

CITY OF MASON

201 West Ash Street
Mason MI 48854-0370

City Hall 517-676-9155
Fax 517-676-1330

CITY COUNCIL MEETING – COUNCIL CHAMBER

November 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. Robert Liberty, Director of the Urban Sustainability Accelerator Program at Portland State University
7. Consent Agenda
 - A. Approval of Minutes
 - Regular Council Meeting: October 5, 2015
 - Special Council Meeting: October 28, 2015
 - B. Approval of Bills – October 19, 2015 and November 2, 2015
8. Regular Business
 - A. Resolution – Declaring an Additional Temporary Moratorium on the Issuance of Licenses for Primary Caregiver Operations and Dispensaries in the City of Mason
 - B. Motion – Approve the 2016-17 Street Capital Maintenance Program as Described in the Document Entitled "City of Mason, Street Capital Maintenance Plan, dated October 27, 2015"
 - C. Discussion – Draft Copy of Capital Improvements Plan 2015-2020
9. Unfinished Business
10. New Business
11. Correspondence
 - Monthly Revenue and Expenditure Report
 - Quarterly Investment Report for Period Ending September 30, 2015
 - Letter from John Stressman
 - Note from Cece and Dave Morris
 - Note from Ed Hude
 - Background information on Robert Liberty
12. Liaison Reports
13. Councilmember Reports
14. Administrator's Report
15. Adjournment

**CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF OCTOBER 5, 2015**

Mayor Waltz called the meeting to order at 7:32 p.m. in the Council Chambers at 201 West Ash Street, Mason, Michigan, 48854. Mayor Pro Tem Brown 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. Cwierniewicz, City Clerk
Eric Smith, Finance Director/Treasurer
Kerry Minshall, Fire Chief

ANNOUNCEMENTS

- Mason Public Schools Facilities Improvement Community Forum – Middle School Cafeteria - October 6, 2015
- Mason Kiwanis Club – Blood Drive – St. James Church – October 8, 2015

PEOPLE FROM THE FLOOR

Jack Carmichael of 519 South Rogers spoke regarding his knowledge of current West Bay Exploration activities.

Jane Miles of 448 High Point Drive, Apt. 3, stated concern regarding sidewalk condition on Cedar Street along the property of the St. James Church. Administrator Price stated that an inventory could be done in the spring.

PRESENTATIONS

Shaun Lehman, Michigan Department of Environmental Quality(MDEQ) Ingham County

Shaun Lehman, Ingham County Geologist, DEQ-Office of Oil, Gas & Minerals stated that he had been asked to give a primer on oil and gas wells in Michigan. He gave a PowerPoint presentation regarding oil and gas drilling, focusing particularly on directionally drilled wells. He explained his role as the regulatory authority for Ingham County. Although throughout his presentation, he spoke using West Bay Exploration tendencies, he stated that an application for a permit had not been requested by West Bay Exploration. He spoke in terms of the type of well that would be expected to be seen from West Bay Exploration for the project they have in mind for the Mason area. A brief discussion ensued.

Presentation by William I. Tucker IV, Abraham & Gaffney

William I. Tucker IV of Abraham & Gaffney commented on the 2014-2015 audit he performed for the City's records, as well as a single audit that was performed due to the amount of federal grants received during the 2014-2015 fiscal year. Mr. Tucker stated that the City received an unmodified opinion, which is the best opinion that can be received on financial statements.

CONSENT AGENDA

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

- A. Approval of Minutes – Regular Council Meeting: September 21, 2015

- B. Approval of Bills: \$136,536.85
- C. Motion – 2016 Tree Trimming Contract
 - to award the 2016 tree trimming contract to Express Tree Services in the amount of \$15,200.
- D. Motion – 2014-2015 Financial Statements
 - to accept the City of Mason 2014-2015 Financial Statements and Single Audit and place them on file.

MOTION APPROVED

REGULAR BUSINESS

Resolution No. 2015-48 – Resolution – To Accept the Bid to Purchase a Pumper/Tanker Apparatus and of the Intent to Purchase Accessory Equipment

Price commented that he supported the recommendation of the Fire Department Truck Committee for the purchase of a pumper/tanker. Minshall spoke regarding the decision to purchase a new pumper/tanker apparatus. He introduced the Fire Department Truck Committee, Lt. John Sabbadin (Chairperson of the Committee), Lt. Russ Whipple, and Engineer Steve Armstrong. Lt. Sabbadin gave a brief synopsis of the committee's process to provide a recommendation for the purchase of a pumper tanker. A brief discussion ensued.

MOTION by Clark, second by Bruno,
to consider the resolution, *To Accept the Bid to Purchase a Pumper/Tanker Apparatus and of the Intent to Purchase Accessory Equipment* read.

MOTION APPROVED

Introduced by Brown, seconded by Mulvany, *Resolution to Accept the Bid to Purchase a Pumper/Tanker.*

**CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2015-48
RESOLUTION TO ACCEPT THE BID TO PURCHASE A PUMPER/TANKER
APPARATUS AND OF THE INTENT TO PURCHASE ACCESSORY EQUIPMENT
OCTOBER 5, 2015**

WHEREAS, on May 19, 2015 the City Administrator authorized the Fire Chief to assemble a committee to start the process to replace existing Tanker 807, a 1984 Wolverine, with a Pumper/Tanker apparatus for the protection of the City and Townships; and

WHEREAS, HGAC (Houston Galveston Area Council) is a regional council of governments, operating under the laws of the State of Texas and governed by a board of 35 elected officials from a 13-county region, that utilizes HGACBuy to establish competitively priced contracts for goods and services in an effort to make the governmental procurement process more efficient; and

WHEREAS, the City of Mason is a member of HGACBuy which currently works with 27 fire truck manufacturers with hundreds of fire apparatuses on its bid list; and

WHEREAS, the City Administrator authorized the potential purchase of a Pumper/Tanker through HGACBuy; and

WHEREAS, the Fire Department Truck Committee has met numerous times writing and reviewing specifications and traveled many miles to visit fire departments and to look at trucks; and

WHEREAS, after review and discussion, the Fire Department Truck Committee and Fire Chief recommends to the City Council that the City purchase a 3,000 gallon Pumper/Tanker from Spartan ERV with delivery expected 280 to 320 days after order at a cost of up to \$349,794.00, and the immediate purchase of necessary accessory equipment for the new Pumper/Tanker at a cost of up to \$17,000.00.

NOW THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of Mason accepts the recommendation of the Fire Department Truck Committee and the Fire Chief to

purchase a Pumper/Tanker from Spartan ERV without accessory equipment and authorizes said purchase at a cost up to \$349,794.00; and

BE IT FURTHER RESOLVED that the City Council hereby authorizes immediate expenditure of up to \$17,000.00 for necessary accessory equipment for the new Pumper/Tanker.

RESOLUTION APPROVED

UNFINISHED BUSINESS

It was discussed that the review of a food truck ordinance would be presented to the Planning Commission in November.

NEW BUSINESS

Discussion was held regarding a possible request for Michigan Department of Transportation (MDOT) to place a green-arrow traffic signal at the left turning lane for the west bound traffic on West Columbia Street to north bound Cedar Street.

Clark asked that a future meeting agenda would include a discussion regarding placing snow that is moved from locations in the city during heavy snow fall to Rayner Park for the purpose of building a sledding hill. Rayner Park is closed in the winter and could be used for cross country skiers as well as other winter activities.

CORRESPONDENCE

All correspondence was distributed.

LIAISON REPORTS

- Brown informed Council regarding Planning Commission business.
- Ferris informed Council that there is still time to purchase a Sesquicentennial Legacy Tree before the end of the year.

COUNCILMEMBER REPORTS

None.

ADMINISTRATOR'S REPORT

Price informed Council regarding City business. He suggested implementing the sidewalk program that was followed during his years as city administrator.

Mr. Price announced that Human Resources Coordinator Kathy Revels has submitted notification that she is retiring at the end of this month, which will culminate 21 years of service. To allow the new administrator discretion on making the appointment, he plans to take responsibility for the position when it is vacated by Ms. Revels' retirement.

ADJOURNMENT

The meeting adjourned at 9:14 p.m.

Deborah J. Cwierniewicz, City Clerk

Michael F. Waltz, Mayor

**CITY OF MASON
SPECIAL CITY COUNCIL MEETING
MINUTES OF OCTOBER 28, 2015**

Mayor Waltz called the special meeting to order at 6:00 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan, 48854.

Present: Councilmembers: Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Waltz
Absent: Councilmember: None
Also present: Patrick M. Price, Acting City Administrator

PEOPLE FROM THE FLOOR

None.

SPECIAL BUSINESS

Motion – Closed Session - Review and Consideration of Applications Submitted for the City Administrator

MOTION by Brown, second by Bruno.
to meet in closed session for the purpose of reviewing the applications/resumes received for the open position of City Administrator.

Yes (7) Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Waltz

No (0)

MOTION APPROVED UNANIMOUSLY

At 6:05 p.m. the meeting adjourned to closed session and reconvened at 8:55 p.m.

MOTION by Bruno, second by Clark,
to schedule a Special Council Meeting be held on Tuesday, November 10, 2015, starting at 9:00 A.M. to interview City Administrator candidates numbered, No. 5; No. 13; No. 18; and No. 26.

MOTION APPROVED

ADJOURNMENT

The meeting adjourned at 9:02 p.m.

Patrick M. Price, Acting City Administrator

Michael F. Waltz, Mayor

Deborah J. Cwiertniewicz, City Clerk

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON
 EXP CHECK RUN DATES 11/02/2015 - 11/04/2015
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 COUNCIL REPORT

MONDAY, NOVEMBER 2, 2015

Vendor Code Invoice GL Number	Vendor Name Invoice Description GL Description	Invoice Date	Amount
06474	CONSUMERS ENERGY		
NOV 2015	ELECTRICITY 9/18 - 10/20	11/02/2015	
592-555.00-920.000	ELECTRICITY 9/22 - 10/20		7,636.92
592-559.00-920.000	ELECTRICITY 9/19 - 10/16		5,937.66
			<u>13,574.58</u>
		VENDOR TOTAL:	13,574.58
07899	GAWNE TRUCKING, INC		
GT214-1	HAUL AND LAND APPLIED BIOSOLIDS, CLEAN 2 DIGESTERS	11/02/2015	
592-555.00-818.000	HAUL & LAND APPLIED 1,212,000G BIOSOLIDS		38,784.00
592-555.00-818.000	20 HRS TO CLEAN 2 DIGESTERS		8,500.00
			<u>47,284.00</u>
		VENDOR TOTAL:	47,284.00
05016	GRANGER		
OCTOBER 2015	OCTOBER REFUSE #2318 CUSTOMERS	11/02/2015	
101-528.00-818.000	OCTOBER REFUSE #2318 CUSTOMERS		28,418.68
			<u>28,418.68</u>
		VENDOR TOTAL:	28,418.68
05242	MICHIGAN STATE OF		
AP 382047	BOX SPAN SIGNALS KIPP AT S JEFFERSON & CEDAR	11/02/2015	
202-451.00-970.211	BOX SPAN SIGNALS KIPP AT S JEFF & CEDAR		8,591.49
AP 382048	LOCAL SHARE - CEDAR ST FROM W OAK TO WILLOW CREEK BRIDGE	11/02/2015	
202-451.00-970.211	CEDAR ST - LOCAL SHARE		16,699.80
			<u>25,291.29</u>
		VENDOR TOTAL:	25,291.29
05234	MML WORKERS COMPENSATION FUND		
3828204	2014/2015 PAYROLL AUDIT	11/02/2015	
101-850.00-724.000	2014/2015 PAYROLL AUDIT		5,390.00
			<u>5,390.00</u>
		VENDOR TOTAL:	5,390.00
06993	PREIN & NEWHOF		
32015	PROFESSIONAL SERVICES WWTP UPGRADE	11/02/2015	
592-555.00-970.000	PROFESSIONAL SERVICES WWTP UPGRADE		9,424.38
			<u>9,424.38</u>
		VENDOR TOTAL:	9,424.38
07550	RIETH-RILEY CONSTRUCTION CO INC		
PAY EST #6	CHANGE ORDER 1 SEWER RECONSTRUCTION PAY EST 6	11/02/2015	
203-451.00-970.211	CHANGE ORDER 1 SEWER RECONSTRUCTION PAY6		6,010.84
PAY EST #6	MAPLE ST PAY EST 6	11/02/2015	
203-451.00-970.211	MAPLE ST PAY EST 6		194,023.54
PAY EST 1	PEDESTRIAN BRIDGE PAY EST #1	11/02/2015	
401-000.00-985.010	PEDESTRIAN BRIDGE PAY EST #1		73,855.10
PAY EST 6	CHANGE ORDER 1 SEWER RECONSTRUCTION PAY EST 6	11/02/2015	
592-548.00-965.211	CHANGE ORDER 1 SEWER RECONSTRUCTION PAY6		18,809.00
			<u>292,698.48</u>
		VENDOR TOTAL:	292,698.48
		TOTAL - ALL VENDORS:	422,081.41

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: _____

10/29/2015 08:44 AM
 User: TF
 DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON
 EXP CHECK RUN DATES 10/12/2015 - 10/23/2015
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID
 COUNCIL REPORT

MONDAY, OCTOBER 19, 2015

Vendor Code Invoice GL Number	Vendor Name Invoice Description GL Description	Invoice Date	Amount
07800	BLUE CROSS BLUE SHIELD OF MICHIGAN		
G#7029499710DIV#0000 750-000.00-231.015	NOVEMBER HEALTH INS - CITY EXPENSE NOVEMBER HEALTH INS - CITY EXPENSE	10/19/2015	15,380.00
C#7029499DIV#001 101-855.00-874.001	RETIREEES - CITY EXPENSE RETIREEES - CITY EXPENSE	10/19/2015	6,467.33
VENDOR TOTAL:			21,847.33
06474	CONSUMERS ENERGY		
OCT 2015 101-448.00-926.000	STREET LIGHTING 9/1 - 9/30 STREET LIGHTING 9/1 - 9/30	10/12/2015	7,177.89
VENDOR TOTAL:			7,177.89
05245	DETROIT SALT CO.		
50939 203-478.00-757.000 202-478.00-757.000	100.05 TONS SALT 50.25 TONS OF SALT 49.80 TONS OF SALT	10/19/2015	2,890.38 2,864.50
VENDOR TOTAL:			5,754.88
07786	GEE FARMS		
2014401243 101-271.00-757.000 101-271.00-757.000 101-271.00-757.000 101-271.00-757.000 101-271.00-757.000 101-271.00-757.000	LEGACY TREES: ACER SACCHARUM, PLATANUS X ACERIFOLIA, LIRIODENDRON 3 - ACER SACCHARUM TREES 4 - PLATANUS X ACERIFOLIA TREES 4 - LIRIODENDRON TULIPIFERA TREES 3 - QUERCUS RUBRA TREES ACER FREEMANI TREE 8 - TREE PLANTING FEE'S	10/19/2015	900.00 800.00 1,600.00 900.00 165.00 1,340.00
VENDOR TOTAL:			5,705.00
08062	MAULDON BROTHERS CONSTRUCTION		
PAY EST 4 203-451.00-970.211	ALLEY RECONSTRUCTION PAY EST 4 ALLEY RECONSTRUCTION PAY EST 4	10/19/2015	37,399.18
VENDOR TOTAL:			37,399.18
05221	MCGINTY, HITCH, HOUSEFIELD, PERSON,		
OCT 2015 101-266.00-826.000	SEPT 2015 LEGAL FEES SEPT 2015 LEGAL FEES	10/19/2015	8,405.20
VENDOR TOTAL:			8,405.20
06337	TELESPECTOR CORP		
24645 592-548.00-970.010	UPGRADE EXISTING SEWERLINE; INSPECTION SYSTEM & TRAILER UPGRADE EXISTING SEWERLINE	10/19/2015	33,092.09
VENDOR TOTAL:			33,092.09

10/29/2015 08:44 AM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON
EXP CHECK RUN DATES 10/12/2015 - 10/23/2015
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
COUNCIL REPORT
MONDAY, OCTOBER 19, 2015

Vendor Code Invoice GL Number	Vendor Name Invoice Description GL Description	Invoice Date	Amount
05363	WOLVERINE ENGINEERS INC		
20150599 202-451.00-970.211	S CEDAR ST TCRPC GRANT - CEDAR - WILLOW PROJ#12-0005 CEDAR - WILLOW PROJ#12-0005	10/19/2015	19,595.97
20150599 202-451.00-970.211	ENGINEERING, DESIGN, CONSULTING, GENERAL SERVICES LOCAL SAFETY LOCAL SAFETY PROGRAM KIPP RD PROJ#11-004	10/19/2015	7,717.34
20150615 592-558.00-970.919 203-451.00-970.211 202-451.00-970.211 592-548.00-965.211	ENGINEERING SERVICES: MAPLE RECONSTRUCTION PROJ#14-0002 MAPLE RECONSTRUCTION PROJ#14-0002 MAPLE RECONSTRUCTION PROJ#14-0002 MAPLE RECONSTRUCTION PROJ#14-0002 MAPLE RECONSTRUCTION PROJ#14-0002	10/19/2015	10,057.75 12,292.81 5,459.06 13,982.88 41,792.50
VENDOR TOTAL:			69,105.81
TOTAL - ALL VENDORS:			188,487.38

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: _____

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: November 2, 2015

Agenda Item: 8A

AGENDA ITEMS

Resolution - Declaring an Additional Moratorium on the Issuance of Licenses for Primary Caregiver Operations and Dispensaries in the City of Mason

EXHIBITS

None.

STAFF REVIEW

Zoning & Development Department

SUMMARY STATEMENT

The current moratorium on medical marihuana operations and dispensaries expired November 14, 2015. To date the Medical Marihuana Committee of the Planning Commission has met several times, conducted preliminary research, reviewed example ordinances, and received public input. At their October 13, 2015 meeting, the Planning Commission requested that the City Council declare an additional moratorium for 90 days to continue their work toward drafting an ordinance. The Planning Commission Medical Marihuana Subcommittee feels confident that completing a draft ordinance is possible within the 90 day extension.

RECOMMENDED ACTION

Approve resolution.

Introduced:

Second:

CITY OF MASON

CITY COUNCIL RESOLUTION

DECLARING AN ADDITIONAL TEMPORARY MORATORIUM ON THE ISSUANCE OF LICENSES FOR PRIMARY CAREGIVER OPERATIONS AND DISPENSARIES IN THE CITY OF MASON

November 2, 2015

WHEREAS, the People of the state of Michigan have adopted, by initiative, the Michigan Medical Marihuana Act (the "Act"); and

WHEREAS, the Act authorizes primary caregivers to assist qualifying patients in obtaining medical marihuana by allowing the primary caregiver to grow, possess, and deliver limited amounts of marihuana to the patients and receive compensation for doing so; and

WHEREAS, the Act's provisions have resulted in primary caregivers combining to form what has come to be termed "dispensaries" in adjacent municipalities in which multiple registered primary caregivers operate from a single building to create situations in which amounts of marihuana greater than the Act would otherwise allow for a single primary caregiver are being possessed and stored on single lots and properties; and

WHEREAS, the Act does not regulate or even necessarily allow for dispensaries and many significant aspects of the operation of a dispensary could affect the health, safety and welfare of the citizens of the City of Mason; and

WHEREAS, the Michigan Supreme Court has made it clear that dispensaries in which multiple registered primary caregivers operate from a single building to create situations in which amounts of marihuana greater than the Act would otherwise allow for a single primary caregiver is illegal; and

WHEREAS, the Act does not regulate many significant aspects of the operation of a primary caregiver that could affect the health, safety and welfare of the citizens of the City of Mason; and

WHEREAS, the City had previously adopted an ordinance which was understood to have the effect of prohibiting primary caregiver operations and dispensaries within the City; and

WHEREAS, the Michigan Supreme Court has determined such ordinances to be in conflict with the Act but also has stated that the use of Marihuana pursuant to the Act may be regulated; and

WHEREAS, the City of Mason intends to regulate primary caregiver operations and possibly prohibit dispensaries to ensure the health, safety and welfare of its citizens; and

WHEREAS, the City of Mason, as part of the regulatory process, has adopted an ordinance requiring primary caregiver operations and dispensaries to be licensed; and

WHEREAS, in light of pending legislation and court rulings, the City of Mason Planning Commission is in the process of considering and studying how to effectively regulate dispensaries and primary caregiver operations to meet the intent of the Act while preserving the health, safety and welfare of its citizens; and

WHEREAS, on September 24, 2015 the Mason Planning Commission held a public input meeting to determine the attitudes, opinions and suggestions for regulating primary caregivers; and

WHEREAS, at their October 13, 2015 meeting, the Mason Planning Commission requested additional time to prepare a draft ordinance to study the issue of medical marihuana, including national and local trends, explore ordinance examples, and schedule public input meetings, etc.; and

WHEREAS, the City Council desires that no licenses be authorized or issued in the city of Mason for dispensaries or primary caregiver operations until the process to determine the appropriate and necessary regulations is concluded.

NOW, THEREFORE, BE IT RESOLVED:

1. That no applications for licenses for primary caregiver operations shall be accepted and no licenses shall be issued from the effective date of this resolution and while the moratorium enacted by this resolution or any subsequently adopted resolutions which may extend this moratorium shall remain in effect;

2. That no applications for licenses for dispensaries shall be accepted and no licenses shall be issued from the effective date of this resolution and while the moratorium enacted by this resolution or any subsequently adopted resolutions which may extend this moratorium shall remain in effect; and

3. That this limited moratorium on the issuance of primary caregiver operation licenses and dispensary licenses shall be effective for 90 days from passage.

Yes ()

No ()

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Mason City Council at a public meeting held on November 2, 2015, the original of which is part of the Council's minutes.

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

Drafted by and approved as to form:

Thomas M. Hitch (P25558)
Mason City Attorney
601 Abbot Road
East Lansing, MI 48823

City of Mason

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P.O. Box 370
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City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

MEMORANDUM

TO: Mayor and City Council
City of Mason

FROM: Patrick M. Price 
Acting City Administrator

DATE: November 2, 2015

RE: 2016-17 Street Capital Maintenance Program

I am attaching for your review and approval the proposed Street Capital Maintenance Program for Fiscal Year 2016-17. Please note that the City will also be replacing sanitary sewers as well as water mains at several locations. The sanitary sewer on East Cherry Street has been problematic over the past several years. It is an eight-inch sewer that was installed sometime in the 1930s. The water mains are all four-inch mains that have broken on several occasions with the East Street, Park Street, and Oak Street locations being prone to freezing. Therefore, the new water mains will be lowered to avoid the frost. All four-inch mains will be replaced by six-inch mains. For the Council's information, even though we are increasing the size of the main from four to six, or a 50% increase, we are in fact increasing the flow by just over 200%. This is very important for fire suppression.

If the Council is in agreement with the proposed 2016-17 Street Capital Maintenance Program, I would recommend a motion "To approve the 2016-17 Street Capital Maintenance Program as described in the document entitled 'City of Mason, Street Capital Maintenance Plan,' dated October 27, 2015."

For the Council's information, I have informed the Director of Public Works that when we undertake repairing an existing street that has curb and gutter, storm sewer, and hard-surfaced pavement, we will refer to this type of work as Capital Maintenance. With the exception of driveway approaches and sidewalks, there are no assessments to the abutting, benefitting property owners. On the other hand, where there are no required improvements, i.e., curb and gutter, storm sewer, driveway approaches and sidewalks, we refer to it as Capital Improvement Program. In these cases, the City will assess for these improvements in accordance with City

policies. For the most part, we completed all Street Capital Improvements during the period 1974-95, in what was initially called the Ten-Year Street Capital Improvement Program. As streets were completed from the original program, we added other streets to the list. In 1995, I advised the Council that it was time to begin a maintenance routine for our ageing streets. The City had a choice at this time to either assess for these capital maintenance projects or ask the community for a dedicated three-mill increase to be used solely for street capital maintenance and improvements. On August 18, 1995, the electorate approved the said three-mill increase. These three mills were added to a dedicated two mills the City had available for street purposes. The reason it was set at five total mills was that we programmed this amount as being necessary to replace all of the City's streets every 20 years – the useful time of a street or road in Michigan. We have not met this obligation. As I understand it, the City reduced the three mill levy to two mills. The City Administrator may ask for and receive approval from the Council to use these annual dedicated street levies two of every five consecutive years for other purposes. I hope this can be avoided in the future. All of this background information brings me to the point that the street millage was not intended to pay 100% of driveway approaches or sidewalks. These two improvements would require assessing at a 50% level; the City will pay 50% of the cost of a standard driveway (10' at the curb line) and pay 50% of sidewalk repairs. As per policy, the City would pay 100% of sidewalk damaged by a City tree.

Therefore, the Director of Public Works will inspect all sidewalks and driveways along the streets scheduled for capital maintenance in 2016-17, and will notify the Assessor to prepare an assessment roll for those properties needing sidewalk and/or driveway approach repairs.

Attachment: as
PMP/meg

City of Mason
 Street Capital Maintenance Plan
 October 27, 2015

Street Type	Street	Location	FY	Type of Work	Estimated Street Construction Cost w/ E & C	Estimated Water & Sanitary Sewer Construction Cost w/ E & C	Estimated Construction Cost (Streets, Water & Sewer)
Local	Northbrook	South Street to end	2016-2017	Pulverize, Shape & Repave	\$ 125,489.79	\$ -	\$ 125,489.79
Local	East Cherry Street	Jefferson to Rodgers	2016-2017	Pulverize, Shape & Repave	\$ 169,082.21	\$ 137,145.25	\$ 306,227.46
Local	W. Ash Street	Peachtree to Hayes Park	2016-2017	Pulverize, Shape & Repave	\$ 69,625.24	\$ -	\$ 69,625.24
Local	E. Oak Street	Barnes to Rogers	2016-2017	Pulverize, Shape & Repave	\$ 59,174.37	\$ 79,585.58	\$ 138,759.95
Local	East Street	W Columbia to North Street	2016-2017	Pulverize, Shape & Repave	\$ 68,157.36	\$ 103,095.54	\$ 171,252.90
Major	S. Cedar Street	Willow Creek to Kipp Road	2016-2017		\$ 128,374.54	\$ -	\$ 128,374.54
Major	S. Rogers Street	Ash Street to Elm Street	2016-2017	Pulverize, Shape & Repave	\$ 148,557.64	\$ 149,997.89	\$ 298,555.53
Major	Oak Street	Jefferson to Park Street	2016-2017	Reconstruct	\$ 38,765.70	\$ 46,378.80	\$ 85,144.50
Major	Park Street	Oak Street to Ash Street	2016-2017	Reconstruct	\$ 40,545.30	\$ 60,128.70	\$ 100,674.00
Totals					\$ 847,772.14	\$ 576,331.76	\$ 1,424,103.90

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: November 2, 2015

Agenda Item: 8C

AGENDA ITEMS

Capital Improvements Plan 2015-2020

EXHIBITS

Capital Improvements Plan 2015-2020 (draft)

STAFF REVIEW

Zoning & Development Department

SUMMARY STATEMENT

Attached is a draft copy of the 2015-2020 Capital Improvements Plan (CIP) for the City of Mason. The draft contains changes from the previous year. All new items are shown in yellow highlights and deleted items as highlighted ~~strikethrough~~. The updated draft includes, but is not limited to, planning for the following capital/equipment expenditures:

- Police Department equipment improvements
- City Hall improvements
- Library improvements
- Fire protection upgrades
- Non-motorized trail improvements
- Cemetery expansion and vault restoration
- Ongoing street improvements
- Ongoing park improvements
- Ongoing sanitary sewer, water and storm sewer improvements
- Downtown Development Authority improvements to the central business district

The CIP is intended to be a planning tool to assign scarce resources for capital/equipment improvements. Many of the improvements detailed in the plan are directly reflected and based in Chapter 4 of the Master Plan.

RECOMMENDED ACTIONS

Move to recommend the Planning Commission adopt the Capital Improvement Plan 2015-2020.

CITY OF MASON

Capital Improvement Plan



Fiscal Years: 2015 – 2020

Adopted by the Mason Planning Commission: TBD

City of Mason Capital Improvements Plan



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**CITY OF MASON
CAPITAL IMPROVEMENTS PLAN**

After the Zoning Ordinance, a Capital Improvements Plan (CIP) can be a very significant tool for implementation of the Master Plan. A CIP is a plan for the community's most immediate public improvement needs, scheduled over a period of six years. Infrastructure improvements usually included in a CIP are water system upgrades (supply and distribution), sewer system enhancements (collection and treatment), storm water management, and streets and sidewalks maintenance. Additional projects to be incorporated are public facilities improvements, such as parks and other public buildings, as well as major equipment purchases and replacements.

~~Projects listed in this Plan are shown in the general order of their priority, with the~~ **It is the intent of this Plan that the most-needed capital projects are accomplished first, and that scarce financial resources are allocated appropriately.**

For the street component, a roadway evaluation method called PASER (Pavement Surface Evaluation and Rating) was utilized. This involves physically inspecting and evaluating each lineal mile of street and assigning it a rating between 1 and 10 (poor to excellent).

The CIP is intended to be more of a planning document than a construction schedule. Obviously, completion of the various projects contained within the CIP is fully dependent on the availability of funds and other conditions beyond the City's control.

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SECTION I. PUBLIC SERVICES

City Hall

The Zoning and Development Department is currently using a portion of the elections storage room to store permits and other miscellaneous departmental records. It is evident that there is not enough storage space for the needs of both departments. The west end of the shelter area of the basement corridor is currently being used to store miscellaneous materials, such as excess carpet, holiday decorations, and other building materials. Staff would benefit from the construction of a single wall across the west end of this room to secure the materials stored in this area and the materials that would be moved from the elections room. The estimate for this project is \$2,500,000.

City Hall currently has metal halide exterior light fixtures in both building mounted lights and parking lot lights. Replacing exterior metal halide light fixtures with energy efficient LED fixtures will reduce energy consumption and the frequency of bulb replacement, thus reducing staff time spent on bulb replacement. The estimated cost for fixture replacement is approximately \$7,500.

The Administrator conference room is in need of a presentation quality smart TV for on-line mapping and internet searching capabilities. Such a device will allow staff the ability to perform on-line data searching, video presentations, video-conferencing more fluid and responsive. A TV with smart technology is expected to cost \$750-1000.

Library

The Capital Area District Library Board released a study in July 2007, which identified current and future needs of the District and Mason's library. In preliminary discussions, the District is looking to the City to provide the land necessary to build a facility that is estimated at 17,000 square feet. The estimated cost for the Mason library branch is \$5,971,045. In the August 2008 election, a millage to fund extensive upgrades to the existing CADL facilities as well as construct new facilities in select locations was defeated. CADL is currently working on a new strategy to fund the facility maintenance needs.

The library's restrooms are currently located in the basement and are accessible only by stairs, making them inaccessible to persons with disabilities. As there are currently no plans to expand or construct a new library facility, it is necessary to bring the existing facility up to ADA standards and relocate the restrooms to the first floor garage area. The project would be extensive as it would require framing, electrical, plumbing, insulation, etc. Relocation would eliminate the functionality of the garage area. Included in the project is an option to block up the garage door with matching brick and re-grade the driveway approach to shed storm water away from the building. The cost to relocate the bathrooms, block wall, and re-grading is estimated at \$75,000.

The current Library facility was constructed in 1938. Much of the building is original, including its windows. The windows are constructed of wood or metal frames and single panes of glass and are in need of replacement. Several windows in the main circulation area are of substantial size,

nearly 24 square feet, allowing an enormous amount of air infiltration. Continuing to permit air infiltration puts a strain on heating and cooling costs and also threatens the stability and undermines the environmental condition of the Library's contents and the condition of the structure itself. There are 27 windows in total needing replacement at an estimated cost of \$20,775.

The existing boiler was installed in the 1950s and is reaching the limits of its functional abilities. Staff is anticipating that replacement of this unit will need to be done within the next six years. The replacement estimate is \$35,000.

The buildings plumbing system does not provide adequate hot water to perimeter fixtures. Additional local water heaters are necessary to provide adequate hot water in the basement bathrooms and staff bathroom. The estimate for installing local water heaters is \$2,500 to \$5,000.

The drinking fountain in the Library is showing age and there are concerns that its age may pose a future health risk. Replacement to a new unit will ensure the safety of Library occupants. Replacement cost is estimated at \$500.

Although the exterior brick façade of the building is in relatively good shape, the chimney serving the boiler exhaust is in need of preventive tuck pointing at an estimated cost of \$2,500. Additionally, exterior maintenance items include brick molding and trim replace/repair at \$7,500. The ADA ramp deck is also in need of replacement in the near future at an estimated cost of \$2,500.

Police Protection

A car port and a joint pistol range are of less need than keeping ahead of video technology for police patrol considering the current climate of vilifying and victimizing police officers and having a deleterious impact on a community's law enforcement. Video technology improves continuously and the better the quality of the data, the better evidence and accounting of an incident, thus the reduction of risk to the officer and city and increase in evidentiary value for criminal prosecution.

The department's focus is always on service improvements to the community, development of prospective opportunities for future police officers, and enhancement to patrol services. To meet this end, the Mason Police Department will increase its two officer reserve officer unit to five meaning an investment into three additional reserve officers.

The department plans to submit through the budgeting schedule a plan to upgrade the existing £3 Mobile-Vision server to the next generation for increased data storage capacity and improved data reproduction. This is a necessary step as the department implements more digital video recording devices to stay ahead of the increased demands to record and recount an ever increasing amount of officer activities through social pressure or unfunded legislative mandate.

With the upgraded server, the department will also request the requisite number of in-car digital recorders and cameras. It is well-known the department has purchased BodyVISION cameras but those are intended to act as supplemental data to the in-car system which also includes data on

car speeds, activation of emergency equipment and a GPS record (not to be confused with the 911 dispatch GPS used to identify car locations for dispatching), and pre-impact activation to record crashes involving patrol units. The department's current in-car DVRs were purchased from scrap units being disposed of by the East Lansing Police Department. We had each one downloaded with the requisite software and are currently in use. The department was forced into this action because the vendor would no longer work on the outdated first generation – a fact we must account for with the current recorders and cameras in use as they become older and support is unavailable.

Another priority the department must address is storage capacity for supplies, equipment and patrol items that must remain in the building when not in use. The department's current facility was intended to but did not meet the anticipated need for increasing storage space. An immediate fix and easy location to start would be in the corridor between the administrative office area and the patrol division, an inordinately wide area most likely there more by circumstance and not by plan.

The department will suggest the installation of a series of storage cabinets, some with locks, some more secure than others, for the storage of equipment officers check out and in before and after shifts – a secure location, well vented for electronics storage and recharging (radios, cameras, tasers), firearms needing temporary storage (shotguns while car is receiving maintenance), etc. Also needed is storage for the multitude of forms and documents that support daily operations (citations books, crash reports, business forms to name a few). Ideally the department would like the storage to match the office furniture décor for continuity and to maintain a professional office environment put in place when the building opened. However, practicality dictates a more durable surface and structure than typical office furniture because of the heavy traffic and type of use that area receives. The anticipated costs for heavy duty cabinetry and storage minimally will be \$5,000. This estimate does not include installation.

Police reserves have two primary functions in today's law enforcement agency: to augment patrol and staff major events that require additional personnel resources, and serve as a potential resource to cultivate future police officer candidates. The latter becomes a viable option as the organization and the reserve officer become familiar with each other and work habits and skill set become more evident. However, reserve officers must be properly screened, trained, equipped, and monitored—the equipment being a large investment in city resources. Preliminary first time costs include and equipment for each reserve officer:

Equipment & Uniforms	2,500.00	7,500.00
Three Glock 21 Pistols	1,350.00	4,500.00
Personnel Lockers	1,650.00	4,950.00
Training & Equipment*		1,000.00
Projected Costs		\$26,950.00

*Currently the Jackson Police Department trains Mason Police Reserve Officers at no tuition, the only cost being class materials and ammunition. However, MPD does provide a firearms instructor and armorer at our cost to train R/O's with Glock pistols and Colt rifles.

Fire Protection

This document is a complement to the Projection for Fixed Asset Expenditures Exceeding \$5000.00 spreadsheet submitted along with it.

The NFPA (National Fire Protection Association) 1911 "Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus" recommends that fire apparatus manufactured prior to 1991 but less than 25 years old be placed in reserve status and any pre-1991 apparatus replaced. The following apparatus projections are based on these NFPA recommendations.

Tanker 807 is a 1984 Wolverine and is currently the oldest vehicle in the fleet. 807 is used primarily on structure fires in our non-hydranted areas. Having the second tanker allows for an initial 10,000 gallons of water at a rural structure fire helping to supply our firefighters with much needed water until mutual aid tankers arrive. It also allows us to participate in the Tanker Task Force while still keeping a tanker in our service area should we get another call. Due to its age and condition this truck should be replaced. Replacement is in process and should be complete in beginning of 2016/2017 budget at an estimated cost of \$370,000.

Engine 809 is a 1990 Grumman built on an HME chassis. It currently responds as our first out pumper in the townships and for mutual aid and second out in the city. As it is a pre-1991 apparatus, NFPA recommends that it be put in reserve or replaced. Replacement should be immediately on the heels of Tanker 807's replacement in the 2016/2017 budget at an estimated cost of \$450,000 - \$500,000.

Squad 815 was built in 1992 on a Chevrolet chassis. It has been re-assigned as our rehabilitation vehicle bringing much needed supplies to aid our firefighters at long term incidents. It is also used to deliver specialized equipment as needed. It is 23 years old and should be replaced in the 2017/2018 budget at an estimated cost of \$100,000.

Brush 810 is a 1993 Dodge ¾ ton short box pick-up truck that was converted to a brush truck by our members. It should be considered for replacement with a more versatile vehicle that fits the current needs of the department. It is 22 years old and should be replaced in the 2018/2019 budget at an estimated cost of \$75,000.

Tower 808 is a 2001 Pierce Dash 105' aerial platform. Tower 808 continues to work well and is a little more than half way through its intended service life. Its replacement should be in planned for in 2026 at an estimated current cost of \$1,000,000.

Command 2 is a 2001 Ford Expedition that was formerly the Chiefs car and police vehicle prior to that. The vehicle is 14 years old and should be replaced in 2017/2018 at an estimated cost of \$35,000.

Pumper/Tanker 811 is a 2007 HME on a Kenworth chassis. 811 is our first response tanker. It has been a low maintenance vehicle and continues to run well. Its replacement should be in planned for in 2032 at an estimated current cost of \$370,000.

Rescue 806 is a 2010 Spencer on a Spartan chassis. 806 is our primary response vehicle for fires in the city and all rescue operations. Its replacement should be planned for in 2035 at an estimated current cost of \$550,000.

Rescue 806 is equipped with on board rescue tools purchased in 2010. The other older extrication tools are currently on Engine 809 and Tower 808 as a back-up. The extrication tools are sufficient for the time being.

Command 1 is a 2013 Ford Expedition. It is the only fire vehicle in the Motor Pool. Based on the condition of the older Expedition Command 2, its life expectancy is about 16 years. Its replacement should be planned for in 2029 at an estimated current cost of \$35,000.

Turnout gear includes a fire coat, bunker pants, suspenders, boots, Nomex hood, helmet and gloves. Also each firefighter has a wild land jacket, extrication gloves and a safety vest. MIOSHA part 74 as amended April 17, 2013 adopted the NFPA recommendation which calls for the replacement of front line firefighters gear every 5 years and second line firefighters gear every 10 years. About 5 to 7 sets are replaced per year at an estimated cost of about \$2500 per firefighter.

The Self Contained Breathing Apparatuses (SCBA) and confined entry cart are in good working order sufficient at this time. SCBA packs are flow tested annually and repaired as necessary. The packs are seven years old and the cylinders have service life of 15 years from the manufacture date. The Department currently has 24 packs and 48 cylinders. 48 cylinders will need to be replaced in 2023 at an estimated current cost of \$750 per cylinder for a total estimated cost of \$36,000.

The Infrared camera is carried on Rescue 806 and used for primary search and rescue. It is also used for overhaul operations, smoke investigations and various other uses. The camera was purchased thru a county wide Homeland Security grant in 2007. I estimate the service life to be 10 years and we should consider replacement in 2017 at an estimated cost of \$12,000. An additional infrared camera is scheduled for replacement on Engine 809, as sometimes Rescue 806 is not at the same call such as mutual aid or simultaneous calls.

The commercial washer is in good working order at this time however the dryer only works intermittently. Due to its age, parts are discontinued and hard to find. If parts become unavailable, it will need to be replaced.

The Bauer Air Tank Fill Station was purchased with a FEMA grant in 2005. It is maintained quarterly under a service contract and remains in good working order.

There are not currently any issues with the HVAC systems at Station 1.

The carpeting in the office area of Station 1 is well worn. We should consider the replacement of the flooring within the next few years, maybe replacing the worst areas with floor tile. It could be done in phases over a couple of years. The estimated cost is about \$10,000.

A ventilation system is recommended for Station 1 to properly vent vehicle exhaust. This is needed from both a firefighter safety perspective by not breathing exhaust fumes, and for energy

efficiency. Currently the exhaust mixes with all of the air in the apparatus bay and mezzanine. Some of the air in the bay is vented via fans and louvers on the south and east walls. This method is highly inefficient for the following reasons. By allowing the exhaust to mix with the building air, it does not get rid of all of the fumes and allows for soot to settle in the building. Also during the winter months, this method of ventilation exhausts heated air from the bay into the atmosphere. It is recommended that a different type of ventilation system that attaches to each apparatus exhaust pipe. This captures all of the exhaust fumes and does not vent the ambient air in the winter thus saving on heating costs. A new ventilation system is estimated to cost about \$60,000.

It is recommended that the fire sprinkler system in Station be expanded from the office area to include the apparatus bays. Fire stations provide essential services to the community, which should be protected in order to avoid interruption of emergency response service capabilities. The time and future cost to repair or rebuild the fire station as well as replace or repair the damaged vehicles and equipment would be difficult. Automatic sprinkler protection should be considered a means for protecting the community's investment in the fire station. There are 2 payments left on fire station 1. Fire sprinklers should be installed in station 1 after the last building payment in 2017 at an estimated cost of \$25,000.

The latest information is that the current radio system used by Ingham County is not going to be supported by the manufacturer after 2021. The 911 Advisory Committee is in the process of deciding on the replacement of the radios and system. Depending on the outcome of those discussions, we may have to either share in the purchase of updating of our existing Fire and Police radios. If we need to replace our current radios the estimated cost would be \$108,000.

Maple Grove Cemetery

In 2012, the Cemetery Board began discussing developing the western half of Section U, Phase I of the Maple Grove Cemetery Expansion Plan, dated October 2008. It was also discussed to consider redesigning the lots to allow the sale of single spaces due to the increasing trend of cremation burials. In 2014, lots were plotted to accommodate a full lot consisting of five spaces, which could be divided in half, creating two half lots, consisting of two spaces, or into four spaces, creating four single spaces. In an effort to utilize maximum available space, half-spaces were created in areas that did not allow for even a single space. The Cemetery Board resolved that the half-spaces would be available only for infant burials. Currently, the available spaces reported are those located in Sections T and U.

Available burial spaces as of September 2015:

Full lots (5 spaces):	187
Half lots (2 spaces):	14
Single Spaces (1 space):	16

The below table indicates burials and sales for the past three years.

YEAR	BURIALS	SALES
2013	52	19
2014	37	6

2015	27 (as of September)	6
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To gain access to the remaining undeveloped sections, the installation of new drives is needed. In addition, it is recommended that a second ingress/egress to the cemetery be constructed. The logical location would be at North and East Streets. With the closing of the old bridge from North Jefferson Street several years ago, this left only one way in and out; not a desirable situation. It creates problems for the flow of traffic during large funerals, and would impede emergency medical services if required during a funeral procession.

The Cemetery Board recently approved a concept drawing from Wolverine Engineers and Land Design Collaborative to expand Maple Grove Cemetery. Expanding the cemetery will require installing additional streets.

Current estimates for the cemetery expansion are as follows:

Second entrance	\$50,000
Cemetery expansion	\$150,000

City staff is currently studying the feasibility of including the drives in the local street improvement program. The initial expansion of a single road to provided additional burial spaces was included in the City's budget in fiscal year 2013.

The second entrance to the cemetery has not been completed as of August 2015. Section U has been completed with most of the cemetery markers in place. The City crew should have the markers in place by 2016.

The vault building and the stone fence at the Maple Grove Cemetery is deteriorating and getting worse each year. Loose stones are being thrown into the cemetery by vandals. The building and the stone fence needs to be repaired or removed. The cost for repairs in 2014 was estimated at \$56,000.

Parks/Recreation/Forestry

The City's master plan and recreation plan support continued expansion of non-motorized trails, including a north and south route to connect to the outlying townships as well as connector trails to existing parks, schools and other institutional uses. Phase III is proposed to link the east side of the city, including Bond, Laylin, Rayner Parks and the High School to the existing Hayhoe Riverwalk Trail (1.4 miles).

A southern trailhead is needed for the Hayhoe Riverwalk Trail. The former 848 S. Jefferson parcel would serve this purpose well. A new parking area, ADA accessible trail linkage, signage and site work is needed to provide area residents access to this community asset. Approximate cost for construction is \$50,000.

The pedestrian bridge within the Maple Grove Cemetery marks the confluence of several City amenities, Maple Grove Park (5 acres), the Mason Community Garden (2.5 acres), the Hayhoe Riverwalk Trail (2.5 miles), parking facilities and the Sycamore Creek. The necessity of having a

safe and accessible pedestrian bridge at this location is critical to the functionality of each of these amenities. An eight foot wide new pedestrian bridge is recommended to provide a safe and accessible means of crossing the Sycamore Creek. New trailhead signage, in combination with existing parking, will serve as the Hayhoe Riverwalk Trail's first formal trailhead. The existing bridge was originally designed for vehicular traffic. The existing bridge has reached the end of its lifespan and can no longer safely service vehicular traffic. The City does not foresee replacement for vehicular access, but rather for pedestrian purposes. The primary vehicular access to the cemetery and park remains on the west side at the intersection of East Street and West Columbia Street.

The current bridge is heavily used by pedestrians accessing the river walk trail and cemetery. Providing a quality bridge will ensure pedestrian safety and barrier-free access. The proposed bridge design is much more likely to invite regional users to the trail system and provide an alternate means of transportation for users. The City's recreation plan proposes using the proposed bridge and trailhead site as the beginning point of continuing the non-motorized trail system through the east side of the City, providing closer trail access to a greater number of residents (approximately 3,500). More significantly, the proposed new route provides important links between parks, schools, and natural resources. The project is fully funded from multiple sources, including the City of Mason, Michigan Department of Natural Resources, George and Lisa Hayhoe, Dart Foundation, Tri-County Bicycle Association, and Elaine Ferris and is scheduled for completion in 2015. The estimated cost for replacement is approximately \$92,000.

Consistent with the Mason Master Plan Update 2014, the City anticipates that the Hayhoe Riverwalk Trail will eventually connect to the Delhi Township trail system. In December of 2014, the Michigan Fitness Foundation and the Michigan Trails and Greenways Alliance funded a feasibility study that examined the feasibility of several routes connecting the two municipal trail systems. The study recommended the trail follow Howell Road and Cedar Streets. The overall preliminary estimate for the entire project is \$3,825,000. The estimate for the portion of trail inside the City limits is \$535,000.

Mason's public tree inventory has been affected by storm damage in the past few years. Several windstorms have destroyed or damaged a number of mature trees in the downtown neighborhoods, particularly along Oak, Elm and Cherry Streets. These mature trees require evaluation by City arborists, maintenance and in some cases removal.

The past two years the City has invested an additional \$10,000 per year in tree maintenance. The City has accelerated its tree management program. An additional \$10,000 should be planned for maintenance of mature trees, including in some cases, removal and replacement. A program to plant legacy trees is in the planning process. This program would allow residents to donate and plant trees in their name. It is hopeful that 150 legacy trees will be planted before Mason's 150th sesquicentennial. Trees that are donated will be kept on record in the legacy tree program. This program is scheduled to end January 1, 2016. As of August 2015, the program has planted or ordered 58 trees.

From alternate funding sources and/or in partnerships with other donors and organizations, the City should watch for opportunities to implement the goals identified in the Mason Five-Year

Recreation Plan including: Attracting a YMCA; installing more public art; attracting a local movie theater.

Hayes Park has had an increase in the number of people using the tennis courts to play pickle ball. A restroom at the south end of the park with drinking fountains and barrier free access would provide easy access to a restroom for the people using the playground, pavilion, and also the tennis courts. The City of Mason would have control of this restroom and provide the necessary maintenance. The estimated cost for this project in 2014 was \$60,000. When this restroom is constructed, electrical power with outlets should be added to the pavilion. The breaker box for the pavilion will be located inside the maintenance room at the new restroom location.

Both Hayes and Bond parks have limited accessibility to persons with disabilities. Curbs and lawns areas separate parking from facilities. Curb cuts and barrier-free sidewalk is necessary to provide adequate accessibility in these parks. Updates are estimated at \$4,000 for each park.

The restroom at Hayes Park ball field needs to be upgraded to replace aging fixtures and accommodate person with disabilities, including sidewalks, fixtures, and drinking fountain. The estimated cost for this project is \$5,000-6,000.

The City has received numerous complaints from homeowners living near the Laylin Park ponds regarding weeds and algae. The ponds are too shallow to prevent the weeds and algae from forming and are in need of dredging to control the problem. The cost to dredge one pond is \$97,000, including hauling and disposing of soils.

The City has received a suggestion that a pathway/sidewalk segment be constructed along the west edge of the parking lot in Laylin Park to create a walking loop within the park. The loop is desirable for walkers so they do not have to walk into the parking area as they are exercising. It is estimated that 80 feet is needed to complete the loop at a cost of approximately \$2,500.

Rayner Ponds are also in need of dredging. Years of storm water sediment have reduced the water level to less than two feet in depth in areas. Weeds and algae growth cannot be controlled when waters are too shallow.

Downtown Development Authority

The DDA has completed their fourth amendment to the Downtown Development Plan. The goal of the DDA is to establish and maintain the vitality of the central business district of the city by halting property value deterioration, rehabilitating property which becomes blighted, vacant, or functionally obsolete, and promoting economic growth, business activity, and employment opportunities within the District. Plan Amendment Number 4 includes the following proposed capital improvements:

- Streetscape amenities \$50,000
- ~~Capital improvements (124 & 140 E. Ash) \$50,000~~
- Electrical improvements \$50,000
- Property rehabilitation (façade grants) \$300,000
- Parking lot \$50,000

A full description of the DDA's proposed capital improvements may be found in the Downtown Development Authority Plan in Appendix E.

TABLE 1 PUBLIC SERVICES

	Cost/\$	Source of \$
City Hall		
Basement storage room	\$2,500-5,000	General fund
Upgrade exterior light fixtures to LED	\$7,500	General fund
Admin. conf. room smart TV	\$750-1,000	General fund, Grant
Mason Public Library		
New Bathrooms (ADA compliant)	\$75,000	General fund, Grant
Window Replacement	\$20,775	General fund, Grant
New Boiler	\$35,000	General fund
Hot water system upgrade	\$5,000	General fund
Exterior maintenance (tuck point, ramp, trim)	\$12,500	General fund, Grant
DDA		
Streetscape amenities	\$50,000	TIF
Capital improvements (124 & 140 E. Ash)	\$50,000	TIF
Electrical improvements	\$50,000	TIF
Property rehabilitation	\$300,000	TIF
Police Protection		
Police Reserve Unit	\$4,800-27,000	General fund,
Grant		
Pistols & Holsters	\$8,800	General fund, Grant
L3 Mobile-Vision server	\$43,000	General fund, Grant
Storage	\$5,000	General fund, Grant
Fire Protection		
<u>Apparatus/Vehicles</u>		
Tanker 807 replacement	\$400,000	General fund
Engine 809 replacement (Non customized)	\$500,000	General fund
Squad 815 replacement	\$100,000	General fund
Brush 810 replacement	\$35,000	General fund
Officer vehicle replacement (Command 2)	\$35,000	General fund
<u>Fire/Rescue Equipment</u>		
Turnout gear 36 sets 6 sets per year at \$2,500)	\$90,000	General fund, Grant
Extrication tools	\$20,000	General fund
Infrared camera (2017)	\$12,000	General fund
<u>Station Equipment</u>		
Carpet (Office and training area), Station 1	\$10,000	General fund
Commercial clothes dryer	\$5,000	General fund
Portable radios (26)	\$78,000	General fund, County

Truck radios (7)	\$25,000	General fund, County
Ventilation System, Station 1	\$60,000	Grant
Pagers (40)	\$18,000	Grant
Sprinklers (truck bays)	\$20,000	General fund, Grant

Parks/Recreation/Forestry

Complete Hayhoe Riverwalk Linear Park Trail System

• Pedestrian Bridge & Trailhead Signage	\$92,000	Private donation, Grant
• Howell Road/Delhi Township Connector	\$750,000	535,000 General fund, Grant
• Phase III Loop	\$750,000	General fund, Grant
• Southern Trailhead	\$50,000	General fund, Grant

Bond Park

Resurface parking lot	\$100,000	General fund
Barrier-free upgrades	\$2,500 4,000	General fund/grants

Hayes Park

Resurface parking lot, north & south	\$120,000	General fund
Construct a new restroom and the south end of park	\$25,000 60,000	General fund
Barrier-free upgrades (curb cut & sidewalk)	\$2,500 4,000	General fund/grants
North restroom improvements	\$5,000 6,000	General
fund/grants		

Laylin Park

Dredge ponds \$97K each	\$194,000	General fund
Connect walking path	\$2,500	General fund

Maple Grove Cemetery

Second entrance, phases I and II	\$200,000	General and street funds
Repair vault building and stone fence	\$56,000	General fund/grants

Rayner Park

Bridges	TBD	General fund, grants, donations
Pavilion roof replacement	\$10,000	General fund, grants
Dredge ponds \$97K each	\$194,000	General fund

Street Trees

Street trees, replacement and new	\$10,000	General and street funds
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SECTION II. UTILITIES / INFRASTRUCTURE

POTW (Publicly Owned Treatment Works) Plant

Currently the City of Mason is subject to an Administrative Consent Order (ACO) that requires the plant to be able to accommodate secondary treatment of the current flows and the results of a 3.9 inch rain over a 24 hour period. The City has put great effort into identifying potential sources of inflow and infiltration (I & I) and to date has eliminated the most significant sources of I & I. However, it is likely that the point of diminishing returns has been reached in the attempts to eliminate I & I. Now it is prudent to turn an eye toward other improvements required to meet the ACO and position the City for future growth and development. The next step should be identifying and making systematic improvements at the Publically Owned Treatment Works (POTW).

The POTW process begins with the raw sewage from the City entering the plant at the head works (or entrance works). The current head works has a bar screen which must be cleared manually by the plant operators; an air lift and serpentine channel for grit removal; provisions for chemical addition; and, a flume to measure the influent flows. The current system was constructed with the plant improvements of the 1970's and is effectively reaching the end of its useful life. In addition, the bar screen is inefficient in removal and requires the plant operators to manually clean the screen. A new entrance works would provide more efficient grit and debris removal; eliminate the need for manual cleanings and be the first step in the increase in the treatment plant capacity.

After sewage passes through the head works, it flows into pumps which lift the sewage up to the primary clarifiers. After the capacity issues are addressed by the construction of a new head works, the next system bottle neck becomes these pumps which do not have the capacity to handle the current flows in addition to the ACO directed rain event. Incorporating larger, more efficient submersible pumps into the head works construction would alleviate the current constrictions in the POTW process.

Finally, the ability to move the water from the aeration tanks to the secondary clarifiers has been identified as a restriction in the system. By adding a second line between the aeration tanks and the secondary clarifiers, this capacity could be increased which in turn would help to address the concerns laid out in the ACO.

Estimated Costs

Head Works System and Pump Upgrades

Pipe Addition between Aeration Tanks and Secondary Clarifiers

Total cost for this project is ~~\$1,600,000~~ 2,500,000.

The POTW is in the engineering and approval stages of phase 1 of the wastewater treatment plant upgrades.

Effluent generated from the POTW plant is currently treated with chlorine gas to disinfect it before being released. Chlorine gas is toxic and carcinogen and in high concentrations can cause death. Additionally, it is expensive. Typically the wastewater treatment plant pays around \$15,000 for chemicals and cylinder rentals for disinfection and de-chlorination. Not included are the costs to

maintain chlorination and de-chlorination equipment, transfer water used, and ongoing training. Two primary clarifiers are planned for 2017/2018 plant expansion. The cost is expected to be \$5,250,000.

Switching to a ultra-violet disinfection system would eliminate many of the associated costs and hazards in the chlorination system. Estimated cost: \$750,000 (2014).

Currently the final treatment process of the wastewater includes using sand filters. These filters require a large amount of costs to operate and maintain. In the final treatment process of the wastewater the final effluent must be pumped to the filter cells, filtered through fine sand filters and then backwashed, (when the flow through the filters become restricted). During the backwashing cycle the wastewater being backwashed requires an additional pumping process. Installation of Two (2) final clarifiers would eliminate the need to use these filter cells resulting in a cost savings of repairing the pumps, the filter cell maintenance, the cost of sand, and the electricity needed to operate the pump motors. The wastewater would flow through the final clarifiers by the use of gravity. The total costs of installing Two (2) final clarifiers at the wastewater treatment plant, along with the cost savings that would result in the elimination these filter cells, is still being determined.

The digester boiler/heat exchanger at the POTW is in need of replacement. This project should be a priority, as it is a vital piece of equipment. The cost for this project is estimated at ~~\$40,000~~ **\$320,000**.

The existing filter cells will have to be reconditioned in the near future should the final clarifiers not be installed. The estimated cost is ~~\$30,000~~ **\$60,000**.

Department of Public Works

A new facility will need to be built when and if the POTW plant is expanded or at which time funds are available. This new facility will house all public works activities and equipment for the future expansion and needs of the City of Mason. Currently the Public Works Facility on North Jefferson Street has five buildings, which includes an old block building which has been used for an office for the department and two old POTW Digesters that are used for salt/sand storage. The current size of the public works facilities is 12,000 square feet combined.

The proposed facility would be approximately 20,000 square feet and is estimated to cost ~~\$2,600,000~~ **\$3,000,000**. The building would need to include, at a minimum, the following:

- Two (2) work bays with hoist
- Storage for all city vehicles
- Tool crib/supply room
- Restroom/locker room for both male and female employees
- Lunch/break room
- Two to four offices
- Outside storage area
- Police impoundment yard
- Salt and sand storage facility

Water System

The SCADA software that controls our water collection and distribution system is owned and operated under licensure. The current system is supported under Windows XP. After 2015, the Windows XP based SCADA software will no longer be eligible for technical support and service. The newest version of SCADA available to purchase is Windows 7-64 bit operating system and the Open BSI license to go along with it. This estimated cost is: ~~\$25,000-21,500~~ for the main SCADA station and ~~\$10,000~~-15,500 for our back up laptop station.

TABLE 2 UTILITIES / INFRASTRUCTURE

Department of Public Works	Cost/\$	Source of \$
<u>Department of Public Works</u>		
• New public works facility	\$2,600,000	Water/Sewer Fund
<u>Water System</u>		
• Paint inside of south water tower	\$110,000	Water/Sewer Fund
• Up- grade software for SCADA System by 2015	\$35,000	Water/Sewer Fund
• Cathodic protection for Ash Street and Hayes Park wells	\$15,000	Water/Sewer Fund
• Upgrades to system in conjunction with street program	Ongoing	Water/Sewer Fund
• Bulk water selling station	\$20,000	Water/Sewer Fund
• Windmill power/Solar – water/waste water plant	\$384,750	Water/Sewer Fund
• Run water main under US 127 to Dart	TBD	TBD
• Howell Road Well – Add treatment and controls	\$550,000	Water/Sewer Fund
• Upgrade pumps and ISD Lift Station	TBD	Water/Sewer Fund
<u>Storm Water System</u>		
• Red Cedar River Watershed Management Plan	\$14,600	Water/Sewer Fund
• Replacing curb markers, and buy supplies for storm water program	\$500 per year	
o Permit costs	\$6,500 a year	
• D.P.W. Facility – Replace Asphalt at the DPW Yard		
o 2016-17 Repave DPW yard and parking lot	\$35,000	Water/Sewer Fund
o Wash bay for sweeper	\$10,000	Water/Sewer Fund
<u>Motor Vehicle Pool</u>		
• Front-End Loader	\$95,000	MVP Fund

• Pioneer pump 6"	\$35,000	MVP Fund
• Mini excavator	\$75,000 80,000	MVP Fund
• Dump Truck – 3-5 years out	\$132,000	MVP Fund
• Street Sweeper	\$250,000	MVP Fund
• Vactor Truck	\$325,000	MVP Fund

POTW (Publicly Owned Treatment Works)

Sanitary Sewer System

• Digester boiler/heat exchanger	\$40,000 320,000	Water/Sewer Fund
• Upgrades in connection with street program (as encountered)	TBD	Water/Sewer Fund
• Upgrade controls for the lift stations (Main Court Lift Station)	\$20,000	Water/Sewer Fund
• Eliminate I&I/repairs as needed	\$30,000/yr.	Water/Sewer Fund
• Backup generator for Curtis Street lift station	\$30,000	Water/Sewer Fund
• Backup generator for ISD lift station	\$30,000	Water/Sewer Fund
• Sewer camera repairs/upgrades	\$25,000	Water/Sewer Fund
• Upgrade to head works and clarifier piping	\$1,600,000 2,500,000	Water/Sewer Fund
• Ultra-violet disinfection system	\$750,000	Water/Sewer Fund
• Two primary clarifiers	\$5,250,000	Water/Sewer Fund
• Two (2) final clarifiers	TBD	Water/Sewer Fund
• Final clarifier reconditioning	\$30,000	Water/Sewer Fund

SECTION III. STREETS

Mason has 12.25 miles of Major Streets and 19.78 miles of Local Streets and 2.21 miles of cemetery drives that it maintains. The City receives Act 51 state funds for maintenance of these streets based on a formula developed by the Michigan Department of Transportation allocating a certain dollar value per mile. The City augments its streets program funding with General Fund tax revenues through a millage that was approved by the voters in 1995 and amended in 2004.

A five-year Street Improvement Plan has been in place for a number of years and has helped the City to maintain its street network at a high level of quality. The five-year plan is reviewed and updated annually as priorities and funding change. The current five-year plan is included in Appendix C.

A roadway evaluation method called PASER (Pavement Surface Evaluation and Rating) was utilized to categorize the condition of the street system. This involves the physical inspection of each lineal mile of street within the City and assignment of a rating between 1 (poor) and 10 (excellent). An inspection was made in 2001 and again in 2004. This evaluation was conducted again in 2014 and has been forwarded to be formatted and organized at the Tri-County Regional Planning Commission and the Michigan Department of Transportation.

APPENDIX A – Utilities/Infrastructure

Background Information

Sanitary Sewer System

The sewage collection and treatment system consists of a 1.5 MGD activated sludge treatment plant, 32 miles of sewer line including interceptors, and five lift stations. ~~Improvements at the plant include an addition to the building and a .66 million gallon sludge storage tank to the existing .30 million gallon storage tank. The Waste Activated Sludge System has been installed and activated.~~

The City, like most other communities in Michigan, operates under a National Pollutant Discharge Elimination System permit (NPDES) administered by the MDEQ. This permit establishes the allowable effluent levels to be discharged to the receiving waters, namely Sycamore Creek. The NPDES permit went into effect on July 1, 2014, and will expire at midnight on October 1, 2017.

A study was completed by Wolverine Engineers to determine the best method of providing sewer service to areas on the undeveloped east side of Mason. The feasibility study has identified six districts, known as the Rayner Creek Utility District, that are served via a common lift station and force main. During 2005, as part of the Temple Street extension from M-36 to Kipp Road, the sewer and pump station have been constructed to serve District 3 as this area develops. A copy of the sanitary sewer service district map is included in Appendix A.

Storm Water System

The current gravity system consists of concrete drainage pipes ranging from 6 inches to 42 inches in diameter, along with corrugated metal pipes up to 72 inches in diameter. These pipes are connected to the street network through a series of catch basins. Eventual outflow is to one of the three creeks flowing through town - the Sycamore, Willow or Rayner - since the system is separated from the sanitary sewer system.

In 2002, the City was notified that it would be required to comply with the Federal Phase II Storm Water Regulations. The City had been working with a consortium of 18 neighboring jurisdictional agencies within Ingham, Eaton and Clinton counties; collectively known as the Greater Lansing Regional Committee (GLRC). The intent of the GLRC was to seek voluntary permits for each of its members and to approach the regulations on a watershed basis. This methodology seemed logical and would allow the sharing of resources and expenditures for the unfunded mandate.

Mason received its Certificate of Coverage under the National Pollutant Discharge Elimination System (NPDES) general permit in July 2014. Some of the requirements of the storm water program were development of an Illicit Discharge Elimination Plan, Public Education Plan, and a Watershed Management Plan (WMP). The WMP was developed over 2004 and 2005, involving several public and stakeholder meetings. Using the WMP as guidance, each community developed a Storm Water Pollution Prevention Initiative Plan (SWPPI). The SWPPI is the pollution prevention

action plan outlining best management practices for communities and developments, plus public educational actions. The GLRC has divided into several committees and subcommittees to develop the required actions. The first permit cycle expired in April 2008, and a new permit will be issued in October of 2014 at which time both the WMP and SWPPI have been updated. The new permit cycle starts in **October 2015**. There are best management practices that need to be adopted per our discharge permit from MDEQ for storm water controls in the City of Mason.

The current storm water system is separate from the sanitary sewers. Catch basins located in the streets carry the water to these pipes which eventually discharge to the Sycamore Creek, Willow and Rayner County Drains, where the treated sanitary sewage discharge is considered to be a point source discharge. Storm water discharge is considered to be a non-point discharge. This distinction becomes important in understanding State and Federal regulations.

Maintenance of the storm water system is divided between the City and the Ingham County Drain Commission. (The county has designated drains that flow through the City such as the Willow and Rayner Creek Drains.) It does become confusing sometimes as to who takes care of what and where.

Detention ponds are required on developments where the city engineer determines that the runoff will be too great for the catch basins and storm sewer located in the street. Many of the newer developments have these ponds on site.

On July 28 and 29, 2011, a severe storm dropped over 7 inches of rain in approximately 24 hours. This flooded Rayner and Sycamore Creeks forcing a sanitary sewer overflow at the POTW, disabling the ISD lift station and damaging storm drains and a couple streets.

It has become evident that the ponds in Rayner Park (part of Rayner Creek), controlled by the Ingham County Drain Commissioner, need to be dredged to allow water detention and storm water settlement. This could be a future expense, as the City is in operation of this park.

Current Regulations

The EPA began its first round of storm water management requirements in 1992. At that time, and after a great deal of discussion, communities under 100,000 population that owned wastewater plants and vehicle maintenance garages were exempt from the regulations. This was accomplished through a last minute amendment to a federal Intermodal Surface Transportation Act that was passed. Since that time, EPA has wasted no time in working on Phase II of the Storm Water Management regulations. Due to a status change designated by the U.S. Census Bureau in 2000, Mason became part of the Greater Lansing Urban Area. The City received its NPDES Permit for storm water in November of 2008, expiring in April 2013. The City will now have two permits one new permit that is just for the City of Mason and another permit for the for the water shed. This starts in October of **2015**.

SANITARY SEWER OVERFLOWS AND INFLOW/INFILTRATION

Sanitary Sewer Overflows (SSOs) are the discharge of untreated, or partially treated wastewater to public waterways, over land as well as (this one is significant) the flooding of a basement for reasons other than a plugged, or broken sewer lead. Inflow is the direct introduction of storm water into the sanitary sewer system by means of a cross connection, or possibly an open sanitary manhole. City staff believes that a significant inflow source stems from many of the homes in town through footing tiles and sump pumps. Infiltration is the leaking of ground and surface water into the sanitary system through cracks in the pipes and manholes, or through bad joints in the sewer lines. Inflow and infiltration (I/I) can cause SSOs and both have been ongoing problems in most municipal sanitary systems since the first pipe went into the ground.

POTW systems are required to report any release of untreated sewage into the receiving stream to the MDEQ. A verbal notification is followed by a written report. Violations carry penalties such as fines and possible jail time. Evidently some communities had discharges that were not reported, while other communities didn't even bother to respond to the survey. Because of this the MDEQ is meeting with those communities with SSO issues and drafting an agreement/plan as to how and when the SSO problem will be corrected. This "agreement" is also called an Administrative Compliance Order (ACO) and is a legally binding document containing fines (\$1500 to \$2500 per day) for future SSO events.

To further complicate the problem, the courts have determined that owners of POTW systems may be liable for any backups into basements. Cities are no longer protected by the Act of Nature clause, even if they are able to show that they maintain the system in a responsible manner.

In February and May of 2001, May of 2004, and January and September of 2008, the City experienced some serious run-off events that forced the bypass of untreated sewage. In addition, approximately ten residents reported flooded basements. In June 2010, the City received a letter from MDEQ with a draft ACO and instructions that a representative from the department will be meeting with City representatives.

SSO UPDATE

In September 2010, representatives from the City of Mason and MDEQ held a meeting in regard to the issue of the Sanitary Sewer Overflows (SSOs). The MDEQ claims that the City of Mason is in violation of its NPDES permit, due to the SSO events that have occurred in the past, and corrective actions are needed to prevent future SSO events. As requested by the MDEQ, The City of Mason has installed metering devices in the collection system of the older subdivisions to check for Inflows and Infiltration (I/I), which are now collecting data. This is to determine if footing drains are possibly connected to the sanitary sewer system. In addition, as requested by the MDEQ, the City of Mason has installed a high flow, metering device at the entrance of the wastewater treatment plant. The device was installed in June of 2012. The City of Mason is moving forward to meet the MDEQ requests.

Based on observations and published studies, City staff suspects that residential sump pumps and footing tiles significantly contribute to I/I problems. Once a severe rainstorm ends and the initial surge in the sewage flow passes, the daily average flow will remain higher than normal for several

weeks. Inspections of sewer lines in residential areas show increasing flows as one proceeds downstream of the line, plus the "sewage" is extremely clear. Once the ground becomes saturated, sump pumps and footing tiles contribute an enormous amount of water.

Under a pending consent order between the City of Mason and the MDEQ, the City must be able to certify that the City's POTW is capable of providing secondary treatment to wastewater flows up to the 25-year/24-hour design storm event of 3.9 inches without bypassing during normal POTW operations. On March 15, 2013 the City requested an extension of one (1) calendar year in providing the MDEQ written certification and necessary supporting documentation that the Mason Publicly Owned Treatment Works (POTW) is capable of providing secondary treatment or the ability to store peak wastewater flows up to the 25-year/24 hour design storm event of 3.9 inches without bypassing any stage of treatment during normal POTW operations while meeting all NPDES Permit effluent limitations or causing SSOs on the collection system. As of August 2015, there has not been a design storm event meeting the design criteria and there is insufficient data to extrapolate to the design storm event with a confidence interval suitable for certification. The City is currently requesting an additional extension.

~~Beginning in the summer of 2006, the City will provide "sump pump collectors" as part of its local streets maintenance program. The next step is the need to develop policy as to determine who must connect to the collectors. This will be difficult and it will literally entail evaluation of each residential and commercial building.~~

~~The latest SSO at the wastewater treatment plant occurred on April 19, 2013. An approximate 1,020,000 gallons was bypassed to the Rayner Drain. The DEQ does not normally respond by letter to the SSO notification reports. The last letter on file from the DEQ regarding SSO's was dated August 12, 2009. This letter contains the SSO's the wastewater treatment plant has had during the period of 2001 to 2009. I will put a copy of this letter in your mailbox. The wastewater treatment plant had two SSO's after these dates. On July 28, 2011 approximately 1,140,000 gallons was bypassed and on April 19, 2013 approximately 1,020,000 gallons was bypassed to the Rayner Drain.~~

APPENDIX B – Water System

The City's water system consists of six wells, two 500,000 gallon elevated storage towers and one one-million gallon ground storage tank and approximately 45 miles of water main in various sizes (4" to 16"). The City has a centralized treatment facility; the water is pumped through raw water mains to the treatment plant to remove Radium 226 and 228 as well as iron.

The City of Mason Water Treatment Plant went on line in November of 2008 and the treatment process is working well. The process is consistently removing radium 226 and 228 down to a average of 1 pQL (pico-quri per liter) which is 4 pQL less than the MCL of 5 pQL. The iron removal process is also working well as the plant receives iron coming in to the plant at .44 ppm and on average removes the iron down to less than .02 ppm.

The improved water quality from the plant is helping the City of Mason to comply with the Radium rule and the Lead and Copper rule. The city has passed all the radium tests since the plant has gone on line on 2008 and is now in compliance with the Radium rule. Another benefit of the improved water quality is the City of Mason has now passed four rounds of lead and copper sampling which put the city in compliance with the Lead and Copper rule. The results of being in compliance with these two rules has helped reduce the amount of samples required for Lead and Copper testing and radium testing for the City. This has saved a lot of man hours and resident's time spent collecting samples for the City of Mason.

The City has drilled a second well 9a to pull water from a lower formation and is moving forward with equipping both wells in 2015. moving forward with new well number nine, currently under construction. Well number eight is being lined to keep the formation open as this well has caved in. Well number eight will need to have further cleaning done to try to bring back production in the future and Hayes Park well will need to be rebuilt in the next few years. Well number nine has the same problem and it is being scheduled for the same process if the repairs for well number eight work. The City is looking at putting treatment at Howell road well if future demand calls for more water. The City will continue to look for the next well site for future development.

The City currently has a Wellhead Protection Plan approved by the MDEQ. The City will need to keep the plan up to date and enforce its well head protection plan.

Upgrades to the older, undersized water lines will continue in conjunction with the street improvement plan. Recent improvements to the water distribution system include the installation of Variable Frequency Drives (VFDs) on the wells, construction of the new water plant, and ground water storage tank, new 8" water main on Lansing Street and new 8" water main in Maple Street from Temple to Rogers Street and new 8" water main on Washington Street from Ash to Maple Street.

The City of Mason's utilities are comprised of the drinking water, the sanitary sewer (collection and treatment), and the storm sewer systems. The following narrative will discuss the current status of capacities and system components, current regulations and other issues for each system.

Definitions are provided below for various abbreviations that will be used in the discussion of the City's utilities.

Psi: pounds per square inch (water pressure)

EPA: Environmental Protection Agency (Federal)

g.p.m: gallons per minute

MCL: Maximum Contaminate Level is the maximum permissible level of a contaminant in drinking water.

MGD: Million Gallons per Day (1.0 MGD equals 1,000,000 gallons per day)

MG: Million Gallons

MDEQ: Michigan Department of Environmental Quality (oversees all drinking water, sanitary and storm water regulations)

POTW: Publicly Owned Treatment Works (includes the entire sanitary sewer system; collection, lift stations and treatment plant). The Wastewater Treatment Plant is referred to as the POTW Plant

DRINKING WATER SYSTEM

Current Components and Capacities

The City's Water System Reliability Study and Contingency Plan of the entire water system were updated in 2014 by Wolverine Engineering. The City of Mason water treatment plant went on line in November of 2008. This facility is taking water from all the wells, treating it to remove Radium and Iron and storing it in the 1 million gallon ground storage tank. The water is then pumped from the ground storage out to the distribution system to the two 500,000 elevated storage tanks to maintain pressure on the system (65-80psi). The plant can pump 4,500 gallons per minute with all three high service pumps running, but the treatment plant can only produce 1,736 gallons of treated drinking water per minute when in operation.

Table B-1 lists information on the water system's wells, storage tanks and water mains. Table B-2 contains the current information on the wells. The notes at the bottom of the table provide further explanation of terminology.

The concept of Firm Capacity is an important consideration for the water system. Ideally, the City should be able to meet the daily water demand, and provide fire protection, in the event the largest producing well is out of service. It does happen on occasion despite all the best maintenance efforts.

Regarding fire protection, pursuant to recommendations by the Insurance Services Office, the fire flow duration should be three (3) hours for recommended fire flows of 3000 and 3500 g.p.m.

These flows are not unreasonable for the industrial areas on the North and South ends of Mason. The following table shows the current storage calculations:

Water Storage Calculations for 3-Hour Fire Flow	
Average Demand (766 gpm)	137,880 gallons per 3 hours
Fire Flow (3,500 gpm)	630,000 gallons per 3 hours
Well Supply (1,675 gpm)	-301,500 gallons per 3 hours
Storage Needed Based Upon Fire Flow	466,380 gallons

Based upon these calculations, water storage provided by the 2 elevated water towers is adequate.

Given the recent improvements and modifications made within the City, the addition of a water tower, the addition of a 1 million gallon ground storage tank, the replacement of water meters, the new control system, and the cleaning and rehabilitation of the wells, the City of Mason finds itself in a comfortable position relating to water supply.

Current Regulations

Radionuclides: The original Radium Rule was first published in 1976 and revised in 1991. Since then water system operators have been required by the Federal Environmental Protection Agency (EPA) and the Michigan Department of Environmental Quality to periodically sample the drinking water for radioactivity. The reasoning behind this is attributed to the development and operation of nuclear reactors and radio nuclide generating devices which result in the production of radioactive elements. However, there are naturally occurring radioactive elements such as uranium, thorium and radium which may originate in the shale and coal bearing layers that are interspersed throughout the municipal aquifer.

Since Mason began testing for radium in the mid 1990's, specifically the isotopes of Total Alpha, Radium 226 and Radium 228, the results have always been below the Maximum Contaminant Level (MCL). The monitoring for radium was done in the distribution system. In December 2003, a change in the Radium Rule by the EPA required water systems to sample at the "point of entry", or in Mason's case, at each of its wells. This new requirement put 2 of the wells over the MCL for Combined Radium 226/228 with most of the remaining wells just below the standard. In other words, Mason was out of compliance with a Federal Drinking Water standard and would need to take corrective action.

Consultants were hired in the summer of 2005 to study the problem and present some possible treatment alternatives that would be in the best interests of, and to serve our community for years to come. The study was done in such a way as to allow Mason to apply to the MDEQ for a low interest loan through the Drinking Water Revolving Fund program to help fund the project. With adequate funding secured, the facility was constructed and completed in 2008. The facility is a centralized hydrous manganese oxide (HMO) treatment plant that was recommended by the study to meet the radium MCL.

Arsenic Rule: On January 16, 2001, President Clinton signed the new arsenic rule that would lower the MCL from the existing 50 parts per billion (ppb) to 10 ppb. This became effective January 16, 2006 and it is impacting smaller communities. Fortunately, most of the monitoring for arsenic in Mason's water has indicated non-detectable levels.

Lead & Copper Rule: These two metals pose potential health risks if the exposure is of sufficient duration and their concentrations are high. In 1992, the Federal Environmental Protection Agency began requiring all public water supplies to annually test for lead and copper. What are actually being monitored are the corrosive characteristics of drinking water on household plumbing. With the addition of the new water treatment plant, the City of Mason now has a consistently higher water quality, which has resulted in passing four consecutive sets of lead and copper tests. After passing these sets of 40 samples the City is now in reduced monitoring to 20 tests every three years.

The MCL for lead and copper is .015 mg/l and 1.3 mg/l, respectively. Samples for the tests are collected at 20 different households throughout the city once every three years. The sampling procedure is to flush the water tap for 10 minutes, do not use the water for 6 hours and then collect the first draw. This assumes that the corrosiveness of the water will leach the lead and copper from the pipes and faucet. Historically, Mason has had difficulties meeting the copper limit. Part of the problem lies in the requirement that allows residents to perform the actual sampling, many times the proper protocol is not followed. Water softeners can also negatively affect the results. The City has found that the centralized water treatment has corrected this chronic problem.

TABLE B-1

CURRENT WATER SYSTEM COMPONENTS

Revised **September 2015**

Well Name	Year Commissioned
Park Street Well #1 (abandoned in 2011)	1931
Curtis Street Well #2 (abandoned in 2007)	1958
Howell Road Well #3 (standby in 2008)	1974
Hayes Well #4	1987
West Ash Well #5	1989
Franklin Well #6	1992
Kipp Road Well #7	2002
Temple Street Well #8	2009
Temple Street Well #9(not on line)	2014
Temple Street Well #9a (not on line)	2015

FIRE HYDRANTS: Approximately 600

2 ELEVATED STORAGE TANKS (500,000 Gallons each), Constructed in 1995 & 2004

1 Ground Storage Tank (1,000,000 gallons) Constructed 2008

FINISHED WATER MAIN	(Lineal Feet)
4 Inch	32,820
6 Inch	75,446
8 Inch	68,245
10 Inch	7,000
12 Inch	58,269
16 Inch	900
Total	242,680 (45.9 miles)

RAW WATER MAIN	(Lineal Feet)
8 Inch	5,208
12 Inch	5,259
16 Inch	7,837
Total	18,304 (3.5 miles)

NOTES:

- The original water main consists of cast iron, much of which remains in service today.
- Since the early 1970's, upgrades have been made with ductile iron pipe.
- Raw water main is high-density polyethylene pipe.

TABLE B-2

CURRENT WELL CHARACTERISTICS

Revised September 2015

ACTUAL RATED DEPTH CAPACITY

<u>WELL</u>	<u>(ft.)</u>	<u>STATUS</u>	<u>Permit(gpm)</u>	<u>Actual(gpm)</u>
Howell #3	213	Standby	350	325
Hayes Park #4	245	Active	350	350
Ash #5	272	Active	250	200
Franklin #6	346	Active	500	350
Kipp #7	358	Active	350	350
Water Plant #8	400	Active	391	325
Temple St. #9	270	Under const.	225	
Temple St #9a	420	Under const.		
TOTAL CAPACITY			2,191 gpm	1,575 gpm
FIRM CAPACITY			1,691 gpm	1,225 gpm

NOTES:

- Firm Capacity represents the total capacity minus the largest producing well.
- Howell #3 is not connected to the new raw water lines.
- Howell road well is normally in standby mode; emergency use only.

TABLE B-3

CURRENT & PAST WATER PRODUCTION

Revised **September 2015**

<u>YEAR</u>	<u>YEARLY</u> <u>TOTAL</u>	<u>DAILY</u> <u>AVERAGE</u>		<u>MONTHLY</u> <u>MAXIMUM</u>		<u>MONTHLY</u> <u>MINIMUM</u>	
	<u>(MG)</u>	<u>(MGD) (gpm)</u>		<u>(MGD) (gpm)</u>		<u>(MGD) (gpm)</u>	
2005	328	.895	622	1.646	1143	.527	366
2006	324	.888	617	1.567	1,088	.531	368
2007	346	.949	659	1.771	1,230	.579	402
2008	345	.943	655	1.848	1,283	.540	375
2009	314	.860	597	1.842	1,279	.395	274
2010	304	.832	577	1.326	921	.422	293
2011	317	.869	603	1.164	808	.610	422
2012	298	.816	567	1.164	795	.507	352
2013	287	.785	545	1.372	952	.322	224
2014	286	.784	544	1.198	832	.297	206

NOTES:

- The Maximum Day on record is 1.848 MGD recorded in July 2008.

SANITARY SEWER SYSTEM (POTW)

Current Components & Capacities

The sanitary sewer collection system consists of approximately 32 miles of clay, concrete and, as of recently, plastic pipe. The collection system starts as a 6-inch sewer lead from the buildings, which is the responsibility of the property owner to repair and maintain. The sewer leads connect to the lateral sewers located in the streets that ultimately connect to the interceptors that carry the sanitary sewage to the POTW Plant. Table 4 lists the major interceptors in town. The majority of the 6-inch and 8-inch sewers were constructed prior to 1930, using a bituminous sealer for the joints. Since 1958, rubber O-rings have been used for the joints, significantly reducing the possibility of groundwater leakage.

Sewage typically flows by gravity through the lines. There are times when significant changes in elevation occur, particularly during new development, that the sewage must be lifted from a low area to a higher elevation in order to flow. This is accomplished by pump stations, or lift stations. Table 5 lists the five lift stations in the system. The Main Court pump station serves one short street and the Hunting Meadows pump station serves that **subdivision (Scheduled to be removed in 2015)**. The Curtis St. Lift Station serves the businesses along N. Cedar Street and the county jail facilities. The ISD Lift Station serves the Career Center complex, Dart Container, the Riverwalk Meadows Subdivision, and the commercial district fronting Legion Drive. Temple Street lift station serves the new water treatment plant and the industrial district on Temple Street.

Lift stations are operating about 6-7 hours daily. The City's engineer recommends an upgrade when a lift station's pumps run 8 hours per day. The elimination of Curtis Street Lift Station by relaying about 2700 feet of sanitary sewer at an estimated cost of \$250,000 does not appear to be cost effective.

The sanitary sewage enters the POTW Plant through a 30-inch pipe. The plant is a conventional activated sludge plant. It is a Class B plant with a design flow of 1.5 million gallons per day (MGD). It was constructed in 1958 with additional improvements in 1975-77. Table C-6 gives the basic design criteria of the plant and Table C-7 gives flow and plant loading data for the past several years. The plant load refers to the strength of the sewage that the plant must treat. This is also referred to as the biochemical oxygen demand (BOD). The data for the year 2001 is skewed due to the extremely wet weather experienced in February and May.

Current Regulations and Proposed Projects

All dischargers of treated sewage to public waterways are permitted to do so by means of a National Pollutant Discharge Elimination Systems (NPDES) Permit. This permit is required by the Federal Clean Water Act and administered by the MDEQ. The permit specifies exactly how clean the treated sewage must be. It is a legal document and contains enforceable limits on the final treated water that is discharged (effluent).

In August 2015, the DEQ changed their format on how they receive monthly operating reports, permit applications, permit compliances and other information they receive from wastewater treatment plants. The system is called MIWATERS. All forms, applications, compliance reports and notices will be sent electronically.

Mason has had a NPDES permit since 1973 and it is reissued every 5 years after a formal application has been submitted to MDEQ. The current permit took effect July 1, 2014 and will expire on October 1, 2017. Typically, each reissued permit has effluent limits that are a little more restrictive than the prior one.

Changes in the new NPDES permit include effluent limitations on total copper, total nickel, and total selenium. In addition the City POTW must submit to the MDEQ on or before December 1, 2014 an Asset Management Plan for review and approval. Currently preparations are being made to meet this deadline. The cost for this project is unknown at this time.

Mercury Analysis: Mercury has been a metal of concern for many years due to its potential health threats and the fact that it is considered to be a bio-accumulating chemical of concern. In other words, its concentration increases in organisms' tissues as it makes its way up the food chain.

The approved test method for mercury has had a detection limit of .2 micro-grams per liter, or parts per billion. As of July 1999, the EPA approved a new mercury analysis method that has a detection limit of .5 nano-grams per liter (ng/L) or part per trillion. This new method has a detection limit that is 400 times more sensitive. The current limit in the permit is 30 ng/l, but the target water quality standard (the ultimate goal) for the receiving streams is 1.3 ng/l.

A recent requirement in the current permit is the development of a Mercury Minimization Program (MMP). The City's MMP was approved by MDEQ and became effective on April 2, 2009.

Previously, approximately 20,000 gallons of drinking water were used daily in the City of Mason. An alternative pumping system was constructed in 2010 to use treated effluent for the purpose of chlorinating, applying polymer, and supplying pump seal water and spray foam, in place of using treated drinking water, thus saving the City about 7 million gallons of drinking water annually. This is consistent with water conservation and sustainability.

TABLE B-4

INTERCEPTING SEWERS

Sycamore Creek Interceptor: 30-Inch diameter sewer extending from a point approximately where the old city garage on North Jefferson Street sat south along Sycamore Creek to Mable Court. Constructed in 1990 replaced to gain depth and slope to eliminate the Cherry Street lift station.

Willow Creek Interceptor: 18-Inch diameter sewer extending from Mable Court (30inch interceptor) west along Willow Creek to Eugenia Drive. The Willow Creek Interceptor was constructed in 1990 to replace the old 15-inch interceptor, which had major infiltration.

Intermediate School District Interceptor: 15-Inch diameter sewer extending north from the ISD Lift Station (north of D.P.W. facility) along Sycamore Creek to Howell Road. Constructed in the late 1960s and remains in good condition.

Legion Drive/Howell Road Interceptor: 15-Inch diameter sewer extending from the ISD Interceptor north to Howell Road and west, crossing US-127 and Cedar Street, to the end of Legion Drive. It was constructed in 1994 to service businesses on Legion Drive and Dart Container Corporation.

West Columbia Street Interceptor: 15-Inch diameter sewer extending west from the 30-inch Sycamore Creek Interceptor at Maple Street to approximately the west city limits. Constructed in 1975 and extended to serve the Coventry Woods and Sycamore Mobile Home Park developments in 1998.

East Side Interceptor: Constructed shortly after WWII, 15-inch and 18-inch sewer extending southeasterly from the POTW Plant to Ash Street near Steele Street. In 1976 the interceptor was reconstructed as part of the Publicly Owned Treatment Works expansion.

East Columbia-Eastside Interceptor: 24-inch sewer interceptor constructed in 2007. It begins near the intersection of Okemos and Randolph Streets, runs across Bond Park then beside the Rayner Drain to Mathews Street. It then continues easterly along E. Columbia to Lawton St Street.

TABLE B-5

PUMP (LIFT) STATIONS

Name	GPM/Pump	Year Constructed
ISD Lift Station	300	1971 – Rebuilt in 2011
Curtis St. Lift Station	300	1964 (pump rebuild 2015)
Main Court Lift Station	80	1985 (Abandoned 2015)
Hunting Meadows Lift Station	300 (total rebuild 2014)	1992
Temple Street Lift Station	300	2007 – new pumps 2013

NOTES:

- All the lift stations have two (2) pumps.

TABLE B-6

POTW PLANT DESIGN DATA

DESIGN AVERAGE FLOW	1.5 MGD
POPULATION EQUIVALENT (PE)	12,000 PEOPLE
PLANT LOAD	2,400 LBS/DAY

TABLE B-7

POTW PLANT AVERAGE FLOWS AND PLANT LOADS

Revised September 2015

YEAR	PRECIP (In.)	FLOW (MGD)	BOD (Lbs/Day)	BIOSOLIDS (MG/YR)	POP. EQUIV.
1993	37.35	1.417	1247	1.076	6235
1994	35.98	1.247	1222	.745	6110
1995	26.90	1.183	1276	.630	6380
1996	27.67	.970	1560	.950	7800
1997	33.01	1.015	1508	.892	7540
1998	33.40	1.074	1592	.768	7960
1999	27.71	.863	1539	.786	7695
2000	36.13	.881	1569	.840	7845
2001	36.60	1.158	1623	.742	8115
2002	21.84	.992	1792	.775	8960
2003	30.51	.895	1724	.650	8620
2004	35.73	1.053	1642	.452	8210
2005	23.73	.947	1597	1.040	7985
2006	42.73	1.088	1694	.998	8470
2007	31.6	.979	1487	1.456	7435
2008	38.4	1.112	1526	.593	7630
2009	34.33	1.665	1653	.882	8265
2010	16.82	0.985	1915	.672	9575
2011	42.11	1.15	1693	.808	8465
2012	27.28	1.002	1654	.808	8270
2013	39.53	1.024	1697	.768	8485
2014	27.76	1.293	1801	.708	9005

NOTES:

- 1 PE = .2 lbs of Plant Load
- The Plant Load in 1983, prior to Wyeth Laboratories pretreatment facility, was 3,061 lbs/day (over the design).
- November 1995: Michigan Packaging began operations (increased load).
- May 1996: Wyeth Laboratories ceased operations (decreased flow).
- For 2001, February's average was 1.546 MGD and May's was 1.666 MGD and a total of 7.46" of rain.
- 2004: May - 1.637 MGD average flow; monthly total of 9.41 inches of rain
- Pounds of BOD/Person/Day = 5 LB5 Average

APPENDIX C – Five Year Street Plan

City of
Mason
Local Streets Capital Improvement
Plan
August 31, 2015

Street	Location	FY	Type of Work	Estimated Street Construction Cost	Estimated Street Construction Cost including Design Engineering & Construction	Estimated Water, Sewer, Storm Construction	Estimated Total Project Cost (Streets, Water & Sewer)	Year of Estimate
S. Cedar Street	Willow Creek to Kipp Road	2016-2017	Mill & Fill	\$ 116,975.00	\$ 134,521.25	\$ -	\$ 134,521.25	2014
Northbrook		2016-2017	Pulverize, Shape & Repave	\$ 105,000.00	\$ 120,750.00	\$ -	\$ 120,750.00	2012
S. Rogers Street	Ash Street to Elm Street	2016-2017	Pulverize, Shape & Repave	\$ 85,000.00	\$ 97,750.00	\$ 102,450.00	\$ 215,567.50	2012
Cherry	Jefferson to Rodgers	2016-2017	Pulverize, Shape & Repave	\$ 98,185.00	\$ 112,912.75	\$ 138,600.00	\$ 272,302.75	2014
N. Jefferson St.	Howell to Royce	2016-2017	Mill & Fill	\$ 164,000.00	\$ 188,600.00	\$ -	\$ 188,600.00	2011
N. Jefferson St.	Columbia to Royce	2016-2017	Mill & Fill	\$ 124,455.00	\$ 143,123.25	\$ -	\$ 143,123.25	2014
				\$ 693,615.00	\$ 797,657.25		\$ 1,074,864.75	
W. Ash Street	Peachtree to Hayes Park	2017-2018	Pulverize, Shape & Repave	\$ 61,425.00	\$ 70,638.75	\$ -	\$ 70,638.75	2013

E. Elm Street	Jefferson Street to Steele Street	2017-2018	Pulverize, Shape & Repave	\$ 221,500.00	\$ 254,725.00	\$ -	\$ 254,725.00	2012
W. Elm Street	Henderson to Jefferson	2017-2018	Pulverize, Shape & Repave	\$ 86,850.00	\$ 99,877.50	\$ 93,900.00	\$ 207,862.50	2014
Oak	Barnes to Rogers	2017-2018	Pulverize, Shape & Repave	\$ 52,205.00	\$ 60,035.75	\$ 64,400.00	\$ 134,095.75	2014
S. Jefferson St.	Oak Street to Kipp Road	2017-2018	Mill & Fill	\$ 292,650.00	\$ 336,547.50	\$ -	\$ 336,547.50	2014
				\$ 714,630.00	\$ 821,824.50		\$ 1,003,869.50	
Kerns Road	Cedar Street to Howell Road	2018-2019	Reconstruct	\$ 615,190.00	\$ 707,468.50	\$ -	\$ 707,468.50	2011
Avon	Entire Length	2018-2019	Pulverize, Shape & Repave	\$ 29,355.00	\$ 33,758.25		\$ 33,758.25	2014
Rayner	Randolph to Columbia	2018-2019	Pulverize, Shape & Repave	\$ 45,120.00	\$ 51,888.00	\$ -	\$ 51,888.00	2014
South St	Northbrook to west City Limits	2018-2019	Pulverize, Shape & Repave	\$ 61,755.00	\$ 71,018.25	\$ -	\$ 71,018.25	2014
				\$ 751,420.00	\$ 864,133.00		\$ 864,133.00	
McRoberts	Columbia to Maple	2019-2020	Pulverize, Shape & Repave	\$ 84,355.00	\$ 97,008.25	\$ -	\$ 97,008.25	2014
Oak	McRoberts to Lansing	2019-2020	Pulverize, Shape & Repave	\$ 61,632.00	\$ 70,876.80	\$ 33,500.00	\$ 109,401.80	2014
Rogers	Ash to Oak	2019-2020	Pulverize, Shape & Repave	\$ 35,185.00	\$ 40,462.75	\$ 19,000.00	\$ 62,312.75	2014
Steele	Ash to Oak	2019-2020	Pulverize, Shape & Repave	\$ 42,540.00	\$ 48,921.00	\$ -	\$ 48,921.00	2014
Walnut Street	Columbia to north end	2019-2020	Pulverize, Shape & Repave	\$ 59,525.00	\$ 68,453.75	\$ -	\$ 68,453.75	2014
Walnut Court	Columbia to Ash Street	2019-2020	Pulverize, Shape & Repave	\$ 98,725.00	\$ 113,533.75	\$ -	\$ 113,533.75	2014
South	Barnes to Rogers	2019-2020	Pulverize, Shape & Repave	\$ 50,750.00	\$ 58,362.50	\$ -	\$ 58,362.50	

Peachtree Place	Columbia to South	2019-2020	Pulverize, Shape & Repave	\$ 391,500.00	\$ 450,225.00	\$ -	\$ 450,225.00	
				\$ 824,212.00	\$ 947,843.80		\$ 1,008,218.80	
Cherry	Rogers to end	2020-2021	Pulverize, Shape & Repave	\$ 101,500.00	\$ 116,725.00	\$ -	\$ 116,725.00	
Barnes	Ash to Kipp	2020-2021	Pulverize, Shape & Repave	\$ 652,500.00	\$ 750,375.00	\$ -	\$ 750,375.00	
Center	Walnut to Bush	2020-2021	Pulverize, Shape & Repave	\$ 87,000.00	\$ 100,050.00	\$ -	\$ 100,050.00	
				\$ 841,000.00	\$ 967,150.00		\$ 967,150.00	
Brookdale	Judy to Willow	2021-2022	Pulverize, Shape & Repave	\$ 72,500.00	\$ 83,375.00		\$ 83,375.00	
Cherry	McRoberts to Henderson	2021-2022	Pulverize, Shape & Repave	\$ 188,500.00	\$ 216,775.00		\$ 216,775.00	
Columbia	Orchard to Walnut	2021-2022	Pulverize, Shape & Repave	\$ 50,750.00	\$ 58,362.50		\$ 58,362.50	
Coppersmith	Sanctuary to Wildemere	2021-2022	Pulverize, Shape & Repave	\$ 108,750.00	\$ 125,062.50		\$ 125,062.50	
Eaton	Entire Length	2021-2022	Pulverize, Shape & Repave	\$ 145,000.00	\$ 166,750.00		\$ 166,750.00	
Elm	McRoberts to Henderson	2021-2022	Pulverize, Shape & Repave	\$ 181,250.00	\$ 208,437.50		\$ 208,437.50	
Columbia	Park to Jefferson	2021-2022	Pulverize, Shape & Repave	\$ 65,250.00	\$ 75,037.50		\$ 75,037.50	
				\$ 812,000.00	\$ 933,800.00		\$ 933,800.00	

APPENDIX D – Mason Fire Department Fixed Asset Projections (updated September 2015)

ASSET	YEAR ACQUIRED	ESTIMATED OR SUGGESTED LIFE EXPECTANCY	REPLACE REPAIR REBUILD	ESTIMATED REPLACEMENT COST AT CURRENT DOLLARS	PRIORITY	POSSIBLE FUNDING
APPARATUS / VEHICLES:						
TANKER 807, WOLVERINE	1984	25 YEARS	2009	\$370,000	IN PROCESS	GENERAL FUND FINANCING
ENGINE 809, GRUMMAN PUMPER	1991	25 YEARS	2016	\$450,000		GENERAL FUND FINANCING
SQUAD 815, CHEVROLET	1992	25 YEARS	2017	\$100,000		GENERAL FUND FINANCING
BRUSH 810, DODGE 4 X 4	1993	25 YEARS	2018	\$75,000		GENERAL FUND DIRECT PURCHASE
TOWER 808, PIERCE DASH	2001	25 YEARS	2026	\$1,000,000		GENERAL FUND FINANCING
COMMAND 2, FORD EXPEDITION	2001	16 YEARS	2017	\$35,000		GENERAL FUND DIRECT PURCHASE
PUMPER TANKER 811, HME KW	2007	25 YEARS	2032	\$370,000		GENERAL FUND FINANCING
RESCUE/PUMPER 806, SPARTAN/SPENCER	2010	25 YEARS	2035	\$550,000		GENERAL FUND FINANCING
COMMAND 1, FORD EXPEDITION	2013	16 YEARS	2029	\$35,000		GENERAL FUND DIRECT PURCHASE
RESCUE BOAT & MOTOR	2012	10 YEARS	2022	\$10,000	LOW	GENERAL FUND DIRECT PURCHASE
BOAT / ICE RESCUE TRAILER	2012	20 YEARS	2042	\$10,000	LOW	GENERAL FUND DIRECT PURCHASE

FIRE / RESCUE EQUIPMENT:						
808'S HURST EXTRICATION TOOLS (JAWS OF LIFE)	2001	15 YEARS	2016	\$20,000	MODERATE	GENERAL FUND DIRECT PURCHASE
RESCUE/PUMPER 806'S EXTRICATION TOOLS (JAWS OF LIFE)	2010	15 YEARS	2025	\$40,000	LOW	GENERAL FUND DIRECT PURCHASE
TURNOUT GEAR (36 SETS)	VARIOUS	5 YEARS (1st line) 10 YEARS (2nd line)	5 -7 / YEAR	\$17,500 / YEAR	ON GOING	GENERAL FUND DIRECT PURCHASE
AIR PACKS, SCBA (24 UNITS)	2008	10 YEARS	2018	\$200,000	LOW	GRANT OR GENERAL FUND
CONFINED ENTRY CART (MUST BE COMPATIBLE WITH SCBA)	2008	10 YEARS	2018	\$5,000	LOW	GENERAL FUND
BULLARD INFRARED VISION CAMERA	2007	10 YEARS	2017	\$12,000	MODERATE	POSSIBLE 50% RAP GRANT
2ND INFRARED CAMERA		10 YEARS		\$12,000	MODERATE	POSSIBLE 50% RAP GRANT
COMMERCIAL WASHING MACHINE	1994	25 YEARS	2019	\$5,000	LOW	GENERAL FUND
COMMERCIAL DRYER (currently operating intermittently)	1994	> 25 YEARS	2015	\$5,000	MODERATE	GENERAL FUND
BAUER AIR TANK FILL STATION COMPRESSOR	2005	> 20 YEARS	> 2025	\$50,000	LOW	GRANT
FURNACE / AC, OFFICE AREA (STATION 1)	1999	20 YEARS	2019	\$10,000	LOW	GENERAL FUND
FURNACE / AC, TRAINING ROOM (STATION 1)	1999	20 YEARS	2019	\$10,000	LOW	GENERAL FUND
CARPET, OFFICE AND TRAINING AREA (STATION 1)	1999	12 YEARS	2011	\$10,000	MODERATE	GENERAL FUND
PORTABLE RADIOS (26)	2006	15 YEARS	2021	\$78,000	MODERATE	GENERAL FUND & INGHAM COUNTY
TRUCK RADIOS (10)	2006	15 YEARS	2021	\$30,000	MODERATE	GENERAL FUND & INGHAM COUNTY

FIRE SAFETY HOUSE	1995	> 25 YEARS	> 2020	\$60,000	LOW	MASON FF'S ASSOCIATION
EXHAUST VENTILATION SYSTEM (STATION 1)	N/A	> 25 YEARS		\$60,000	MODERATE	POSSIBLE GRANT
LOFT (STATION 1)	N/A	> 25 YEARS		\$60,000	LOW	GENERAL FUND DIRECT PURCHASE
FIRE SPRINKLER SYSTEM (STATION 1)	N/A	> 50 YEARS		\$25,000	MODERATE	POSSIBLE 50% RAP GRANT

APPENDIX E – Downtown Development Authority Plan

User: MW
DB: Mason City

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 09/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
000.00		270,470.00	0.00	0.00	270,470.00	0.00
215.00	CLERK	6,250.00	86.40	23.02	6,163.60	1.38
254.00	TREASURER/FINANCE	5,108,225.00	2,672,783.84	2,881.21	2,435,441.16	52.32
271.00	FORESTRY	29,770.00	2,100.00	900.00	27,670.00	7.05
276.00	CEMETERY	37,200.00	5,962.00	720.00	31,238.00	16.03
301.00	POLICE DEPARTMENT	71,820.00	30,789.46	9,430.40	41,030.54	42.87
336.00	FIRE DEPARTMENT	174,230.00	5,700.05	837.85	168,529.95	3.27
528.00	REFUSE COLLECTION	355,515.00	349,420.10	386.10	6,094.90	98.29
747.00	COMMUNITY GARDEN	375.00	0.00	0.00	375.00	0.00
751.00	RECREATION	5,000.00	2,866.70	355.00	2,133.30	57.33
850.00	WORKERS COMPENSATION	52,645.00	17,563.00	0.00	35,082.00	33.36
TOTAL Revenues		6,111,500.00	3,087,271.55	15,533.58	3,024,228.45	50.52
Expenditures						
101.00	COUNCIL	41,570.00	19,386.49	16,307.10	22,183.51	46.64
172.00	ADMINISTRATOR	286,320.00	22,609.27	6,270.54	263,710.73	7.90
209.00	ASSESSING	51,295.00	12,425.03	4,162.13	38,869.97	24.22
215.00	CLERK	141,705.00	30,335.67	8,633.25	111,369.33	21.41
247.00	BOARD OF REVIEW	650.00	0.00	0.00	650.00	0.00
254.00	TREASURER/FINANCE	501,600.00	100,771.40	29,119.21	400,828.60	20.09
260.00	TECHNOLOGY	100,445.00	13,648.28	828.64	86,796.72	13.59
265.00	BUILDING OFFICIAL/CITY HALL	156,315.00	37,228.56	15,457.56	119,086.44	23.82
266.00	LEGAL/ATTORNEY	90,000.00	36,536.92	10,546.00	53,463.08	40.60
268.00	PARK STREET PROPERTY	41,985.00	0.00	0.00	41,985.00	0.00
269.00	PROPERTY	461,650.00	200,861.97	53,510.00	260,788.03	43.51
271.00	FORESTRY	77,595.00	9,519.40	2,652.25	68,075.60	12.27
272.00	ADMINISTRATIVE SERVICES	272,515.00	14,414.94	37,107.31	258,100.06	5.29
276.00	CEMETERY	198,755.00	25,679.77	10,109.70	173,075.23	12.92
305.00	POLICE ADMINISTRATION	340,520.00	75,763.37	20,391.85	264,756.63	22.25
315.00	CROSSING GUARDS	24,170.00	1,331.66	1,194.93	22,838.34	5.51
316.00	POLICE PATROLLING	1,054,400.00	211,559.63	68,428.30	842,840.37	20.06
336.00	FIRE DEPARTMENT	526,460.00	85,705.95	44,837.32	440,754.05	16.28
380.00	PLANNING/ZONING OFFICIAL	126,710.00	29,348.88	9,217.49	97,361.12	23.16
426.00	CIVIL DEFENSE	1,870.00	1,327.50	1,327.50	542.50	70.99
428.00	DISASTER ACCOUNT	100.00	0.00	0.00	100.00	0.00
441.00	PUBLIC SERVICES	6,000.00	961.45	331.21	5,038.55	16.02
447.00	ENGINEERING	300.00	0.00	0.00	300.00	0.00
448.00	STREET LIGHTING	96,860.00	19,794.28	7,515.50	77,065.72	20.44
458.00	SIDEWALK CONSTRUCTION-REPAIR	5,085.00	1,595.40	1,500.00	3,489.60	31.37
528.00	REFUSE COLLECTION	354,715.00	84,571.94	28,357.38	270,143.06	23.84
747.00	COMMUNITY GARDEN	680.00	34.11	18.66	645.89	5.02
756.00	PARKS AND BALL DIAMONDS	171,425.00	45,824.15	19,611.74	125,600.85	26.73
758.00	PUBLIC ART	1,000.00	0.00	0.00	1,000.00	0.00
775.00	SENIOR CITIZENS	8,085.00	2,675.00	125.00	5,410.00	33.09
790.00	LIBRARY	15,095.00	35.00	0.00	15,060.00	0.23
806.00	CHRISTMAS DECORATIONS	5,570.00	0.00	0.00	5,570.00	0.00
807.00	CABLE COMMISSION	315.00	0.00	0.00	315.00	0.00
808.00	PLANNING COMMISSION	2,950.00	81.00	1.26	2,869.00	2.75
850.00	WORKERS COMPENSATION	52,645.00	35,126.00	17,563.00	17,519.00	66.72
855.00	RETIREE BENEFITS	116,210.00	38,019.60	9,454.90	78,190.40	32.72
890.00	CONTINGENCIES	103,020.00	0.00	0.00	103,020.00	0.00
999.00	SURPLUS	674,915.00	302,456.58	148,012.14	372,458.42	44.81

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 09/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL Expenditures		6,111,500.00	1,459,629.20	572,591.87	4,651,870.80	23.88
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,111,500.00	3,087,271.55	15,533.58	3,024,228.45	50.52
TOTAL EXPENDITURES		6,111,500.00	1,459,629.20	572,591.87	4,651,870.80	23.88
NET OF REVENUES & EXPENDITURES		0.00	1,627,642.35	(557,058.29)	(1,627,642.35)	100.00

User: MW
DB: Mason City

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 09/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREETS FUND						
Revenues						
000.00		1,327,740.00	48,240.30	47,926.76	1,279,499.70	3.63
TOTAL Revenues		1,327,740.00	48,240.30	47,926.76	1,279,499.70	3.63
Expenditures						
000.00		99,200.00	0.00	0.00	99,200.00	0.00
451.00	STREET/ROAD CONSTRUCTION	949,060.00	2,580.00	2,580.00	946,480.00	0.27
463.00	STREET MAINTENANCE	135,415.00	35,454.62	18,717.02	99,960.38	26.18
474.00	TRAFFIC SERVICES	32,675.00	2,838.49	606.45	29,836.51	8.69
478.00	WINTER MAINTENANCE	44,290.00	0.00	0.00	44,290.00	0.00
482.00	STREET ADMIN/GEN EXP	67,100.00	0.00	0.00	67,100.00	0.00
TOTAL Expenditures		1,327,740.00	40,873.11	21,903.47	1,286,866.89	3.08
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		1,327,740.00	48,240.30	47,926.76	1,279,499.70	3.63
TOTAL EXPENDITURES		1,327,740.00	40,873.11	21,903.47	1,286,866.89	3.08
NET OF REVENUES & EXPENDITURES		0.00	7,367.19	26,023.29	(7,367.19)	100.00

User: MW
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PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	09/30/2015 (ABNORMAL)	MONTH 09/30/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREETS FUND						
Revenues						
000.00		685,840.00	308,863.58	153,816.43	376,976.42	45.03
TOTAL Revenues		685,840.00	308,863.58	153,816.43	376,976.42	45.03
Expenditures						
451.00	STREET/ROAD CONSTRUCTION	429,515.00	294,350.48	139,906.04	135,164.52	68.53
463.00	STREET MAINTENANCE	143,130.00	32,311.98	11,326.64	110,818.02	22.58
474.00	TRAFFIC SERVICES	12,400.00	621.31	230.50	11,778.69	5.01
478.00	WINTER MAINTENANCE	35,205.00	0.00	0.00	35,205.00	0.00
482.00	STREET ADMIN/GEN EXP	65,590.00	0.00	0.00	65,590.00	0.00
TOTAL Expenditures		685,840.00	327,283.77	151,463.18	358,556.23	47.72
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		685,840.00	308,863.58	153,816.43	376,976.42	45.03
TOTAL EXPENDITURES		685,840.00	327,283.77	151,463.18	358,556.23	47.72
NET OF REVENUES & EXPENDITURES		0.00	(18,420.19)	2,353.25	18,420.19	100.00

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 09/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
000.00		150,150.00	44,333.10	20.27	105,816.90	29.53
TOTAL Revenues		150,150.00	44,333.10	20.27	105,816.90	29.53
Expenditures						
000.00		150,150.00	36,600.15	25,800.00	113,549.85	24.38
TOTAL Expenditures		150,150.00	36,600.15	25,800.00	113,549.85	24.38
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		150,150.00	44,333.10	20.27	105,816.90	29.53
TOTAL EXPENDITURES		150,150.00	36,600.15	25,800.00	113,549.85	24.38
NET OF REVENUES & EXPENDITURES		0.00	7,732.95	(25,779.73)	(7,732.95)	100.00

User: MW
DB: Mason City

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 09/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 250 - LOCAL DEV. FINANCE AUTHORITY						
Revenues						
000.00		313,840.00	1,420,718.74	4,294.13	(1,106,878.74)	452.69
TOTAL Revenues		<u>313,840.00</u>	<u>1,420,718.74</u>	<u>4,294.13</u>	<u>(1,106,878.74)</u>	<u>452.69</u>
Expenditures						
691.00	L.D.F.A.	313,840.00	9,209.27	2,400.00	304,630.73	2.93
TOTAL Expenditures		<u>313,840.00</u>	<u>9,209.27</u>	<u>2,400.00</u>	<u>304,630.73</u>	<u>2.93</u>
Fund 250 - LOCAL DEV. FINANCE AUTHORITY:						
TOTAL REVENUES		313,840.00	1,420,718.74	4,294.13	(1,106,878.74)	452.69
TOTAL EXPENDITURES		<u>313,840.00</u>	<u>9,209.27</u>	<u>2,400.00</u>	<u>304,630.73</u>	<u>2.93</u>
NET OF REVENUES & EXPENDITURES		0.00	1,411,509.47	1,894.13	(1,411,509.47)	100.00

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDOGT USED
		AMENDED BUDGET	09/30/2015 NORMAL (ABNORMAL)	MONTH 09/30/2015 INCREASE (DECREASE)		BALANCE NORMAL (ABNORMAL)		
Fund 297 - ECONOMIC DEVELOPMENT COMM.								
Revenues								
000.00		40.00	10.54	3.47		29.46		26.35
TOTAL Revenues		40.00	10.54	3.47		29.46		26.35
Expenditures								
000.00		40.00	0.00	0.00		40.00		0.00
TOTAL Expenditures		40.00	0.00	0.00		40.00		0.00
Fund 297 - ECONOMIC DEVELOPMENT COMM.:								
TOTAL REVENUES		40.00	10.54	3.47		29.46		26.35
TOTAL EXPENDITURES		40.00	0.00	0.00		40.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	10.54	3.47		(10.54)		100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF MASON

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	09/30/2015 (ABNORMAL)	MONTH 09/30/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 401 - CAPITAL IMPROVEMENT FUND						
Revenues						
000.00		131,615.00	13,804.75	13,804.75	117,810.25	10.49
TOTAL Revenues		<u>131,615.00</u>	<u>13,804.75</u>	<u>13,804.75</u>	<u>117,810.25</u>	<u>10.49</u>
Expenditures						
000.00		131,615.00	3,804.75	3,804.75	127,810.25	2.89
TOTAL Expenditures		<u>131,615.00</u>	<u>3,804.75</u>	<u>3,804.75</u>	<u>127,810.25</u>	<u>2.89</u>
<hr/>						
Fund 401 - CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES		131,615.00	13,804.75	13,804.75	117,810.25	10.49
TOTAL EXPENDITURES		<u>131,615.00</u>	<u>3,804.75</u>	<u>3,804.75</u>	<u>127,810.25</u>	<u>2.89</u>
NET OF REVENUES & EXPENDITURES		0.00	10,000.00	10,000.00	(10,000.00)	100.00

User: MW

PERIOD ENDING 09/30/2015

DB: Mason City

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 09/30/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 09/30/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 592 - WATER/SEWER FUND						
Revenues						
000.00		5,255,285.00	759,948.11	286,201.58	4,495,336.89	14.46
TOTAL Revenues		5,255,285.00	759,948.11	286,201.58	4,495,336.89	14.46
Expenditures						
545.00	WATER & SEWER ADMINISTRATION	121,535.00	31,108.58	9,274.05	90,426.42	25.60
546.00	SEWER IMPROVEMENT	41,010.00	0.00	0.00	41,010.00	0.00
548.00	SEWER MAINTENANCE	142,850.00	101,242.33	20,630.51	41,607.67	70.87
555.00	WASTEWATER TREATMENT PLANT	2,492,485.00	158,337.78	56,394.49	2,334,147.22	6.35
556.00	WATER MAINTENANCE	413,855.00	85,028.18	26,843.11	328,826.82	20.55
557.00	STORM SEWER PROGRAM	18,495.00	0.00	0.00	18,495.00	0.00
558.00	WATER IMPROVEMENT	501,885.00	353,433.03	96,980.77	148,451.97	70.42
559.00	WATER TREATMENT PLANT	858,170.00	133,332.48	91,277.26	724,837.52	15.54
566.00	ALLOWANCE FOR DEPRECIATION	665,000.00	0.00	0.00	665,000.00	0.00
TOTAL Expenditures		5,255,285.00	862,482.38	301,400.19	4,392,802.62	16.41
Fund 592 - WATER/SEWER FUND:						
TOTAL REVENUES		5,255,285.00	759,948.11	286,201.58	4,495,336.89	14.46
TOTAL EXPENDITURES		5,255,285.00	862,482.38	301,400.19	4,392,802.62	16.41
NET OF REVENUES & EXPENDITURES		0.00	(102,534.27)	(15,198.61)	102,534.27	100.00

User: MW
DB: Mason City

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	09/30/2015 NORMAL (ABNORMAL)	MONTH 09/30/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 612 - MASON BUILDING AUTHORITY						
Revenues						
000.00		276,265.00	33,556.51	33,556.46	242,708.49	12.15
TOTAL Revenues		276,265.00	33,556.51	33,556.46	242,708.49	12.15
Expenditures						
000.00		276,265.00	33,556.25	33,556.25	242,708.75	12.15
TOTAL Expenditures		276,265.00	33,556.25	33,556.25	242,708.75	12.15
Fund 612 - MASON BUILDING AUTHORITY:						
TOTAL REVENUES		276,265.00	33,556.51	33,556.46	242,708.49	12.15
TOTAL EXPENDITURES		276,265.00	33,556.25	33,556.25	242,708.75	12.15
NET OF REVENUES & EXPENDITURES		0.00	0.26	0.21	(0.26)	100.00

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	09/30/2015 (NORMAL (ABNORMAL))	MONTH 09/30/2015 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 661 - MOTOR VEHICLE POOL						
Revenues						
000.00		499,930.00	37,359.01	36,084.05	462,570.99	7.47
TOTAL Revenues		499,930.00	37,359.01	36,084.05	462,570.99	7.47
Expenditures						
567.00	SHOP & BLDG. MAINTENANCE	47,915.00	3,664.58	195.67	44,250.42	7.65
568.00	EQUIPMENT MAINTENANCE	180,825.00	47,612.22	17,586.22	133,212.78	26.33
901.00	EQUIPMENT-CAPITAL OUTLAY	271,190.00	0.00	0.00	271,190.00	0.00
TOTAL Expenditures		499,930.00	51,276.80	17,781.89	448,653.20	10.26
Fund 661 - MOTOR VEHICLE POOL:						
TOTAL REVENUES		499,930.00	37,359.01	36,084.05	462,570.99	7.47
TOTAL EXPENDITURES		499,930.00	51,276.80	17,781.89	448,653.20	10.26
NET OF REVENUES & EXPENDITURES		0.00	(13,917.79)	18,302.16	13,917.79	100.00

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DB: Mason City

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	09/30/2015 (ABNORMAL)	MONTH 09/30/2015 INCREASE	(DECREASE)	NORMAL BALANCE	(ABNORMAL)	
Fund 702 - RAYNER BOND FUND									
Revenues									
000.00		60,950.00		1,383.34		1,196.75		59,566.66	2.27
TOTAL Revenues		<u>60,950.00</u>		<u>1,383.34</u>		<u>1,196.75</u>		<u>59,566.66</u>	<u>2.27</u>
Expenditures									
000.00		60,950.00		0.00		0.00		60,950.00	0.00
TOTAL Expenditures		<u>60,950.00</u>		<u>0.00</u>		<u>0.00</u>		<u>60,950.00</u>	<u>0.00</u>
Fund 702 - RAYNER BOND FUND:									
TOTAL REVENUES		60,950.00		1,383.34		1,196.75		59,566.66	2.27
TOTAL EXPENDITURES		<u>60,950.00</u>		<u>0.00</u>		<u>0.00</u>		<u>60,950.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES		0.00		1,383.34		1,196.75		(1,383.34)	100.00

User: MW

DB: Mason City

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED	
		AMENDED BUDGET	NORMAL	09/30/2015 (ABNORMAL)	MONTH 09/30/2015 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)		
Fund 711 - CEMETERY TRUST FUND									
Revenues									
000.00		4,175.00		652.40		52.30		3,522.60	15.63
TOTAL Revenues		4,175.00		652.40		52.30		3,522.60	15.63
Expenditures									
000.00		4,175.00		0.00		0.00		4,175.00	0.00
TOTAL Expenditures		4,175.00		0.00		0.00		4,175.00	0.00
Fund 711 - CEMETERY TRUST FUND:									
TOTAL REVENUES		4,175.00		652.40		52.30		3,522.60	15.63
TOTAL EXPENDITURES		4,175.00		0.00		0.00		4,175.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		652.40		52.30		(652.40)	100.00

User: MW

DB: Mason City

PERIOD ENDING 09/30/2015

GL NUMBER	DESCRIPTION	2015-16		YTD BALANCE 09/30/2015	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL		(ABNORMAL)	MONTH 09/30/2015 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 812 - SPECIAL ASSESSMENT FUND									
Revenues									
000.00		161,095.00		34,198.29		90.04		126,896.71	21.23
TOTAL Revenues		<u>161,095.00</u>		<u>34,198.29</u>		<u>90.04</u>		<u>126,896.71</u>	<u>21.23</u>
Expenditures									
000.00		161,095.00		0.00		0.00		161,095.00	0.00
TOTAL Expenditures		<u>161,095.00</u>		<u>0.00</u>		<u>0.00</u>		<u>161,095.00</u>	<u>0.00</u>
<hr/>									
Fund 812 - SPECIAL ASSESSMENT FUND:									
TOTAL REVENUES		161,095.00		34,198.29		90.04		126,896.71	21.23
TOTAL EXPENDITURES		<u>161,095.00</u>		<u>0.00</u>		<u>0.00</u>		<u>161,095.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES		0.00		34,198.29		90.04		(34,198.29)	100.00
<hr/>									
TOTAL REVENUES - ALL FUNDS		14,978,425.00		5,790,340.22		592,580.57		9,188,084.78	38.66
TOTAL EXPENDITURES - ALL FUNDS		<u>14,978,425.00</u>		<u>2,824,715.68</u>		<u>1,130,701.60</u>		<u>12,153,709.32</u>	<u>18.86</u>
NET OF REVENUES & EXPENDITURES		0.00		2,965,624.54		(538,121.03)		(2,965,624.54)	100.00

QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING 9/30/15

ACCOUNTS	CASH	GENERAL FUND INVESTMENT	DART MONEY MARKET	CUTWATER	TOTAL PRINCIPAL INVESTED	QUARTERLY INTEREST EARNED
MSB						
Cemetery Trust	741.70	242,526.37		100,639.64	343,907.71	152.40
Current Tax	32,217.49				32,217.49	
D.D.A.	42,220.34		72,490.68	18,833.52	133,544.54	73.62
E.D.C.	643.30	21,227.82			21,871.12	10.54
General Fund	3,306,595.96		725,161.57	63,437.89	4,095,195.42	1,550.37
General Fund - Checking	158,099.40				158,099.40	
L.D.F.A.	195,642.31	1,300,200.59	1,224,541.31		2,720,384.21	1,196.04
Rayner Bond	13,886.57	432,776.69		317,816.21	764,479.47	295.65
Water & Sewer	47,762.50				47,762.50	4.75
DNB						
Capital Improvement	24,123.22				24,123.22	
Local Streets	58,524.08		105,636.80	10,297.62	174,458.50	28.35
Major Streets	117,473.70		737,807.76	65,295.99	920,577.45	501.25
M.V.P	76,850.25		216,886.45	56,115.30	349,852.00	183.22
Mason Building Authority	547.07				547.07	0.26
Special Assessments	190,223.93		355,294.46	19,384.95	564,903.34	275.21
Water & Sewer	375,684.96		2,642,688.78	152,230.53	3,170,604.27	2,153.74
TOTALS INVESTED	4,641,236.78	1,996,731.47	6,080,507.81	804,051.65	13,522,527.71	6,425.40

AVERAGE INT RATE	.19%-AVG	.20%-AVG	.27%-AVG	.14%-AVG		
TERM	LIQUID	LIQUID	LIQUID	LIQUID		
MATURITY DATE	N/A	N/A	N/A	N/A		
% INVESTED	34.32%	14.77%	44.97%	5.95%	100.00%	
% IN DART	51.20%					
% IN MSB	42.85%					
% IN CUTWATER	5.95%					
	100.00%					



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

October 6, 2015

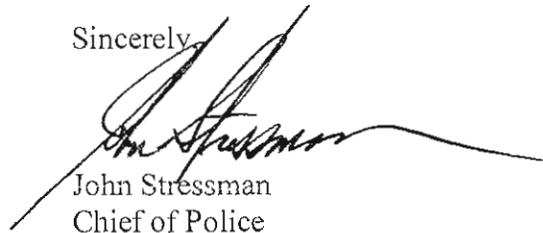
Mason City Council
Mason City Hall
201 W. Ash Street
Mason, Michigan 48854

Mayor Waltz and Council Members:

I wish to express my sincerest gratitude for your presentation of a Mason City Council Proclamation to Sergeant Ed Hude during his retirement celebration this past September 25th. It was quite apparent a great deal of thought and effort was put into the preparation of the proclamation and I am certain that Ed appreciated it even beyond what he was able to express that evening. It was a tremendous honor bestowed upon an outstanding police officer, employee and friend to the City of Mason. We will miss him very much.

Thank you again for your gracious gift and kind words commemorating Sergeant Ed Hude, Retired.

Sincerely,



John Stressman
Chief of Police



To Mason City Council,
Thanks for the wonderfully improved
roads.

And thanks to the workers who did
such a fine job (and also provided a lot
of amusement for young children).

Cec + Dore Morris



City Council Members,

Thank you for the kind and thoughtful words.

Your gift was very much appreciated.

It was great to see you too!

With gratitude,

Thank you very
much for the
Mayoral Proclamation

Sgt Ed Hude
"Retired"

Information on Robert Liberty who will be giving a short presentation
at the November 2, 2015 Mason City Council Meeting

Robert Liberty is the Director of the Urban Sustainability Accelerator Program at Portland State University. Mr. Liberty is working with the Tri-County Regional Planning Commission and its many partners this year to promote sustainable development practices and policies throughout mid-Michigan. He will discuss trends in urban development, the taxpayer impacts of typical growth trends in our region and the importance of working collaboratively with our neighbors on land use planning issues.

Mr. Liberty was Staff Attorney and then Executive Director of 1000 Friends of Oregon, a nonprofit organization dedicated to the implementation, defense and improvement of Oregon's comprehensive land use planning program.

Mr. Liberty has worked as a land use hearings officer, a planning consultant and a speaker on planning topics in the U.S. and other countries. He served as Senior Counsel to Congressman Earl Blumenauer of Oregon, assisting him with federal policy issues concerning livable communities.

In 2004 he was elected to the Metro Council, the metropolitan government in the Portland, Oregon, region and was re-elected in 2008. On the Metro Council he chaired and co-chaired committees considering rail transit investments, regional housing policy and other matters. In his career in higher education, Mr. Liberty has helped establish relationships with sustainable city planning and design efforts in China and participated in a U.S. HUD sustainable communities regional planning grant, helping to develop triple-bottom line evaluation frameworks for transportation investment.