# 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, January 5, 2015**

**7:30 p.m.**

## AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance and Invocation
4. Unfinished Business
   A. Approval of Minutes
      - Regular Council Meeting: December 15, 2014
   B. Approval of Bills
   C. Executive Session—City Administrator Performance Evaluation
   D. Resolution 2015-01—City Administrator Performance Evaluation for Calendar Year 2014
   E. Resolution 2015-02—City Administrator Employment Contract Amendment #13
5. Adjourn Sine Die – 2013-2014 Council
6. Oath of Office
7. Election of Mayor and Mayor Pro Tem
8. Announcements
9. People from the Floor
10. Consent Agenda
11. Regular Business
    A. Resolution 2015-03—Establishment of City Council and Planning Commission Meeting Dates for the Year 2015
    B. Resolution 2015-04—Councilmember Appointment to the Planning Commission
    C. Resolution 2015-05—City Council Reappointment to the Zoning Board of Appeals
    D. Resolution 2015-06—A Resolution Endorsing the Location of the Howell Road Option for Crossing of US-127 for the Proposed Trail Connecting the Delhi Township Trail System to the Hayhoe Riverwalk Trail
    E. Second Update on Well No. 9 Progression
12. Unfinished Business
13. New Business
14. Correspondence
    - Thank You Note from Mason Kiwanis Golden K
    - Two Updates from WOW
    - Letter from Mark Minshall
15. Liaison Reports
16. Councilmember Reports
17. Administrator's Report
    - State Transportation Funding
    - Medical Marihuana Legislation
18. Adjournment

**CITY OF MASON**
**REGULAR CITY COUNCIL MEETING**
**MINUTES OF DECEMBER 15, 2014**

Mayor Clark called the meeting to order at 7:30 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Councilmember Ferris 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
Dennis McGinty, City Attorney
Thomas Hitch, City Attorney

**ANNOUNCEMENTS**
Blood Drive – St. James Church – Thursday, December 18, 2014

**PEOPLE FROM THE FLOOR**
None.

**PUBLIC HEARING**
**Hearing of Necessity 2015 Sidewalk Improvements**
Clark opened the public hearing at 7:35 p.m. to receive comments regarding the proposed 2015 sidewalk improvements. Residents asked varied questions regarding the process.

Bruce Archer of 409 East Maple Street stated support for the sidewalk improvements.

John Eldridge of 210 East Maple Street stated support for the sidewalk improvements.

Doug Brown of 820 East Maple Street stated support for the sidewalk improvements.

Mike Craft stated that he was representing Mason First Church of the Nazarene located at 415 East Maple Street. He stated support for the sidewalk improvements.

Clark closed the public hearing at 7:45 p.m.

**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: December 1, 2014
MOTION APPROVED

**REGULAR BUSINESS**
**Motion – Approval of Bills**
A brief discussion was held to withhold the payment for TCI Inc. of Michigan due to the

irrigation line that was cut during the project work and has not been repaired. Colburn stated that he was assured that the irrigation line will be repaired in the spring. A brief discussion ensued regarding when the line could be repaired as well as the consequences of making payment for incomplete work versus withholding payment for work completed with a punch list type item to be completed.

MOTION by Bruno, second by Naeyaert,
to approve the bills, withholding payment to TCI Inc. until the job is complete.
Yes (1) Bruno
No (6) Brown, Clark, Droscha, Ferris, Mulvany, Naeyaert
MOTION FAILED

MOTION by Brown, second by Droscha,
to approve the bills in the amount of $181,902.31.
Yes (6) Brown, Clark, Droscha, Ferris, Mulvany, Naeyaert
No (1) Bruno
MOTION APPROVED

**Special Assessment Resolution No. 3, Project 2015-1**

MOTION by Naeyaert, second by Brown,
to consider Special Assessment Resolution Nos. 3, Project No. 2015-1 and 4, Project No. 2015-1 read.
MOTION APPROVED

Special Assessment Resolution No. 3, Project No. 2015-1 was introduced by Ferris and seconded by Mulvany.

**CITY OF MASON**
**2015 SIDEWALK IMPROVEMENTS**
**SPECIAL ASSESSMENT RESOLUTION NO. 3**
**PROJECT NO. 2015-1**
**December 15, 2014**

**WHEREAS,** the City Council of the City of Mason, pursuant to the provisions of Chapter 66 of the City's Code of Ordinances and the relevant provisions of the City Charter, did on Monday, the 17th day of November, 2014, adopt resolutions tentatively approving the installation and construction of certain sidewalk improvements (the "Project," described below), and the establishment of a special assessment district therefore for the purpose of defraying all or a portion of the cost of the Project, which Project and special assessment district therefore are more specifically hereinafter described; and

**WHEREAS,** this City Council did meet in the City Council Chambers, City Hall, 201 West Ash Street, Mason, Michigan, on Monday, the 15th day of December, 2014, at 7:30 o'clock, p.m., the time, date and place set by the City Council to conduct a public hearing to hear any objections to the Project and to the proposed special assessment district therefore; and

**WHEREAS,** estimates of cost of said Project are on file with the City Clerk.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The City Council hereby determines to make the following described sidewalk improvements:

The installation of sidewalks and related improvements, and/or replacement of sidewalks in the public right-of-way of the following properties and along and adjacent to the following streets: 227 Lawton, 202 E Maple, 203 E Maple, 209 E

Maple, 210 E Maple, 215 E Maple, 218 E Maple, 221 E Maple, 224 E Maple, 229 E Maple, 230 E Maple, 235 E Maple, 314 E Maple, 317 E Maple, 321 E Maple, 326 E Maple, 328 E Maple, 332 E Maple, 401 E Maple, 402 E Maple, 406 E Maple, 409 E Maple, 410 E Maple, 415 E Maple, 740 E Maple, 744 E Maple, 758 E Maple, 766 E Maple, 775 E Maple, 788 E Maple, 810 E Maple, 820 E Maple, 821 E Maple, 831 E Maple, 223 S Rogers, 307 S Rogers, 225 Steele, 320 Steele, 300 Temple, 249 Washington, 331 Washington.

2. The City Council hereby approves the plans and estimate of cost for the Project in the sum of $45,940, and approves the additional estimated sum of $6,890 to defray legal, financing and administrative costs. Of the estimated total cost of $52,830, the City Council determines to assess $21,893.28 of that amount against benefiting property owners in the City.

3. The City Council determines that the special assessment district for the Project shall consist of the lots and parcels of land in the area of the City described in **Exhibit A**, attached hereto and incorporated herein by reference, and excluding all streets and other land deemed not benefited.

4. The City Council hereby directs the City Assessor to make, and report to the City Council within thirty (30) days from the date of this resolution, a special assessment roll in which shall be described all of the parcels of land to be assessed as set forth with the names of the owners thereof, if known, and the total amount to be assessed against each parcel of land, which amounts shall be such relative proportion of the whole sum to be levied against all parcels of land in the special assessment district as, on a front foot basis, the benefit to such parcel bears to the total benefit of all parcels of land in the special assessment district, all in accordance with Section 66-7 of the City's Code of Ordinances, and subject to review and modification by the City Council.

5. When the City Assessor shall have completed the special assessment roll, he shall affix thereto his certificate, pursuant to Section 66-9 of the City's Code of Ordinances, stating that said roll was made pursuant to a resolution of the City Council, adopted on December 15, 2014, for the purpose of paying that part of the cost which the City Council decided should be paid and borne by special assessment for the Project, that in making such assessment he has, as near as may be, and according to his best judgment, conformed in all things to the directions contained in the resolution of the City Council hereinbefore referred to, and the Charter of the City relating to such assessment, and the City Assessor shall then, within thirty (30) days from the date of this resolution, report the special assessment roll with his certificate attached thereto to the City Council.

6. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be, and the same are, hereby rescinded.

RESOLUTION APPROVED

**Special Assessment Resolution No. 4, Project 2015-1**

Special Assessment Resolution No. 3, Project No. 2015-1 was introduced by Ferris and seconded by Mulvany.

**CITY OF MASON**
**2015 SIDEWALK IMPROVEMENTS**
**SPECIAL ASSESSMENT RESOLUTION NO. 4**
**PROJECT NO. 2015-1**
**December 15, 2014**

**WHEREAS**, by resolution adopted Monday, December 15, 2014, the City Council of the City of Mason determined to install and construct the more particularly hereinafter-described sidewalk improvements (the "Project") and assess all or a portion of the cost thereof against the property deemed benefited by the Project, all in accordance with Chapter 66 of the City's Code of Ordinances and the relevant provisions of the City Charter; and

**WHEREAS**, the City Assessor has prepared and reported to the City Council a special assessment roll assessing all or a portion of the cost of the Project to the property benefited thereby with his certificate attached thereto pursuant to Section 66-9 of the City's Code of Ordinances; and
**WHEREAS**, the City Council desires to schedule a public hearing to review and hear objections to the special assessment roll.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The special assessment roll shall be filed with the office of the City Clerk and shall be available for public examination during regular business hours on regular business days.

2. The City Council shall meet at 7:30 o'clock in the p.m., on Monday, the 16th day of March, 2015, in the City Council Chambers, City Hall, 201 West Ash Street, Mason, Michigan 48854, for the purpose of reviewing and hearing objections to the special assessment roll.

3. The City Clerk shall cause notice of the hearing and the filing of the special assessment roll to be given to all interested property owners as provided by Chapter 66 of the City's Code of Ordinances and the relevant provisions of the City Charter. The notice as published and mailed shall be in substantially the following form:

**NOTICE OF HEARING**
**CITY OF MASON**
**INGHAM COUNTY, MICHIGAN**
**NOTICE OF PUBLIC HEARING ON THE**
**SPECIAL ASSESSMENT ROLL FOR THE**
**2015 SIDEWALK IMPROVEMENTS SPECIAL ASSESSMENT DISTRICT 2015-1**

**TO THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF MASON, INGHAM COUNTY, MICHIGAN,** the owners of the land described below within the 2015 Sidewalk Improvements Special Assessment District 2015-1, and any other interested persons:

**PLEASE TAKE NOTICE** that the City Assessor has reported to the City Council and filed in the office of the City Clerk for public examination a special assessment roll prepared by him, which roll includes all properties that are within the 2015 Sidewalk Improvements Special Assessment District 2015-1, and are benefited by the proposed sidewalk improvement project generally described as follows:

> The installation and/or replacement of sidewalks in the public right-of-way of the following properties and along and adjacent to the following streets: 227 Lawton, 202 E Maple, 203 E Maple, 209 E Maple, 210 E Maple, 215 E Maple, 218 E Maple, 221 E Maple, 224 E Maple, 229 E Maple, 230 E Maple, 235 E Maple, 314 E Maple, 317 E Maple, 321 E Maple, 326 E Maple, 328 E Maple, 332 E Maple, 401 E Maple, 402 E Maple, 406 E Maple, 409 E Maple, 410 E Maple, 415 E Maple, 740 E Maple, 744 E Maple, 758 E Maple, 766 E Maple, 775 E Maple, 788 E Maple, 810 E Maple, 820 E Maple, 821 E Maple, 831 E Maple, 223 S Rogers, 307 S Rogers, 225 Steele, 320 Steele, 300 Temple, 249 Washington, 331 Washington.

The special assessment roll has been prepared for the purpose of assessing a portion of the costs of the acquisition and construction of the sidewalk improvement project and work incidental thereto within the special assessment district, as more particularly shown on the plans of the City's engineers, which are on file and available for public examination with the City Clerk at the City Hall, 201 West Ash Street, Mason, Michigan, within the City. The total estimated assessment there under is $21,893.28.

**PLEASE TAKE FURTHER NOTICE** that the City Assessor has further reported that the assessment against each parcel of land within the special assessment district is such relative portion of the whole sum levied against all parcels of land in the special assessment district as the benefit to such parcel bears to the total benefit to all parcels of land in the district.

**PLEASE TAKE FURTHER NOTICE** that the City Council will meet on Monday, the 16th day of March, 2015, at 7:30 o'clock, p.m., in the City Council Chambers, City Hall, 201 West Ash Street, Mason, Michigan 48854, for the purpose of reviewing the proposed special assessment roll and hearing any objections thereto. The special assessment roll may be examined at the office of the City Clerk during regular business hours of regular business days until the time of the hearing and may further be examined at the hearing.

Appearance and protest at the hearing, in person or in writing, are required in order to appeal the action of the City Council in approving the special assessment roll, and/or the amount of an assessment, to the state tax tribunal. A property owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment proceedings or may file his or her appearance and protest by letter and his or her personal appearance will not be required. The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of a special assessment with the state tax tribunal within 35 days of the date the special assessment roll is confirmed by the City Council.

Further information regarding the 2015 Sidewalk Improvements special assessment project is available at the City Clerk's office, City Hall, 201 West Ash Street, Mason, Michigan 48854.

Dated: December 15, 2014

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

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be, and the same are, hereby rescinded.

RESOLUTION APPROVED

## Resolution 2014-57—A Resolution to Accept Professional Services for Wastewater Treatment Plant Upgrades

MOTION by Naeyaert, second by Droscha,
to consider Resolution No. 2014-57 read.
MOTION APPROVED

Resolution No. 2014-57 was introduced by Ferris and seconded by Mulvany.

**CITY OF MASON**
**CITY COUNCIL RESOLUTION NO. 2014-57**
**RESOLUTION TO ACCEPT PROFESSIONAL SERVICES FOR WASTEWATER TREATMENT PLANT UPGRADES**
**December 15, 2014**

**WHEREAS,** it is in the best interest of the City to maintain a functional and well maintained Wastewater Treatment Plant (WWTP); and

**WHEREAS,** the City desires to proceed with improvements to the WWTP to include constructing a new headworks, new pumps, relieve a bottleneck of moving water and removing the non-working headworks; and

**WHEREAS,** the City forwarded a Request for Proposals (RFP) to a number of professional engineering firms to provide professional services to address methods and means to remediate the needs of the City, receiving proposals with costs; and

**NOW THEREFORE BE IT RESOLVED,** that the Mason City Council gives City Administrator Martin Colburn signature authority and authorizes the City to accept the proposal from Prein & Newhof in the amount of $215,659 to provide professional services at the Mason Wastewater Treatment Plant.

RESOLUTION APPROVED

## Resolution 2014-58—Mayoral Appointments to City Boards and Commissions

Clark stated that there are vacancies on a few boards and commissions that will need to be filled. The current planning and Mason City government experience on the Planning Commission was deliberated.

MOTION by Naeyaert, second by Droscha,
to consider Resolution Nos. 2014-58 and 2014-59 read.
MOTION APPROVED

Resolution No. 2014-58 was introduced by Ferris and seconded by Mulvany.

**CITY OF MASON**
**CITY COUNCIL RESOLUTION NO. 2014-58**
**MAYORAL APPOINTMENTS TO CITY BOARDS AND COMMISSIONS**
**December 15, 2014**

**BE IT HEREBY RESOLVED,** that the Mayor, with confirmation by the City Council, does hereby make the following appointments/reappointments to the specified boards and commissions of the city and that each term shall commence January 1, 2015 and expire on December 31 of the year noted.

| | | |
|---|---|---|
| Building Code | Patrick Hicks | 2017 |
| Downtown Development Authority | Brent Forsberg | 2018 |
| | Joe Ghinelli | 2018 |
| | Mark Howe | 2018 |
| | Teresa Wren (filling an unexpired term) | 2017 |
| Historic District Commission | Albert Schulien | 2017 |
| | Rodney Jewett | 2017 |
| Planning Commission | Tim Scott | 2017 |
| | Elizabeth Hude | 2017 |
| | Anne Klein Barna | 2017 |
| | Lori Hagle (filling an unexpired term) | 2015 |
| Traffic Commission | Josh Woodland | 2017 |
| | Joe Ghinelli | 2017 |
| Tree Commission | Melvin Brown | 2017 |

RESOLUTION APPROVED

## Resolution 2014-59—City Council Appointments to City Boards and Commissions

Resolution No. 2014-59 was introduced by Ferris and seconded by Mulvany.

**CITY OF MASON**
**CITY COUNCIL RESOLUTION NO. 2014-59**
**CITY COUNCIL APPOINTMENTS TO CITY BOARDS AND COMMISSIONS**
**December 15, 2014**

**BE IT HEREBY RESOLVED,** that the City Council of the City of Mason does hereby make the following appointments/reappointments to the specified boards and commissions of the City and that each term shall commence January 1, 2015 and expire on December 31 of the year noted:

| | | |
|---|---|---|
| Board of Review | Larry Howe | 2017 |
| | Pete Curtis (filling an unexpired term) | 2016 |
| Cemetery Board | Melvin Brown | 2017 |
| | Kendra Sabbadin (filling an unexpired term) | 2015 |
| Local Development Finance Authority | William Shepard | 2017 |
| Utility Rate Study Committee | Ruben Droscha | 2017 |
| Zoning Board of Appeals | Pete Curtis | 2017 |
| | John Sabbadin | 2017 |

RESOLUTION APPROVED

## UNFINISHED BUSINESS
None.

## NEW BUSINESS
Staff was requested to provide a resolution of appointment for the liaison to the Planning Commission.

## CORRESPONDENCE
All correspondence was distributed.

## LIAISON REPORTS
- Brown informed Council regarding the Sesquicentennial Committee business
- Naeyaert informed Council regarding Planning Commission business

## COUNCILMEMBER REPORTS
None.

## ADMINISTRATOR'S REPORT
Colburn informed Council regarding current City business.

At this time, Mayor Clark invited Council to join him in recognizing Mason City Attorney Dennis McGinty. Mayor Clark and Council presented Mr. McGinty with a plaque in recognition of 38 years as the Mason City Attorney. Mr. McGinty shared a few words of farewell thanking the Council for their high ethical standards and for allowing him to be a part of the great city of Mason, defending it when necessary and helping it to grow and develop when he could. In closing, he promised Council that he would enjoy his retirement to the fullest extent permitted by law.

Following that, Mayor Clark recognized Mayor Pro Tem Naeyaert by presenting her with a plaque in recognition of her years on City Council.

A brief recess was taken at 8:41 p.m. to celebrate Mr. McGinty with a retirement cake prior to adjourning to executive session. The meeting reconvened at 8:52 p.m.

## EXECUTIVE SESSION - PERSONNEL - CITY ADMINISTRATOR'S EVALUATION
MOTION by Naeyaert,
to adjourn to executive session to discuss the City Administrator's evaluation.
Yes (7) Brown, Bruno, Droscha, Ferris, Mulvany, Naeyaert, Clark
No (0)
MOTION APPROVED

The meeting adjourned to executive session at 8:53 p.m. and reconvened at 10:29 p.m.

## ADJOURNMENT
The meeting adjourned at 10:30 p.m.

Deborah J. Cwiertniewicz, City Clerk

Leon R. Clark, Mayor

01/02/2015 09:56 AM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON
EXP CHECK RUN DATES 12/22/2014 - 01/07/2015
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
COUNCIL REPORT

MONDAY, JANUARY 5, 2015

| Vendor Code / Invoice / GL Number | Vendor Name / Invoice Description / GL Description | Invoice Date | Amount | |
|---|---|---|---|---|
| 07800 | BLUE CROSS BLUE SHIELD OF MICHIGAN | | | |
| G#7029499710DIV00&02<br>750-000.00-231.015 | JANUARY HEALTH INS - CITY EXPENSE<br>JANUARY HEALTH INS - CITY EXPENSE | 12/26/2014 | 15,776.20 | |
| G#7029499DIV#0001<br>101-855.00-874.001 | RETIREES CITY EXPENSE<br>RETIREES - CITY EXPENSE | 12/26/2014 | 5,368.54 | |
| | | VENDOR TOTAL: | | 21,144.74 |
| 07894 | EXPRESS TREE SERVICES | | | |
| 965<br>101-271.00-818.000 | 2015 CONTRACTED TREE WORK<br>2015 CONTRACTED TREE WORK | 01/05/2015 | 22,490.00 | |
| | | VENDOR TOTAL: | | 22,490.00 |
| 05016 | GRANGER | | | |
| DEC 2014<br>101-528.00-818.000 | DECEMBER REFUSE 2300 CUSTOMERS<br>DECEMBER REFUSE 2300 CUSTOMERS | 01/05/2015 | 27,761.00 | |
| | | VENDOR TOTAL: | | 27,761.00 |
| 07943 | SIGNATURE FORD, L - M | | | |
| BQ929<br>661-901.00-970.002 | 2014 FORD F150 4X2 PK UP TRUCK<br>2014 FORD F150 4X2 PK UP TRUCK | 01/05/2015 | 18,766.00 | |
| | | VENDOR TOTAL: | | 18,766.00 |
| 07410 | SPARTAN CHASSIS | | | |
| IN00599817<br>101-336.00-939.000 | T-808 ANNUAL SERVICE: LABOR & PARTS & SHOP SUPPLIES<br>T-808 ANNUAL SERVICE: LABOR,PARTS,SUPPLY | 01/05/2015 | 5,846.06 | |
| | | VENDOR TOTAL: | | 5,846.06 |
| 05023 | TRI-COUNTY REGIONAL | | | |
| 594<br>592-557.00-818.000 | GLRC 2015 MEMBERSHIP DUES<br>GLRC 2015 MEMBERSHIP DUES | 01/05/2015 | 6,104.50 | |
| | | VENDOR TOTAL: | | 6,104.50 |
| | | TOTAL - ALL VENDORS: | | 102,112.30 |

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:** January 5, 2015 **Agenda Item:** 4 (D-E)

### AGENDA ITEM

- Resolution No. 2015-01 – City Administrator Performance Evaluation for 2014 Calendar Year
- Resolution No. 2015-02 – City Administrator Employment Contract Amendment #13

### EXHIBITS

None

### STAFF REVIEW

Mayor & City Council

### SUMMARY STATEMENT

The attached resolutions conclude the City Administrator's annual evaluation process with exception of memorializing the documents for his personnel file.

### RECOMMENDED ACTION

Move to approve Resolution Nos. 2015-01 and 2015-02.

Introduced:
Second:

# CITY OF MASON
# CITY COUNCIL RESOLUTION NO. 2015-01

## CITY ADMINISTRATOR PERFORMANCE EVALUATION FOR 2014 CALENDAR YEAR

**January 5, 2015**

**WHEREAS**, City Council Resolution 2005-06 provides that the Council shall conduct a formal review of the job performance of the City Administrator on a yearly basis; and

**WHEREAS**, City Council Resolution 2005-06 further provides that the Council shall conduct the formal performance review according to the guidelines described therein, including use of the "City Administrator Performance Evaluation Form" and the "City Administrator Self-Evaluation Form" as defined therein; and

**WHEREAS**, on December 15, 2014, the City Council met for the purpose of reviewing the "City Administrator Self-Evaluation Form" and the composite "City Administrator Performance Evaluation Form" for the purpose of general discussion regarding the job performance of City Administrator Martin A. Colburn, for the purpose of discussing revision of the Employment Contract between Administrator Colburn and the City Council; and

**WHEREAS**, at the request of Administrator Colburn, the review meetings by the City Council were held in executive session pursuant to the provisions of the Open Meetings Act; now

**THEREFORE BE IT RESOLVED**, that the City Council remains satisfied with Administrator Colburn in his management of, and service to, the City of Mason. Administrator Colburn continues to meet the job performance expectations of the Council. The Council feels that Administrator Colburn leads City operations in a manner generally consistent with the collective goals and ideals of the Council, as well as those of the City as a whole; now

**BE IT FURTHER RESOLVED**, that the City Council evaluated the performance of the City Administrator in fulfilling the responsibilities of the position by rating the following categories. Each category rating below is an average based upon each Council Member assigning a performance rating of 1 to 5 to a specific set of sub-categories for each category. Each performance measure uses the following scale: *5 = Exceeds expectations; 3 = Meets expectations; 1 = Fails expectations.*

1. PROFESSIONALISM: 3.43
2. RELATIONSHIP WITH COUNCIL: 3.29
3. POLICY EXECUTION: 3.25
4. REPORTING: 3.57
5. PUBLIC RELATIONS: 3.69
6. STAFFING: 3.29
7. FISCAL MANAGEMENT: 3.67; now

**BE IT FURTHER RESOLVED**, that Mr. Colburn achieved an overall performance rating of 3.46 and more than met City Council expectations; now

**BE IT FURTHER RESOLVED**, that in accordance with City Council Resolution 2005-06, this resolution is hereby submitted by Mayor Leon R. Clark and Mayor Pro Tem Robin Naeyaert for consideration by the City Council as the written summary of the conclusions of the Council regarding the job performance of City Administrator Martin A. Colburn; now

**BE IT FINALLY RESOLVED**, that in accordance with City Council Resolution No. 2005-06, a copy of this resolution shall be placed in the personnel file of City Administrator Martin A. Colburn.

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, January 5, 2015, the original of which is a part of the meeting minutes.

_____

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

Introduced:
Second:

**CITY OF MASON**
**CITY COUNCIL RESOLUTION NO. 2015-02**

**CITY ADMINISTRATOR EMPLOYMENT CONTRACT AMENDMENT #13**

**January 5, 2015**

**WHEREAS,** City Council Resolution 2005-06 provides that the Council shall conduct a formal review of the job performance of the City Administrator on a yearly basis and further provides that upon completion of the performance evaluation process, the Mayor and Mayor Pro Tem may submit to the Council proposed revisions to the Employment Contract between the City Administrator and the City Council; and

**WHEREAS,** City Council hereby modifies Section 2, Salary, increasing salary paid by _____% to $_____; and

**WHEREAS,** City Council modifies the annual vacation days to be 23 days accrued annually;

**NOW, THEREFORE, BE IT RESOLVED,** that Mayor Leon R. Clark and Mayor Pro Tem Robin Naeyaert do hereby recommend extending the current Employment Contract between Martin A. Colburn and the City Council of the City of Mason for one year.

**BE IT FURTHER RESOLVED**, that the City Council does hereby authorize the Mayor to execute the Employment Contract between Martin A. Colburn and the City Council of the City of Mason incorporating the revisions proposed herein, effective January 5, 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, January 5, 2015, the original of which is a part of the meeting minutes.

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

# CITY OF MASON

## STAFF AGENDA REPORT TO CITY COUNCIL

**Meeting Date:** January 5, 2015 **Agenda Item:** 11(A)

**AGENDA ITEM**

Resolution No. 2015-03—Establishment of City Council & Planning Commission Meeting Dates for the Year 2015

**EXHIBITS**

None

**STAFF REVIEW**

City Clerk

**SUMMARY STATEMENT**

Resolution No. 2015-03 sets the 2015 regular meeting dates for City Council and Planning Commission. Regular meeting dates that fall on a holiday are marked by an asterisk and moved to the next available date.

**RECOMMENDED ACTION**

Move to approve Resolution No. 2015-03.

Introduced:
Seconded:

**CITY OF MASON**
**CITY COUNCIL RESOLUTION NO. 2015-03**

**ESTABLISHMENT OF CITY COUNCIL AND PLANNING COMMISSION MEETING DATES FOR THE YEAR 2015**

**January 5, 2015**

**BE IT HEREBY RESOLVED** by the City Council of the City of Mason that the following are the dates of the regular **City Council** meetings for the calendar year 2015, and January 4, 2016, and that said meetings are to be held on the first and third Mondays of each month, with exception of one holiday, scheduled as a *Tuesday meeting,

| | |
|---|---|
| January 5 and 19 | July 6 and 20 |
| February 2 and 16 | August 3 and 17 |
| March 2 and 16 | September 8* and 21 |
| April 6 and 20 | October 5 and 19 |
| May 4 and 18 | November 2 and 16 |
| June 1 and 15 | December 7 and 21 |
| | January 4, 2016; now |

**BE IT FURTHER RESOLVED**, that the following are the dates of the regular Planning Commission meetings for the calendar year 2015, and that said meetings are to be held on the second Tuesday after the first Monday of the respective months,

| | | |
|---|---|---|
| January 13 | May 12 | September 15 |
| February 10 | June 9 | October 13 |
| March 10 | July 14 | November 10 |
| April 14 | August 11 | December 15 |
| | | January 12, 2016; now |

**BE IT FURTHER RESOLVED,** that these meetings will be held in the City Council Chamber, City Hall, 201 West Ash Street, Mason, Michigan, with the City Council's meetings to commence at 7:30 p.m. and the Planning Commission's meetings to commence at 6:30 p.m.; now

**BE IT FINALLY RESOLVED,** that the City Clerk shall cause these dates to be published in a local newspaper.

Yes

No

**CLERK'S CERTIFICATION**: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Mason City Council at its regular meeting on January 5, 2015, the original of which is part of the Council's minutes.

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

# CITY OF MASON

## STAFF AGENDA REPORT TO CITY COUNCIL

**Meeting Date:** January 5, 2015 **Agenda Item:** 11(B)

**AGENDA ITEM**
Resolution No. 2015-04—Councilmember Appointment to the Planning Commission

**EXHIBITS**
None

**STAFF REVIEW**
City Clerk

**SUMMARY STATEMENT**
By consensus, Council requested that a resolution appointing a councilmember to serve on the Planning Commission be provided for consideration.

**RECOMMENDED ACTION**
Pleasure of the Council.

Introduced:
Second:

# CITY OF MASON
# CITY COUNCIL RESOLUTION NO. 2015-04

**January 5, 2015**

## COUNCIL MEMBER APPOINTMENT TO PLANNING COMMISSION

**WHEREAS**, it is in the best interests of the City that the efforts of the City Council and the Planning Commission be coordinated in the conduct of their respective duties; and

**WHEREAS**, the appointment of a member of the City Council to the Planning Commission will provide the conduit for communication that will enable coordination of said efforts; and

**WHEREAS**, Section 3 of the Municipal Planning Act, 1931 PA 285; MCL 125.33, and Section 50.33 of the Mason City Code authorize the appointment of a member of the City Council to serve as a member of the Mason Planning Commission for a term concurrent with the term of the council member; and

**WHEREAS**, Public Act 285 requires that the appointment of a City Council member to the Planning Commission shall be by resolution of the City Council; now

**THEREFORE, BE IT RESOLVED**, that the City Council does hereby select Councilmember _____ as a member of the Planning Commission with identical rights and responsibilities as assigned to the appointed members of the Planning Commission.

**NOW, BE IT FURTHER RESOLVED**, that the term of the Councilmember as a member of the Planning Commission shall be the same as the term served by the Councilmember.

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, January 5, 2015, the original of which is part of the meeting minutes.

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

# CITY OF MASON

## STAFF AGENDA REPORT TO CITY COUNCIL

**Meeting Date:** January 5, 2015 **Agenda Item:** 11(C)

**AGENDA ITEM**
Resolution No. 2015-05—City Council Reappointment to the Zoning Board of Appeals

**EXHIBITS**
None

**STAFF REVIEW**
City Clerk

**SUMMARY STATEMENT**
At the time of annual appointments to City boards and commissions, Mr. Maddix was not available to inform the Mayor of his intentions regarding reappointment to the Zoning Board of Appeals. Mr. Maddix is pleased to accept another three-year term.

**RECOMMENDED ACTION**
Move to approve Resolution No. 2015-05.

Introduced:
Seconded:

**CITY OF MASON**
**CITY COUNCIL RESOLUTION NO. 2015-05**

**CITY COUNCIL APPOINTMENT TOTHE ZONING BOARD OF APPEALS**

**January 5, 2015**

**BE IT HEREBY RESOLVED,** that the City Council of the City of Mason does hereby reappoint James Maddix to the City of Mason Zoning Board of Appeal, whose term shall commence January 1, 2015 and expire on December 31, 2017.

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, January 5, 2015, the original of which is part of the Council meeting minutes.

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

# CITY OF MASON

## STAFF AGENDA REPORT TO CITY COUNCIL

**Meeting Date:** January 5, 2015 **Agenda Item:** 11(D)

**AGENDA ITEM**

Resolution No. 2015-06– A Resolution Endorsing the Location of the Howell Road Option for Crossing of US-127 for the Proposed Trail Connecting the Delhi Township Trail System to the Hayhoe Riverwalk Trail

**EXHIBITS**

- Non-Motorized Trail Connection Feasibility Study, Delhi Township to Mason Connector Trail – December 2014
- Master Plan (Chapter 5, Implementation Strategies) – Item #3 of the Capital Improvements component (excerpt)
- Recreation Plan (Section VII. Goals & Objectives) – Item #5 of Part A. Recreation Objectives (excerpt)
- Capital Improvement Plan 2014-2019 – page 29
- Letter of support from George Hayhoe dated 12/18/2014

**STAFF REVIEW**

Zoning & Development Department

**SUMMARY STATEMENT**

By request of the Michigan Fitness Foundation and the Michigan Trails and Greenways Alliance, a feasibility study was prepared to determine the best route for a recreation/non-motorized trail connecting the Delhi Township trail system to the Hayhoe Riverwalk Trail. The feasibility study was conducted by the Mannik Smith Group and made possible by funding from the Department of Housing and Urban Development administered through the Tri-County Regional Planning Commission, Mid-Michigan Program for Greater Sustainability.

The purpose of the study was to analyze how best to cross US-127. It analyzed five different route alternatives and ultimately recommended alternative #1, utilizing Howell Road and Cedar Street. The estimated cost for this route alternative is $3.8M. The likely sources of funding include, but are not limited to, State of Michigan Trust Fund, Ingham County, City of Mason, private donations, etc. The proposed project is supported by the City's Master Plan, Recreation Plan, and Capital Improvement Plan. The projected timeframe for implementation of this project has not been determined at this time, but is likely 2016 or later.

On December 8, 2014, Alaiedon Township adopted a resolution endorsing the proposed trail location.

**RECOMMENDED ACTION**

Move to approve Resolution No. 2015-06.

Introduced:
Seconded:

# CITY OF MASON
# CITY COUNCIL RESOLUTION NO. 2015-06

## A RESOLUTION ENDORSING THE LOCATION OF THE HOWELL ROAD OPTION FOR CROSSING OF US-127 FOR THE PROPOSED TRAIL CONNECTING THE DELHI TOWNSHIP TRAIL SYSTEM TO THE HAYHOE RIVERWALK TRAIL

**January 5, 2015**

**WHEREAS,** the Michigan Trails and Greenways Alliance initiated a feasibility study to determine the most feasible route crossing of US-127 for connecting the Delhi Township Trail System to the Hayhoe Riverwalk Trail in Mason, a portion of the completed pathway to be constructed in the City of Mason; and,

**WHEREAS,** the feasibility study considered five possible locations to cross US-127 which included Holt Road, Sycamore Creek, the A & B Railroad, Harper Road and Howell Road; and,

**WHEREAS,** the feasibility study determined that a pedestrian/bicycle bridge located immediately south of the Howell Road Bridge over US-127 was the preferred crossing point as the location provides easy access to the abandoned Hogsback Right-of-Way and allows for traversing Howell Road by going under the roadway bridge on the west side of US-127; and,

**WHEREAS,** the Howell Road Crossing location is the most cost effective alternative and would provide a non-motorized connection for the existing neighborhoods, businesses and planned development along Cedar Street, including Dart Corporation Employees, to access County Offices and businesses in Mason as well as offer a commuting option for employees living in Mason; and,

**WHEREAS,** the proposed trail connector concept is supported by the Mason Master Plan 2014 Update, Mason Five-Year Recreation Plan 2013-2017, and the current Capital Improvement Plan; and,

**WHEREAS,** on December 8, 2014, the Alaiedon Township Board of Trustees approved a resolution in support of the proposed trail connector.

**NOW THEREFORE BE IT RESOLVED,** that the City of Mason endorses the location of the Howell Road option for crossing of US-127 for the proposed trail connecting the Delhi Township Trail System to the Hayhoe Riverwalk Trail.

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, January 5, 2015, the original of which is part of the City Council minutes.

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

# NON-MOTORIZED TRAIL CONNECTION FEASIBILITY STUDY

## DELHI TOWNSHIP TO MASON CONNECTOR TRAIL
## DELHI CHARTER TOWNSHIP, ALAIEDON TOWNSHIP AND CITY OF MASON
## INGHAM COUNTY, MICHIGAN

**NOVEMBER 07, 2014**

**PREPARED FOR:**

**MICHIGAN FITNESS FOUNDATION/**
**MICHIGAN TRAILS AND GREENWAYS ALLIANCE**
1213 CENTER STREET
LANSING, MICHIGAN 48909

**PROVIDED BY:**

**THE MANNIK & SMITH GROUP, INC.**
721 NORTH CAPITOL AVENUE, SUITE 2
LANSING, MICHIGAN 48906
www.mannikandsmithgroup.com

## TABLE OF CONTENTS


**1.0 EXECUTIVE SUMMARY ..... 1**

1.1 US-127 CROSSING MOST FEASIBLE ALTERNATIVE ..... 1

**2.0 INTRODUCTION AND BACKGROUND ..... 2**

2.1 PURPOSE AND NEED ..... 2
2.2 STUDY AREA ..... 2
2.3 STUDY APPROACH ..... 2
*2.3.1 Crossing Location Feasibility ..... 2*
*2.3.2 Connection from Crossing to Existing and Future Trail Networks ..... 2*

**3.0 ALTERNATIVES CONSIDERED ..... 4**

3.1 ALTERNATIVE 1 – HOWELL ROAD OVERPASS ..... 4
3.2 ALTERNATIVE 2 – HARPER ROAD OVERPASS ..... 5
3.3 ALTERNATIVE 3 – RAILROAD UNDERPASS ..... 6
3.4 ALTERNATIVE 4 – SYCAMORE CREEK UNDERPASS ..... 7
3.5 ALTERNATIVE 5 - HOLT ROAD OVERPASS ..... 8

**4.0 AREA ROADWAY TRAFFIC VOLUMES ..... 9**

ALL COUNTS ARE 2-WAY OR COMBINED 1-WAY COUNTS ..... 9

**5.0 EXISTING RIGHT OF WAY ASSESSMENT ..... 9**

5.1 RIGHT OF WAY IMPACTS – COMMON TO ALL ALTERNATIVES ..... 9
*5.1.1 Alternative 1 ..... 9*
*5.1.2 Alternative 2 ..... 9*
*5.1.3 Alternative 3 ..... 9*
*5.1.4 Alternative 4 ..... 9*
*5.1.5 Alternative 5 ..... 9*
5.2 POTENTIAL RETAINING WALL LOCATIONS ..... 10
*5.2.1 Alternative 1 ..... 10*
*5.2.2 Alternative 3 ..... 10*
*5.2.3 Alternative 4 ..... 10*
5.3 ADDITIONAL RIGHT OF WAY RESEARCH REQUIRED ..... 10

**6.0 RAILROAD ASSESSMENT ..... 10**

6.1 RAILROAD COORDINATION ..... 10
6.2 RAILROAD IMPACTS ..... 10

**7.0 ALTERNATIVE COMPARISON (MATRIX) ..... 11**

**8.0 RECOMMENDATIONS ..... 13**

8.1 CONCLUSION/RECOMMENDED PREFERRED ALTERNATIVE ..... 13
8.2 NEXT STEPS AND SCHEDULE ..... 13


### EXHIBITS


EXHIBIT 1: STUDY AREA MAP ..... 3


### CHARTS AND TABLES


TABLE 4.1 AVERAGE DAILY TRAFFIC ..... 9


### APPENDICES


APPENDIX A ROUTING EXHIBIT

## 1.0 EXECUTIVE SUMMARY

In recent years, there has been an increased drive to provide more sustainable transportation options to communities throughout the United States. This includes non-motorized links which provide an opportunity to residents living in more rural areas to access the urbanized areas, and in turn for persons living in urban areas to enjoy the more rural areas. These avenues are useful for both commuting and recreational purposes and provide the means, previously un-met, for people to safely travel greater distances without the use of automobiles.

The residents of Ingham County, and more specifically, Delhi Township and the City of Mason, are interested in having this connection extended between the existing trail networks in the Township and the City. Crossing US-127 is a significant challenge and so this study was commissioned to determine what the most feasible alternatives are to meet this part of the challenge.

Currently, the City of Mason's Hayhoe Riverwalk Trail ends at Howell Road while the Delhi Township trail network is intended to extend down Cedar Street. In order for the City of Mason Trail network to be connected with Delhi Township's Trail network, there are 5 existing locations where a crossing of US-127 may be feasibly made. These are as follows:

- Howell Road bridge over US-127
- Harper Road bridge over US-127
- Jackson & Lansing Railroad under US-127
- Sycamore Creek under US-127
- Holt Road bridge over US-127

Of the roadway bridges over US-127, none have sufficient width to include shared trail facilities on the current structures. Only Howell Road has significant shoulders but due to the amount of traffic, the safe use of these for both bikes and pedestrians would not be feasible. Therefore, the only the only feasible way to use these three corridors would be to build a separate independent pedestrian crossing adjacent to the roadway overpasses.

Both underpasses (the Sycamore Creek and the Railroad) were determined to be feasible crossing locations. However, the challenge in those crossings would be accessing them. Both are far removed from roadway right of way and would require significant easements and/or permitting to provide connection.

### 1.1 US-127 Crossing Most Feasible Alternative

Though the crossing can be feasibly made at any of the locations in this study, the MSG design team recommends a pedestrian bridge over US-127 adjacent to the Howell Road overpass as the most feasible alternative for the connection of the Hayhoe Riverwalk Trail in the City of Mason to the Delhi Township Trail network. This has the potential to provide the most efficient and cost effective connection between the Hayhoe Family Trail in the City of Mason and Delhi Township's Trail network via the Cedar Street/Hogback Road corridor due to the decreased need for right of way and/or easements to reach the crossing point.

It was found that the connection at Howell Road could most feasibly be made by keeping the trail on the south side of Howell Road to the US-127 overpass. The City of Mason owns various parcels along this route and there is potential to keep the trail within the Howell Road right of way should easement negotiations prove difficult with the other property owners. The Howell Road bridge over the Sycamore Creek also currently has 9' shoulders and was constructed of box spans. It may be feasible to widen this bridge on one side by widening the abutments and adding one additional box beam. This could provide enough room to add a wide 'lane' for bikes and pedestrians on one side. If the County would not approve this, then a separate span could be built over the creek and the trail could be constructed behind the guardrail adjacent to the existing bridge. This would likely be the best way to cross the Sycamore Creek regardless of which route over US-127 was chosen for the 3 southern most alternatives.

Should the construction of a pedestrian bridge over US-127 prove to difficult, the second recommended alternative would be to cross US-127 by utilizing the Jackson & Lansing Railroad underpass north of Harper Road.

See the ALTERNATIVE COMPARISON (MATRIX) and RECOMMENDATIONS section of this Report for additional information.

Crossing Location –Howell Road Bridge over US-127

Possible US-127 Crossing alternative at Howell Road

## 2.0 INTRODUCTION AND BACKGROUND

### 2.1 Purpose and Need

The communities of the City of Mason, Delhi Township and Ingham County in general, are interested in determining what options are available for connection of the existing trail network in the City of Mason to the trail network (existing and proposed) in Delhi Charter Township. Specifically, this study is to look at the feasible alternatives for crossing the US-127 corridor.

### 2.2 Study Area

See Exhibit 1 on the next page for the approximate study limits of the project.

### 2.3 Study Approach

The approach to this study was developed over several meetings (emails, conference calls, etc.) with the Michigan Fitness Foundation, Delhi Township, City of Mason and Ingham County Parks combined with interviews and discussions with other parties involved in the project area (Michigan Department of Transportation, Ingham County Road Commission, Adrian and Blissfield Railroad, the Hayhoe family, etc.). As a result, the following is a general overview of the scope of the project which has been developed:

#### *2.3.1 Crossing Location Feasibility:*

This study will look at the crossing of US-127 at several different locations, including the existing crossings of US-127 from Howell Road north to Holt Road. In detail, the Study will look at the following crossings:

- Howell Road over US-127 – widening existing bridge and independent pedestrian overpass.
- Harper Road over US-127 – widening existing bridge
- Adrian and Blissfield Railroad (Jackson and Lansing Line) under US-127
- Sycamore Creek under US-127
- Holt Road over US-127 – widening existing bridge or independent pedestrian overpass.

#### *2.3.2 Connection from Crossing to Existing and Future Trail Networks*

- This study will look at the overall feasibility of connecting from the trailhead of the Hayhoe Riverwalk Trail Howell Road to the US-127 crossing and then on to the Delhi Township Trail network.
- For the crossings from A&B Railroad south to Howell Road, the study will investigate routing to connect to the proposed Delhi Township trail network along Cedar Street. Costs associated with this connection will consider connecting the trail up to the existing roundabout at Cedar Street and Holbrook Drive.
- For the crossing locations at Sycamore Creek and at Holt Road, the study will investigate routing to connect to the proposed Delhi Township trail network at the intersection of Holt Road and Depot Street.

EXHIBIT 1:
Study Area Map

## 3.0 ALTERNATIVES CONSIDERED

For this study the Alternatives considered are primarily related to the crossing of US-127 only. The approach is to analyze each of the existing crossings of US-127 and determine if one of these, or possibly an independent crossing would provide the most feasible crossing and connection to the existing trail networks. Routing was determined based on two stakeholder meetings with Delhi Township, Ingham County Parks and Recreation, City of Mason and the Michigan Trails and Greenway Alliance in addition to consulting property ownership records in the Ingham County public GIS mapping tool. However, it should be noted that routing is highly conceptual and would need to be analyzed in more detail in later planning and design stages.

The existing locations analyzed include the following:

| | |
|---|---|
| **Alternative 1:** | Howell Road Overpass |
| **Alternative 2:** | Harper Road Overpass |
| **Alternative 3:** | Jackson and Lansing Railroad Underpass |
| **Alternative 4:** | Sycamore Creek Underpass |
| **Alternative 5:** | Holt Road Overpass |

The following sections summarize the pros and cons of each alternative.

### 3.1 Alternative 1 – Howell Road Overpass

**Howell Road Overpass at US-127**

This alternative considered both widening of the existing Howell Road bridge over US-127 and construction of a new independent Pedestrian Bridge near the location of the Howell Road overpass. It was determined that due to the curve of the existing roadway bridge, in addition to the difficulty of obtaining access in the southwest quadrant of the bridge, it would be a better alternative in this location to construct an independent pedestrian crossing to the south of the existing overpass. This will allow for a shorter and less complicated crossing. This will also eliminate the need for an un-signalized crossing of Howell Road by utilizing the existing road overpass to cross under Howell Road between the current bridge embankment and the first column line. This will require close coordination with MDOT and various agreements for maintenance and use of right-of-way with MDOT.

**Possible US-127 Crossing alternative at Howell Road**

**Conceptual Routing for Alternative 1**

During this Study phase, MDOT was consulted and it was determined that MDOT would not grant an easement for the trail-way in MDOT right-of-way.

However, this does not mean that the trail could not be located within US-127 right of way but rather it would have to be reviewed through MDOT's Application and Permit for State Trunkline Right of Way process.

This crossing is the closest of the five existing crossings of US-127 to the Hayhoe Trail and is also the closest to the Cedar Street corridor. As such, it will require the least amount of easement to construct. The majority of the trail-way can be constructed in existing right of way.

For this concept, the trail-way would stay on the south side of Howell Road all the way to US-127 where it will cross US-127 south of Howell Street (See ROUTING EXHIBIT in Appendix A). On the west side of US-127, the concept is to construct the trail-way down the embankment and under the Howell Road bridge over US-127. This will eliminate the need for an un-signalized crossing of Howell Street.

The Trail-way would then follow Howell Road on the north side to the Cedar Street intersection. From there, the trail-way can be constructed within the abandoned Hogsback Road right-of-way to north of Harper Road. The concept for this Study would then construct the trail-way in easement adjacent to the east side of the longest of the Mason Eskers, a long chain of glacial lakes that stretches from Mason to north of Lansing, up to the existing roundabout at Holbrook Drive. This property is currently all owned by a single developer and there is a good opportunity to tie the trail-way system in with some scientific and historic educational signing. This routing would be highly pleasing aesthetically. However, if the easements prove difficult to obtain, the option is available to continue along the Cedar Street right of way up to Holbrook Drive.

### 3.2 Alternative 2 – Harper Road Overpass

For this alternative, it was considered more feasible to widen the existing bridge as opposed to building and independent structure. Costs for the actual structures would be similar but widening the existing bridge would limit the grading impacts both west and east of the existing overpass. Also, a new bridge crossing would require extensive easements or right-of-way to be purchased.

Howell Road Overpass at US-127

The existing bridge structure currently has minimal shoulder widths so shared use of the existing structure would not be feasible. This alternative would consist of widening the existing overpass structure to the south while maintaining the existing bridge parapet. This would also avoid an un-signalized crossing of Harper Road.

Maintaining the existing parapet and guardrail will allow the construction to be performed with minimal impact to the traffic on Harper Road. In addition, the guardrail will provide the necessary protection for trail users from errant vehicles.

Proposed Crossing Alternative 2

The conceptual routing analyzed in this study for this connection from the Hayhoe Trail follows Howell Road on the south side west to Dart Road (see ROUTING EXHIBIT in Appendix A). In order to cross Dart Road, it seems logical to cross either at the Adrian and Blissfield Railroad crossing or at the Dart Road intersection. Either crossing would require an un-signalized pedestrian crossing or the addition of some kind of active or passive warning devices. This will require approval of the Ingham County Road Department and possibly MDOT depending on limits of MDOT Limited Access Right of Way and source for funding of the crossing.

The trail would then follow Dart Road north to the intersection of Harper Road. While these are predominantly metes and bounds properties described to the center of the road (other than two properties just south of Harper for which the GIS identifies dedicated right of way), it is assumed that most of these could be constructed within the Counties 'statutory' right-of-way established by occupation. There may be some locations where easements will be necessary in order to construct the trail-way due to grading issues or the desire to limit impacts. Therefore, this study assumes that up to 5 easements of an average length of 300 feet may be necessary for construction of the trail along Dart Road.

There currently exists a wide right-of-way on the south side of Harper Road from just west of Dart Road to US-127. Only the parcel on the southwest corner of Dart and Harper would require easement or right of way. Also, with the exception of one parcel, there is dedicated right-of-way from US-127 west all the way to Cedar Street. For the purpose of this study, it has been assumed that there is likely sufficient right-of-way width to construct the trail without requiring easements from the parcels along this route with the exception of the one metes and bounds parcel just west of US-127.

The final section of this trail-way would follow Cedar Street/Hogsback Road north and then follow behind on of the lakes on the Mason Esker to the roundabout.

Conceptual Routing for Alternative 2

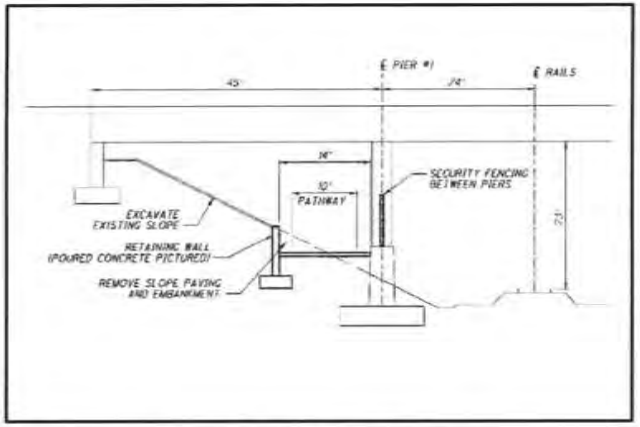
### 3.3 Alternative 3 – Railroad Underpass

Alternative 3 consists of utilizing the existing railroad bridges under US-127. In order to use this underpass, clearance must be maintained from the active railroad. Although it is currently a low speed rail, Adrian and Blissfield Railroad has plans to upgrade the rail to higher speed use in the future. Regardless, the A&B Railroad would require the trail-way to be separated from the rail bed by either fencing or some other impassible barrier.

Howell Road Overpass at US-127

This crossing location also affords the opportunity to tie in some historic signing for both the railroad and the Highway System with the potential for a plaza (placed just outside Railroad right of way) that could incorporate picnic facilities. However, for the purpose of keeping comparisons equal, this study does not look at specific trail amenities but just the overall aesthetic possibilities.

Proposed Crossing Alternative 3

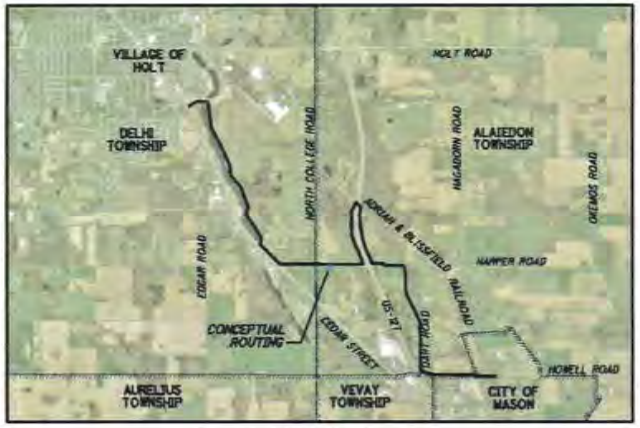



Conceptual Section of Trail-way under Bridge

In concept, the trail-way would be constructed behind the pier line by cutting it into the slope and installing a retaining wall behind the trail. Adjacent to the Railroad, security fencing will be required to separate the trail-way from the active rail line.

In areas outside the bridge piers, a retaining wall will also be necessary in front of the trail until the trail could be brought down to existing grade.

The conceptual routing will follow predominantly the same routing as Harper Road but the key difference is that between Dart Road and US-127, the Trail-way will need to cross Harper and follow US-127 north to the location of the bridge over the railroad (see ROUTING EXHIBIT in Appendix A). This can either be done by obtaining a permit from MDOT to share the US-127 right of way or by obtaining an easement from the property owner on the east side of the highway. Closer to the bridge, there is a triangular shaped parcel on which sits a cellular tower including multiple guy wires. This study assumes that we will not be able to obtain an easement from them and would instead enter MDOT right of way and follow the base of the highway embankment to the bridge. Both sides of the trail will need to be fenced in this location.




Conceptual Routing for Alternative 3

West of US-127 and south of the railroad bridge, MDOT owns a parcel separate from the US-127 right of way on which is contiguous from the railroad back down to Harper Road. This study assumes the trail-way will be constructed on this property down to Harper Road and will then follow Harper Road on the north side to Cedar Street and ultimately up to the Cedar Street roundabout.

Most of this routing should be constructible within either right of way or State owned property.

### 3.4 Alternative 4 – Sycamore Creek Underpass

Alternative 4 consists of crossing under US-127 under the bridge over Sycamore Creek. This alternative, though it would likely be the most aesthetically pleasing, would be extremely difficult to access. The property on both sides of US-127 consists of metes and bounds property owned by various private property owners. In addition, there are wetlands on both sides that will make it difficult to share MDOT right of way and which will require a significant amount of wetland and floodplain permitting to construct the trail-way within MDOT right-of-way.

Sycamore Creek under US-127

Proposed Crossing Alternative 4

will be constructed in an easement.

The trail-way under the bridge would be constructed along the bank of the river. In order to construct it without causing negative impacts to the floodway area, the trail-way would be notched into the embankment under the bridge. In addition, a railing would be constructed between the trail and the river in order to discourage pedestrians from entering the river. Also, security fencing would likely be required at the top of bank within the right of way of US-127, tying into the existing right-of-way fencing to separate the trail-way traffic from the highway.

Outside of the immediate area of the bridges, the main challenge will be dealing with construction in the wetland areas. Wetlands and floodplain extend to the base of the highway embankment so that there is not any practical way to construct the trail-way except by notching it into the embankment or constructing it as a boardwalk.

This study assumes that the trail-way to the west of the overpass will either be constructed within easements or on acquired property west to North College Road. This will require another bridge over the Sycamore Creek, though this study assumes that this bridge could be constructed as a high boardwalk, reducing the cost of the crossing.

The benefit of purchasing a parcel along College Road should not be overlooked as it could be used for parking and for the creation of a trailhead close to the US-127 / Holt Road interchange, though for the purpose of this study, in order to keep comparisons equal, it is assumed that this

Existing Lansing River Trail Under Aurelius Road [1]

There is approximately 12' of clearance from the bottom of the beam under the bridge to the top of the normal water elevation for the Sycamore Creek. However, if a trail-way was to be installed close to the normal water elevation, the likelihood of it being impassable due to flooding would be high. The conceptual cross section to the right identifies 8' of clearance between the low beam and the trail surface.

Perhaps the greatest challenge of this alternative is connecting it to the Hayhoe Trail (see ROUTING EXHIBIT in Appendix A). The only way to connect from Harper Road is to either construct the trail-way entirely on easements in private property (or acquired property) or to construct it along Hagadorn Road, which has high speed traffic and generally a narrow right of way in which to construct the trail-way.

Conceptual Routing for Alternative 4

For the purpose of this study, it was expressed by the stakeholders that Hagadorn Road would not be the preferred route. While the construction of the trail along Hagadorn Road would likely require fewer easements, the overall length of the constructed trail-way would be increased by about a mile which would increase the cost of construction. In addition, constructing the trail-way in easements away from high speed traffic would create a much safer and more enjoyable trail-way system.

1: Picture provided by Ingham County Parks and Recreation Dept.

### 3.5 Alternative 5 - Holt Road Overpass

This alternative involves crossing US-127 at the Holt Road overpass. This study assumes that widening of the existing bridge would be the most economical and least impactful way to cross. The costs for an independent structure would be similar but impacts of the necessary embankments would create a much larger footprint than widening the existing structure. This crossing alternative location is the furthest from the Hayhoe Trail than any of the other alternatives.

Holt Road over US-127

It is assumed the crossing will be constructed on the south side of Holt Road in order to avoid an un-signalized crossing of Holt Road. The south side is also more open.

Proposed Crossing Alternative 5

One benefit that crossing at Holt Road has is that the Holt Road corridor is one of the priority non-motorized corridors listed in Tri County Planning's 2035 Regional Transportation plan. Currently, there are on-road bike facilities (essentially 5' wide shoulders) on Holt Road from US-127 east to Okemos Road. It would be beneficial to tie to this network also and there may be a possibility of funding and/or project assistance from Ingham County for a crossing at Holt Road to tie this in.

Conceptual Routing for Alternative 5

The conceptual routing for Alternative 5 follows much of the same route as Alternative 4 with the exception that from the Sycamore Creek overpass, the trail continues on private property up to Holt Road (see Routing Exhibit in Appendix A).

The trail-way would then be constructed along the south side of Holt Road to the eventual crossing point at the Holt Road bridge over US-127.

One other challenge of this routing is that a second bridge over the Sycamore Creek will need to be constructed for the trail-way along Holt Road. This additional cost is included in the comparison matrix in Section 7.0 of this report.

An alternate Route, that takes the connection a bit further east and then north is also a possibility. Currently, Okemos Road from Howell Road to Holt Road and Holt Road from Okemos to US-127 has wide shoulders that are considered, in the Tri County 2035 Regional Transportation Plan to be existing "On Road Non-Motorized" corridors. Essentially, both of these roadway corridors have been constructed with wider shoulders of 4 to 5' wide on both sides. These are considered on road bike facilities. This routing was not considered for this study due to the stakeholder preference to utilize off road trail-ways which are safer for pedestrians. However, it would be beneficial to tie the non-motorized facilities in both City of Mason and Delhi Township to the priority corridors listed in the Tri County Regional Transportation Plan.

## 4.0 AREA ROADWAY TRAFFIC VOLUMES

One of the considerations taken into account to determine the feasibility of each connection alternative was the amount of traffic on the adjacent roadways that trail users would have to contend with. Though each connection would likely be separated from the actual roadway, excessive traffic would contribute to additional risks and detract from the overall enjoyment of the Trail users.

The following ADT numbers were obtained from the County Road Commission's GIS system and from MDOT ADT maps:

Table 4.1 Average Daily Traffic

| ADT (Two-way) and Year Measured | | |
|---|---|---|
| Road | ADT (24 hour) | Year (Source) |
| US-127 | 30,300 | 2013 (MDOT) |
| Cedar Street (At Harper Road) | 8,455 | 2008 (County) |
| Cedar Street (At Howell Road) | 10,740 | 2008 (County) |
| Howell Road | 2,462 | 2007 (County) |
| Holt Road | 12,410 | 2008 (County) |
| Harper Road | 768 | 2009 (County) |
| Dart Road | 207 | 2007 (County) |
| North College Road (Holt to Harper) | 3,389 | 2008 (County) |
| North College Road (Harper to Cedar) | 2,891 | 2007 (County) |
| Hagadorn Road (Howell to Harper) | 2,150 | 2007 (County) |
| Hagadorn Road (Harper to Holt) | 1,767 | 2007 (County) |
| Jackson and Lansing Railroad | 2 | 2014 (Esitmate) |

All counts are 2-way or combined 1-way counts

## 5.0 EXISTING RIGHT OF WAY ASSESSMENT

### 5.1 Right of Way Impacts – Common to all alternatives

The conceptual trail-way section between the Hayhoe Trail and Dart Road are shared by all 5 alternatives. Most of this stretch of roadway is either in dedicated right-of-way in which the trail can likely be constructed or is adjacent to property owned by the City of Mason. However, there are a few locations where the trail-way may need to be constructed in an easement outside the right-of-way due to grading or drainage issues. There are two property owners along this stretch that may need to be negotiated with to obtain easements (on 4 properties). One is Dart Corporation and the other is Viola Cook. The approximate total length of these easements is 1400 feet.

Each of the alternatives has various other easements that may be required to connect the Delhi Township trail-way system to the Hayhoe Trail. These are highlighted in the following subsections. For the purpose of this study, it is assumed that any trail-way easement will be 15' wide to allow for clear zone control.

#### *5.1.1 Alternative 1*

Additional parcels impacted for this alternative include parcels located along Cedar Street and between Harper Road and the Roundabout at Holbrook Drive. In total, this study estimates that easements will be required at three (3) parcels located on the east side of the Mason Esker from north of Harper to Holbrook. These three parcels are all owned by the same developer. The approximate total length of these easements is 8,800 feet.

#### *5.1.2 Alternative 2*

Additional parcels impacted by this alternative include potentially the following:

- 19 parcels along Dart Road (5 assumed need easements)
- 1 parcel along the south side of Harper Road (west of US-127)
- Same 3 parcels impacted in alternative 1 east of the Mason Esker

Of the parcels on Dart Road, it is assumed that 75% of the length could be installed within road right of way with the remaining percent being installed in easement. The estimated number of easements would be 5 with the length of easement at ¼ mile (total length between Howell and Harper is 1 mile). The cost considered along Dart Road assumes that the easements are all on developed property for the purpose of this study.

The parcel on Harper road, though it is occupied, is predominantly un-developed along the Harper Road frontage so the un-developed easement cost was used. The length of the frontage of this property along Harper Road is roughly 200 feet.

#### *5.1.3 Alternative 3*

Alternative 3 will need all of the same easements as Alternative 2 with the addition of one additional easement on the agricultural parcel on the northeast corner of the intersection of Harper Road and US-127, which would be approximately 1800 feet long. In addition, an easement will be needed from MDOT for the use of their 'non-right of way' parcel on the west side of US-127. Though it is assumed that this easement would be granted at little to no cost, there would still be procedures to be followed to obtain approval for the trail-way across this land. Therefore it is included in the cost as a negotiation (at $10,000 each) but no square foot cost is included.

#### *5.1.4 Alternative 4*

Alternative 4 is assumed to follow the same routing as 2 and 3 up to Harper Road but will then turn east on Harper Road and then utilize the following routing:

- The trail-way would cross the Sycamore Creek (assumed with a high boardwalk) and the Adrian and Blissfield Railroad on the North side of harper Road.
- The trail-way will then follow the north side of the A&B Railroad westerly to the edge of the Sycamore Creek floodplain this will require approximately 2,200 feet of easement.
- The trail-way will then meander across the back of various metes and bounds agricultural parcels until eventually meeting up with the Sycamore Creek again at the crossing of US-127. This would require approximately 7,700 feet of easement on undeveloped parcels.
- Once across US-127, it is assumed it will follow the US-127 right of way for a short time north and then head west across a metes and bounds parcel (to be determined) to North College Road. It is assumed that the easement to get to North College Road would be on developed and would be approximately 1600 feet long.
- The trail-way would then be constructed in the right of way of North College Road north to Holt Road and then west to Depot Street. It is assumed this portion would be constructed within right of way.

#### *5.1.5 Alternative 5*

It is assumed that the routing for Alternative 5 would follow predominantly the same routing as that for Alternative 4 up to the Sycamore Creek crossing of US-127. From there the trail-way will stay on the east side of US-127 and be constructed in easement through one large metes and bounds property up to Holt Road (approximately 2600 feet long). From there, the trail-way would be constructed within the Holt Road right of way, across a bridge over US-127 and Sycamore Creek (which crosses Holt Road west of US-127) to Depot Street.

## 5.2 Potential Retaining Wall Locations

### *5.2.1 Alternative 1*

The study assumes a variable height wall will be required within MDOT right of way in order to transition the trail-way slope from the top of the bridge to under the existing Howell Road overpass. There is a potential for walls to be required both in front of and/or behind the proposed trail-way.

### *5.2.2 Alternative 3*

The study assumes a wall will be needed between the abutment and the stream in order to cut into the slope and construct the trail-way without negatively impacting the permanent floodway area and floodplain volumes.

### *5.2.3 Alternative 4*

The study assumes a structural retaining wall will need to be built behind the trail-way to support the slope paving up to the abutment wall of both railway bridges. A short retaining wall will also need to be constructed outside the bridge limits both in front of and behind the trail-way until the grades can be transitioned outside the bridge embankment.

## 5.3 Additional Right of Way Research Required

We believe that it will take extensive additional work to establish the existing R/W and property lines needed to accurately depict the existing locations of these boundaries. For this report, the majority of the existing R/W has been approximated (assumed) with regard to planning purposes. Establishment of the actual R/W will need to be scoped and included with the further design phases. This will require additional survey and research.

# 6.0 RAILROAD ASSESSMENT

## 6.1 Railroad Coordination

Should Alternative 3 be carried forward, additional coordination will be necessary between the client and Adrian and Blissfield Railroad, owners of the Jackson and Lansing Railroad line as follows:

- Impacts to the existing bridge slope.
- Proposed horizontal clearance from the centerline of tracks to the bridge walls
- Securing the RR right-of-way through fencing, boardwalks, permanent water features or other means.
- Construction adjacent to the RR
- Duration of construction
- Utilities within the RR Right-of-Way
- Right-of-Way acquisition and/or permanent/temporary easements
- Coordination for use of the RR Right-of-way for potential access to North College Road or further west.

Work on the slope under the bridge over the railroad and adjacent to the railroad will not impact the operation of the RR. However, in order to utilize the existing US-127 overpass over the railroad, close coordination would be needed between the engineer, contractor and the railroad to coordinate allowable times of construction and material deliveries to the site.

During construction, close coordination will be required of the contractor in conjunction with the Adrian and Blissfield Railroad with respect to facilitating the above identified issues.

**Jackson and Lansing Line**

## 6.2 Railroad Impacts

MSG understands that the most critical issue in relation to the railroad is the safety and welfare to the traveling public along with the security of the railroad operation. To this end, it is anticipated that significant fencing or other alternative means of providing a barrier between the trail-way and the railroad will be necessary. In the location of the bridge, this will likely be accomplished with security fencing. However, outside of the influence of the bridge, such separation could be accomplished with deep ditching, water features, keeping the trail on a boardwalk or other more aesthetic features.

## 7.0 ALTERNATIVE COMPARISON (MATRIX)

The following Alternative Comparison Matrix summarizes the costs and constructability considerations for each Alternative (higher rating is better). Easement costs ranked separately from construction costs to account for difficulty in obtaining easements:

| Alternatives Matrix | | | | | | |
|---|---|---|---|---|---|---|
| | **Holt Road** | **Sycamore Creek** | **Railroad** | **Harper Road** | **Howell Road** | Additional Comments |
| ***Bridge Construction Cost (US-127)*** | | | | | | |
| Bridge Length | 250' + 100' | N/A | N/A | 220' | 275' | |
| Bridge Width | 16' | N/A | N/A | 16' | 16' | FHWA requires 14' clear between parapets. |
| Bridge Area | 5600 sq ft | N/A | N/A | 3520 sq ft | 4400 sq ft | |
| Total Estimated Bridge Cost | $1,260,000 | $0 | $0 | $790,000 | $990,000 | Bridge cost calculated at $225 per square foot. |
| ***Bridge Construction Cost (Howell Road over Sycamore Creek)*** | | | | | | |
| Bridge Length | 90' | 90' | 90' | 90' | 90' | |
| Bridge Width | 16' | 16' | 16' | 16' | 16' | FHWA requires 14' clear between parapets. |
| Bridge Area | 1440 sq ft | 1440 sq ft | 1440 sq ft | 1440 sq ft | 1440 sq ft | |
| Total Estimated Bridge Cost | $320,000 | $320,000 | $320,000 | $320,000 | $320,000 | Bridge cost calculated at $225 per square foot. |
| ***Retaining Wall Costs*** | | | | | | |
| Average height of retaining walls | 0 | 6' | 6' / 6' | 0 | 8' | Along Howell Road at Sycamore and for Railroad / Creek / Howell Road crossings of US-127 |
| Length of required walls | 0 | 500' | 500' / 430' | 0 | 160' | |
| Wall type | n/a | Modular | Modular / Poured | n/a | Modular | |
| Wall Area (face square feet) | n/a | 3000 | 3000 / 2600 | n/a | 1300 | |
| Total Wall Cost | $0 | $200,000 | $460,000 | $0 | $85,000 | $65 / sq feet modular , $100 / sq feet poured |
| ***Connecting Trail Costs*** | | | | | | |
| Length of paved trail (10' wide) | 28,500 | 30,000 | 25,000 | 24,000 | 22,000 | Includes length of trail up Cedar Street to the roundabout for comparison. Holt road and Sycamore Creek crossings include length of trail into town along Holt Road. |
| Length of Boardwalk Trail (12' wide) | 3000' | 4000' | 2500' | 850' | 750' | Boardwalk Lengths and Locations estimated. |
| Total cost of Connecting Trail | $3,750,000 | $4,200,000 | $3,250,000 | $2,660,000 | $2,430,000 | $100/lineal foot for paved; $300/lineal foot boardwalk |
| ***Total Construction Costs*** | **$5,330,000** | **$4,720,000** | **$4,030,000** | **$3,770,000** | **$3,825,000** | **Does not include Right of Way / Easements** |
| *Ranking* | 1 | 2 | 3 | 5 | 4 | |
| ***Easement Costs*** | | | | | | |
| Number of easements estimated. | 19 | 19 | 12 | 10 | 7 | |
| Length of total easement | 13,400 / 1800 | 10,800 / 3600 | 11,700 / 1800 | 9900 / 1300 | 9700 / 500 | Length of total easement (vacant / developed) |
| Square Feet of easement estimated. | 201,000 / 27,000 | 162,000 / 54,000 | 175,500 / 27,000 | 148,500 / 20,000 | 145,500 / 7500 | 15' x total length. |
| Estimated Total cost of easements | $727,000 | $784,000 | $606,000 | $497,000 | $398,500 | $10 k / easement + $5 / sq ft dev. / $2 / sqft vacant |
| *Ranking* | 2 | 1 | 3 | 4 | 5 | |

| Alternatives Matrix | | | | | | |
|---|---|---|---|---|---|---|
| | **Holt Road** | **Sycamore Creek** | **Railroad** | **Harper Road** | **Howell Road** | Additional Comments |
| ***Environmental Impacts*** | | | | | | |
| Wetland/Floodplain permitting | Need to cross wetlands to get to Holt Road | Extensive Permitting required to access crossing location | Possible permitting with railroad/wetlands permitting west of US-127 | Wetland floodplain expected only on Howell Road/Dart Road | Permitting only expected along Howell Road. | All share impacts to wetlands along Howell Road. |
| *Ranking* | 2 | 1 | 3 | 4 | 5 | |
| ***Utilities Impacts*** | | | | | | |
| *Ranking* | 3 | 3 | 4 | 4 | 5 | Utility impacts expected on longer routings |
| ***Railroad*** | | | | | | |
| Railroad Impacts | Will need one additional rail crossing along routing | Will need one additional rail crossing along routing | Sharing ROW. | | | All alternatives share crossing on Howell Road. |
| *Ranking* | 3 | 3 | 2 | 5 | 5 | |
| ***Aesthetics of Crossing Location*** | | | | | | |
| *Ranking* | 1 | 5 | 3 | 4 | 3 | |
| ***Ranking Summary*** | | | | | | |
| Total Rank | 12 | 15 | 18 | 26 | 27 | |
| Average Ranking | 1.8 | 2.7 | 3.0 | 4.3 | 4.5 | Howell Road Alternative is the Preferred Alternative |

## 8.0 RECOMMENDATIONS

### 8.1 Conclusion/Recommended Preferred Alternative

In conclusion, the MSG design team recommends the following:

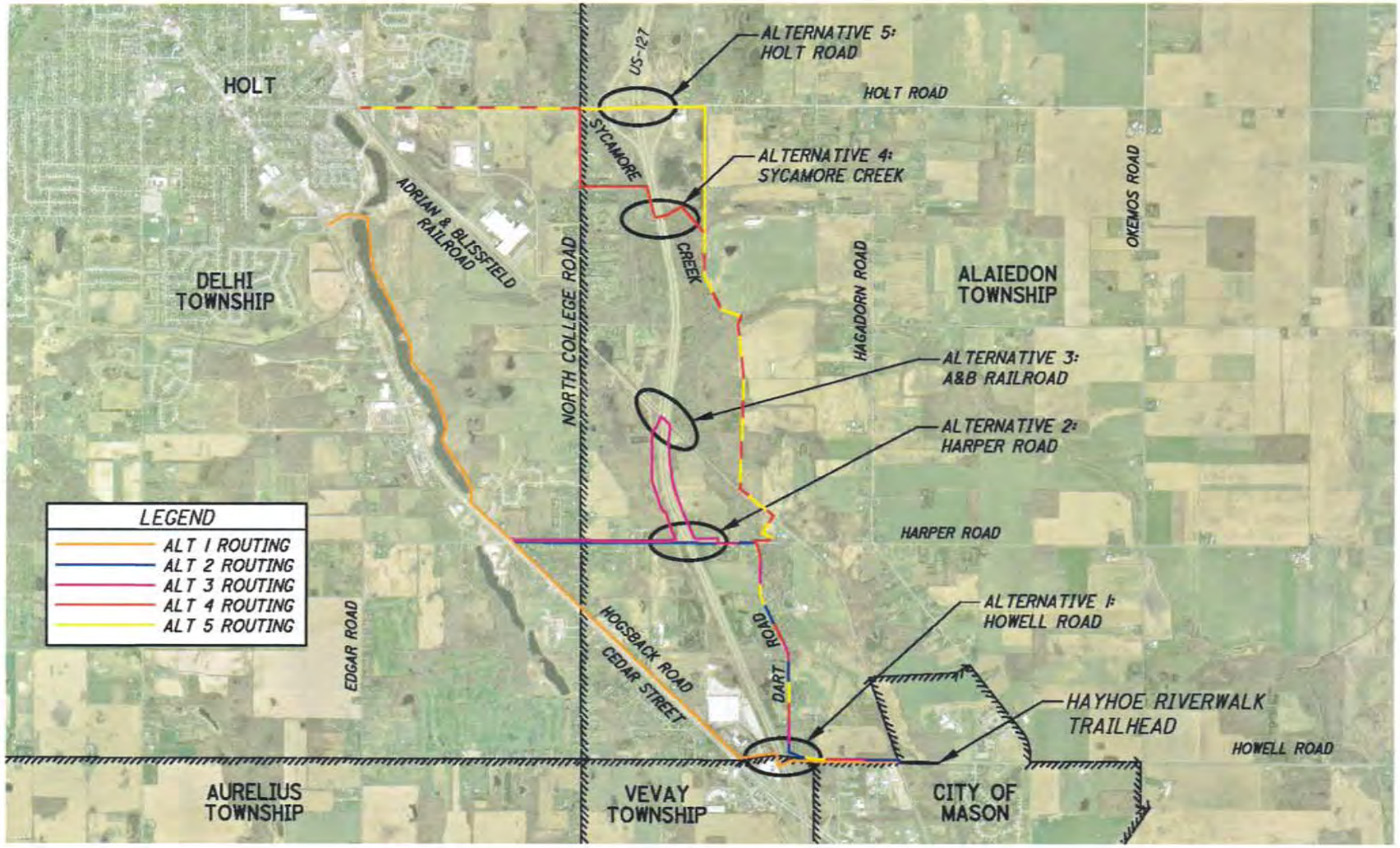
The Preferred Alternative for crossing US-127 is to construct an independent pedestrian bridge just south of the Howell Road Bridge over US-127. This is the preferred alternative due to the following reasons:

- Minimal Right-of-way/easements Necessary
  - May need easements from only 2 property owners to get to the actual crossing location, both of which are located on Howell Road east of US-127 and would likely be required for the other alternative also.
- Bridge that is roughly perpendicular to US-127 south of Howell Road would be shorter than one parallel and north of the Howell Road (or widening the Howell Road bridge) by approximately 30 feet.
- Crossing Howell Road under the bridge over US-127 eliminates the need for an un-signalized crossing of Howell Road, or alternatively a HAWK signalized crossing.
- This is the shortest route available from The Hayhoe Riverwalk Trail to the Cedar Street corridor. In addition, there may be a possibility to tie into potential funding sources for economic development by tying in with the largest industry in the area.
- Due to the reduced right of way cost and the short route, even with the longer bridge crossing, this alternative is still less expensive than the other 4 alternatives.

### 8.2 Next Steps and Schedule

The next steps for this project are as follows:

- MDOT Review and approval of the Preferred Alternative (including revisions thereof) in concept.
- Seek funding alternatives for the trail design. Many of these funding sources could be easily leveraged utilizing the recently passed Ingham County Trails and Parks millage as a source for locally matched funds to stretch the County millage funds and provide more benefit for the County residents. The development of a grant application, specific grant application submittal and approval dates could delay implementation of the project - with no assurance of grant funding. The following known funding sources could be pursued:
  - FHWA Transportation Alternatives Program / MDOT Transportation Enhancement Funding
    - If trail network is part of a larger project or tied to some kind of economic development or business expansion.
  - MDNR Natural Resources Trust Fund
    - Requires the community to have a 5 year recreation plan to apply.
    - Traditionally a call for projects in the spring.
  - MDNR Recreational Improvement Fund (RIF)
    - Targeted towards state owned land or trails of statewide significance in the overall interconnected statewide system
    - There is no limit on the dollar amount for individual projects
  - MDNR - Land and Water Conservation Grant
    - Supports public outdoor recreation areas and facilities.
    - Requires the community to have a 5 year recreation plan to apply and also the project must support the State Comprehensive Outdoor Recreation Plan.
  - US Department of Commerce – Economic Development Administration
    - EDA funds are tied to job creation, so similar to the MDOT EDF funding, the trail-way would need to be tied to a larger project or commercial expansion.
  - MEDC – Community Revitalization Program funding
    - could be utilized if the trail-way is constructed on brownfield property adjacent to a downtown are or commercial center in an urban area
    - This funding would only provide 25% of the total project cost up to $1 million dollars.
  - Rivers, Trails, an Conservation Assistance (RTCA) – National Parks Service
    - This is not really a funding source but more a potential source for assistance. If approved, this provides an expert representative from the National Parks Service to assist with the implementation of conservation projects and provide guidance.
  - Michigan Act 51 funds – Section 10k of Act 51 requires each recipient of Act 51 dollars to spend at least one percent of those funds on bicycle and shared-use facilities. Some road funds available through Ingham County or the City of Mason could be utilized to assist in some of the trail development along the road rights of way.
  - Public/Private partnerships
    - Finding a potential benefactor would be an excellent way to fund at least part of the trail-way project. Large industries or families with long held ties to the area would be potential parties to focus on.
- Perform design of the proposed trail routing in enough detail to secure funding and negotiate easements.
- Perform detailed design of the trail and crossing of US-127 for construction of the project once funding/easements are secure.


ALTERNATIVE 5:
HOLT ROAD
HOLT ROAD
US-127
HOLT
SYCAMORE
CREEK
ALTERNATIVE 4:
SYCAMORE CREEK
OKEMOS ROAD
ADRIAN & BLISSFIELD RAILROAD
NORTH COLLEGE ROAD
HAGADORN ROAD
ALAIEDON TOWNSHIP
DELHI TOWNSHIP
ALTERNATIVE 3:
A&B RAILROAD
ALTERNATIVE 2:
HARPER ROAD
HARPER ROAD
LEGEND
ALT 1 ROUTING
ALT 2 ROUTING
ALT 3 ROUTING
ALT 4 ROUTING
ALT 5 ROUTING
ALTERNATIVE 1:
HOWELL ROAD
EDGAR ROAD
HOGSBACK ROAD
CEDAR STREET
DART ROAD
HAYHOE RIVERWALK TRAILHEAD
HOWELL ROAD
AURELIUS TOWNSHIP
VEVAY TOWNSHIP
CITY OF MASON

## Subdivision Ordinance

When a developer proposes to subdivide land, the developer is, in effect, planning a portion of the City. To ensure that such a development is in harmony with the Master Plan, the subdivision or re-subdivision of residential and nonresidential land must be adequately reviewed. A subdivision ordinance establishes requirements and design standards for the development of plats including streets, blocks, lots, curbs, sidewalks, open spaces, easements, public utilities, and other associated subdivision improvements. The Land Division Act, P.A. 288 of 1967, as amended, provides the authority for municipalities to adopt local ordinances to administer the provisions of the Land Division Act.

With the implementation of a subdivision ordinance, there is added insurance that development will occur in an orderly manner and the public health, safety and welfare will be maintained. For example, subdivision regulations can help ensure developments are provided with adequate utilities and streets, and appropriately sized and shaped lots. Adopting a local ordinance addressing the creation of subdivisions can encourage a more orderly and comprehensive manner for the review and approval of subdivision plats.

The City of Mason adopted a subdivision ordinance in 1968 and it has been periodically amended since. At a minimum, the following evaluations should occur to determine coordination between the Master Plan and Subdivision Ordinance.

1) Evaluate the provisions addressing required improvements including the necessity or appropriateness for streetscape improvements (lighting, street tree plantings, etc.).
2) Evaluate the clarity of the provisions addressing all administrative and enforcement matters to ensure consistency in the application of the Subdivision Ordinance.

## Other Special Purpose Ordinances

While zoning and subdivision regulations are the most frequently used tools for the regulation of land use and development, the control of land use activities can extend beyond their respective scopes. Special purpose rules and regulations can complement zoning and subdivision regulations and further the implementation of the Master Plan. The City of Mason has adopted numerous such ordinances including ordinances that address junk, weeds, noise, fire protection, historic preservation, use of parks, and streets and sidewalks. The City should evaluate its current special purpose ordinances and determine what new ordinances, and/or amendments to current ordinances, may be beneficial to further implement the Master Plan.

Areas of particular action are presented in the following list:

1) Adopt a light pollution ordinance to address excessive lighting, glare, and related nuisance issues associated with inappropriate outdoor lighting conditions. (Planning Commission, City Council)
2) Adopt a *"clean creek"* ordinance, or amendments to existing City environmental codes, to address improper clearing and discharging of runoff or wastes in or near important water courses. (City Council, in coordination with the County Drain Commissioner)
3) Adopt a property maintenance ordinance, or amendments to existing City junk and blight codes, to address the proper maintenance of residential and nonresidential properties. (City Council)
4) Adopt an access management ordinance to ensure safety along thoroughfares and minimize congestion. (Planning Commission, City Council)
5) Explore opportunities for enacting amendments to existing ordinances that will provide incentives to developers (such as allowing greater densities for additional open spaces) to pursue desirable development patterns. (City Administrator, Zoning Administrator)
6) Adopt ordinances and policies to fund storm water management. (City Council)
7) Evaluate the appropriateness of an overlay form-based code district for the Mason Historic District #1 and/or the Downtown Development Authority District. An overlay district should preserve and ensure community-defining building forms in the downtown square. The overlay district should address basic building form issues such as minimum number of building levels, fenestration, first floor store front height, recessed entryways, sign board placement, etc.
8) Pursue the adoption of a city Fire Code (Fire Chief)

# Capital Improvements Programming

The orderly programming of public improvements is to be accomplished in conjunction with the Master Plan. The manner in which this occurs is called Capital Improvements Programming. In its basic form, a Capital Improvements Program (CIP) is a complete

list of all proposed public improvements planned for a six year period, including costs, sources of funding, location, and priority. It is a schedule for implementing public capital improvements that acknowledges current and anticipated demands, and recognizes present and potential financial resources available to the community. The CIP is not intended to encourage the spending of additional public monies, but is simply a means by which an impartial evaluation of needs may be made. The CIP outlines the projects that will replace or improve existing facilities, or that will be necessary to serve current and projected land use development within a community. Obviously, completion of the various projects contained within the CIP is fully dependent on the availability of funds and other conditions beyond the City's control.

Advanced planning for public works through the use of a CIP ensures more effective and economical capital expenditures, as well as the provision of public works in a timely manner. Few communities are fortunate enough to have available at any given time sufficient revenues to satisfy all demands for new or improved public facilities and services. Consequently, most are faced with the necessity of determining the relative priority of specific projects and establishing a program schedule for their initiation and completion. The use of capital improvements programming can be an effective tool for implementing the Master Plan.

The following projects, identified as part of the Master Plan planning process and largely reflective of the Capital Improvement Plan adopted by the Planning Commission in 2012, should be included in such a program:

Police Protection

1) Install a carport structure at the City Hall to protect the vehicles from the elements and improve response times.
2) Explore the feasibility of a joint gun range with other area jurisdictions, such as Ingham County and Delhi Township, and pursue its development if determined feasible and practical.
3) Update and replace pistols, holsters, rifles, and rifle racks.

Fire Protection

1) Purchase new vehicles to replace aging units of decreasing reliability.
2) Purchase new Officer vehicle.

City Hall

1) Improve the audio/visual and other technology systems in the community room

Water Service

1) Continue the process of looping the system as new development occurs to maintain adequate pressure.
2) Replace and upgrade the older and undersized pipe on an ongoing basis.
3) Maintain the well maintenance and replacement program to ensure adequate supply.
4) Install a dehumidification system.
5) Provide/install security cameras.
6) Install cathodic protection systems for the Ash Street and Hayes Park water wells.
7) Install water main along Kipp Road.
8) Explore alternative power sources (solar or wind).

Sanitary Sewer Service

1) Expand, upgrade or replace the waste water treatment plant in phases, to increase available treatment capacity when warranted by future development.
2) Continue to investigate and eliminate cross connections to the system which are unnecessarily absorbing system capacity through inflow and infiltration.
3) Replace and upgrade the older and undersized pipe on an ongoing basis.
4) Plan for the replacement or possible elimination of the two older lift stations and continue to monitor the functioning of the other two.
5) Explore alternative power sources.
6) Upgrade controls in the Main Court lift station.
7) Install a backup generator for the Curtis Street and Hunting Meadows lift stations.
8) Upgrade/repair sewer cameras.

Storm Water Management

1) Continue to evaluate, replace and upgrade storm sewer lines in conjunction with the street improvements program.
2) Create a Red Cedar River Watershed Management Plan.
3) Replace curb markers and obtain supplies for storm water program.
4) Replace the asphalt at the Public Works yard.

Transportation

1) Extend Eugenia Street or Franklin Farms Drive to Kipp Road to allow additional ingress/egress to the area as development occurs.

## VII. GOALS AND OBJECTIVES

The following objectives were determined upon consideration of public input, city demographics, and current recreation facilities. Public input from community workshops provided determination of "gaps" in current facilities. Goals and objectives were then formulated by prioritizing the identified "gaps."

### A. Recreation Objectives

1. To work cooperatively with all providers within the immediate area to meet the needs of recreation. This includes the City of Mason, Mason School District, Ingham County, Vevay, Aurelius, and Alaiedon Townships, local non-profit recreation providers and service organizations.

2. To promote physical and mental well-being, for all ages, as well as development through recreation activities both passive and active. This overall goal addresses the Governor's Council for Physical Fitness, Health, and Sports.

3. To provide sufficient quantity and quality of safe recreation facilities to meet the growing needs. Target the growth and addition of facilities to meet the current programs and support their success.

4. To understand and educate the community on the needs of a diverse and changing environment of recreation, (i.e. skateboarders).

5. To promote the preservation and conservation of natural resources. To provide opportunities for public access within these resources including the development of a linear park system that follows the Sycamore Creek, including a loop system that connects the residential areas within the City. This would expand the current Hayhoe Riverwalk to Howell Road towards the northwest, eventually connecting our system to Delhi and the Lansing trail system. From the south, we would connect our trail system to Vevay Township Hall.

6. To relieve the current pressures placed on current facilities of baseball, softball and soccer fields.

7. To encourage other agencies and organizations to participate in the creation of the developing facilities to meet the changing needs.

8. To continue to encourage the development of neighborhood parks while creating recreational experiences.

9. To acquire, where practical, additional park land suitable for open space/natural area recreation opportunities.

10. To tie existing open spaces/natural areas and existing parks together using a

## TABLE 1 PUBLIC SERVICES

| | Cost/$ | Source of $ |
|---|---|---|
| **City Hall** | | |
| Basement storage room | $2,500 | General fund |
| Upgrade exterior light fixtures to LED | $7,500 | General fund |
| **Mason Public Library** | | |
| New Bathrooms (ADA compliant) | $75,000 | General fund, Grant |
| Window Replacement | $20,775 | General fund, Grant |
| New Boiler | $35,000 | General fund |
| Hot water system upgrade | $5,000 | |
| **DDA** | | |
| Streetscape amenities | $50,000 | TIF |
| Capital improvements (124 & 140 E. Ash) | $50,000 | TIF |
| Electrical improvements | $50,000 | TIF |
| Property rehabilitation | $300,000 | TIF |
| **Police Protection** | | |
| Police Reserve Unit | $34,800 | General fund, Grant |
| Pistols & Holsters | $8,800 | General fund, Grant |
| **Fire Protection** | | |
| Apparatus/Vehicles | | |
| Tanker 807 replacement | $400,000 | General fund |
| Engine 809 replacement (Non customized) | $500,000 | General fund |
| Brush 810 replacement | $35,000 | General fund |
| Officer vehicle replacement | $35,000 | General fund |
| Fire/Rescue Equipment | | |
| Turnout gear (36 sets) | $90,000 | General fund, Grant |
| Extrication tools | $20,000 | General fund |
| Infrared camera | $12,000 | General fund |
| Station Equipment | | |
| Carpet (Office and training area), Station 1 | $10,000 | General fund |
| Commercial clothes dryer | $5,000 | General fund |
| Portable radios (26) | $78,000 | General fund, County |
| Truck radios (7) | $25,000 | General fund, County |
| Ventilation System, Station 1 | $60,000 | Grant |
| Pagers (40) | $18,000 | Grant |
| Sprinklers (truck bays) | $20,000 | General fund, Grant |
| **Parks/Recreation/Forestry** | | |
| Complete Hayhoe Riverwalk Linear Park | | |

| | | |
|---|---|---|
| • Pedestrian Bridge & Trailhead Signage | $92,000 | Private donation, Grant |
| • Howell Road/Delhi Township Link | $750,000 | General fund, Grant |
| • Phase III Loop | $750,000 | General fund, Grant |
| • Southern Trailhead | $50,000 | General fund, Grant |
| <u>Bond Park</u> | | |
| Resurface parking lot | $100,000 | General fund |
| Barrier-free upgrades | $2,500 | General fund/grants |
| <u>Hayes Park</u> | | |
| Resurface parking lot, north & south | $120,000 | General fund |
| Construct a new restroom and the south end of park | $25,000 | General fund |
| Barrier-free upgrades (curb cut & sidewalk) | $2,500 | General fund/grants |
| North restroom improvements | $5,000 | General fund/grants |
| <u>Maple Grove Cemetery</u> | | |
| Second entrance, phases I and II | $200,000 | General and street funds |
| <u>Rayner Park</u> | | |
| Bridges | TBD | General fund, grants, donations |
| Pavilion roof replacement | $10,000 | General fund, grants |
| <u>Street Trees</u> | | |
| Street trees, replacement and new | $10,000 | General and street funds |

12/18/14

Dear Mason City Council,

Mannik and Smith Group recently performed a feasibility study of route options to connect Delhi Township and Mason with a non-motorized pathway.

I am writing in support of Alternative 1 from that report. This route along the Howell Road and Cedar Street corridor provides maximum access and the most benefits to the most people.

Consider the many benefits of connecting downtown Mason and all the goods and services our local businesses provide to Dart Container Company and their 1500 plus and growing workforce, with a safe, pedestrian friendly bike path. Then consider the additional benefits of connecting Mason, Dart, and all the other businesses and homes along the way to the entire Delhi Township-Lansing Rivertrail network. By far, Alternative 1 is the best way to achieve these benefits for the entire community.

Since part of this route is in the City of Mason, we need your support to build the trail. I encourage the Mason City Council to pass a Resolution of Support for the Mannik and Smith Alternative 1 project.

Sincerely,

George Hayhoe

George Hayhoe

# CITY OF MASON

## STAFF AGENDA REPORT TO CITY COUNCIL

**Meeting Date:** January 5, 2015 **Agenda Item:** 11(E)

**AGENDA ITEM**
Second Update on Well No. 9 Progression

**EXHIBITS**
Letter from Wolverine Engineering dated December 10, 2014

**STAFF REVIEW**
Department of Public Works

**SUMMARY STATEMENT**
The City of Mason had identified the need to add an additional well to the water production system. This project is budgeted through the Mason Local Development Finance Authority (LDFA) as authorized by the LDFA Plan.

Northern Pump and Well was awarded the contract to proceed with drilling the production Well No. 9 as well as the required test wells. Those wells all collapsed at around 240-300 feet as well as Well No. 8. Staff wanted to see if the repair technique used on Well No. 8 could be used on Well No. 9 prior to bringing options and cost before the City Council. After reviewing the repair costs and water yield from Well No. 8, staff reviewed options and a letter was created by Wolverine Engineering. This letter provides details of the options with estimated costs to move forward.

The raw water line project from the well to the water treatment plant was awarded to Concord Excavating & Grading, Inc. The road and raw water main are installed. The power supply line from Consumers Energy is already scheduled and construction should start in the next few months.

**RECOMMENDED ACTION**
Approve the recommendation to go out to bid to drill a new well with a 12" diameter screen set to 400 feet using a barber rig drilling technique.

City of Mason Test Well No. 9
December 10, 2014

I. Introduction

Test Well No. 9 (TW9) was drilled in 2012 by Northern Pump and Well. The well, upon initial completion, had the following characteristics:

- 90 feet of 12 inch steel casing set into the top of bedrock within a 22 inch diameter borehole.
- Approximately 310 feet of 11.9 inch diameter open borehole from the bottom of the casing to a total depth of 400 feet
- After the completion of the aquifer testing it was recommended that the well pumping rate be set at 325 gallons per minute (gpm) with a pump setting of 300 feet below ground level (BGL).

At the time of abandoning the two (2) observation wells, it was discovered that the bottom portion of those wells had collapsed. This prompted the City to video TW9 wherein it was discovered that the bore hole had collapsed approximately 300 feet BGL.

II. Options for Repair/Corrective Action

A. Do Nothing

i. The "Do Nothing" alternative would consider accepting TW9 in its current state and look to equip the well at 250 gpm with a pump setting of approximately 200 feet.

1. Pros:
   a. Does not involve any additional costs other than to equip the well (which will be a cost incurred no matter which alternative is selected)
   b. Puts a well on-line within the next 6-8 months
   c. Only capital costs associated with this option is the equipping of the well
2. Cons:
   a. Lifespan of the well is unknown
   b. Long term operation of the well likely includes the drilling out of the well and resetting the pump with a high likelihood of further collapse
   c. Operation and Maintenance costs are unpredictable

B. Drill and set slotted screen

i. This option would include the drilling out of the existing well to the original depth of 400 feet BGL and simultaneously setting a slotted screen approximately 310 feet in length (from the bottom of the casing to the bottom of the bore hole.

1. Pros:

a. The City has successfully lined Well No. 8 in this manner and restored Well No. 8 to its original production capacity.

b. The well could likely be placed on line within a 6 to 8 month time frame.

2. Cons:

a. The existing bore hole is 11.9 inches in diameter. This does not leave much annular space to set a screen and provide a gravel pack.

b. It is estimated the cost for this work may approach $40,000 - $60,000 and the well can only yield 325 gpm at best.

C. Drill a new well at the location of TW9

i. Relocate to a point within 15 feet of the existing TW9 and drill a new, large diameter well (possibly 24 inch) to a depth of 400 feet BGL and install a 12 inch diameter slotted screen during the drilling operations.

1. Pros:

a. Guarantee for the depth of the well and the alignment

b. Highest potential water production

2. Cons:

a. Time to bid, permit, and construct (anticipated to be 1 year)

b. TW9 would need to be abandoned

c. Cost is anticipated to be $40,000 - $80,000 depending upon the type of casing and screen (PVC vs. Steel Casing and Stainless Steel screen)

D. Drill a new well at a new location

After a review of the hydrogeological reports for the Kipp Road Well, Well No. 8 and TW No. 9 it has been recognized that all three (3) of these wells have identical characteristics. A new well in this area will likely produce the same results, in quality and quantity of water as well as bore hole stability.

## III. Conclusions and Recommendations

In consideration of the viable options, the costs associated with those options (both initial capital cost and long term operation and maintenance costs) it is our opinion that the drilling of a new well at the location of the existing TW No. 9 is the most prudent alternative.

By drilling a constructing a new well with a larger diameter borehole and providing a screen integral to the construction process the likelihood of well failure due to collapse has essentially been eliminated and utilizing the current site, all the infrastructure planned for the area can be maximized, including the potential to use the Temple Street Pump Station stand by generator.

Thank you for all your hard for the Mason residents.

Ann McConneke
Phyllis Montague
Don Jocist
Ruth Milbourne
Donald Milbour
Diane Hull
Donna Von Schmitton
Chris Hebden
Kiwanis of Mason Goldenk

Jean Heffron
Eva Rene Brownfield
[illegible]
Harold Whettin

It's that kind of experience.
wowway.com

380 Wright Industrial Parkway
Potterville, Michigan 48876

DEC 26 2014
CITY OF MASON
BUILDING DEPT.

December 17, 2014

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

Effective on or after December 31, 2014 the following programming changes will be effective on all WOW! lineups except Grand Rapids:

- Lifetime Movie Network will be available on Basic Channel 65
- WGN will be available on Basic Channel 75
- BBC America and Pivot will no longer be available on WOW! cable

Regards,

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

It's that kind of experience.
wowway.com

**380 Wright Industrial Parkway**
**Potterville, Michigan 48876**

**December 17, 2014**

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

**This letter is to advise you we have moved into our new building in Potterville effective December 12, 2014. Our new address is:**

**380 Wright Industrial Parkway; Potterville, Michigan 48876**

**Please feel free to stop by if you're in the area and we'll give you a tour of the new facility.**

**Regards,**

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

MASON CITY COUNCIL
CITY HALL
MASON, MI 48854

DEAR MEMBERS,

**Keep Our Mayor**

Did you know that we do not select our Mayor? The City Council does, without any input from the Community.

On Monday, January 5, 2015 at 7:30pm, they will do so at the Council meeting at City Hall.

There is no question that life-long, civic-minded Community member, Mayor Leon Clark has been the ideal Mayor of Mason, perhaps the most effective, concerned and highly regarded in our lifetime. His commitment to public service and the people of Mason has been unparalleled. He represents the integrity, pride and home-town ambience which the citizens of Mason so cherish. He has no agenda, other than to continue to do so.

Now it appears that politics has infiltrated our City Council. An ulterior agenda has apparently swept into our Community and Council Chambers. We expect to continue to be represented by a Mayor whose primary concern is for the welfare, culture, history and unique close-knit ambience of our Community…

We resent the idea of being used in a self-promoting political manner, by anyone who holds our community and citizens in such regard.

**We strongly urge you to attend the Council meeting on Monday to voice your concern and support for Mayor Clark, demanding that the Council Members KEEP OUR MAYOR!**

Share this, Email this, Forward this, Tell family and friends,

Call City Hall…**1-517-676-9155**

CONTACT COUNCIL MEMBERS DIRECTLY:

Robin Naeyaert: RobinN@mason.mi.us
Jon Droscha: JonD@mason.mi.us
Les Bruno: LesB@mason.mi.us
Elaine Ferris: ElaineF@mason.mi.us
Jim Mulvaney: JamesM@mason.mi.us
Marlon Brown: MarlonB@mason.mi.us

See you at City Hall on Monday the 5th!

-Keep Our Mayor Citizens Committee

MARK MINSHALL
111 E. ELM ST.
MASON, MI 48854
517-285-1255

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:** **January 5, 2015**

**RE:** **City Administrator's Report**

**State Transportation Funding**

The State Legislature passed a series of bills that proceed with a process to raise funding for transportation needs. The Legislature places the plan as a ballot initiative that will go to the voters in May 2015. Governor Snyder stated the principles of the Legislation are:

- Raising at least 1.2 billion dollars a year in needed funding for roads
- Protecting schools and local governments from cuts in revenue
- Keeping pump prices competitive
- Providing tax relief for lower income earners
- Eliminating the sales tax on fuel sales so all taxes paid on fuel go toward transportation

If the ballot initiative is not approved by the voters of Michigan, the process will start over.

**Medical Marihuana Legislation**

Under the recently passed Federal spending measure is a provision that basically ends the federal government's prosecutions of those individuals within states that have passed some measure of legalizing medical marihuana. Currently 32 states and the District of Columbia have legalized marihuana or its ingredients to treat ailments. Although this makes no direct link to further decriminalize within the State of Michigan, it is shaping Public Policy. Currently this action has no direct impact on changes within State zoning codes but the dialogue and future legislation is expected.