

# CITY OF MASON

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## CITY COUNCIL WORK SESSION COUNCIL CHAMBERS

Monday, March 2, 2015

6:30 p.m.

### Agenda

**Discussion – Major Objectives 1-2 yr/SWOT Analysis**

**MASON CITY COUNCIL WORKSHOP**  
**MAJOR OBJECTIVES (1-2 Year Target)**

**DRAFT**

January 31, 2015

- Council and Department training
  - City government technology improvements
  - Servers & miscellaneous equipment
  - Community Room A/V equipment & broadcasting – consultant evaluation
  - Establishing acceptable lifecycles for equipment
  - City Hall security camera upgrades
  - Explore IT contract expansion
- Ordinances
  - Food trucks
  - Medical Marihuana
  - Taxies
  - Tree Commission
  - Storm water
  - FOIA
  - Fire code
- Non-motorized Transportation Plan
- Cost-benefit analysis of taking Airport
- Library Plan – future development/repair/remodel
- Coordination with potential school development/expansion/new facilities
- Charter review/update
- Fire truck/vehicle replacement schedule
- DPW truck/vehicle replacement schedule
- Capital Improvement Plan process – Council input/approval
- Budget policy/plan for major purchases
- Continue with MSHDA/EDC efforts
- Second entrance to cemetery
- Columbia Street sidewalks at US-127 – cost analysis as first step
- Art policy – complete LEAP commitment at Jefferson Street trailhead
- Match long-term maintenance costs with placemaking efforts
- POTW upgrades – address/eliminate need for consent order – long term plan for POTW & DPW replacement
- Explore residential and commercial development/rehabilitation incentives
- Advance ownership of Rayner Park
- Develop and implement placemaking activities
- Additional police patrol officer on street – to nine total

City Council SWOT Analysis  
January 31, 2015

**DRAFT**

<b>Strengths</b>	<b>Weaknesses</b>	<b>Opportunities</b>	<b>Threats</b>
Mason Area Chamber of Commerce	Housing conditions	Grant funding	Business turn-over
Friendliness	Publicly Owned Treatment Works	Crowd funding	Diminishing resources (operating funds, programming, personnel, MI Legislature)
Quality of life	Broadband	Technology - city-wide	Poverty rate
Diversity of housing	Diminishing resources (operating, funds, programming, personnel)	Economic center/magnet	Transient traffic - crime
Volunteerism	Poverty rate	Public input	Cedar Street sprawl
History/heritage	Lack of diversity	Collaboration with area agencies	Urgent Care - diminishing services
Water system	Community understanding of government operations	Capital Region Airport Authority - Jewett Field economic development	Prescription drug abuse
Community location		Parks/Trails	
County seat		Business turn-over	
Fairgrounds		Planning - utilities, amenities, etc.	
Leadership		Publicly Owned Treatment Works	
Community involvement		Broadband	
Churches			
Schools			
Downtown			
Proximity to MSU			
Community Events (Sundried)			

**CITY OF MASON**  
**STAFF AGENDA REPORT TO CITY COUNCIL**

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**Meeting Date:** March 2, 2015

**Agenda Item:**

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**AGENDA ITEM**

Resolution No. 2015-XX – Request for support of the passage of Proposal 1 for Safer Roads on the ballot for the special election May 5, 2015.

**EXHIBITS**

- House Fiscal Agency Legislative Analysis on Transportation Funding Package

**STAFF REVIEW**

Administration

**SUMMARY STATEMENT**

The present state of Michigan roads and bridges threaten driver safety and contribute to countless accidents each year as drivers swerve to avoid potholes and other road hazards. For those reasons, in January 2015 the Michigan Municipal League unanimously pledged support for Proposal 1 which would increase the Michigan sales tax from 6% to 7%. The proposal is going before the voters on May 5, 2015, and if passed, it would provide funds to fix Michigan roads with monies that could not be diverted somewhere else while supporting Michigan's long-term future by investing in our public schools and local communities.

**RECOMMENDED ACTION**

Move to approve Resolution No. 2015-XX.

# Legislative Analysis



## TRANSPORTATION FUNDING PACKAGE

Mary Ann Cleary, Director  
Phone: (517) 373-8080  
<http://www.house.mi.gov/hfa>

### House Joint Resolution UU as adopted by the Legislature

Sponsor: Rep. Joe Haveman

House Bills 4539 and 5167 as enrolled  
Public Acts 467 and 471 of 2014  
Sponsor: Rep. Wayne Schmidt

Senate Bill 80 as enrolled  
Public Act 476 of 2014  
Sponsor: Sen. Goeff Hansen

House Bill 5492 as enrolled  
Public Act 474 of 2014  
Sponsor: Rep. Earl Poleski

House Bill 4251 as enrolled  
Public Act 472 of 2014  
Sponsor: Rep. Kevin Cotter

Senate Bill 847 as enrolled  
Public Act 469 of 2014  
Sponsor: Sen. Gretchen Whitmer

House Bill 4630 as enrolled  
Public Act 470 of 2014  
Sponsor: Rep. Michael D. McCready

House Bills 5477 & 5493 as enrolled  
Public Acts 468 and 475 of 2014  
Sponsor: Rep. Rob VerHeulen

House Bill 5460 as enrolled  
Public Act 473 of 2014  
Sponsor: Rep. Dan Lauwers

Complete to 2-16-15

## A SUMMARY OF THE TRANSPORTATION FUNDING PROPOSAL

House Joint Resolution UU would amend the State Constitution to:

- Increase the maximum sales and use tax rates by one percentage point, from 6% to 7%.
- Exempt sales of gasoline and diesel motor fuel from the state general sales tax after October 1, 2015.
- Dedicate 60% of the first 5% of the sales tax and an amount equal to 12.3% of the first 5% of the use tax to the School Aid Fund. (The sales tax earmark currently applies to the first 4% of the tax; the use tax earmark would effectively be an upward adjustment to the existing earmark of one-third of revenue from the tax.)
- Provide for the School Aid Fund to be used exclusively for aid to school districts, public community colleges, public career and technical education programs, scholarships for students attending either public community colleges or public career and technical education programs, and school employees' retirement systems, as provided by law. (This effectively removes aid to public universities as an allowable use for the fund; the current language references "higher education" generally.)

- o Dedicate 15% of the first 5% of the sales tax to be used for revenue sharing with townships, cities, and villages. (This earmark currently applies to the first 4% of the tax.)

These provisions would only become part of the State Constitution if approved by voters at a special election held at the same time as the May 5, 2015, regular election.

**The following bills have been enacted but will not take effect unless voters approve the amendments to the State Constitution.**

House Bill 4539 would amend the General Sales Tax Act to exempt gasoline and diesel fuel from the sales tax after October 1, 2015, and provide for a one percentage point increase on the 4% portion of the total rate (increasing the total rate from 6% to 7%).

House Bill 5492 would amend the Use Tax Act to exempt gasoline and diesel fuels from the use tax after October 1, 2015, increase the 4% portion of the rate to 5% (increasing the total rate from 6% to 7%), and alter the distribution of use tax revenue. In the bill, the distribution would change to approximately 62.64% for the General Fund (currently 2/3), and 37.36% for the School Aid Fund (currently 1/3), as a result of earmarking 12.3% of the first 5% of the tax to the School Aid Fund. The remaining changes in the bill simply substitute the 7% rate for the 6% rate where appropriate.

House Bill 5477 would amend the Motor Fuel Tax Act (2000 PA 403). Under the bill, the current fixed tax rates of 19 cents per gallon for gasoline and 15 cents per gallon for diesel motor fuel would be converted into tax rates that would change annually through a process defined in the bill. For the 12-month period beginning October 1, 2015, and for each subsequent 12-month period, the per-gallon tax rates for gasoline and diesel motor fuel would be computed by multiplying the average wholesale gasoline price and the average wholesale diesel fuel price, respectively, by 14.9%, subject to certain limitations. The computed tax rates would be rounded up to the nearest 1/10 of 1 cent.

The bill defines the initial average wholesale prices as the 12-month rolling averages for gasoline and diesel from July 2013 through June 2014, which means the initial tax rates would be 41.7 cents per gallon for gasoline and 46.4 cents for diesel motor fuel. For future years, the 12-month rolling average period ends on the last day of the month that is three months prior to the month the new rates would take effect. The bill contains an inflation adjustment mechanism to limit large swings in the cents-per-gallon levy that may result from volatile gas prices so that the levy cannot increase by more than 5 cents per gallon above the rate of inflation, as defined in the bill. Additionally, the levy could not fall below the initial rate, adjusted for inflation or 5% per year, whichever is less.

The bill would establish tax rates for alternative fuels as defined in the bill.

The bill also would change the distribution of motor fuel tax revenue for two fiscal years (the fiscal years ending September 30, 2016, and September 30, 2017) to direct a portion of revenue raised under the bill to the pay-down of State Trunkline Fund debt.<sup>1</sup>

House Bill 5493 would amend the Motor Fuel Carrier Tax Act to make the motor fuel tax rates in that act consistent with the rates established in House Bill 5477.

House Bill 4630 would amend Section 801 of the Michigan Vehicle Code to eliminate the "depreciation" of ad valorem tax rates for passenger cars, vans, and light trucks, and to create a new registration tax surcharge for electric-powered motor vehicles. These changes would be implemented beginning January 1, 2016. The bill would also amend Section 801 to increase registration taxes for trucks weighing over 26,000 pounds gross vehicle weight (GVW). The change in truck registration taxes would be phased in over a three-year period beginning March 1, 2016.<sup>2</sup>

House Bill 4251 would amend Public Act 283 of 1909 (MCL 220.1 to 239.6), which deals with public highways and private roads. The bill would specify that if a single township contributes 50% or more to the cost of a road project, the project is located entirely within the jurisdiction of the township, and the road project does not disrupt any multiple township contract, then the township board could, by resolution, require that the county road commission contract for the work on that road project through competitive bidding. Under the bill, a county road commission would not be prohibited from submitting a competitive bid.

If a township board requires a county road commission to contract for work on a road project through competitive bidding, the county road commission would be required to use the responsive and reasonable best value bidder process to competitively bid and award the road project contract to a responsive and reasonable best value bidder.<sup>3</sup>

House Bills 5167 would amend Public Act 51 of 1951 (Act 51), the act that governs the distribution of funds for state and local road and bridge programs. Section 11c of the act currently prescribes contracting requirements for certain federal-aid construction contracts. House Bill 5167 would add language requiring the Michigan Department of Transportation and certain local road agencies to: (1) develop and implement a "performance based maintenance system;" (2) develop and implement a "performance rating system" for maintenance services; (3) provide for payment for some maintenance services based on the outputs or outcomes associated with the performance rating system; and (4) add reporting requirements associated with these new contracting requirements.<sup>4</sup>

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<sup>1</sup> For additional information, see <http://www.legislature.mi.gov/documents/2013-2014/billanalysis/House/pdf/2013-HLA-5477-0976B041.pdf>

<sup>2</sup> For additional information, see: <http://www.legislature.mi.gov/documents/2013-2014/billanalysis/House/pdf/2013-HLA-4630-2798B905.pdf>

<sup>3</sup> For additional information, see: <http://www.legislature.mi.gov/documents/2013-2014/billanalysis/House/pdf/2013-HLA-4251-D636A8DF.pdf>

<sup>4</sup> For additional information, see: <http://www.legislature.mi.gov/documents/2013-2014/billanalysis/House/pdf/2013-HLA-5167-AECD259D.pdf>

House Bill 5460 would also amend Public Act 51 of 1951 (Act 51). Among other things, Act 51 establishes the Michigan Transportation Fund (MTF); directs the distribution of MTF revenue to other state funds and programs, as well as to local road agencies (county road commissions, and cities and villages); prescribes uses of MTF revenue by local road agencies; and establishes the State Trunkline Fund (STF) and prescribes uses of STF revenue. House Bill 5460 would amend the act to: establish new provisions regarding the department's Disadvantaged Business Enterprises (DBE) program; allow the MTF to receive money from any source; reference provisions regarding the distribution of motor fuel tax revenue in Section 143 of the Motor Fuel Tax Act; earmark up to \$3.0 million from the MTF for a new railroad grade crossing surface account established within the STF; revise current provisions regarding the department's authority to enter into contracts for the construction and preservation of state trunkline roads and bridges; establish new requirements related to road construction warranties and related reporting requirements for the department and local road agencies; authorize a city that met specific criteria to use a portion of its MTF revenue distribution for public transit purposes.<sup>5</sup>

Senate Bill 847 would amend the Income Tax Act to increase the Earned Income Tax Credit (EITC) from 6% to 20% of the credit allowed under Section 32 of the federal Internal Revenue Code, beginning with the 2016 tax year. Senate Bill 847 would also increase the amount of the homestead property tax credit for senior citizens and disabled taxpayers whose total household resources are between \$3,001 and \$6,000 by reducing the household income qualifiers.

Senate Bill 80 amended the State School Aid Act (MCL 388.1618) to require districts to make information regarding reimbursement of expenses available to the public on their websites. It would also appropriate an additional \$40.0 million in School Aid Fund (SAF) revenues to the At-Risk program in the FY 2014-15 School Aid Budget. The appropriation portion of the bill would only take effect if voters approve House Joint Resolution (HJR) UU.<sup>6</sup>

## **FISCAL IMPACT:**

**This document presents revised fiscal estimates from the 12/30/14 HFA analysis of HJR UU and related legislation, which relied on preliminary administration estimates. An attached table provides estimated revenue impacts by state fund for each bill in the package for the three-year period of FY 2015-16 to FY 2017-18. Estimates are based on January 2015 consensus revenue estimates and current projections regarding fuel prices and consumption.**

Based on HFA estimates of the full-year impacts of the bills in this package, the total net impact of the package, assuming voter approval of the proposed constitutional amendment, would be an estimated increase in state revenue of \$2.1 billion in FY 2015-16. In FY 2016-

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<sup>5</sup> For additional information, see: <http://www.legislature.mi.gov/documents/2013-2014/billanalysis/House/pdf/2013-HLA-5460-471EFF35.pdf>

<sup>6</sup> For additional information, see: <http://www.legislature.mi.gov/documents/2013-2014/billanalysis/House/pdf/2013-HLA-0080-69FC7409.pdf>

17, the estimated net increase in state revenue would decline to \$1.8 billion (see final bullet below) before increasing to \$1.9 billion in FY 2017-18.<sup>7</sup>

Estimated net impacts for individual funds would be as follows:

- \$367.8 million for distribution to state and local road agencies through the MTF in FY 2015-16, with an additional \$865.3 million utilized for pay-down of STF debt.<sup>8</sup> In FY 2016-17, an estimated \$763.6 million would be distributed to road agencies, and \$467.5 million would be utilized for pay-down of STF debt. In FY 2017-18, \$1.3 billion would be distributed to road agencies; the STF and County Road Commissions would each receive an estimated \$490.8 million, and cities and villages would receive an estimated \$273.6 million.
- Roughly \$20 million in increased revenue per year to the Recreation Improvement Account within the Michigan Conservation and Recreation Legacy Fund.
- A net increase of \$27.2 million to the Comprehensive Transportation Fund (CTF), for public transportation purposes, in FY 2015-16. This amount would increase to an estimated \$64.6 million in FY 2016-17 and \$116.1 million in FY 2017-18.
- \$89.9 million for constitutional revenue sharing payments to cities, villages, and townships in FY 2015-16. This amount would increase to an estimated \$113.8 million in FY 2016-17 and \$111.1 million in FY 2017-18.
- \$292.4 million to the School Aid Fund (SAF) in FY 2015-16. This amount would decline to an estimated \$220.6 million in FY 2016-17 and \$200.0 million in FY 2017-18.
- \$463.1 million to the state General Fund in FY 2015-16. In subsequent years, the majority of those funds would be offset by the proposed increase in the EITC. Because the EITC is claimed when a taxpayer's return is filed, the increase in the credit under Senate Bill 847 would not be realized until 2016 tax year returns are filed in 2017, meaning FY 2016-17 would be the first year state revenues are impacted by the increase in the credit. It is estimated that the full fiscal year impact in FY 2016-17 would be to reduce income tax revenue by approximately \$260 million, all of which would come from General Fund/General Purpose (GF/GP) revenue. This amount would increase to an estimated \$269.1 million in FY 2017-18. The remaining estimated increase to state GF/GP revenue under the package would be \$171.8 million in FY 2016-17 and \$173.0 million in FY 2017-18.

More detailed information on the fiscal impacts of individual bills in the package is provided below.

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<sup>7</sup> The revenue impacts associated with the bills considered in this analysis take effect at different times. The analyses of the revenue impacts of bills taking effect on dates other than October 1 do not attempt to allocate revenue impacts between fiscal years; the impact of changes starting in calendar year 2016 were assigned to FY 2015-16, the impacts starting in calendar year 2017 were assigned to FY 2016-17, and so on.

<sup>8</sup> These estimates assume that the provisions added to Section 143 of the Motor Fuel Tax by House Bill 5477 that provide for only the first \$400 million of revenue in FY 2015-16 and the first \$800 million of revenue in FY 2016-17 to be deposited in the Michigan Transportation Fund, with the remaining revenue allocated to debt-related payments, are interpreted to apply only to the net increase in revenue under the bill, rather than to all revenue raised under the act.

House Bills 4539 and 5492, by exempting motor fuel sales from the sales tax and increasing the sales and use tax rate by 1%, would increase state tax revenue by roughly \$700 to \$800 million per year on net. The increased revenue would be distributed to the School Aid Fund, General Fund, and constitutional revenue sharing.

House Bills 5477 and 5493, by amending the Motor Fuel Tax Act and the Motor Carrier Fuel Tax Act, respectively, would increase motor fuel tax revenue dedicated to the MTF by approximately \$1.3 billion per year.

House Bill 4630 would amend Section 801 of the Michigan Vehicle Code, the section that establishes vehicle registration taxes. Specifically, the bill would eliminate the current "depreciation" of ad valorem tax rates for passenger cars, vans, and light trucks beginning January 1, 2016. However, this change would not apply to 2013 model year and older vehicles. This change would increase MTF revenue by an estimated \$14.5 million in the first full year of implementation (effectively, calendar year 2016), an estimated \$41.5 million in the second year (2017) and \$62.2 million in the third year (2018).

Eliminating the "depreciation" of ad valorem registration tax rates would increase registration tax revenue for a number of years, as compared to current law, as the population of registered vehicles shifted from mostly 2013 model year and older vehicles, taxed at the lowest or "fully depreciated" tax rates, to mostly 2016 model year and newer vehicles that would be taxed at the initial and highest (undepreciated) registration tax rates.

House Bill 4630 would also increase registration taxes for trucks weighing over 26,000 pounds GVW registered under the elected GVW registration category of the Michigan Vehicle Code (Section 801(1)(k)). The change in elected GVW registration taxes would be phased in over a three-year period beginning March 1, 2016. These increased elected GVW registration tax rates would also affect apportioned registration taxes assessed for vehicles in excess of 26,000 pounds GVW engaged in interstate or cross-border commerce under the International Registration Plan (IRP). The increase in elected GVW registration tax rates, and the related increase in revenue from IRP registrations, would increase MTF revenue as follows: \$13.2 million in the first year, \$26.5 million in the second year, and \$39.8 million in the third year.

House Bill 4630 would also create a new registration tax surcharge for electric-powered motor vehicles. This change would be implemented beginning January 1, 2016, and would generate an estimated \$600,000 in revenue per year for credit to the MTF.

House Bill 4251 would have no impact on state government. The fiscal impact on townships and county road commissions cannot be readily estimated.

House Bill 5167 would have no impact on state or local revenues. The fiscal impact on state and local costs cannot be readily estimated.

House Bill 5460 would modify the distribution of MTF revenue by establishing an earmark up to \$3.0 million from the MTF for a new railroad grade crossing surface account. The bill

would also make a two-year exception to the current MTF distribution through reference to Section 143 of the Motor Fuel Tax Act (the subject of House Bill 5477); this would effectively direct an estimated \$865.3 million of new revenue in FY 2015-16 and \$467.5 million of new revenue in FY 2016-17 to the pay-down of STF debt rather than to state and local road agencies.<sup>9</sup> In addition, the bill would authorize a city that met specific criteria to use a portion of its MTF revenue distribution for public transit purposes. The impact on state and local costs of the bill's provisions regarding highway construction warranties cannot be readily estimated.

Senate Bill 847 would reduce state GF/GP revenue by an estimated \$260.0 million in FY 2016-17 by expanding the state's EITC. The changes in the bill related to the homestead property tax credit are expected to have a negligible fiscal impact.

Finally, the appropriation of \$40.0 million in SAF revenues to the At-Risk program in the FY 2014-15 School Aid Budget under Senate Bill 80 would become effective if the ballot proposal is approved. Since SAF revenues would not increase until FY 2015-16 under this package, the appropriation would be made from existing state revenues.

Fiscal Analysts: Jim Stansell  
William E. Hamilton  
Adam Desrosiers  
Bethany Wicksall  
Kyle I. Jen

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■ This analysis was prepared by nonpartisan House staff for use by House members in their deliberations, and does not constitute an official statement of legislative intent.

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<sup>9</sup> See footnote 8 on page 5.

**Summary: Transportation Funding Package Fiscal Impacts**  
Millions of Dollars

Proposed Change	FY 2015-16							FY 2016-17							FY 2017-18						
	GF/GP	SAF	Rev Shar	CTF	# STF Debt	Other MTF	TOTAL	GF/GP	SAF	Rev Shar	CTF	# STF Debt	Other MTF	TOTAL	GF/GP	SAF	Rev Shar	CTF	# STF Debt	Other MTF	TOTAL
Exempt motor fuel sales from sales tax (HJR UU/HB 4539)	(94.9)	(479.3)	(49.0)	(30.4)			(653.6)	(96.2)	(568.5)	(74.5)	(36.0)			(775.2)	(101.0)	(608.1)	(81.6)	(38.6)			(829.3)
Increase Sales/Use Tax Rate by 1 Percent (HJR UU/HB 4539/HB 5492)	558.0	771.7	138.9	16.7			1,485.3	528.0	789.1	188.3	15.8			1,521.2	543.1	808.1	192.7	15.2			1,559.1
Increase Motor Fuel Taxes (HB 5477/HB 5493)				38.0	865.3	362.0	1,265.3				78.0	467.5	722.0	1,267.5				129.2		1,183.7	1,312.9
Registration taxes: phase out depreciation (HB 4630)*				1.5		13.1	14.5				4.2		37.4	41.5				6.2		56.0	62.2
Increase registration taxes for trucks > 26,000 lbs (HB 4630)**				1.3		11.9	13.2				2.7		23.9	26.5				4.0		35.8	39.8
Impose registration surtax on electric vehicles (HB 4630)***				0.1		0.5	0.6				0.1		0.5	0.6				0.1		0.5	0.6
Expand Earned Income Tax Credit (SB 847)							0.0	(260.0)						(260.0)	(269.1)						(269.1)
<b>TOTAL</b>	<b>463.1</b>	<b>292.4</b>	<b>89.9</b>	<b>27.2</b>	<b>865.3</b>	<b>387.4</b>	<b>2,125.3</b>	<b>171.8</b>	<b>220.6</b>	<b>113.8</b>	<b>64.6</b>	<b>467.5</b>	<b>783.8</b>	<b>1,822.1</b>	<b>173.0</b>	<b>200.0</b>	<b>111.1</b>	<b>116.1</b>	<b>0.0</b>	<b>1,276.0</b>	<b>1,876.2</b>

**Estimated distribution of new MTF revenue  
(other than CTF and STF debt pay-down)**

Recreation Improvement Account					19.6							20.2								20.9	
Distribution to road agencies					367.8							763.6								1,255.1	
State Trunkline Fund (39.1%)							143.8							298.6							490.8
County Road Commissions (39.1%)							143.8							298.6							490.8
Cities and Villages (21.8%)							80.2							166.5							273.6

**Notes:**

\* Phase out of depreciation of vehicle registration tax rates would be effective January 1, 2016. Estimates are presented on calendar-year basis.

\*\* Increase in truck registration taxes would be phased in over three years beginning March 1, 2016. Estimates are presented on calendar-year basis.

\*\*\* Surtax on electric vehicle registrations would be effective beginning January 1, 2016. Estimates are presented on calendar-year basis.

# Allocation of motor fuel tax revenue to STF debt service assumes the distribution of only the additional revenue generated as a result of the enactment of House Bill 5477.

Introduced:  
Second:

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

**A Resolution in Support of Proposal 1 for Safer Roads**

**March 2, 2015**

**WHEREAS**, Michigan's roads and bridges threaten driver safety and contribute to countless accidents each year, harming Michigan's economy; and

**WHEREAS**, 38 percent of Michigan's state- and locally-owned urban roads and 32 percent of the state's state- and locally-owned rural roads are in poor condition; and

**WHEREAS**, Michigan invests less per capita in transportation than any state in the United States of America and the longer we wait to fix Michigan's roads, the more it will cost us; and

**WHEREAS**, Proposal 1 on the May 5 ballot is Michigan's best chance to fix our roads while also supporting Michigan's long-term future by investing in our public schools and local communities.

**BE IT HEREBY RESOLVED**, that the City of Mason supports Proposal 1 on the May 5 ballot to provide the funding needed to fix our roads for the long term; and that the City of Mason knows the 1% increase in the sales tax will benefit local communities and help ensure drivers' safety on the roads.

Yes: (0)

No: (0)

**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, March 2, 2015, the original of which is part of the City Council minutes.

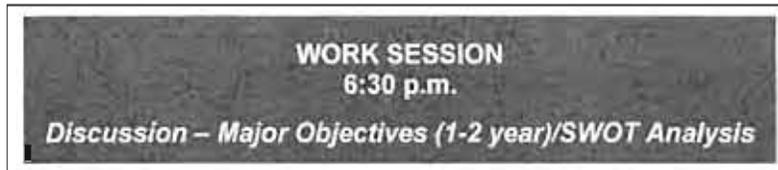
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Deborah J. Cwierniewicz, City Clerk  
City of Mason  
Ingham County, Michigan

# 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, March 2, 2015

7:30 p.m.

### Agenda

1. Call to Order
2. Roll Call
3. Pledge of Allegiance and Invocation
4. Announcements
5. People from the Floor
6. Presentations
  - A. Mayoral Proclamation – Bruce L. Whetter and Americhem Sales Corporation
  - B. Pat Hicks – Sun Dried Music Festival
7. Consent Agenda
  - A. Approval of Minutes
    - Regular Council Meeting: February 16, 2015
  - B. Approval of Bills
  - C. Motion – Sun Dried Music Festival
  - D. Motion – Mason State Bank 5K Race
8. Regular Business
  - A. Resolution 2015-12 – Authorization Releasing Funds for Local Streets Construction
  - B. Discussion – Update on Mason Library Boiler System
9. Unfinished Business
10. New Business
11. Correspondence
  - Letter to Ingham County Controller re: New Facility to House Sherriff's Office
  - Mason Area Sesquicentennial Celebration Ceremony Poster
12. Liaison Reports
13. Councilmember Reports
14. Administrator's Report
  - Placemaking Training
  - Building Authority
15. Adjournment

**CITY OF MASON; MICHIGAN**  
**MAYORAL PROCLAMATION**

**WHEREAS**, Americhem Sales Corporation and owner Bruce L. Whetter have been active participants and good neighbors in the Mason business community and City of Mason since 1998; and

**WHEREAS**, Americhem Sales Corporation is a locally owned corporation servicing Michigan and the Midwest United States with a variety of solvents, oils and industrial and automotive fluids; and

**WHEREAS**, Americhem Sales Corporation has dedicated itself to being good stewards of the environment and practitioners of excellence in safety standards; and

**WHEREAS**, in 2006 Americhem Sales and Service was the first ever recipient of the "Responsible Distribution Excellence Award" and in 2010 received the National Association of Distributors "Distributor of the Year" award; and

**WHEREAS**, Americhem Sales Corporation and owner Bruce Whetter routinely displays generosity to the community and its stakeholders with acts of appreciation; and

**WHEREAS**, Bruce Whetter and Americhem Sales Corporation have displayed good citizenship practices and support for the community and its emergency services workers; and

**WHEREAS**, in 2015, Bruce Whetter donated eight Detroit Pistons home game tickets, four to the Mason Police Department, and four to the Mason Fire Department, during which event, the emergency services members were the guests of Bruce Whetter and Americhem Sales Corporation; and

**NOW, THEREFORE BE IT RESOLVED**, Bruce L. Whetter has magnanimously and with extreme generosity, shown his heartfelt appreciation to the Mason community and its emergency services workers with his thoughtful and kind gift to the members of the Mason Police Department and the Mason Fire Department.

**NOW THEREFORE, BE IT FINALLY RESOLVED**, that I, Michael Waltz, Mayor of the City of Mason, on behalf of the Mason City Council and the citizens of Mason, in recognition of Bruce L. Whetter's and Americhem Sales Corporation's commitment and generosity to the community and its emergency services workers, and to Bruce Whetter's personal example that the strength of a community is built on the contributions of its members and the excellence of its leaders, do hereby declare Thursday, March 5, 2015, as "**Bruce L. Whetter and Americhem Sales Corporation Day**" in and for the City of Mason.



*Michael F. Waltz*  
Michael F. Waltz, Mayor

Presented: March 2, 2015

**CITY OF MASON  
REGULAR CITY COUNCIL MEETING  
MINUTES OF FEBRUARY 16, 2015**

Waltz called the meeting to order at 7:30 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan, 48854, and led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Brown, Droscha, Ferris, Mulvany, Waltz  
Absent: Councilmembers: Bruno, Clark  
Also present: Martin A. Colburn, City Administrator  
Deborah J. Cwiertniewicz, City Clerk  
Eric Smith, Finance Director/Treasurer  
Ken Baker, DPW Director  
Tom Silsby, Streets & Water Superintendent  
David Haywood, Zoning & Development Director  
John Stressman, Chief of Police

**ANNOUNCEMENTS**

- Capital Area Parks & Trails Task Force – 5303 South Cedar Street, Building #3 – February 19, 23, and March 5, 2015
- Mason Area Disaster Response Ad Hoc Team Meeting – Fire Station No. 1 – February 26, 2015
- Mason Area Sesquicentennial Celebration Ceremony – March 9, 2015
- Blood Drive – St. James Church – February 19, 2015

**PEOPLE FROM THE FLOOR**

None.

**PRESENTATION**

Colburn stated that Mr. Tom Silsby was hired as the Streets & Water Superintendent. Mr. Silsby introduced himself and expressed enthusiasm for the new position. Council welcomed Mr. Silsby to the management position.

**CONSENT AGENDA**

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

- A. Motion – Approval of Minutes – Regular Council Meeting: February 2, 2015
- B. Motion – Approval of Bills - \$25,566.86

**MOTION APPROVED**

**REGULAR BUSINESS**

**Report – Riverwalk Pedestrian Bridge & Trailhead Sign Project**

Haywood gave a brief update on the Riverwalk pedestrian bridge and trailhead sign project that was approved for construction in 2015. A brief discussion ensued regarding particulars of the pre-made bridge construction, installation, and engineering. The project will be bid in April 2015, and selection of a contractor in June 2015.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

MOTION by Droscha, second by Mulvany,  
to excuse Councilmember Clark from the February 16 Council meeting.  
MOTION APPROVED

**CORRESPONDENCE**

All correspondence was distributed.

**LIAISON REPORTS**

- Brown informed Council regarding Planning Commission business. It was discussed that neighboring township jurisdictions will be invited to participate in the Medical Marihuana discussions of the Planning Commission sub-committee meetings that will be held to compile recommendations for an ordinance.
- Droscha informed Council regarding Traffic Commission business from the last meeting
- Ferris stated that nominations for an Arbor Day Honoree are currently being accepted

**COUNCILMEMBER REPORTS**

- Waltz reported that he, Mayor Pro Tem Brown, Administrator Colburn, Fire Chief Minshall, and City Clerk Cwierniewicz attended the MACC Award Dinner where he and fellow council members presented Jamie and Peter Robinson with a proclamation in honor of their being named Citizens of the Year.
- Brown informed Council regarding the Sesquicentennial Committee business

**ADMINISTRATOR'S REPORT**

Colburn informed Council regarding city business.

**ADJOURNMENT**

The meeting adjourned at 8:20 p.m.

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Deborah J. Cwierniewicz, City Clerk

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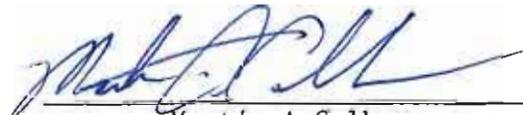
Mike Waltz, Mayor

02/27/2015 01:55 PM  
 User: TF  
 DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON  
 EXP CHECK RUN DATES 02/23/2015 - 03/04/2015  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID  
 COUNCIL REPORT  
 MONDAY, MARCH 2, 2015

Vendor Code Invoice GL Number	Vendor Name Invoice Description GL Description	Invoice Date	Amount
07800	BLUE CROSS BLUE SHIELD OF MICHIGAN		
G#7029499710DIV#00 750-000.00-231.015	MARCH HEALTH INS ~ CITY EXPENSE MARCH HEALTH INS ~ CITY EXPENSE	02/23/2015	13,314.55
G#7029499DIV#001 101-855.00-874.001	MARCH RETIREES INS CITY EXPENSE MARCH RETIREES INS CITY EXPENSE	02/23/2015	5,368.54
VENDOR TOTAL:			18,683.09
06474	CONSUMERS ENERGY		
MAR 2015 101-265.00-920.000	GAS & ELECTRIC 1/22 - 2/18 GAS & ELECTRIC 1/22 - 2/18	03/02/2015	6,035.26
VENDOR TOTAL:			6,035.26
05016	GRANGER		
FEB 2015 101-528.00-818.000	FEBRUARY REFUSE #2302 CUSTOMERS FEBRUARY REFUSE #2302 CUSTOMERS	03/02/2015	27,785.14
VENDOR TOTAL:			27,785.14
05234	MML WORKERS COMPENSATION FUND		
12208201 101-850.00-724.000	4TH QUARTER 2014/2015 WORKERS COMP PREMIUM 4TH QUARTER 2014/2015 WORKERS COMP PMT	03/02/2015	12,250.00
VENDOR TOTAL:			12,250.00
07722	NORTHERN PUMP & WELL, INC		
14-J491 592-558.00-970.908 592-558.00-970.908	REHAB FRANKLIN FARMS WELL #6: REHAB WELL 6, REPAIR PUMP & MOTOR LINE SHAFTING REPLACEMENT	03/02/2015	17,932.80 7,048.50 24,981.30
VENDOR TOTAL:			24,981.30
07550	RIETH-RILEY CONSTRUCTION CO INC		
PAY #5 203-451.00-970.211	2013 LOCAL STREETS PAY EST #5 2013 LOCAL STREETS PAY EST #5	03/02/2015	12,345.67
VENDOR TOTAL:			12,345.67
05027	T.H. EIFERT INC.		
85777 592-555.00-818.000	WWTP: 2015 BOILER REPAIRS ~ LABOR, PARTS & TRIP CHARGE BOILER REPAIRS: LABOR, PARTS, TRIP CHARGE	03/02/2015	8,495.17
VENDOR TOTAL:			8,495.17
TOTAL ~ ALL VENDORS:			110,575.63

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

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Meeting Date: March 2, 2015

Agenda Item: 7C

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### AGENDA ITEM

Motion – Street Closure – Sun Dried Music Festival

### EXHIBITS

- Special Events Application
- Memorandum – John Stressman, Chief of Police, dated February 25, 2015

### STAFF REVIEW

Office of the City Clerk

### SUMMARY STATEMENT

The Sun Dried Music Festival Incorporated organization is requesting street closures to hold the annual Sundried Music Festival in downtown Mason including, Jefferson Street between Ash and Sycamore Streets, Maple Street from the east side of the entrance to the Mason State Bank parking lot to Barnes Street (including both sides) from Maple to Ash Streets, and Ingham Court from Jefferson Street to the Mason State Bank driveway. These closures would begin at 8:00 a.m. August 28, and continue until approximately 4:00 p.m. Sunday August 30.

The organization is also requesting Council to waive Section 22-6(2) of the Mason Code to allow the use of sound amplifying equipment Friday night until 12:00 midnight, and Saturday until 1:00 a.m. on Sunday. The organization has invited area churches to use the stage and equipment for a morning community worship service, August 30. Therefore, they are also requesting Council to waive Section 22-6(2) of the Mason Code on Sunday, August 30, between the hours of 9:00 a.m. and 4:00 p.m. to allow a community worship service to be held.

In addition, the organization is requesting permission to rent the generator from the City, and use of the fire hydrant located on the corner of Jefferson and Maple to provide a potable water supply to the vendors.

### RECOMMENDED ACTION

Move to approve the request for the Sun Dried Music Festival Incorporated street closures as follows: Jefferson Street between Ash and Sycamore Streets, Maple Street from the east side of the entrance to the Mason State Bank parking lot to Barnes Street (including both sides) from Maple to Ash Streets, and Ingham Court from Jefferson Street to the Mason State Bank driveway, Friday, August 28, 2015 at 8:00 a.m. through Sunday, August 30, 2015, approximately 4:00 p.m. Also granted is a waiver of the amplified music ordinance, Friday night, August 28 until 12:00 midnight, Saturday until 1:00 a.m. Sunday the 30, and Sunday from 9:00 a.m. until 4:00 p.m. to allow a Community Worship Service to be held; additionally, rental of the City generator, and use of the fire hydrant located on the corner of Jefferson and Maple Streets to provide a potable water supply to the vendors is granted.

**City of Mason  
Special Events Application**

Complete and return this application to the City Clerk's Office at least 21 calendar days prior to the starting date of the event.  
A new application must be submitted each year.

<b>Event</b>		
Event Name: <u>Sundried Music Festival</u>		
Event Purpose: <u>Provide Quality Entertainment, and a safe Clean festival to the benefit of the Residents and Businesses in Downtown Mason.</u>		
<b>Sponsoring Organization Information</b>		
Legal Business Name: <u>The MASON Sundried Music Festival, Inc.</u>		
Address: <u>118 W. OAK St</u>	City: <u>MASON</u>	State/Zip: <u>48854</u>
Mailing Address:	City:	State/Zip:
Telephone:	Email Address:	
Contact Name: <u>Leon Clark</u>	Title:	
Telephone: <u>517 285 1931</u>	Email Address: <u>five dude 0911@aol.com</u>	
<b>Contact Person on Day of Event</b>		
Name: <u>LEON Clark</u>	Title: <u>President</u>	
Address: <u>616 S. Jefferson St</u>	City: <u>MASON</u>	State/Zip: <u>48854</u>
Telephone: <u>517 285 1931</u>	Cell Phone:	Email Address: <u>five dude 0911@aol.com</u>
<b>Type of Event (Check one)</b>		
<input type="checkbox"/> City Operated/Sponsored Event	<input type="checkbox"/> Political or Ballot Issue Event	<input type="checkbox"/> Run Event
<input type="checkbox"/> Co-sponsored Event	<input type="checkbox"/> Wedding	<input type="checkbox"/> Other (describe)
<input checked="" type="checkbox"/> Non-Profit Event	<input type="checkbox"/> Block Party	
<input type="checkbox"/> For Profit Event	<input type="checkbox"/> Video or Film Production	
<b>Event Information</b>		
Event Location(s): <u>Downtown Mason.</u>		
Event Date(s):		
<u>August 28<sup>th</sup>, 29<sup>th</sup> 30<sup>th</sup></u>		
Event Hours:		
<u>28<sup>th</sup> 6pm Midnight 29<sup>th</sup> Noon until 1am 30<sup>th</sup> 11:00AM - 3:00PM</u>		
Date/time for set up: <u>28<sup>th</sup> 8:00AM</u>		
Date/time for clean up: <u>30<sup>th</sup> after Church Service complete by 5:00 p.m.</u>		
Describe set up and clean up procedures:		
<u>Friday - Set up Stage, tents, Table, Chairs, and all associated equipment Rides, Bounce houses etc.</u>		
<u>Sunday Tear down all of the above, pick-up Trash, Wash Streets and return the downtown to a better than we found it condition.</u>		

Estimated DAILY attendance: Friday 3-5,000 Saturday 8,-12,000  
Sunday 1,-2,000

Describe crowd control plans for this event:

Friday & Saturday Contract with The City of Mason Police Dept. supplemented by off duty state Correction Officers in The Beverage Tent.

Describe the Special Event's impact on adjacent commercial and residential property:

A Signature Form must be attached.

Some business Traffic maybe slowed, and the Party would continue past the current Noise Limit hours. Which we ask to be waived.

Will sidewalks be used?  YES  NO

If yes, include a detailed map outlining the Sidewalks must be accessible for pedestrian traffic.

Describe sidewalk use:

Sidewalks open to pedestrian Traffic.

Will street closures be necessary?  YES  NO

If yes, include a detailed map indicating road closures, emergency vehicle access, and barricade locations.

Describe street closures:

Jefferson from Ash to Sycamore  
Maple from Park to Barnes  
Barnes from Ash to Maple  
Ingham Court from Jefferson to The Mason State Bank driveway.

\* Streets closed: Date/Time: 8:00 AM the 28<sup>th</sup> until 5 p.m The 30<sup>th</sup>.

\* Streets re-open: Date/Time:

5:00 p.m The 30<sup>th</sup>.

Will parking lot closures be necessary?  YES  NO

*If yes, include a detailed map indicating proposed closures and barricade locations*

Describe parking lot closures:

\* Parking lot(s) closed: Date/Time:

\* Parking lot(s) re-open: Date/Time:

What parking arrangements are proposed to accommodate attendance?

Will music be provided/included during the event?  YES  NO

Describe type of music proposed:

Live

Amplification

Recorded

Loudspeakers

*Sound Amplification Equipment Registraton Statement must be completed and attached with receipt of payment.*

Will the event require municipal services:

*Sponsoring organization should expect to be charged for municipal services provided.*

Police Department

Fire Department

DPW Department

Other (describe):

If yes, please specify activity, location, and duration of request:

*DPW used to set up generator, hook up water from the hydrant  
Police are contracted and paid for by the non-profit*

Will the event require the use of any of the following municipal equipment:

*Sponsoring organization should expect to be charged for use, placement, and maintenance of these items*

*\*Sponsoring Organization may be required to supply a dumpster\**

Trash Receptacles\*

Quantity: *as many as are available*

Barricades

Quantity: *enough to close the streets*

Traffic Cones

Quantity: *Determined by DPW.*

Other (describe):

**Will the following be constructed or located in the event area?**

*No stakes of any kind allowed in asphalt.*

<u>Item</u>	<u>Quantity</u>	<u>Item</u>	<u>Quantity</u>
<input checked="" type="checkbox"/> Booths:	_____	<input checked="" type="checkbox"/> Tables:	_____
<input checked="" type="checkbox"/> Tents:	_____	<input type="checkbox"/> Rides:	_____
<input type="checkbox"/> Awnings:	_____	<input checked="" type="checkbox"/> Portable Toilets:	_____
<input type="checkbox"/> Canopies:	_____	<small>(may be required depending on event)</small>	
<input checked="" type="checkbox"/> Rides:	_____	<input type="checkbox"/> Other (describe):	_____

**You must attach a plan of the proposed layout. Include the proposed location of booths, tents, tables, portable toilets, rides, routes, etc.**

**Will the event have kiddie rides, inflatables (i.e. moonwalk), amusement rides, climbing walls, live animals, hot air balloon, etc.?**

YES    NO   *If yes, additional insurance coverage will be required*

**If yes, describe in detail the types of attractions proposed:**

*Bounce Houses, Pony Rides, some Kiddie rides. Each Vendor has their own insurance and the non-profit carries liability.*

**Will the event have food, beverage or concessions?  YES    NO**

(Health department approvals and temporary food license requirements)

**Describe:**

*Variety of food and non-alcoholic beverages  
Beverage Tent will have adult beverages*

**Do you plan to have alcohol served at this event?  YES\*    NO**

\* Include proposed location(s) on event layout

If yes, Liquor Liability Insurance is required

**If yes, describe measures to be taken to prohibit the sale of alcohol to minors or visibly impaired individuals.**

*Beverage tent surrounded by 2 fences a minimum of 3ft apart. Additional Security by off duty correction officers all volunteers required to attend TAM Training and ID recognition class provided by the Mason Police Department*

Do you need electricity for this this event?  YES\*  NO

\* Include proposed locations on event layout

If you do not identify all of the proposed locations that need electricity, the City cannot guarantee electricity will be made available for the duration of your event.

We work with the DPW and utilize electrical connect boxes provided by the non-profit using existing electrical on the courthouse square.

Do you plan to have special event signs?  Yes  No

Signs must conform to City ordinances

Describe signs, proposed locations, etc.

Banners and signs advertising sponsors.

Do you plan to have banners?

Yes  No

Describe banner, location, what it will be attached to.

Variety placed only in the closed off area of the festival.

**Application Check List** (failure to provide necessary documentation will delay application review and approval)

Check the following items that are attached:

- Completed Application
- Event Map (includes detailed event layout for vendors, rides, booths, electrical needs, etc.)
- Detailed Plan showing road closures, sidewalk use, etc.
- Certificate of Insurance and Indemnification (due to City Clerk's Office within 1 week following notice of event approval)
- Sound Amplification Equipment Registration Statement
- Copy of Health Department approvals and temporary food license (for all food and beverage vendors)
- Liquor Liability Insurance (if serving alcohol)
- Signature Page
- Event Signage (description)
- Driver's License of Applicant

If document is missing, please explain:

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Mason as an additional insured on all applicable policies, and submit the certificate to the City Clerk's Office no later than one week following notice of the event approval.

Execute an indemnification Agreement on the sponsoring organizations letterhead and submit it to the City Clerk's Office no later than one week following notice of the event approval.

Comply with all City and County ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies;

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval may be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and/or the County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

*Indemnity, Hold Harmless and Insurance Agreement*

In consideration of the closing of the public street and permitting its use by The Sundried Music Festival Inc.  
(Name of Company)  
 on the 28<sup>th</sup> - 29<sup>th</sup> - 30<sup>th</sup> day of August, 2015, to the fullest extent permitted by law, the

Sundried Music Festival Inc agrees to defend, pay on behalf of, indemnify, and hold harmless the  
(Name of Company)

City of Mason, its elected and appointed officials, employees, agents and volunteers, and others working on behalf of the City of Mason against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of Mason, by reason of personal injury or otherwise, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with (describe event).

Sundried Music Festival Inc further agrees to procure and maintain during the life of this  
(Name of Company)  
 agreement, Liability Insurance for events of this nature on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and aggregate. Liability insurance, as described above, shall include an endorsement stating the following shall be additional insureds: The City of Mason, all elected and appointed officials, all employees and volunteers, agents, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming the City of Mason as additional insured, coverage afforded is considered to be primary and any other insurance the City of Mason may have in effect shall be considered secondary and/or excess.

Applicant Signature <u>Leon R. Clark</u>	Date <u>2-10-15</u>
Complete this application and return it, along with all required documentation, to the City Clerk's Office at least 21 calendar days prior to the starting date of the event. Please note that a new application must be submitted each year.	OFFICE USE: Application Receipt Date  May 2014



# Mason Police Department

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

JOHN STRESSMAN  
*Chief of Police*

Office: (517) 676-2458  
Fax: (517) 244-9024  
MASON\_PD@ingham.org

## MEMORANDUM

To: Debbie Cwiertniewicz  
City Clerk

From: John Stressman  
Chief of Police

Date: February 25, 2015

Ref: Sun Dried Music Festival  
Special Events Application

I have reviewed the application submitted by event president, Leon Clark, and have no concerns with the event's plan as presented. It is my understanding that Mr. Clark is in on-going discussions with Ingham County's Facilities Director Mike Terrill regarding event attendees' use of the courthouse square.

If you have further questions, please do not hesitate to contact me or Sergeant Ed Hude.

# CITY OF MASON

## STAFF AGENDA REPORT TO CITY COUNCIL

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**Meeting Date:** March 2, 2015

**Agenda Item:** 7D

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### **AGENDA ITEM**

Motion—Request for Street Closures for the Mason State Bank 5K Race on May 1, 2014

### **EXHIBITS**

- Special Events Application
- Memorandum – John Stressman, Chief of Police, dated February 25, 2015

### **STAFF REVIEW**

Office of the City Clerk

### **SUMMARY STATEMENT**

Mason State Bank is requesting street closures from 3:00 p.m. to 8:00 p.m. to hold the Annual Mason State Bank 5K Run on Friday, May 1, 2015. The race will begin at 7:00 p.m. on Maple Street in front of the court house, to Temple Street through Rayner Pond Subdivision, ending back on Maple Street at approximately 8:30 p.m. The route has not changed from previous years' race. This year, Lansing Community College (LCC) Department of Health and Human Services massage students will provide free sports massage to participants, supervised by LLC Massage therapy Instructor Jodi Wiley.

### **RECOMMENDED ACTION**

Move to approve the request of Mason State Bank to close Maple Street in front of the court house at 6:00 a.m. and Jefferson Street at 7:00 p.m., as well as the route as shown on the provided map, and provide electricity located at the court house drive on Maple Street.

**City of Mason  
Special Events Application**

Complete and return this application to the City Clerk's Office at least 21 calendar days prior to the starting date of the event.  
A new application must be submitted each year.

<b>Event</b>		
Event Name: Mason State Bank 5K Run/Walk		
Event Purpose: To raise money for Mason Public Schools		
<b>Sponsoring Organization Information</b>		
Legal Business Name: Mason State Bank		
Address: 322 S. Jefferson St.	City: Mason	State/Zip: MI 48854
Mailing Address: P.O. Box 130	City: Mason	State/Zip: MI 48854
Telephone: 517-676-0500	Email Address: kathy.wakefield@masonstate.com	
Contact Name: kathy wakefield	Title: V.P. Branch Administration	
Telephone: 517-676-0500	Email Address: same as above	
<b>Contact Person on Day of Event</b>		
Name: Kathy Wakefield	Title: same as above	
Address: same as above	City:	State/Zip:
Telephone: 676-0500	Cell Phone: 517-449-5235	Email Address: same
<b>Type of Event (Check one)</b>		
<input type="checkbox"/> City Operated/Sponsored Event	<input type="checkbox"/> Political or Ballot Issue Event	<input checked="" type="checkbox"/> Run Event
<input type="checkbox"/> Co-sponsored Event	<input type="checkbox"/> Wedding	<input type="checkbox"/> Other (describe)
<input type="checkbox"/> Non-Profit Event	<input type="checkbox"/> Block Party	
<input type="checkbox"/> For Profit Event	<input type="checkbox"/> Video or Film Production	
<b>Event Information</b>		
Event Location(s): Race begins on Maple St. in front of the court house. Continues down Temple and into Rayner Pond Subdivision and ends back on Maple Street.		
Event Date(s): 5/1/15		
Event Hours: Race starts at 7:00 p.m. and ends at approx. 8:30 p.m.		
Date/time for set up: 5/1/15/3:00 p.m.		
Date/time for clean up: 5/1/15/ 8:00 p.m.		
Describe set up and clean up procedures: Blocking off Maple Street, setting up canopies and the starting line timing equipment. Placing cones and barricades along the route. After the race, cleaning up the area of all trash, removing canopies, cones and barricades.		

Estimated DAILY attendance: 2500-3500

**Describe crowd control plans for this event:** One on duty police officer and 4 to 5 overtime police officers plus many volunteers that will direct people during the event. Volunteers at intersections along the race route with cell phones in case of emergency.

**Describe the Special Event's impact on adjacent commercial and residential property:**

A Signature Form must be attached. NA

Will sidewalks be used?  YES  NO

*If yes, include a detailed map outlining the Sidewalks must be accessible for pedestrian traffic.*

**Describe sidewalk use:** Clowns setup in front of Verizon but will not block the sidewalk.

Will street closures be necessary?  YES  NO

*If yes, include a detailed map indicating road closures, emergency vehicle access, and barricade locations.*

**Describe street closures:** Blocking off Maple Street in front of the court house. Cones along the route to keep runners on the sides of the streets away from traffic.

\* Streets closed: Date/Time: 5/1/15/ 4:00p.m. / cones placed on route

\* Streets re-open: Date/Time: 5/1/15/ 9:00 to 10:00 p.m., cones removed

Will parking lot closures be necessary?  YES  NO

*If yes, include a detailed map indicating proposed closures and barricade locations*

**Describe parking lot closures:** Blocking off parking spaces between the entrance and exit of circle drive at court house at 6:00 a.m. to reserve area for trailers to drop off all of the equipment. We will close off Maple Street in front of the court house at 4:00 to setup canopies and timing equipment. We will also close off parking spaces on Jefferson Street in front of the court house to setup massage tables.

\* Parking lot(s) closed: Date/Time: 5/1/15/ 6:00 a.m. on Maple in front of the court house 4:00 on Jefferson.

\* Parking lot(s) re-open: Date/Time: 5/1/15/ 10:00 p.m.

What parking arrangements are proposed to accommodate attendance? People find their own parking.

Will music be provided/included during the event?  YES  NO

Describe type of music proposed:  Live  Amplification  Recorded  Loudspeakers

*Sound Amplification Equipment Registraton Statement must be completed and attached with receipt of payment.*

Will the event require the use of any of the following municipal equipment:

*Sponsoring organization should expect to be charged for use, placement, and maintenance of these items*

*\*Sponsoring Organization may be required to supply a dumpster\**

- Trash Receptacles\* Quantity: \_\_\_\_\_
- Barricades Quantity: 75
- Traffic Cones Quantity: 125
- Other (describe): \_\_\_\_\_

Will the following be constructed or located in the event area?

*No stakes of any kind allowed in asphalt.*

Item	Quantity	Item	Quantity
<input type="checkbox"/> Booths:	_____	<input checked="" type="checkbox"/> Tables:	<u>20</u>
<input type="checkbox"/> Tents:	_____	<input type="checkbox"/> Rides:	_____
<input type="checkbox"/> Awnings:	_____	<input checked="" type="checkbox"/> Portable Toilets:	<u>9</u>
<input checked="" type="checkbox"/> Canopies:	<u>2</u>	(may be required depending on event)	
<input type="checkbox"/> Rides:	_____	<input type="checkbox"/> Other (describe):	_____

*6 shared with the chamber because of Spring fling the other 3 at the race area*

You must attach a plan of the proposed layout. Include the proposed location of booths, tents, tables, portable toilets, rides, routes, etc.

Will the event have kiddie rides, inflatables (i.e. moonwalk), amusement rides, climbing walls, live animals, hot air balloon, etc.?

YES  NO *If yes, additional insurance coverage will be required*

If yes, describe in detail the types of attractions proposed:

Will the event have food, beverage or concessions?  YES  NO

*(Health department approvals and temporary food license requirements)*

**Describe:**

Do you plan to have alcohol served at this event?  YES\*  NO

*\* Include proposed location(s) on event layout*

*If yes, Liquor Liability Insurance is required*

**If yes, describe measures to be taken to prohibit the sale of alcohol to minors or visibly impaired individuals.**

Do you need electricity for this this event?  YES\*  NO

*\* Include proposed locations on event layout*

**If you do not identify all of the proposed locations that need electricity, the City cannot guarantee electricity will be made available for the duration of your event.**

Do you plan to have special event signs?  Yes  No

*Signs must conform to City ordinances*

**Describe signs, proposed locations, etc.**

Do you plan to have banners?

Yes  No

**Describe banner, location, what it will be attached to.** Mason State Bank 5K banner stretched across the poles at the timing equipment. Playmakers will have stand alone flags.

**Application Check List** (failure to provide necessary documentation will delay application review and approval)

**Check the following items that are attached:**

- Completed Application
- Event Map (includes detailed event layout for vendors, rides, booths, electrical needs, etc.)
- Detailed Plan showing road closures, sidewalk use, etc.
- Certificate of Insurance and Indemnification (due to City Clerk's Office within 1 week following notice of event approval)
- <sup>To follow</sup> Sound Amplification Equipment Registration Statement
- Copy of Health Department approvals and temporary food license (for all food and beverage vendors)
- Liquor Liability Insurance (if serving alcohol)
- Signature Page
- Event Signage (description)
- Driver's License of Applicant

**If document is missing, please explain:**

The applicant and sponsoring organization understands and agrees to:

Provide a certificate of insurance with all coverages deemed necessary for the event, name the City of Mason as an additional insured on all applicable policies, and submit the certificate to the City Clerk's Office no later than one week following notice of the event approval.

Execute an Indemnification Agreement on the sponsoring organizations letterhead and submit it to the City Clerk's Office no later than one week following notice of the event approval.

Comply with all City and County ordinances and applicable State laws, City policies and acknowledges that the special events permit does not relieve the applicant or sponsoring organization from meeting any application requirements of law or other public bodies or agencies;

Promptly pay any billing for City services which may be rendered or deemed necessary as part of the event and event approval.

Applicant and sponsoring organization further understands the approval of this special event may include additional requirements and/or limitations based on the City's review of this application, in accordance with the City's Special Events Policy. The applicant and sponsoring organization understands that it may be necessary to meet with City staff during the review of this application and that City Council approval may be necessary. The applicant agrees the sponsoring organization will operate the event in conformance with the written approval.

Applicant understands that he/she (or the sponsoring organization) is responsible for contacting the Michigan Liquor Control Commission and/or the County Health Department to secure any and all permits required for this event.

As the duly authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event and affirm the above understandings. The information provided on this application is true and complete to the best of my knowledge.

*Indemnity, Hold Harmless and Insurance Agreement*

In consideration of the closing of the public street and permitting its use by Mason State Bank  
(Name of Company)  
on the 1st day of May, 2015, to the fullest extent permitted by law, the

Mason State Bank  
(Name of Company) agrees to defend, pay on behalf of, indemnify, and hold harmless the

City of Mason, its elected and appointed officials, employees, agents and volunteers, and others working on behalf of the City of Mason against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from the City of Mason, by reason of personal injury or otherwise, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with (describe event).

Mason State Bank  
(Name of Company) further agrees to procure and maintain during the life of this

agreement, Liability Insurance for events of this nature on an "Occurrence Basis" with limits of liability not less than \$1,000,000 per occurrence and aggregate. Liability insurance, as described above, shall include an endorsement stating the following shall be additional insureds: The City of Mason, all elected and appointed officials, all employees and volunteers, agents, all boards, commissions, and/or authorities and board members, including employees and volunteers thereof. It is understood and agreed by naming the City of Mason as additional insured, coverage afforded is considered to be primary and any other insurance the City of Mason may have in effect shall be considered secondary and/or excess.

By: 

Applicant Signature

Date 1-9-15

Complete this application and return it, along with all required documentation, to the City Clerk's Office at least 21 calendar days prior to the starting date of the event. Please note that a new application must be submitted each year.

OFFICE USE:  
Application Receipt Date

April 2014

Attn: Kathy Wakefield



CITY OF MASON

201 West Ash Street  
Mason, MI 48864  
(517) 670-9155

SOUND AMPLIFICATION EQUIPMENT REGISTRATION STATEMENT

Date Submitted: 2-9-15 Date(s) equipment will be used: 5-1-15

Applicant Information

Name: Mark Buzzitta  
Address: 633 Nantucket Dr. Lansing, MI 48906  
Telephone: 517-882-9768  
Owner  User

Maximum sound producing power of such truck or equipment is as follows:

Wattage to be used: Approx 5000  
Volume in decibels of sound which will be produced: Approx 130 dB  
Approximate maximum distance for which sound will be thrown by such amplifying equipment: 0.25/mile?

Sound Amplification Truck

Type and license number of sound truck or other means of conveyance to be used by applicant:  
My own car - 2013 Jeep Patriot

Purpose for Use of Truck and Equipment

Purpose for which truck and/or equipment will be used: DT Mason State Bank 5K  
Name and address of owner of truck and/or sound amplifying equipment: Mark Buzzitta  
633 Nantucket Dr, Lansing, MI 48906

Sound Amplification Equipment

Name and address of person responsible for equipment: (Same as above)

General description of the sound amplifying equipment to be used:

Mixer / CD players / speakers on stands

Location/Public Park in the City of Mason in which sound truck or other sound amplifying equipment will be used:

By courthouse for Mason 5K

Hours of operation of equipment: Approx 5-8 pm

Must be within the hours of 10:00 a.m. - 10:00 p.m. (In compliance with Ordinance No. 107, Section 9(b))

Applicant's Signature: Mark Buzzitta

For Office Use Only:

APPROVED:  Yes  No

Approved by:	Registration No.	DATE(S) VALID
	SAE _____	_____
Deborah J. Cwierniewicz, City Clerk	PERMIT FEE: \$30.00	Date Submitted _____
	<input type="checkbox"/> Paid	Date Approved: _____

## Kathy Wakefield

---

**From:** Jodi Wiley <wileyj@lcc.edu>  
**Sent:** Sunday, February 22, 2015 7:36 PM  
**To:** Kathy Wakefield  
**Subject:** letter to Mason City Council Members

Mason City Council Members,

Lansing Community College Department of Health and Human Services has a long-standing and well-respected massage therapy program. As a part of this program, the students who are studying massage are required to participate in a certain number of community service hours each semester. These community service events are typically composed of a group of our students giving supervised massage at an already scheduled event. The students, of course, gain valuable massage experience, but even more importantly, gain a perspective of massage in action and all the logistics that are encountered therein.

Last year, in my search for a suitable event to which to bring the students, Kathy Wakefield accepted my offer of bringing sports massage to the Mason State Bank 5K. We are enthusiastic about this partnership.

Currently, I plan to bring 13 students to the race to provide free sports massage to participants. Race volunteers are also welcome to get free massage. The students are not allowed to accept any tips. By Michigan law, I am required to supervise them for the entire time period. We will have 13 full size massage tables. We are hoping to squeeze into 5 parking spaces in the downtown hub of the race arena. Ideally, the students will be busy the entire time.

Hopefully this gives you a clear picture of both our expectations and our services. Please email if you have any further questions.

Respectfully,  
Jodi Wiley  
LCC Massage Therapy Instructor  
517-256-1259

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*Internet communications cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. Therefore, we do not accept responsibility for any errors or omissions that are present in this message, or any attachment, that have arisen as a result of e-mail transmission. If verification is required, please request a hard-copy version. Any views or opinions presented are solely those of the author and do not necessarily represent those of the company.*

Verizon store

registration tent

Market

timing equipment where people

\*electric

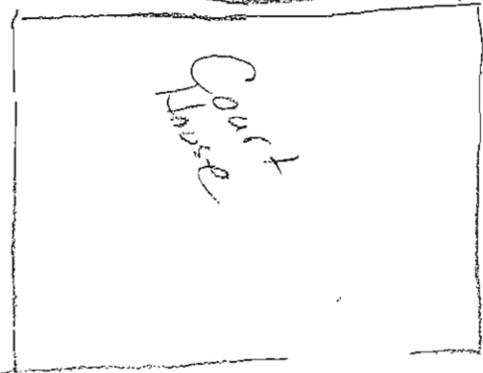
Table for trophies

parking spaces to unload equipment

1 2 3 4 5 6

\*electric

portable toilets



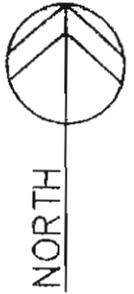
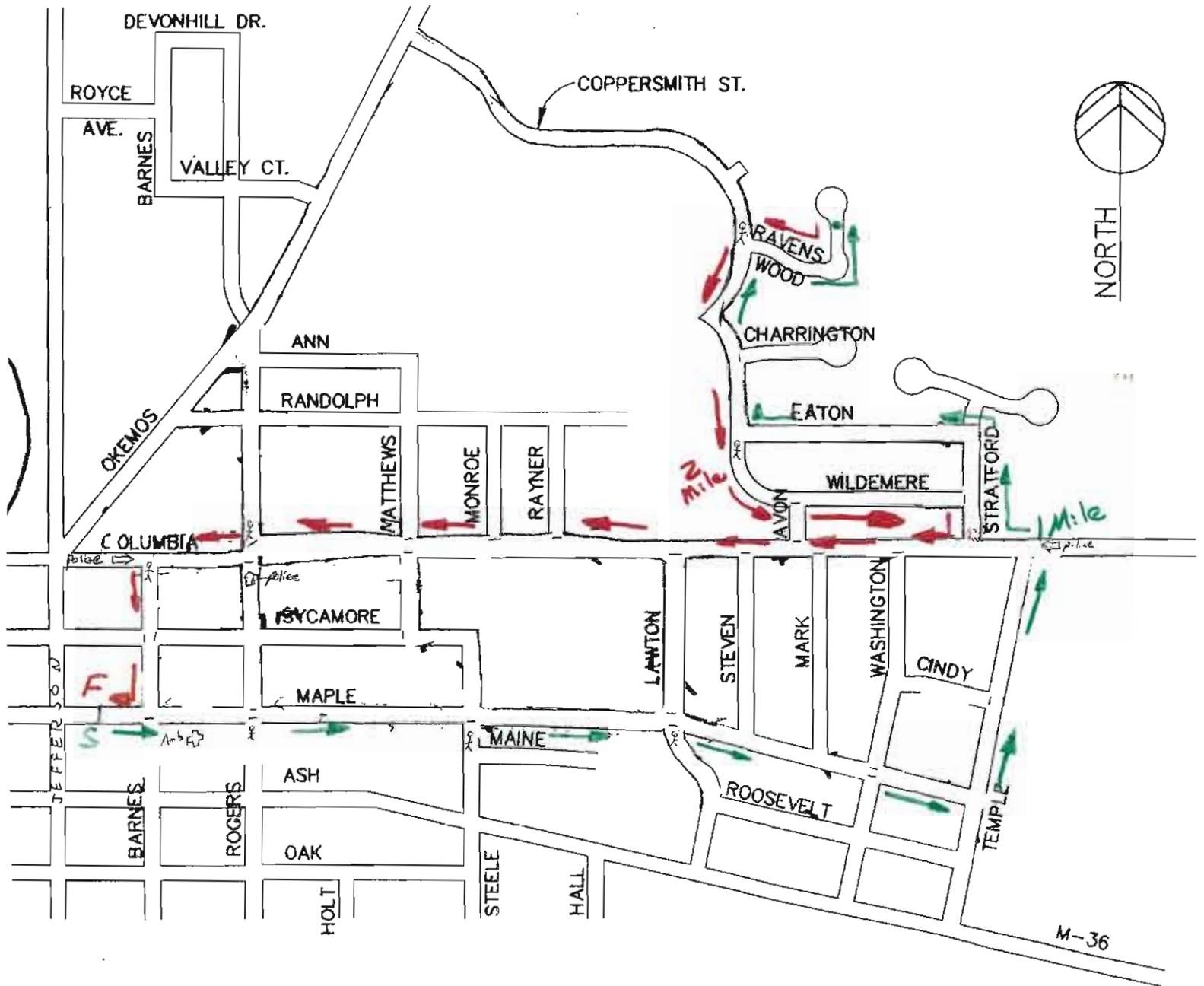
Using portable toilets that the Chamber has setup for spring PM's

parking spaces for mass of toilets  
1 2 3 4 5

Jefferson St.

Also water tank

11/21/15



- + ambulance
- single barricade
- = double barricades
- ⊗ - volunteers
- ⇨ police car



# Mason Police Department

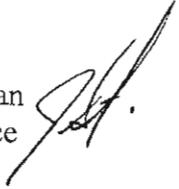
201 W. Ash St.  
P.O. Box 370  
Mason, MI 48854-0370

JOHN STRESSMAN  
*Chief of Police*

Office: (517) 676-2458  
Fax: (517) 244-9024  
MASON\_PD@ingham.org

## MEMORANDUM

To: Debbie Cwierniewicz  
City Clerk

From: John Stressman   
Chief of Police

Date: February 25, 2015

Ref: Mason State Bank 5k Run/Walk  
Special Events Application

I have reviewed the application submitted by event organizer Kathy Wakefield and have no concerns with the event's plan as presented.

If you have further questions, please do not hesitate to contact me or Sergeant Ed Hude.

**CITY OF MASON**  
**STAFF AGENDA REPORT TO CITY COUNCIL**

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**Meeting Date:** March 2, 2015

**Agenda Item:** 8A

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**AGENDA ITEM**

Resolution No. 2015-12 – Authorization Releasing Funds for Local Streets Construction: East Maple Street between Rogers and Temple Streets, Washington Street between East Ash and East Maple Streets, South Lansing Street between West Maple and West Ash Streets, and Repair at 433 West Cherry Street.

**EXHIBITS**

- Letter from City Engineer Don Heck dated February 12, 2015

**STAFF REVIEW**

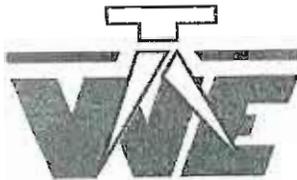
Administration

**SUMMARY STATEMENT**

The City of Mason went out for public bids for the construction of the local streets of East Maple Street from Rogers Street to Temple Street, and Washington Street from East Maple Street between Rogers and Temple Streets, Washington Street between East Ash and East Maple Streets, South Lansing Street between West Maple and West Ash Streets, and Repair at 433 West Cherry Street. Bids were received and publicly opened on February 12, 2015, and the qualified low bidder is Reith-Riley Construction with a bid of \$1,474,682.70. We would recommend that City Council approve the expenditures as part of the Fiscal Year 2014-2015 budget, and authorize the City Administrator signature authority.

**RECOMMENDED ACTION**

Move to approve Resolution No. 2015-12.



# Wolverine Engineers & Surveyors, Inc.

312 North Street • Mason, Michigan 48854 • 517.676.9200 • Fax 517.676.9396

February 12, 2015

Mr. Ken Baker, Director – Department of Public Works  
City of Mason  
201 W. Ash Street  
Mason, MI 48854

RE: City of Mason-E. Maple Street Reconstruction-Rogers Street to Temple Street,  
Washington Street, S. Lansing Street, 333 W. Cherry Street

Dear Mr. Baker:

On Thursday, February 12, 2015, the City of Mason received and publicly opened and read aloud 5 bids for City of Mason- E. Maple Street Reconstruction from Rogers Street to Temple Street, Washington Street, S. Lansing Street, and 333 W. Cherry Street. We have attached a copy of the Bid Tabulation for your reference. The three low bids are as follows:

Rieth-Riley Construction	\$1,474,682.70 (13% below Estimate)
TCI, Inc. of Michigan	\$1,568,226.64 (8% below Estimate)
Hoffman Bros., Inc.	\$1,795,598.85 (6% above Estimate)
Engineer's Estimate	\$1,699,877.50

The low bidder, Rieth-Riley Construction, is known to us and has worked on several projects with Wolverine and the City of Mason in the past. Based upon our knowledge and working relationship with Rieth-Riley Construction, we recommend award of a contract in the amount of \$1,474,682.70, for the City of Mason- E. Maple Street Reconstruction-Rogers Street to Temple Street, Washington Street, S. Lansing Street, 333 W. Cherry Street.

Enclosed are five (5) copies of the Notice of Award form for your signature and return to us if the Council concurs with our recommendation. We will then forward the Notice of Award, contract, bonds and insurance requirements to Rieth-Riley Construction to complete and return to us for further processing.

If you have any questions or require additional information, please do not hesitate to call.

Sincerely,

WOLVERINE ENGINEERS AND SURVEYORS, INC.

Donald B. Heck, P.E.

Encl.

DBH:dbh

Introduced:  
Second:

**CITY OF MASON  
CITY COUNCIL RESOLUTION NO. 2015-12**

**AUTHORIZING RELEASING FUNDS FOR LOCAL STREETS CONSTRUCTION INCLUSIVE OF: EAST MAPLE STREET BETWEEN ROGERS AND TEMPLE STREETS, WASHINGTON STREET BETWEEN EAST ASH AND EAST MAPLE STREETS, SOUTH LANSING STREET BETWEEN WEST MAPLE AND WEST ASH STREETS, AND REPAIR AT 433 WEST CHERRY STREET**

**MARCH 2, 2015**

**WHEREAS**, the City of Mason went out for public bids for the construction of the local streets of East Maple Street between Rogers and Temple Streets, Washington Street between East Ash and East Maple Streets, South Lansing Street between West Maple and West Ash Streets, and repair at 433 West Cherry Street; and

**WHEREAS**, bids were received and publicly opened on February 12, 2015; and

**WHEREAS**, the low bidder is Reith-Riley Construction with a bid of \$1,474,682.70.

**BE IT HEREBY RESOLVED**, that the Mason City Council approves the expenditures as part of the Fiscal Year 2014-2015 budget of \$1,474,682.70 for the construction of East Maple Street between Rogers and Temple Streets, Washington Street between East Ash and East Maple Streets, South Lansing Street between West Maple and West Ash Streets, and repair at 433 West Cherry Street and authorizes the City Administrator signature authority.

Yes: (0)

No: (0)

**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, March 2, 2015, the original of which is part of the City Council minutes.

---

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

# CITY OF MASON

## STAFF AGENDA REPORT TO CITY COUNCIL

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**Meeting Date:** March 2, 2015

**Agenda Item:** 8B

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### **AGENDA ITEM**

Discussion – Update on Mason Library Boiler System

### **EXHIBITS**

None

### **STAFF REVIEW**

Zoning & Development Department

### **SUMMARY STATEMENT**

Following a complaint from library staff of exhaust fumes in the library building, staff, with the assistance of the Fire Department, discovered there were dangerous levels of carbon monoxide in the boiler room. The library staff was immediately evacuated and the building closed, secured, and posted for no entry. After disabling the boiler, the boiler was assessed by our maintenance contractor, Honeywell, who determined the heat exchanger was leaking. This assessment was verified by T.H. Eifert, the City's HVAC contractor for City Hall. Staff, with the assistance of Honeywell, secured mobile heaters that kept the building at a temperature that would prevent any of the water systems from freezing.

Honeywell maintenance staff attempted to clean and repair the boiler to safe operational status. However, due to sealants needing required time for curing, it will not be known if the repair/restoration will be satisfactory until Saturday, February 28<sup>th</sup>. We will report to Council on the status of the boiler repair on Monday, March 2. If the repair is successful, that will allow staff time to secure additional proposals and/or prepare bid specifications and push the cost of a new boiler into the next fiscal year.

Staff solicited proposals from T.H. Eifert, Honeywell and Pierce Plumbing & Heating. All of the mechanical contractors were requested to provide replacement costs, including domestic water heater, timeline for installation and options for single boiler versus a standard single boiler. Staff has only received one proposal to date. We are hoping to receive two additional proposals by Monday evening, March 2.

### **RECOMMENDED ACTION**

Staff will have more information Monday evening to share with Council in regard to recommendations.

# 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

February 24, 2015

Mr. Tim Dolehanty  
Controller  
Ingham County Courthouse  
P.O. Box 319  
Mason MI 48854

Dear Mr. Dolehanty,

I'm following up from our meeting regarding our discussion of Ingham County pursuing a new facility to house the Sherriff's office, to include new administrative offices and the County Jail. It is our understanding that the present facilities are becoming functionally obsolete as expressed by Sherriff Wriggelsworth. The city of Mason can assist in regard to placement and localized land-use issues surrounding the current facility. Sherriff Wriggelsworth and I also addressed potential sites within the city of Mason as he expressed the desire to maintain their facilities within the city of Mason.

As we discussed the planning process, the city of Mason is volunteering to be added to your planning committee. My senior staff and I have experience in this arena as we have recently built our new City Hall/Police Station as well as the Water Treatment Plant. These recent experiences can add value to a planning committee. I offer my services to sit on this committee or have Police Chief John Stressman join your group as he was part of my planning and management team as we developed and built facilities to meet the current and future needs of the city of Mason and the Mason Police Department.

Please advise when we can further discuss this matter as the Ingham County governmental services and offices are a vital component of our community. The city has worked cooperatively with Ingham County over the last 150 years and we, as well as our community members, have a much-vested interest in your success.

Sincerely,

A handwritten signature in blue ink that reads "Martin Colburn". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Martin Colburn  
City Administrator  
City of Mason

cc: Honorable Mayor and Mason City Council  
John Stressman, Mason City Police Chief  
David Haywood, Zoning & Development Director

**MASON** 1865  
MICHIGAN 2015  
HOMETOWN U.S.A.

# MASON AREA SESQUICENTENNIAL CELEBRATION CEREMONY



**Monday, March 9th at 6:00 PM**  
**Mason City Hall, 201 W. Ash Street**

- ❖ Proclamations and Presentations
- ❖ Essay Reading by Contest Winners
- ❖ Live Music and Light Refreshments

## **EVERYONE IS INVITED!**



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:** March 2, 2015  
**RE:** City Administrator's Report

### Placemaking Training

The MIplace Partnership Initiative in cooperation with the Michigan State Housing Development Authority, the Michigan Municipal League, the MSU Land Policy Institute, and MSU Extension Land Use Educators prepared a six-module Placemaking Training Curriculum two years ago. Hundreds of training programs have been offered throughout Michigan since then to over 11,000 persons.

Strategic Placemaking is a process to make a place very attractive to talented workers. These are the folks everyone wants to attract to their community, so it can be more globally competitive. In other words, quality places attract economic development. Placemaking is all about creating quality places.

From March through May there will be over 30 training programs offered in communities across Michigan on Strategic Placemaking. On Wednesday, April 15, 2015, from 1:30 – 8:30 pm, the City of Mason will be presenting one of these programs in the City Hall Training Room. The workshop will begin with 3 hours of instruction from Modules 1-3 of the curriculum, and then after a meal on your own, is a 3-hour workshop where communities can work with facilitators to prepare placemaking strategies unique to their community.

This session will work best when most of the planning commission and some elected officials and staff attend from each participating community.

For more information, contact David Haywood ([davidh@mason.mi.us](mailto:davidh@mason.mi.us), 676-9155). Or if you are ready to register, you can do so on the Placemaking Strategy Development website at <http://events.anr.msu.edu/event.cfm?folder=placemakingstrategy>. SPACE IS LIMITED to first come, first served. Registration is FREE, but you MUST register in advance.

### **Building Authority**

The Building Authority met with Tom Traciak (City Financial Planner), Lou Orcutt (Managing Director, Fifth Third Bank Securities), and Michael Gresens (Bond Attorney) to discuss bonds purchased for the City of Mason. In 2009 the City released bonds worth 4.1 million dollars to fund the Mason City Hall. The bonds were purchased through the Buy America Bonds program initiated through the Federal Government. The benefit of the bonds was that the Federal Government was to pay 35% of the interest payments. Unfortunately the Federal Government has not been paying the entire discounted amount. City of Mason staff have been investigating the current pricing of bonds that originated through the Building Authority to identify lower interest rates and ultimate potential savings to the city. Bond counsel and the financial planner believe the current bond rates are viable for savings could be generated through the Building Authority for potential savings of over \$100,000. The Building Authority is investigating these avenues further in support of the City.