

# CITY OF MASON

201 West Ash Street  
Mason MI 48854-0370

City Hall  
Fax

517-676-9155  
517-676-1330

**CITY COUNCIL SPECIAL MEETING**  
July 20, 2015, 6:30 p.m.  
Ad Hoc Subcommittee with City Council to Discuss  
Executive Search Process and MML

**CITY COUNCIL MEETING – COUNCIL CHAMBER**  
July 20, 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
7. Consent Agenda
  - A. Approval of Minutes
    - Regular Meeting: July 6, 2015
  - B. Approval of Bills
8. Regular Business
  - A. Second Reading – Fire Code Ordinance
  - B. Motion – Authorize Acting City Administrator to Proceed in Purchase of New Street Sweeper
  - C. Discussion – MML Executive Search Team (If Needed)
9. Unfinished Business
10. New Business
11. Correspondence
  - Monthly Revenue and Expenditure Report
  - Quarterly Investment Report for Period Ending June 30, 2015
12. Liaison Reports
13. Councilmember Reports
14. Administrator's Report
  - A. Confidential Report
  - B. Regular
    1. Change Order on East Maple Street
    2. Kipp Road Construction
15. Adjournment

**CITY OF MASON  
REGULAR CITY COUNCIL MEETING  
MINUTES OF JULY 6, 2015**

Mayor Waltz called the meeting to order at 7:40 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan, 48854. Councilmember Ferris led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Waltz  
Absent: Councilmember: None  
Also present: Patrick M. Price, Acting City Administrator  
Deborah J. Cwiertniewicz, City Clerk  
Eric Smith, Finance Director/Treasurer  
John Stressman, Chief of Police  
Tom Hitch, City Attorney

**ANNOUNCEMENTS**

- gofundme.com – Campaign to make donations to help those affected by the Baja Grill fire.
- Farmers Market – July 11–October 24, 2015
- Brown thanked those involved in the Sesquicentennial Celebration.

**PEOPLE FROM THE FLOOR**

Jack Carmichael of 519 South Rogers read excerpts from an Ann Arbor, Michigan resolution in opposition of oil drilling by the West Bay Exploration Company in nearby Scio Township. Mr. Carmichael provided a copy to Council and asked that action be taken on the matter.

James Gill, candidate for Ingham County Sheriff, introduced himself and gave a brief summary of his professional qualifications and experience.

MOTION by Brown, second by Bruno,  
to amend the agenda by adding Agenda Item No. 6, INTRODUCTIONS and  
renumber the sequence of the remaining items accordingly.

MOTION APPROVED

**INTRODUCTIONS**

Stressman introduced newly hired officers, Mr. Michael Pence and Mr. Evan Bennehoff.

At the request of Mr. Price, Council excused Mr. Hitch as there was no business requiring his attention.

**PRESENTATIONS**

None.

**CONSENT AGENDA**

It was the consensus of Council to remove Agenda Item No. 7(A) Special Meeting Minutes of June 15, 2015 and (C) Motion – 1020 East Ash Street – Quote for Demolition Services, from the Consent Agenda.

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

- A. Approval of Minutes
  - Regular Council Meeting – June 15, 2015
- B. Approval of Bills: \$657,655.61

MOTION APPROVED

## **REGULAR BUSINESS**

### **Special Council Meeting – June 15, 2015**

Discussion was held to insert the criteria that was determined to be used in the selection of the temporary appointment of an acting city administrator under the first item of regular business, Report from Ad Hoc Subcommittee to Recommend an Acting City Administrator, into the Special Meeting Minutes of June 15, 2015. It was stated that Council took action to accept the criteria and place it on file. Although it is not required to include text of this nature in the Minutes, it was suggested to include the criteria by consensus of the Council; there was no objection and the criteria is to be inserted as discussed.

MOTION by Brown, second by Droscha,  
to adopt Special Meeting Minutes of June 15, 2015, with the addition of the ad hoc committee criteria.

MOTION APPROVED

### **Motion – 1020 East Ash Street – Quote for Demolition Services**

Price stated that he understood there was concern regarding whether the asbestos hauler was licensed and certified. The apparent low bidder is Anderson-Fischer Associates Inc. The company's letterhead states they are an MDOT prequalified contractor, indicating that they are licensed and certified. Mr. Price committed to confirming that Anderson-Fischer Associates Inc. is credentialed as an asbestos hauler if Council would give its contingent approval to allow the advancement of this matter.

MOTION by Bruno, second by Droscha,  
to accept the bid from Anderson-Fischer Associates Inc. in the amount of \$15,945 and authorize the Acting City Administrator to enter into an agreement for demolition services, subject to confirmation that the company is credentialed as an asbestos hauler.

MOTION APPROVED

### **First Reading – Ordinance – Fire Code**

The proposed Fire Code Ordinance would add Article VII – False Summoning and Obstructing – to Chapter 42 of the Mason Code by prohibiting the unnecessary summoning of emergency providers, the raising of a false alarm, and the obstructing of and disobeying firefighters within the City of Mason.

MOTION by Brown, second by Droscha,  
to consider the Fire Code Ordinance as read for the first time and introduced.

MOTION APPROVED

**UNFINISHED BUSINESS**

City Council Ad Hoc Subcommittee: a brief update was given stating that requested information was received and will be reviewed by the committee, Tuesday, July 7, 2015.

**NEW BUSINESS**

None.

**CORRESPONDENCE**

All correspondence was distributed.

**LIAISON REPORTS**

- Waltz informed Council regarding Downtown Development Authority business.
- Mulvany informed Council regarding Historic District Commission business.

**COUNCILMEMBER REPORTS**

Brown reported that he attended the Michigan Municipal League and LOCUS Development Summit on June 23, 2015.

**ADMINISTRATOR'S REPORT**

Price informed Council regarding City business.

**ADJOURNMENT**

The meeting adjourned at 8:11 p.m.

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Deborah J. Cwiertniewicz, City Clerk

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Mike F. Waltz, Mayor

MONDAY, JULY 20, 2015

Vendor Code Invoice GL Number	Vendor Name Invoice Description GL Description	Invoice Date	Amount
07800	BLUE CROSS BLUE SHIELD OF MICHIGAN		
G#7029499710DIV#000 750-000.00-231.015	HEALTH INS CITY EXPENSE HEALTH INS CITY EXPENSE	07/20/2015	12,015.27
GRP#70294990IV#001 101-855.00-874.001	RETIREES INS CITY EXPENSE RETIREES INS CITY EXPENSE	07/20/2015	5,368.54
VENDOR TOTAL:			17,383.81
06474	CONSUMERS ENERGY		
JULY 2015 592-559.00-920.000 101-448.00-926.000	ELECTRICITY 5/21 - 6/18 & STREET LIGHTS 6/1 - 6/30 ELECTRICITY 5/21 - 6/18 STREET LIGHTING 6/1 - 6/30	07/06/2015	6,255.64 7,107.53 13,363.17
VENDOR TOTAL:			13,363.17
05221	MCGINTY, HITCH, HOUSEFIELD, PERSON,		
JULY 2015 101-266.00-826.000	JUNE LEGAL FEES JUNE LEGAL FEES	07/20/2015	12,313.50
VENDOR TOTAL:			12,313.50
07550	RIETH-RILEY CONSTRUCTION CO INC		
PAY EST #2 248-000.00-956.000 248-000.00-211.000 248-000.00-202.000 248-000.00-202.001	PARKING LOT #3 RECONSTRUCTION & RETAINAGE PROJ #15-0010 PARKING LOT #3 RECONSTRUCTION RETAINERS PARKING LOT #3 PARKING LOT #3 RECONSTRUCTION RETAINERS PARKING LOT #3 RECONSTRUCTION	07/20/2015	10,800.15 (390.90) 26,227.59 (947.99) 35,688.85
PAY EST #3 203-000.00-202.001 203-451.00-970.211 592-000.00-202.001 592-548.00-965.211 203-000.00-202.001 203-451.00-970.211 592-000.00-202.001 592-558.00-970.919 592-000.00-202.001 592-000.00-211.000 203-000.00-202.001 203-000.00-211.000	WASHINGTON ST, MAPLE ST PAY ESTIMATES 3 & RETAINAGE WASHINGTON ST PAY EST 3 - 2014 WASHINGTON ST PAY EST 3 - 2015 MAPLE ST PAY EST 3 - 2014 MAPLE ST PAY EST 3 - 2015 MAPLE ST PAY EST 3 - 2014 MAPLE ST PAY EST 3 - 2015 MAPLE ST PAY EST 3 - 2014 MAPLE ST PAY EST 3 - 2015 PAY EST 3 RETAINAGE - 2014 PAY EST 3 RETAINAGE - 2015 PAY EST 3 RETAINAGE - 2014 PAY EST 3 RETAINAGE - 2015	07/20/2015	4,988.63 1,761.88 64,210.12 22,677.73 36,478.03 12,883.31 3,133.36 1,106.64 (6,734.34) (2,378.44) (4,146.67) (1,464.52) 132,515.73
PAY EST 1 203-000.00-202.001 592-000.00-202.001 592-000.00-202.001	ALLEY RECONSTRUCTION PAY EST 1 & RETAINAGE ALLEY RECONSTRUCTION PAY EST 1 ALLEY RECONSTRUCTION PAY EST 1 ALLEY RECONSTRUCTION PAY EST 1 RETAINAGE	07/20/2015	1,294.03 12,463.00 (1,375.70) 12,381.33
VENDOR TOTAL:			180,585.91
05363	WOLVERINE ENGINEERS INC		
20150385 203-000.00-202.001 592-000.00-202.001 592-000.00-202.001	ENGINEERING DESIGN & CONSULTING/GENERAL SERVICES FOR ALLEY E ALLEY ENGINEERING PROJ #15-0005 ALLEY ENGINEERING PROJ #15-0005 ALLEY ENGINEERING PROJ #15-0005	07/20/2015	2,239.50 2,463.45 2,762.05 7,465.00
VENDOR TOTAL:			7,465.00
TOTAL - ALL VENDORS:			231,111.39

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 the City services and materials and are within current budget appropriations.

*Patrick M. Price*

Patrick M Price

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

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**Meeting Date:** July 20, 2015

**Agenda Item: 8A**

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**AGENDA ITEM**

Second Reading – Fire Code Ordinance

**EXHIBITS**

Memorandum to Mayor and City Council from Patrick M. Price

**STAFF REVIEW**

Fire Department  
Office of the City Attorney

**SUMMARY STATEMENT**

Before you is a recommendation from Fire Chief Minshall and Mason City Attorney Hitch to add Article VII – False Summoning and Obstructing – to Chapter 42 of the Code of the City of Mason by prohibiting the unnecessary summoning of emergency providers, the raising of a false alarm, and the obstructing of and disobeying firefighters within the City of Mason.

This ordinance is in form for second reading and adoption.

**RECOMMENDED ACTION**

Move to consider the Fire Code Ordinance read for the second time and adopted.

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## MEMORANDUM

**TO:** Honorable Mayor and City Council Members

**FROM:** Patrick M. Price  
Acting City Administrator

**DATE:** July 20, 2015

**RE:** Second Reading and Adoption of an Ordinance to Add Article VII to Chapter 42 of the City Code – False Alarms

Please be advised that the Council gave a "First Reading" to "An Ordinance to Add Article VII to Chapter 42 of the City Code" at the July 6, 2015 Council Meeting. It is now necessary to give said Ordinance Amendment a "Second Reading" followed by a motion to adopt. Although this Ordinance is adopted, there can be no enforcement until said Ordinance has been published in a newspaper of general circulation within the City of Mason. Further, this Ordinance, if adopted, would be numbered 200.

Introduced/First Reading: July 6, 2015  
Second Reading/Adoption: \_\_\_\_\_, 2015  
Effective: \_\_\_\_\_, 2015

**CITY OF MASON  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO ADD ARTICLE VII - FALSE  
SUMMONING AND OBSTRUCTING - TO CHAPTER  
42 OF THE CODE OF THE CITY OF MASON BY  
PROHIBITING THE UNNECESSARY SUMMONING  
OF EMERGENCY PROVIDERS, THE RAISING OF A  
FALSE ALARM, AND THE OBSTRUCTING OF AND  
DISOBEYING FIREFIGHTERS WITHIN THE CITY  
OF MASON**

THE CITY OF MASON ORDAINS: Article VII - False Summoning and Obstructing - of Chapter 42 of the Code of the City of Mason shall be added to read as follows:

**FALSE SUMMONING AND OBSTRUCTING**

**Sec. 42-301. Prohibited acts.**

(a) *False summoning of police or fire department or ambulance.* It shall be unlawful for any person to summon, as a joke or prank or otherwise without any good reason therefore, by telephone or otherwise, the police or fire department or any public or private ambulance to go to any address where the service called for is not needed.

(b) *False alarm fire.* It shall be unlawful for any person to:

(1) Raise a false alarm of fire at any gathering or in any public place.

(2) Ring any bell or operate any mechanical apparatus, electrical apparatus, or combination thereof, for the purpose of creating a false alarm of fire.

(3) Raise a false alarm of fire or by telephone or in person.

(c) *Firefighter; obstructing and disobeying.* It shall be unlawful for any person to, while in the vicinity of a fire or other emergency, willfully disobey any reasonable order or rule of the officer commanding any fire department, when the order or rule is given by the commanding officer or firefighter there present.



**Sec. 42-302. Rewards and reimbursements for information.**

(a) The city may offer a reward in an amount to be established by resolution of the city council for information leading to the identification and apprehension of any person who willfully violates this article. In the event of any such expense to the fire and/or police departments when their services are not needed, the offender or the parents or legal guardian of any un-emancipated minor shall reimburse the city for any rewards paid. In the event of multiple contributors of information, the reward amount shall be divided by the city in the manner it shall deem appropriate.

(b) Claims for rewards under this section shall be filed with the city in the manner specified by a resolution of the city council.

(c) No claim for reward shall be allowed unless the city investigates and verifies the accuracy of the claim and determines that the requirements of this section have been satisfied.

**Sec. 42-303. Penalties.**

(a) *Fines and imprisonment.* Any person violating this article shall be guilty of a misdemeanor punishable by imprisonment for not more than 90 days and a fine of not more than five hundred dollars (\$500).

(1) In the case of a minor, the parents or legal guardian shall be jointly and severally liable with the minor for payment of all fines and costs.

(2) Failure of the parents or legal guardian to make payment will result in the filing of a lien on the parents' or legal guardian's property that includes the fines and administrative costs.

(3) Upon the application and finding of indigence, the court may decline to order fines against the minor, parents, or guardian.

(b) *Restitution.* In addition to any punishment specified in this section, the court may order any violator to make restitution to the city for the expense of the fire and/or police departments or to any ambulance provider for their services that were not needed or for any other damages or loss caused, directly or indirectly, by the violator's offense in the amount or manner determined by the court. In the case of a minor, the parents or legal guardian shall be ordered jointly and severally liable with the minor for liquidated damages in an amount equal to the cost billed by the city's police and/or fire departments.

(c) *Community service.* In lieu of, or as part of, the penalties specified in this section, a minor or adult may be required by the court to perform community service as described by the court based on the following minimum requirements:

(1) The minor or adult shall perform at least thirty (30) hours of community service.

(2) At least one parent or guardian of the minor shall be in attendance a minimum of fifty percent (50%) of the period assigned to community service.

(3) The entire period of community service shall be performed under the supervision of a community service provider approved by the chief of police. In the event that the offender violates section 42-301 of this article at a school, then the community service will be performed at said school. If the school does not approve said offender to do community service there, then it shall be performed in accordance with the rest of this section.

(4) Reasonable effort shall be made to assign a person who violates section 42-301 to a type of community service that is reasonably expected to have the most rehabilitative effect on the minor or adult.

THE CITY OF MASON FURTHER ORDAINS: That this ordinance shall become effective twenty days after its adoption, but not before it is published; and

THE CITY OF MASON FURTHER ORDAINS: That this ordinance shall be published within fifteen days after its adoption.

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

Ordinance No. \_\_\_ declared adopted this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Mike Waltz, Mayor

\_\_\_\_\_  
Deborah J. Cwierniewicz, City Clerk

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

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**Meeting Date:** July 20, 2015

**Agenda Item: 8C**

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**AGENDA ITEM**

Motion – Authorize Acting City Administrator to Proceed in Purchase of New Street Sweeper

**EXHIBITS**

July 16, 2015 Memorandum from Patrick M. Price, Acting City Administrator

**STAFF REVIEW**

Staff

**SUMMARY STATEMENT**

Street cleaning is a fundamental public service, but it has been observed over the past several years that there is a worsening condition relative to cleaning streets in Mason. However, the street cleaner DPW staff are presently using was purchased in 1997 or 1998 and is not very efficient. A new street sweeper would cost from \$225,000 - \$280,000 and could be financed over a 10-year period with monies in the Motor Vehicle Pool Fund.

**RECOMMENDED ACTION**

Move to authorize the Acting City Administrator to proceed in purchasing a new street sweeper for the City, including the financing of said sweeper.

# City of Mason

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## MEMORANDUM

**TO:** Honorable Mayor and City Council Members

**FROM:** Patrick M. Price *PMR*  
Acting City Administrator

**DATE:** July 16, 2015

**RE:** Authorization to Purchase Street Sweeper

I would like to start off by saying that street cleaning is a fundamental public service. As a matter of course, cities spend millions of dollars each year to beautify their appearance for the sake of their residents and visitors. This work shows itself when we plant trees, provide grants for façade improvement in the downtown area, build a City Hall, etc. But if we do not clean our streets (32 miles), we are negating many of the positive effects we are accomplishing.

For the past several years I have observed a worsening situation relative to cleaning streets. So when I met with Ken Baker on the first or second day I was here, I informed him that street sweeping would now be a higher priority and that I expected all streets to be swept every sixty (60) days and the downtown district to be swept every two (2) weeks. I then asked him how long it took us to sweep the entire City, and he informed me that it took a month or longer. Once I picked myself from off the floor, I advised him that this was not acceptable. We cannot afford to lose a DPW employee for that length of time, but we also cannot afford to ignore our street cleaning.

For the Council's information, the street cleaner we are presently using was purchased in either 1997 or 1998. To say the least, it is not very efficient at this point in time. After much discussion, I am convinced that a new street sweeper is a must. We are in the process of vetting different manufacturers on quality issues and speed. A municipal street sweeper will generally cost \$225,000 - \$280,000. I realize this item was not budgeted for this fiscal year; however, my recommendation will be to finance this cost over a ten (10)-year period. We expect to get a twenty (20)-year useful life out of this

equipment. There are sufficient monies in the Motor Vehicle Pool Fund to make the first payment.

I am asking the Mayor and Council, via a motion, to authorize the Acting City Administrator to proceed in the purchase of a new street sweeper, including the financing of said street sweeper.

Once a decision is made by the staff and me, I will come again before the City Council to authorize the purchase of the selected street sweeper. Thank you for your consideration.

Also, in the near future, I will be discussing the purpose of a Motor Vehicle Pool Fund (MVPF) and changes that need to be made with the City's MVPF.

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## MEMORANDUM

**TO:** Honorable Mayor and City Council Members

**FROM:** Patrick M. Price *PMP*  
Acting City Administrator

**DATE:** July 20, 2015

**RE:** Workshop Session – MML Executive Search Team

Please be advised that the Ad Hoc Subcommittee of the City Council, charged with seeking out and researching the methodology for the hiring of the new City Administrator, has set up a meeting at 6:30 p.m. on Monday, July 20, 2015, to hear a short presentation from the Michigan Municipal League Executive Research Team. For this purpose, the City Council will meet "en banc," or as a whole, for this presentation and will sit in their normal seats. In the event that it is necessary, I have placed an item on the council Agenda entitled "Discussion - MML Executive Search Team."

GL NUMBER	DESCRIPTION	2014-15		YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015		AVAILABLE BALANCE	% BDGT USED
		BUDGET	AMENDED		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND								
Revenues								
000.00	CLERK	3,908,660.00	3,908,662.35	3,908,662.35	0.00	(2.35)	100.00	
215.00	TREASURER/FINANCE	375.00	364.57	364.57	0.00	10.43	97.22	
254.00	FORESTRY	4,519,465.00	4,564,262.39	4,564,262.39	14,029.42	(44,797.39)	100.99	
271.00	CEMETERY	37,890.00	38,340.96	38,340.96	450.00	(450.96)	101.19	
276.00	POLICE DEPARTMENT	36,090.00	35,590.34	35,590.34	2,841.34	499.66	98.62	
301.00	FIRE DEPARTMENT	76,170.00	79,227.15	79,227.15	15,240.20	(3,057.15)	104.01	
336.00	REFUSE COLLECTION	180,070.00	182,369.86	182,369.86	3,959.35	(2,299.86)	101.28	
528.00	COMMUNITY GARDEN	349,755.00	349,755.35	349,755.35	63.35	(0.35)	100.00	
747.00	RECREATION	530.00	545.00	545.00	15.00	(15.00)	102.83	
751.00	WORKERS COMPENSATION	5,520.00	5,690.00	5,690.00	745.00	(170.00)	103.08	
850.00	WORKERS COMPENSATION	51,585.00	51,587.00	51,587.00	0.00	(2.00)	100.00	
TOTAL Revenues		9,166,110.00	9,216,394.97	9,216,394.97	3,946,006.01	(50,284.97)	100.55	

Expenditures								
101.00	COUNCIL	44,370.00	32,558.11	32,558.11	5,219.32	11,811.89	73.38	
172.00	ADMINISTRATOR	277,245.00	259,223.23	259,223.23	15,352.91	18,021.77	93.50	
209.00	ASSESSING	53,205.00	50,732.23	50,732.23	4,033.21	2,472.77	95.35	
215.00	CLERK	139,790.00	132,795.36	132,795.36	6,217.86	6,994.64	95.00	
247.00	BOARD OF REVIEW	650.00	510.00	510.00	0.00	140.00	78.46	
254.00	TREASURER/FINANCE	407,500.00	385,955.15	385,955.15	(75,951.38)	21,544.85	94.71	
260.00	TECHNOLOGY	70,445.00	63,269.65	63,269.65	21,625.92	7,179.35	89.81	
265.00	BUILDING OFFICIAL/CITY HALL	160,985.00	141,379.93	141,379.93	7,418.28	19,605.07	87.82	
266.00	LEGAL/ATTORNEY	104,000.00	103,022.88	103,022.88	14,576.79	977.12	99.06	
268.00	PARK STREET PROPERTY	41,985.00	41,982.09	41,982.09	31,116.00	2.91	99.99	
269.00	PROPERTY	480,430.00	478,071.81	478,071.81	5,331.00	2,358.19	99.51	
271.00	FORESTRY	75,300.00	71,285.08	71,285.08	(4,488.05)	4,014.92	94.57	
272.00	ADMINISTRATIVE SERVICES	199,750.00	190,634.90	190,634.90	(38,319.23)	9,115.10	95.44	
276.00	CEMETERY	125,845.00	113,096.53	113,096.53	(25,801.99)	12,748.47	89.87	
305.00	POLICE ADMINISTRATION	272,715.00	249,475.27	249,475.27	(22,794.74)	23,238.73	91.48	
315.00	CROSSING GUARDS	20,310.00	19,839.30	19,839.30	(2,332.15)	470.70	97.68	
316.00	FIRE DEPARTMENT	823,555.00	812,216.60	812,216.60	(94,358.40)	11,338.40	98.62	
336.00	FIRE DEPARTMENT	477,510.00	462,674.30	462,674.30	(19,306.59)	14,835.70	96.89	
380.00	PLANNING/ZONING OFFICIAL	115,050.00	111,338.91	111,338.91	1,185.45	3,711.09	96.77	
426.00	CIVIL DEFENSE	5,140.00	3,723.89	3,723.89	(55.00)	1,416.11	72.45	
428.00	DISASTER ACCOUNT	100.00	0.00	0.00	0.00	100.00	0.00	
441.00	PUBLIC SERVICES	4,010.00	3,351.14	3,351.14	(1,667.62)	658.86	83.57	
447.00	ENGINEERING	0.00	0.00	0.00	(295.00)	0.00	0.00	
448.00	STREET LIGHTING	97,275.00	89,761.08	89,761.08	4,410.74	7,513.92	92.28	
458.00	SIDEWALK CONSTRUCTION-REPAIR	3,000.00	0.00	0.00	(2,050.00)	3,000.00	0.00	
528.00	REFUSE COLLECTION	332,660.00	332,562.89	332,562.89	12,055.49	97.11	99.97	
747.00	COMMUNITY GARDEN	250.00	55.06	55.06	0.00	194.94	22.02	
756.00	PARKS AND BALL DIAMONDS	131,450.00	114,626.99	114,626.99	(11,393.42)	16,823.01	87.20	
775.00	SENIOR CITIZENS	6,700.00	6,700.00	6,700.00	765.00	0.00	100.00	
790.00	LIBRARY	26,850.00	26,188.53	26,188.53	562.34	661.47	97.54	
806.00	CHRISTMAS DECORATIONS	2,755.00	2,584.10	2,584.10	(925.00)	170.90	93.80	
807.00	CABLE COMMISSION	2,500.00	900.00	900.00	(310.00)	1,600.00	36.00	
808.00	PLANNING COMMISSION	650.00	51,587.00	51,587.00	(186.11)	304.94	53.09	
850.00	WORKERS COMPENSATION	110,325.00	110,321.95	110,321.95	0.00	3.05	100.00	
855.00	RETIREE BENEFITS	50,350.00	50,350.00	50,350.00	49,835.00	0.00	100.00	
890.00	CONTINGENCIES	4,449,865.00	4,339,177.32	4,339,177.32	4,174,998.47	110,687.68	97.51	
999.00	SURPLUS							
TOTAL Expenditures		9,166,110.00	8,852,296.34	8,852,296.34	4,054,469.06	313,813.66	96.58	

GL NUMBER	DESCRIPTION	2014-15		ACTIVITY FOR		AVAILABLE		% BODGT USED
		BUDGET	NORMAL (ABNORMAL)	06/30/2015	MONTH 06/30/2015	BALANCE	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Fund 101 - GENERAL FUND:								
	TOTAL REVENUES	9,166,110.00	5,216,394.97	3,946,006.01	(50,284.97)	100.55		
	TOTAL EXPENDITURES	9,166,110.00	8,852,296.34	4,054,469.06	313,813.66	96.58		
	NET OF REVENUES & EXPENDITURES	0.00	364,098.63	(108,463.05)	(364,098.63)	100.00		



GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 202 - MAJOR STREETS FUND</b>						
Revenues		510,285.00	444,183.43	62,150.44	66,101.57	87.05
000.00						
TOTAL Revenues		510,285.00	444,183.43	62,150.44	66,101.57	87.05
<b>Expenditures</b>						
000.00		75,415.00	0.00	0.00	75,415.00	0.00
451.00	STREET/ROAD CONSTRUCTION	100,000.00	89,776.62	28,568.28	10,223.38	89.78
463.00	STREET MAINTENANCE	129,980.00	121,048.64	19,633.69	8,931.36	93.13
474.00	TRAFFIC SERVICES	31,450.00	28,138.06	2,910.01	3,311.94	89.47
478.00	WINTER MAINTENANCE	44,535.00	44,096.02	8,889.19	438.98	99.01
482.00	STREET ADMIN//GEN EXP	128,905.00	66,040.00	0.00	62,865.00	51.23
TOTAL Expenditures		510,285.00	349,099.34	60,001.17	161,185.66	68.41
<b>Fund 202 - MAJOR STREETS FUND:</b>						
TOTAL REVENUES		510,285.00	444,183.43	62,150.44	66,101.57	87.05
TOTAL EXPENDITURES		510,285.00	349,099.34	60,001.17	161,185.66	68.41
NET OF REVENUES & EXPENDITURES		0.00	95,084.09	2,149.27	(95,084.09)	100.00

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - LOCAL STREETS FUND						
Revenues		639,820.00	472,686.82	255,256.50	167,133.18	73.88
000.00						
TOTAL Revenues		639,820.00	472,686.82	255,256.50	167,133.18	73.88
Expenditures						
451.00	STREET/ROAD CONSTRUCTION	400,000.00	345,927.42	242,956.91	54,072.58	86.48
463.00	STREET MAINTENANCE	137,845.00	124,865.17	11,581.28	12,979.83	90.58
474.00	TRAFFIC SERVICES	9,895.00	9,382.36	2,672.12	512.64	94.82
478.00	WINTER MAINTENANCE	27,520.00	26,251.36	2,834.92	1,268.64	95.39
482.00	STREET ADMIN/GEN EXP	64,560.00	64,560.00	0.00	0.00	100.00
TOTAL Expenditures		639,820.00	570,986.31	260,045.23	68,833.69	89.24
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		639,820.00	472,686.82	255,256.50	167,133.18	73.88
TOTAL EXPENDITURES		639,820.00	570,986.31	260,045.23	68,833.69	89.24
NET OF REVENUES & EXPENDITURES		0.00	(98,299.49)	(4,788.73)	98,299.49	100.00

PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE (ABNORMAL)	% BDC USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
000.00		141,005.00	61,163.80	34.31	79,841.20	43.38
TOTAL Revenues		141,005.00	61,163.80	34.31	79,841.20	43.38
Expenditures						
000.00		141,005.00	114,419.60	19,830.42	26,585.40	81.15
TOTAL Expenditures		141,005.00	114,419.60	19,830.42	26,585.40	81.15
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		141,005.00	61,163.80	34.31	79,841.20	43.38
TOTAL EXPENDITURES		141,005.00	114,419.60	19,830.42	26,585.40	81.15
NET OF REVENUES & EXPENDITURES		0.00	(53,255.80)	(19,796.11)	53,255.80	100.00

GL NUMBER	DESCRIPTION	2014-15		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDDT USED
		BUDGET	NORMAL	06/30/2015	(ABNORMAL)	MONTH 06/30/2015	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 250 - LOCAL DEV. FINANCE AUTHORITY										
Revenues										
000.00		303,545.00		304,941.86		(1,308,892.65)		(1,396.86)		100.46
TOTAL Revenues		303,545.00		304,941.86		(1,308,892.65)		(1,396.86)		100.46
Expenditures										
691.00	L.D.F.A.	303,545.00		41,960.87		13,639.17		261,584.13		13.82
TOTAL Expenditures		303,545.00		41,960.87		13,639.17		261,584.13		13.82
Fund 250 - LOCAL DEV. FINANCE AUTHORITY:										
TOTAL REVENUES		303,545.00		304,941.86		(1,308,892.65)		(1,396.86)		100.46
TOTAL EXPENDITURES		303,545.00		41,960.87		13,639.17		261,584.13		13.82
NET OF REVENUES & EXPENDITURES		0.00		262,980.99		(1,322,531.82)		(262,980.99)		100.00

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 297 - ECONOMIC DEVELOPMENT COMM.						
Revenues		40.00	41.19	3.32	(1.19)	102.98
000.00						
TOTAL Revenues		40.00	41.19	3.32	(1.19)	102.98
Expenditures		40.00	0.00	0.00	40.00	0.00
000.00						
TOTAL Expenditures		40.00	0.00	0.00	40.00	0.00
Fund 297 - ECONOMIC DEVELOPMENT COMM. :						
TOTAL REVENUES		40.00	41.19	3.32	(1.19)	102.98
TOTAL EXPENDITURES		40.00	0.00	0.00	40.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	41.19	3.32	(41.19)	100.00

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT & USED
Fund 351 - PARK STREET PROPERTY						
Revenues		0.00	41,982.09	31,116.00	(41,982.09)	100.00
000.00						
TOTAL Revenues		0.00	41,982.09	31,116.00	(41,982.09)	100.00
Expenditures		0.00	41,982.09	31,116.00	(41,982.09)	100.00
000.00						
TOTAL Expenditures		0.00	41,982.09	31,116.00	(41,982.09)	100.00
Fund 351 - PARK STREET PROPERTY:						
TOTAL REVENUES		0.00	41,982.09	31,116.00	(41,982.09)	100.00
TOTAL EXPENDITURES		0.00	41,982.09	31,116.00	(41,982.09)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDC USED
Fund 401 - CAPITAL IMPROVEMENT FUND						
Revenues		25,260.00	25,257.50	0.00	2.50	99.99
000.00						
TOTAL Revenues		25,260.00	25,257.50	0.00	2.50	99.99
Expenditures		25,260.00	8,716.73	0.00	16,543.27	34.51
000.00						
TOTAL Expenditures		25,260.00	8,716.73	0.00	16,543.27	34.51
Fund 401 - CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES		25,260.00	25,257.50	0.00	2.50	99.99
TOTAL EXPENDITURES		25,260.00	8,716.73	0.00	16,543.27	34.51
NET OF REVENUES & EXPENDITURES		0.00	16,540.77	0.00	(16,540.77)	100.00

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
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Fund 592 - WATER/SEWER FUND

Revenues		3,916,470.00	2,823,476.93	258,474.60	1,092,993.07	72.09
000.00						
TOTAL Revenues		3,916,470.00	2,823,476.93	258,474.60	1,092,993.07	72.09
Expenditures						
545.00	WATER & SEWER ADMINISTRATION	77,215.00	74,511.21	9,638.19	2,703.79	96.50
546.00	SEWER IMPROVEMENT	42,660.00	42,660.11	0.00	(0.11)	100.00
548.00	SEWER MAINTENANCE	300,815.00	171,190.13	6,842.28	129,624.87	56.91
555.00	WASTEWATER TREATMENT PLANT	888,950.00	813,257.82	60,720.68	75,692.18	91.49
556.00	WATER MAINTENANCE	457,565.00	447,644.42	42,099.50	9,920.58	97.83
557.00	STORM SEWER PROGRAM	16,385.00	15,712.63	0.00	672.37	95.90
558.00	WATER IMPROVEMENT	642,620.00	503,081.63	193,910.52	139,538.37	78.29
559.00	WATER TREATMENT PLANT	825,260.00	810,801.75	30,989.52	14,458.25	98.25
566.00	ALLOWANCE FOR DEPRECIATION	665,000.00	0.00	0.00	665,000.00	0.00
TOTAL Expenditures		3,916,470.00	2,878,859.70	344,200.69	1,037,610.30	73.51

Fund 592 - WATER/SEWER FUND:

TOTAL REVENUES	3,916,470.00	2,823,476.93	258,474.60	1,092,993.07	72.09
TOTAL EXPENDITURES	3,916,470.00	2,878,859.70	344,200.69	1,037,610.30	73.51
NET OF REVENUES & EXPENDITURES	0.00	(55,382.77)	(85,726.09)	55,382.77	100.00



PERIOD ENDING 06/30/2015

GL NUMBER	DESCRIPTION	2014-15		YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015		AVAILABLE BALANCE	% BDC USED	
		BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 612 - MASON BUILDING AUTHORITY									
Revenues									
000.00		4,111,480.00	4,111,484.35	3,826,666.30	(4.35)	100.00			
TOTAL Revenues		4,111,480.00	4,111,484.35	3,826,666.30	(4.35)	100.00			
Expenditures									
000.00		4,111,480.00	4,111,476.75	3,826,666.28	3.25	100.00			
TOTAL Expenditures		4,111,480.00	4,111,476.75	3,826,666.28	3.25	100.00			
Fund 612 - MASON BUILDING AUTHORITY:									
TOTAL REVENUES		4,111,480.00	4,111,484.35	3,826,666.30	(4.35)	100.00			
TOTAL EXPENDITURES		4,111,480.00	4,111,476.75	3,826,666.28	3.25	100.00			
NET OF REVENUES & EXPENDITURES		0.00	7.60	0.02	(7.60)	100.00			

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BODGT USED
<b>Fund 661 - MOTOR VEHICLE POOL</b>						
Revenues		407,215.00	273,413.26	34,831.88	133,801.74	67.14
000.00						
<b>TOTAL Revenues</b>		<b>407,215.00</b>	<b>273,413.26</b>	<b>34,831.88</b>	<b>133,801.74</b>	<b>67.14</b>
<b>Expenditures</b>						
567.00	SHOP & BLDG. MAINTENANCE	45,640.00	43,989.30	2,139.44	2,150.70	95.29
568.00	EQUIPMENT MAINTENANCE	184,340.00	174,608.89	11,502.11	9,731.11	94.72
901.00	EQUIPMENT-CAPITAL OUTLAY	177,235.00	111,307.61	0.00	65,927.39	62.80
<b>TOTAL Expenditures</b>		<b>407,215.00</b>	<b>329,405.80</b>	<b>13,641.55</b>	<b>77,809.20</b>	<b>80.89</b>
<b>Fund 661 - MOTOR VEHICLE POOL:</b>						
<b>TOTAL REVENUES</b>		<b>407,215.00</b>	<b>273,413.26</b>	<b>34,831.88</b>	<b>133,801.74</b>	<b>67.14</b>
<b>TOTAL EXPENDITURES</b>		<b>407,215.00</b>	<b>329,405.80</b>	<b>13,641.55</b>	<b>77,809.20</b>	<b>80.89</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>(55,992.54)</b>	<b>21,190.33</b>	<b>55,992.54</b>	<b>100.00</b>

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015 (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
Fund 702 - RAYNER BOND FUND						
Revenues						
000.00		65,950.00	56,517.78	2,924.13	9,432.22	85.70
TOTAL Revenues		65,950.00	56,517.78	2,924.13	9,432.22	85.70
Expenditures						
000.00		65,950.00	12,011.54	0.00	53,938.46	18.21
TOTAL Expenditures		65,950.00	12,011.54	0.00	53,938.46	18.21
Fund 702 - RAYNER BOND FUND:						
TOTAL REVENUES		65,950.00	56,517.78	2,924.13	9,432.22	85.70
TOTAL EXPENDITURES		65,950.00	12,011.54	0.00	53,938.46	18.21
NET OF REVENUES & EXPENDITURES		0.00	44,506.24	2,924.13	(44,506.24)	100.00

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BOGT USED
Fund 711 - CEMETERY TRUST FUND						
Revenues		3,590.00	4,300.34	755.38	(710.34)	119.79
000.00						
TOTAL Revenues		3,590.00	4,300.34	755.38	(710.34)	119.79
Expenditures		3,590.00	550.34	550.34	3,039.66	15.33
000.00						
TOTAL Expenditures		3,590.00	550.34	550.34	3,039.66	15.33
Fund 711 - CEMETERY TRUST FUND:						
TOTAL REVENUES		3,590.00	4,300.34	755.38	(710.34)	119.79
TOTAL EXPENDITURES		3,590.00	550.34	550.34	3,039.66	15.33
NET OF REVENUES & EXPENDITURES		0.00	3,750.00	205.04	(3,750.00)	100.00

GL NUMBER	DESCRIPTION	2014-15		2014-15		ACTIVITY FOR		AVAILABLE		% BDC
		BUDGET	AMENDED	NORMAL	(ABNORMAL)	MONTH 06/30/2015	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 812 - SPECIAL ASSESSMENT FUND										
Revenues		176,800.00		159,320.44		118,331.65		17,479.56		90.11
000.00										
TOTAL Revenues		176,800.00		159,320.44		118,331.65		17,479.56		90.11
Expenditures		176,800.00		176,795.09		0.00		4.91		100.00
000.00										
TOTAL Expenditures		176,800.00		176,795.09		0.00		4.91		100.00
Fund 812 - SPECIAL ASSESSMENT FUND:										
TOTAL REVENUES		176,800.00		159,320.44		118,331.65		17,479.56		90.11
TOTAL EXPENDITURES		176,800.00		176,795.09		0.00		4.91		100.00
NET OF REVENUES & EXPENDITURES		0.00		(17,474.65)		118,331.65		17,474.65		100.00

GL NUMBER	DESCRIPTION	2014-15 AMENDED BUDGET	YTD BALANCE 06/30/2015	ACTIVITY FOR MONTH 06/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE	% BUDGET USED
Fund 934 - GASB 34 FUND						
Expenditures		0.00	3,908,662.35	3,908,662.35	(3,908,662.35)	100.00
TOTAL Expenditures		0.00	3,908,662.35	3,908,662.35	(3,908,662.35)	100.00
Fund 934 - GASB 34 FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	3,908,662.35	3,908,662.35	(3,908,662.35)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(3,908,662.35)	(3,908,662.35)	3,908,662.35	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL EXPENDITURES - ALL FUNDS		19,467,570.00	17,995,164.76	7,227,657.87	1,472,405.24	92.44
NET OF REVENUES & EXPENDITURES		19,467,570.00	21,397,222.85	12,532,822.26	(1,929,652.85)	109.91
		0.00	(3,402,058.09)	(5,305,164.39)	3,402,058.09	100.00

QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING 6/30/15

ACCOUNTS	CASH	GENERAL FUND INVESTMENT	DART MONEY MARKET	*CUTWATER	TOTAL PRINCIPAL INVESTED	QUARTERLY INTEREST EARNED
MSB						
Cemetery Trust	20,789.40	222,411.26		100,604.99	343,805.65	138.61
Current Tax	2.69				2.69	
D.D.A.	20,286.58		132,426.53	18,827.02	171,540.13	106.47
E.D.C.	1,643.09	20,217.49			21,860.58	10.27
General Fund	1,767,941.32		724,613.51	63,416.06	2,555,970.89	1,560.48
General Fund-Checking	587,605.13				587,605.13	
L.D.F.A.	349,645.82	8.26	1,223,615.81		1,573,269.89	1,519.26
Rayner Bond	151,645.17	287,610.23		317,706.80	756,962.20	241.69
Water & Sewer	219,714.75				219,714.75	9.44
DNB						
Capital Improvement	17,927.97				17,927.97	
Local Streets	44,450.84		5,612.00	10,294.07	60,356.91	3.38
Major Streets	246,593.13		587,329.01	65,273.49	899,195.63	455.57
M.V.P	148,000.18		216,722.53	56,096.00	420,818.71	176.28
Mason Building Authority	546.81				546.81	0.07
Special Assessments	42,460.86		355,025.93	19,378.27	416,865.06	270.26
Water & Sewer	244,786.49		2,940,587.95	152,178.13	3,337,552.57	2,237.55
TOTALS INVESTED	3,864,040.23	530,247.24	6,185,933.27	803,774.83	11,383,995.57	6,729.33
AVERAGE INT RATE	.15%-AVG	.20%-AVG	.26%-AVG	.10%-AVG		
TERM	LIQUID	LIQUID	LIQUID	LIQUID		
MATURITY DATE	N/A	N/A	N/A	N/A		
% INVESTED	33.94%	4.66%	54.34%	7.06%	100.00%	
% IN DART	60.88%					
% IN MSB	32.06%					
% IN CUTWATER	7.06%					
	100.00%					
*(formerly MBIA)						

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

## MEMORANDUM

**TO:** Honorable Mayor and Council Members  
**FROM:** Patrick M. Price, Acting City Administrator *PMP*  
**DATE:** July 20, 2015  
**RE:** Acting Administrator's Report

### **Change Order on the East Maple Street Sanitary Sewer Project**

I am attaching a memorandum that I sent to Ken Baker (DPW Director) and Tom Silsby (Superintendent of Public Works), dated July 8, 2015, authorizing a change order for the East Maple Street Sanitary Sewer project for the reasons contained therein. I emphasize that whenever the City gets an opportunity to eliminate a lift station, it should be taken. As I write this memorandum to the Mayor and City Council, I just received an email from Ken Baker, Director of Public Works, stating the Curtis Street Lift Station has suffered a broken pump impeller and a possible shaft seal problem. We have contacted T.H. Eifert to get an estimate of cost for repairs. This is a good example of the problems associated with lift stations.

This memorandum is for your information.

### **Kipp Road Construction Schedule**

Construction on Kipp Road – US 127 to Dexter Trail will begin in the next couple of days, opening to traffic by late September with a project completion date of October 9, 2015. Kipp Road will be closed to through traffic with a detour via US 127, Cedar Street (M-36) and Dexter Trail. Local traffic will be maintained between US 127 and Eden Road, except for a possible short-term, hard closure at the J&L Railroad crossing. Kipp Road will be hard-closed between Eden Road and Dexter Trail for reconstruction following the Ingham County Fair. Residents have been apprised of this construction through an announcement on Facebook and the Mason Website.

Att: as



201 W. Ash St.  
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Mason, MI 48854-0370  
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City of Mason



City Hall 517 676-9155  
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## MEMORANDUM

**TO:** ✓ Ken Baker, DPW Director  
Tom Silsby, Superintendent of Public Works

**FROM:** Patrick M. Price *PM*  
Acting City Administrator

**DATE:** July 8, 2015

**RE:** Addendum to Rieth-Riley Contract

You have provided me with a written proposal from Rieth-Riley that would extend the sanitary sewer from East Maple to Maine Court. The purpose of this extension is to obviate the need for the lift station that is located on Maine Court. The cost to the City would be \$19,903 for the purchase and installation of 140 linear feet of 8" sanitary sewer including the cost of restoration. Additionally, there will be costs to replace sidewalks and some curb, etc., which is estimated to be \$5,300. Therefore, the total cost for the proposed work would be \$25,203.

Of course, anytime we have an opportunity to eliminate a lift station we should take that opportunity. As we discussed, over a ten-year period we would be paying an estimated \$50,000 for equipment maintenance and replacement, as well as a substantial energy savings. Inasmuch as we have not paid out any contingency costs for water and sewer on the East Maple Street Project, we will use that contingency account to pay for this addendum.

Please consider this memorandum as approval for the addendum to the existing Rieth-Riley contract.

Cc: Eric Smith, Finance Director/Treasurer