order Quote from Andrews Automotive dated August 14, 2014

STAFF REVIEW

Public Works Department

SUMMARY STATEMENT

Police Car #85 has had an engine failure, and a remanufactured engine would cost $6,500.00, but even with a manufactured engine, Police Car #85 would still be utilizing the old components, such as the intake, exhaust manifolds, power steering, etc. Police Car #85 is a 2008 Impala which went into service in November 2007, has 58,000 miles and an estimated 11,000-12,000 hours of use. The vehicle is already scheduled to be replaced in the next fiscal year, and it is the recommendation of staff that it would be more fiscally responsible to replace Police Car #85 now as the cost of the necessary fix is 20% of the cost of a new vehicle.

A second 2015 Ford Sedan Interceptor could be purchased from low bidder Signature Ford in Owosso at $27,478.00. Total estimated budget to purchase and equip the sedan is $32,000.00.

RECOMMENDED ACTION

Move to approve Resolution No. 2014-45.

Introduced:
Second:

CITY OF MASON

CITY COUNCIL RESOLUTION NO. 2014-45

APPROVAL TO PURCHASE A 2015 FORD SEDAN INTERCEPTOR

August 18, 2014

WHEREAS, Police Car #85 has had an engine failure, and a remanufactured engine would cost $6,500.00; and

WHEREAS, even with a manufactured engine, Police Car #85 would still be utilizing the old components; and

WHEREAS, Police Car #85 is a 2008 Impala which went into service in November 2007, has 58,000 miles and an estimated 11,000-12,000 hours of use; and

WHEREAS, Police Car #85 is already scheduled to be replaced in the next fiscal year, and

WHEREAS, it is the recommendation of staff that it would be more fiscally responsible to replace Police Car #85 now as the cost of the necessary fix is 20% of the cost of a new vehicle; and

NOW THEREFORE BE IT RESOLVED, that the Mason City Council does hereby approve the purchase of one (1) 2015 Ford Sedan Interceptor for $27,478.00 from Signature Ford; and

FURTHERMORE, amends the budget to purchase and equip the 2015 Ford Sedan Interceptor for $32,000.00.

Yes
No

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, August 18, 2014, the original of which is part of the City Council minutes.

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

To: Martin Colburn DPW Director/City Administrator

From: Kirk Crawford, DPW Foreman

Date: August 14, 2014

Re: Police Car #85

Police car #85 has had an engine failure. We have taken the car to Andrews Automotive for a diagnostic to what is wrong. They have reported back to us that the cam shaft is bad and it will need to have a remanufactured engine put in.

Car #85 is a 2008 Impala which went in to service in November 2007. It has 58000 miles on it but the big issues are the hours it has run. Car #85 does not have an hour meter, but from our best guess by using the hour meter from car #84 which is the supervisor car it has 2000 hours in one year. Car #85 used to be the supervisor car. That would roughly put car #85 at 11,000 to 12,000 hours on it. Even though it would have a remanufactured engine, it does not replace all the other components that may fail at anytime. It is also currently having some transmission issues. This car is scheduled to be replaced next year.

The estimated cost to put in the remanufactured engine is $6,500.00. With the remanufactured engine they still use the old components (intake, exhaust manifolds, emissions components, power steering etc.).

It is my opinion that we look at replacing this car instead of fixing it. It is becoming a money pit and is not worth it. If we where to replace it this year we would not need to replace a Police Car next year. The cost of the fix would roughly be about 20 percent of a new car.

Kirk Crawford, DPW Foreman

Work Order Quote

RO#: 118914 Date: 8-14-14
Customer Name: City of Mason Year: 2008
Make: 2008 Model: Impala
Serial Number: 2G1WS553689178526 Stk. Number:
Paint Code:

Andrews Automotive
Sales & Service • Mason, MI
711 N. Cedar St. Mason, MI 48854
Phone: (517) 676-1011 Fax: (517) 676-6646
www.andrewsautomotive.com

Hourly Labour Rate: $ ☐ H. L/rate

QTY	PART NUMBER	ITEM DESCRIPTION	SUPPLIER	Don't Use Hourly Rate	HOURS	PARTS $	LABOUR $	TOTAL $
1		Serta Engine		☐	22.4	$ 4445	$ 1792	$ 6237
		Misc Fluids	Parts	☐		$ 250	$	$
				☐		$	$	$
				☐		$	$	$
				☐		$	$	$
				☐		$	$	$
				☐		$	$	$
				☐		$	$	$
				☐		$	$	$
				☐		$	$	$
				☐		$	$	$
				☐	22.4	$ 4695	$ 1792	$ 6487.00

Shop/Enviro Charges	$
Sublet/Misc Charges	$
Taxes	$
TOTAL	$

NOTES:

Work Order Notes:

Additional Notes

Engine would have a 3yr 100,000 mile Warranty

Where from:	Arrival Date:
Quoted by: Walter, Todd	Salesperson:
Counterperson:	

Quote expires in 30 days

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: August 18, 2014 **Agenda Item:** 7 (D)

AGENDA ITEM
Resolution No. 2014-46 – Approval to Purchase of a 2015 International 7400 Cab and Chassis

EXHIBITS
None.

STAFF REVIEW
Public Works Department

SUMMARY STATEMENT
One bid was requested under the State of Michigan bid for plow trucks, using the MiDeal purchasing program. The price came in for $78,331.00 from Capital City International in Lansing Mi. This price is just for cab and chassis.

State of Michigan Bid Prices:
Capital City International
$78,331.00

RECOMMENDED ACTION
Move to approve Resolution No. 2014-46.

Introduced:
Second:

CITY OF MASON

CITY COUNCIL RESOLUTION NO. 2014-46

APPROVAL TO PURCHASE A 2015 INTERNATIONAL 7400 CAB AND CHASSIS

August 18, 2014

WHEREAS, it is in the best interest of the City of Mason to schedule the replacement of vehicles within the motor vehicle pool; and

WHEREAS, the scheduled replacement of an International 7400 Cab and Chassis was approved in the Fiscal Year 2014 - 2015 Budget; and

NOW THEREFORE BE IT RESOLVED, that the Mason City Council does hereby approve the purchase of one (1) 2015 International 7400 Cab and Chassis from Capital City International in the amount of $78,331.00.

Yes

No

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, August 18, 2014, the original of which is part of the City Council minutes.

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

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: August 18, 2014 **Agenda Item:** 7 (E)

AGENDA ITEM
Motion – Directory of Charges

EXHIBITS
- Directory of Charges Amendments
- Memorandum from Deborah Cwiertniewicz dated August 18, 2014

STAFF REVIEW
Finance Department

SUMMARY STATEMENT
The Cemetery Board met subsequent to the June 16, 2014 Directory of Charges amendments. Please see the attached memorandum and changes to the Directory of Charges. The proposed changes for this update would be effective August 18, 2014 unless otherwise stated.

RECOMMENDED ACTION
Move to approve the Directory of Charges dated August 18, 2014.

Cemetery Office: 676-1166 x 202 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

PRICE LIST FOR WEST SIDE OF SECTION U ONLY NEW

Price List Effective August 18, 2014

	RESIDENT	NON-RESIDENT	
Full Lot	$ 1,890	$ 3,890	**NEW**
Perpetual Care	710	710	
TOTAL	$ 2,600	$ 4,600	**NEW**
Half Lot	$ 995	$ 1,995	**NEW**
Perpetual Care	355	355	
TOTAL	$ 1,350	$ 2,350	**NEW**
Single Space	$ 555	$ 1,255	**NEW**
Perpetual Care	145	145	
TOTAL	$ 700	$ 1,400	**NEW**
Baby Grave	$ 275	$ 650	**NEW**
Perpetual Care	75	75	
TOTAL	$ 350	$ 725	**NEW**

MAPLE GROVE CEMETERY (continued)

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.

MEMORANDUM

TO: Honorable Mayor Clark and Councilmembers

FR: Deborah J. Cwiertniewicz, City Clerk

RE: THE ADDITION OF CEMETERY LOTS ON THE WEST SIDE OF SECTION "U"

DT: August 18, 2014

The Mason Cemetery Board met July 2, 2014, for the purpose of laying out lots and fixing the price of those lots on the west side of Section "U" in the Mason Grove Cemetery.

The office of the City Clerk has facilitated the sale of lots since 2010. In those four years, there has not been a request for a full lot (consisting of five spaces). It is rare that there is a request for a half lot (consisting of two spaces). The majority of requests are for single spaces. Currently, single space purchases are not available. There are specific areas that are designated for single spaces, for special circumstances and at the discretion of the Cemetery Sexton.

The proposed Directory of Charges price list includes the current rates for the cemetery lots and spaces. A price list for the west side of Section "U" has been added. The Cemetery Board determined that a "full lot" would consist of four spaces. The lot of four spaces may be divided into two half lots (consisting of two spaces each) or divided into four single spaces.

It was determined that the value of the aggregate lot space should be maintained and prices were set accordingly. The current cemetery lot rates were approved in 2007.

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: August 18, 2014 **Agenda Item:** 7 (F)

AGENDA ITEM
Motion – Mason Library Valley Roof Repair

EXHIBITS
- Quote from NDJ Construction L.L.C.

STAFF REVIEW
Zoning & Development Department

SUMMARY STATEMENT
During this past winter, the Library experienced tremendous ices dams in the east roof valley causing water to leak into the building. The roof valley is a complex system of varying materials and slopes. The north and west sloping sections are covered with asphalt shingles, the south slope is covered with slate tile, and the valley saddle is covered in a unknown flat roof membrane. Upon examination, it was evident that the north and west asphalt shingled slopes and the valley membrane are in need of replacement.

Staff solicited proposals from three different roofing companies. The following proposals were received:

NDJ Construction	$6,400
Streamline Enterprises Inc.	$8,374
Bornor Restoration Inc.	$20,500

NDJ Construction offers a 15 year warranty on roofing materials and 15 years on installation.

RECOMMENDED ACTION
Move to accept the proposal from NDJ Construction in the amount of $6,400 and authorize the City Administrator to enter into an agreement for roofing repair services.

N.D.J. Construction L.L.C.

License #2101153280

Date 7/31/14

Nick D. Johnson
2305 Tomlinson Rd.
Mason, Mi. 48854

Main (517) 676-2124
Cell (517) 712-0869
Fax (517) 676-2124

PROPOSAL

RECEIVED
AUG 01 2014
CITY OF MASON
PLANNING DEPT.

City of Mason
Attn. David Haywood
Mason Library Flat roof

Cut a couple inspection holes in areas that are a little dipped, if we find any damaged rafters or structural damage you will be notified and it will be $55 an hour per guy, plus materials
I am proposing we install new sloped rafters over existing roof, apply spray foam between the new rafters over existing deck to help with heat loss and ice damns, apply a self stick 2 ply rubber roof and do all proper flashing, The rafters will be 2x12's ripped from full board down to nothing, and ½ osb so we have a solid surface, haul away debris
Total for new construction $14,000.00
Clean and attach all existing evestrought and hang new section around flat roof
Total $2500.00
Tear off shingles on south side of main section and the little wing to the east that has shingles on it now, investigate the valley between shingled part and slate roof, re-do that valley section and shingle south side and east wing, haul away debris
rubber membrane per NDJ 8/14/14 DA
$6500.00
Payments will be half down and balance due upon completion

N.D.J. Construction is certified in lead safe removal
N.D.J. Construction will stand behind our work for 15 years, + 15 yr. mtrl. per NDJ 8/14/14 DA
Owner to carry all insurance on property and structures, such as tornado, fire, flood.
All changes are subject to a price increase.

Signature Date

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: August 18, 2014 **Agenda Item:** 7 (G)

AGENDA ITEM
Motion – 972 N. Mason St. – Quote for Demolition Services

EXHIBITS
- Quote from MSC Excavating LLC

STAFF REVIEW
Zoning & Development Department

SUMMARY STATEMENT
Located at the north end of North Mason Street, this property is approximately one acre in size and has a single family home that was constructed around 1930. The City acquired this property in May of 2010. Due to its age and condition, the City intends to remove this structure by means of mechanical demolition. Demolition will be conducted upon the confirmation that the structure has been cleared of asbestos.

Staff solicited proposals from five demolition companies, four were received. The following proposals were received:

MCS Excavating	$7,060
Structured Environmental Enterprises	$7,140
Mauldon Bros. Construction LLC	$7,500
Anderson Fischer	$8,700
Scarlett Excavating	Not received

RECOMMENDED ACTION
Move to accept the proposal from MCS Excavating in the amount of $7,060 and authorize the City Administrator to enter into an agreement for demolition services.

MCS EXCAVATING LLC

4696 TOLLAND AVE. HOLT, MI 48842
PHONE 517.694.1718 FAX 517.694.8621
mcsdig.matt@hotmail.com

Proposal submitted to City of Mason	**Phone:** 517-676-9155
Street: 201 West Ash Street	Date: **7/14/14**
City, State, and Zip Code: Mason MI. 48854-0370	Job location: 972 N. Mason St.
Contact: David Haywood	Save as:

We hereby submit specifications and estimates for:

PRICE INCLUDES

Demo & disposal of house at 972 N. Mason St.
Pump septic tank & fill.
Remove foundation & fill.
Topsoil & seed.
Demo permit.

NOT INCLUDED

Building survey.
Removal of hazardous materials (asbestos, paint, tanks).

Total: $7,060.00

We propose hereby to furnish material and labor - complete in accordance with above specifications

Matt Childers, MCS Excavating LLC

Acceptance of Proposal

We hereby accept this proposal. The specifications and prices are approved and satisfactory. The general conditions are understood and accepted on the back of this proposal. Payment will be made in accordance with the terms offered. I further represent that I am authorized to sign this contract.

Accepted:
Date: _____ **By:** _____
Authorized Representative

If accepted, please sign and return one copy to our office. Keep one copy for your records.

MIKE CHILDERS & SONS EXCAVATING

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: August 18, 2014 **Agenda Item:** 7 (H)

AGENDA ITEM
Motion - Designation of Voting Delegate for Michigan Municipal League (MML) Annual Business Meeting

EXHIBITS
- MML Correspondence

STAFF REVIEW
City Clerk

SUMMARY STATEMENT
The Annual Michigan Municipal League Convention will be held in Marquette, October 15 - 17, 2014. The annual meeting is scheduled to be held Thursday, October 16, 2014, at 11:15 a.m. in the Lakes Ballroom at the Northern Michigan University. In accordance with the League Bylaws, Council is requested to designate by formal action one of your officials who will attend the Convention as your official voting representative and one alternate. The official representative has voting privilege in the election of trustees, on policy, and other business.

RECOMMENDED ACTION
Move to appoint one official to serve as the City of Mason principal official representative and one other official to serve as an alternate to attend the 2014 MML Annual Meeting.

michigan municipal league

Better Communities. Better Michigan.

August 6, 2014

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Marquette, October 15-17, 2014. The League's **"Annual Meeting"** is scheduled for 11:15 am on Thursday, October 16 in the Lakes Ballroom at the Northern Michigan University. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three years each (see #1 on page 2).

2. Policy. A) **To vote on the Core Legislative Principles document.**
   In regard to the proposed League Core Legislative Principles, the document is available on the League website at http://www.mml.org/delegate. If you would like to receive a copy of the proposed principles by fax, please call Susan Vasher at the League at 800-653-2483.

   B) **If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on.** (See #2 on page 2.)
   In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **September 16, 2014.**

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting http://www.mml.org/delegate **no later than September 24, 2014.**

Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

> "Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative."

1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, six members of the Board of Trustees will be elected at the annual meeting for a term of three years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and "no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting." Thus the deadline this year for the League to receive resolutions is **September 16, 2014**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

Further, "Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof."

3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Wednesday, October 15 in the Lakes Ballroom at Northern Michigan University for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,

Jacqueline K. Noonan

Jacqueline Noonan
President
Mayor of Utica

Daniel P. Gilmartin

Daniel P. Gilmartin
Executive Director & CEO

Mason Area
Chamber of Commerce

148 East Ash Street • Mason, Michigan 48854
Telephone: (517) 676-1046 • Fax (517) 676-8504

June 9, 2014

Mr. Martin Colburn
City of Mason
P.O. Box 370
Mason, MI 48854

Dear Marty,

It is our pleasure to once again extend to the City of Mason a membership in the Chamber for 2014. Your membership is given again this year as "trade" at our executive membership level in recognition of many years of the City's fine support of our Chamber and Mason area community activities and for your continuing support in 2014.

As you know so well, we offer our members a variety of networking opportunities throughout the year and we highlight these networking opportunities in the Chamber newsletter. I hope you and other City staff can continue to attend many of these events in 2014. Our next scheduled networking event is our Good Morning, Mason! on June 26th at 7:15 AM at the Fairgrounds Community Building, when you're again on the agenda. Of course, you, your staff, Council members, and other associates of the City are always most welcome.

Thanks again to everyone making the City such a fine partner to the Chamber and helping us make Mason such a great place to call home. As always, continue to e-mail, call me or stop by the office at any time to discuss any ideas or suggestions you have to increase service to members and share your issues and concerns.

Sincerely,

Doug

Douglas J. Klein, APR, CTA
Executive Director

PS -- Enclosed you'll find just one membership plaque and a couple Member Value cards. If you wish, just have someone stop by our office to pick up additional plaques or cards for the fire, police, public works, etc.

E-mail: masonchamber@masonchamber.org **Website: www.masonchamber.org**

REVENUE AND EXPENDITURE REPORT FOR CITY OF MASON

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
000.00		86,110.00	0.00	0.00	86,110.00	0.00
215.00	CLERK	50.00	30.00	30.00	20.00	60.00
254.00	TREASURER/FINANCE	5,010,980.00	2,525,900.21	2,525,900.21	2,485,079.79	50.41
271.00	FORESTRY	29,770.00	300.00	300.00	29,470.00	1.01
276.00	CEMETERY	37,200.00	1,809.00	1,809.00	35,391.00	4.86
301.00	POLICE DEPARTMENT	68,425.00	16,970.43	16,970.43	51,454.57	24.80
336.00	FIRE DEPARTMENT	167,535.00	2,891.36	2,891.36	164,643.64	1.73
528.00	REFUSE COLLECTION	347,405.00	340,873.68	340,873.68	6,531.32	98.12
747.00	COMMUNITY GARDEN	375.00	0.00	0.00	375.00	0.00
751.00	RECREATION	4,250.00	1,335.00	1,335.00	2,915.00	31.41
850.00	WORKERS COMPENSATION	47,860.00	0.00	0.00	47,860.00	0.00
TOTAL Revenues		5,799,960.00	2,890,109.68	2,890,109.68	2,909,850.32	49.83
Expenditures						
101.00	COUNCIL	41,555.00	3,044.00	3,044.00	38,511.00	7.33
172.00	ADMINISTRATOR	293,425.00	19,055.11	19,055.11	274,369.89	6.49
209.00	ASSESSING	48,705.00	4,034.20	4,034.20	44,670.80	8.28
215.00	CLERK	138,165.00	11,582.01	11,582.01	126,582.99	8.38
247.00	BOARD OF REVIEW	650.00	60.00	60.00	590.00	9.23
254.00	TREASURER/FINANCE	592,735.00	38,805.28	38,805.28	553,929.72	6.55
260.00	TECHNOLOGY	70,445.00	2,847.15	2,847.15	67,597.85	4.04
265.00	BUILDING OFFICIAL/CITY HALL	162,685.00	8,189.93	8,189.93	154,495.07	5.03
266.00	LEGAL/ATTORNEY	90,000.00	8,334.20	8,334.20	81,665.80	9.26
268.00	PARK STREET PROPERTY	41,985.00	0.00	0.00	41,985.00	0.00
269.00	PROPERTY	479,420.00	0.00	0.00	479,420.00	0.00
271.00	FORESTRY	72,135.00	4,737.15	4,737.15	67,397.85	6.57
272.00	ADMINISTRATIVE SERVICES	276,435.00	13,188.90	13,188.90	263,246.10	4.77
276.00	CEMETERY	185,040.00	8,118.82	8,118.82	176,921.18	4.39
305.00	POLICE ADMINISTRATION	313,190.00	22,392.99	22,392.99	290,797.01	7.15
315.00	CROSSING GUARDS	24,080.00	0.00	0.00	24,080.00	0.00
316.00	POLICE PATROLLING	997,765.00	83,023.86	83,023.86	914,741.14	8.32
336.00	FIRE DEPARTMENT	465,095.00	15,485.17	15,485.17	449,609.83	3.33
380.00	PLANNING/ZONING OFFICIAL	126,435.00	11,622.94	11,622.94	114,812.06	9.19
426.00	CIVIL DEFENSE	5,455.00	0.00	0.00	5,455.00	0.00
428.00	DISASTER ACCOUNT	100.00	0.00	0.00	100.00	0.00
441.00	PUBLIC SERVICES	5,655.00	262.18	262.18	5,392.82	4.64
447.00	ENGINEERING	295.00	0.00	0.00	295.00	0.00
448.00	STREET LIGHTING	115,465.00	4,914.52	4,914.52	110,550.48	4.26
458.00	SIDEWALK CONSTRUCTION-REPAIR	5,050.00	0.00	0.00	5,050.00	0.00
528.00	REFUSE COLLECTION	346,750.00	27,228.10	27,228.10	319,521.90	7.85
747.00	COMMUNITY GARDEN	550.00	16.56	16.56	533.44	3.01
756.00	PARKS AND BALL DIAMONDS	157,520.00	8,373.85	8,373.85	149,146.15	5.32
775.00	SENIOR CITIZENS	8,060.00	125.00	125.00	7,935.00	1.55
790.00	LIBRARY	27,120.00	1,464.12	1,464.12	25,655.88	5.40
806.00	CHRISTMAS DECORATIONS	5,355.00	0.00	0.00	5,355.00	0.00
807.00	CABLE COMMISSION	4,560.00	300.00	300.00	4,260.00	6.58
808.00	PLANNING COMMISSION	720.00	1.27	1.27	718.73	0.18
850.00	WORKERS COMPENSATION	47,860.00	12,251.00	12,251.00	35,609.00	25.60
855.00	RETIREE BENEFITS	99,210.00	15,833.16	15,833.16	83,376.84	15.96
890.00	CONTINGENCIES	61,980.00	0.00	0.00	61,980.00	0.00
999.00	SURPLUS	488,310.00	0.00	0.00	488,310.00	0.00
TOTAL Expenditures		5,799,960.00	325,291.47	325,291.47	5,474,668.53	5.61

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		5,799,960.00	2,890,109.68	2,890,109.68	2,909,850.32	49.83
TOTAL EXPENDITURES		5,799,960.00	325,291.47	325,291.47	5,474,668.53	5.61
NET OF REVENUES & EXPENDITURES		0.00	2,564,818.21	2,564,818.21	(2,564,818.21)	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREETS FUND						
Revenues						
000.00		957,780.00	154.47	154.47	957,625.53	0.02
TOTAL Revenues		957,780.00	154.47	154.47	957,625.53	0.02
Expenditures						
000.00		101,330.00	0.00	0.00	101,330.00	0.00
451.00	STREET/ROAD CONSTRUCTION	585,780.00	0.00	0.00	585,780.00	0.00
463.00	STREET MAINTENANCE	135,335.00	8,101.76	8,101.76	127,233.24	5.99
474.00	TRAFFIC SERVICES	23,725.00	3,327.38	3,327.38	20,397.62	14.02
478.00	WINTER MAINTENANCE	39,205.00	0.00	0.00	39,205.00	0.00
482.00	STREET ADMIN/GEN EXP	72,405.00	0.00	0.00	72,405.00	0.00
TOTAL Expenditures		957,780.00	11,429.14	11,429.14	946,350.86	1.19
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		957,780.00	154.47	154.47	957,625.53	0.02
TOTAL EXPENDITURES		957,780.00	11,429.14	11,429.14	946,350.86	1.19
NET OF REVENUES & EXPENDITURES		0.00	(11,274.67)	(11,274.67)	11,274.67	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - LOCAL STREETS FUND						
Revenues						
000.00		520,360.00	332.91	332.91	520,027.09	0.06
TOTAL Revenues		520,360.00	332.91	332.91	520,027.09	0.06
Expenditures						
451.00	STREET/ROAD CONSTRUCTION	269,530.00	0.00	0.00	269,530.00	0.00
463.00	STREET MAINTENANCE	145,520.00	12,026.19	12,026.19	133,493.81	8.26
474.00	TRAFFIC SERVICES	7,870.00	1,097.60	1,097.60	6,772.40	13.95
478.00	WINTER MAINTENANCE	32,880.00	0.00	0.00	32,880.00	0.00
482.00	STREET ADMIN/GEN EXP	64,560.00	0.00	0.00	64,560.00	0.00
TOTAL Expenditures		520,360.00	13,123.79	13,123.79	507,236.21	2.52
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		520,360.00	332.91	332.91	520,027.09	0.06
TOTAL EXPENDITURES		520,360.00	13,123.79	13,123.79	507,236.21	2.52
NET OF REVENUES & EXPENDITURES		0.00	(12,790.88)	(12,790.88)	12,790.88	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
000.00		134,000.00	44,783.29	44,783.29	89,216.71	33.42
TOTAL Revenues		134,000.00	44,783.29	44,783.29	89,216.71	33.42
Expenditures						
000.00		134,000.00	0.00	0.00	134,000.00	0.00
TOTAL Expenditures		134,000.00	0.00	0.00	134,000.00	0.00
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		134,000.00	44,783.29	44,783.29	89,216.71	33.42
TOTAL EXPENDITURES		134,000.00	0.00	0.00	134,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	44,783.29	44,783.29	(44,783.29)	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 250 - LOCAL DEV. FINANCE AUTHORITY						
Revenues						
000.00		387,815.00	1,338,125.65	1,338,125.65	(950,310.65)	345.04
TOTAL Revenues		387,815.00	1,338,125.65	1,338,125.65	(950,310.65)	345.04
Expenditures						
691.00	L.D.F.A.	387,815.00	0.00	0.00	387,815.00	0.00
TOTAL Expenditures		387,815.00	0.00	0.00	387,815.00	0.00
Fund 250 - LOCAL DEV. FINANCE AUTHORITY:						
TOTAL REVENUES		387,815.00	1,338,125.65	1,338,125.65	(950,310.65)	345.04
TOTAL EXPENDITURES		387,815.00	0.00	0.00	387,815.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1,338,125.65	1,338,125.65	(1,338,125.65)	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 297 - ECONOMIC DEVELOPMENT COMM.						
Revenues						
000.00		70.00	3.43	3.43	66.57	4.90
TOTAL Revenues		70.00	3.43	3.43	66.57	4.90
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	3.43	3.43	66.57	4.90
TOTAL EXPENDITURES		70.00	0.00	0.00	70.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	3.43	3.43	(3.43)	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL IMPROVEMENT FUND						
Revenues						
000.00		60,000.00	0.00	0.00	60,000.00	0.00
TOTAL Revenues		60,000.00	0.00	0.00	60,000.00	0.00
Expenditures						
000.00		60,000.00	0.00	0.00	60,000.00	0.00
TOTAL Expenditures		60,000.00	0.00	0.00	60,000.00	0.00
Fund 401 - CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES		60,000.00	0.00	0.00	60,000.00	0.00
TOTAL EXPENDITURES		60,000.00	0.00	0.00	60,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 592 - WATER/SEWER FUND						
Revenues						
000.00		5,398,350.00	220,718.10	220,718.10	5,177,631.90	4.09
TOTAL Revenues		5,398,350.00	220,718.10	220,718.10	5,177,631.90	4.09
Expenditures						
545.00	WATER & SEWER ADMINISTRATION	77,600.00	4,283.53	4,283.53	73,316.47	5.52
546.00	SEWER IMPROVEMENT	42,660.00	0.00	0.00	42,660.00	0.00
548.00	SEWER MAINTENANCE	170,210.00	7,718.08	7,718.08	162,491.92	4.53
555.00	WASTEWATER TREATMENT PLANT	2,475,305.00	56,123.48	56,123.48	2,419,181.52	2.27
556.00	WATER MAINTENANCE	429,355.00	32,823.97	32,823.97	396,531.03	7.64
557.00	STORM SEWER PROGRAM	9,425.00	0.00	0.00	9,425.00	0.00
558.00	WATER IMPROVEMENT	689,060.00	1,153.00	1,153.00	687,907.00	0.17
559.00	WATER TREATMENT PLANT	839,735.00	26,850.95	26,850.95	812,884.05	3.20
566.00	ALLOWANCE FOR DEPRECIATION	665,000.00	0.00	0.00	665,000.00	0.00
TOTAL Expenditures		5,398,350.00	128,953.01	128,953.01	5,269,396.99	2.39
Fund 592 - WATER/SEWER FUND:						
TOTAL REVENUES		5,398,350.00	220,718.10	220,718.10	5,177,631.90	4.09
TOTAL EXPENDITURES		5,398,350.00	128,953.01	128,953.01	5,269,396.99	2.39
NET OF REVENUES & EXPENDITURES		0.00	91,765.09	91,765.09	(91,765.09)	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 612 - MASON BUILDING AUTHORITY						
Revenues						
000.00		286,685.00	0.02	0.02	286,684.98	0.00
TOTAL Revenues		286,685.00	0.02	0.02	286,684.98	0.00
Expenditures						
000.00		286,685.00	0.00	0.00	286,685.00	0.00
TOTAL Expenditures		286,685.00	0.00	0.00	286,685.00	0.00
Fund 612 - MASON BUILDING AUTHORITY:						
TOTAL REVENUES		286,685.00	0.02	0.02	286,684.98	0.00
TOTAL EXPENDITURES		286,685.00	0.00	0.00	286,685.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.02	0.02	(0.02)	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 661 - MOTOR VEHICLE POOL						
Revenues						
000.00		399,870.00	92.73	92.73	399,777.27	0.02
TOTAL Revenues		399,870.00	92.73	92.73	399,777.27	0.02
Expenditures						
567.00	SHOP & BLDG. MAINTENANCE	47,840.00	24.00	24.00	47,816.00	0.05
568.00	EQUIPMENT MAINTENANCE	176,285.00	14,428.02	14,428.02	161,856.98	8.18
901.00	EQUIPMENT-CAPITAL OUTLAY	175,745.00	10,085.15	10,085.15	165,659.85	5.74
TOTAL Expenditures		399,870.00	24,537.17	24,537.17	375,332.83	6.14
Fund 661 - MOTOR VEHICLE POOL:						
TOTAL REVENUES		399,870.00	92.73	92.73	399,777.27	0.02
TOTAL EXPENDITURES		399,870.00	24,537.17	24,537.17	375,332.83	6.14
NET OF REVENUES & EXPENDITURES		0.00	(24,444.44)	(24,444.44)	24,444.44	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 702 - RAYNER BOND FUND						
Revenues						
000.00		151,000.00	74.45	74.45	150,925.55	0.05
TOTAL Revenues		151,000.00	74.45	74.45	150,925.55	0.05
Expenditures						
000.00		151,000.00	0.00	0.00	151,000.00	0.00
TOTAL Expenditures		151,000.00	0.00	0.00	151,000.00	0.00
Fund 702 - RAYNER BOND FUND:						
TOTAL REVENUES		151,000.00	74.45	74.45	150,925.55	0.05
TOTAL EXPENDITURES		151,000.00	0.00	0.00	151,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	74.45	74.45	(74.45)	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 711 - CEMETERY TRUST FUND						
Revenues						
000.00		4,200.00	400.80	400.80	3,799.20	9.54
TOTAL Revenues		4,200.00	400.80	400.80	3,799.20	9.54
Expenditures						
000.00		4,200.00	0.00	0.00	4,200.00	0.00
TOTAL Expenditures		4,200.00	0.00	0.00	4,200.00	0.00
Fund 711 - CEMETERY TRUST FUND:						
TOTAL REVENUES		4,200.00	400.80	400.80	3,799.20	9.54
TOTAL EXPENDITURES		4,200.00	0.00	0.00	4,200.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	400.80	400.80	(400.80)	100.00

PERIOD ENDING 07/31/2014

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 07/31/2014 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2014 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND						
Revenues						
000.00		176,800.00	39,990.14	39,990.14	136,809.86	22.62
TOTAL Revenues		176,800.00	39,990.14	39,990.14	136,809.86	22.62
Expenditures						
000.00		176,800.00	0.00	0.00	176,800.00	0.00
TOTAL Expenditures		176,800.00	0.00	0.00	176,800.00	0.00
Fund 812 - SPECIAL ASSESSMENT FUND:						
TOTAL REVENUES		176,800.00	39,990.14	39,990.14	136,809.86	22.62
TOTAL EXPENDITURES		176,800.00	0.00	0.00	176,800.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	39,990.14	39,990.14	(39,990.14)	100.00
TOTAL REVENUES - ALL FUNDS		14,276,890.00	4,534,785.67	4,534,785.67	9,742,104.33	31.76
TOTAL EXPENDITURES - ALL FUNDS		14,276,890.00	503,334.58	503,334.58	13,773,555.42	3.53
NET OF REVENUES & EXPENDITURES		0.00	4,031,451.09	4,031,451.09	(4,031,451.09)	100.00

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

MEMORANDUM

TO: **Honorable Mayor and Council Members**

FROM: **Martin Colburn, City Administrator**

DATE: **August 18, 2014**

RE: **City Administrator's Report**

124 and 140 East Ash Street Update

Staff has met with Ryan Kincaid to finalize agreements as they have also closed on the property with Ingham County Land Bank. Ash Street Development, LLC will act as the owner and contractor with final ownership being transferred to Oracle Financial Group once this project is completed.

The properties are now fenced for security and safety. Mr. Mike Dawe is the Site Superintendent for Henry Kincaid/Ash Street Development, LLC. They have stationed a contractor's trailer in the back of the property. They are initially cleaning out the buildings of material and debris, then they will start demolitions of the garage on the south side of the alleyway and then to the rear portions of the buildings. They expect to complete these steps within the first month with demolition in the rear completed. This will provide space for them to stage materials and equipment and continue working on the improvements of the buildings. They are still discussing dates for a ground-breaking ceremony.