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
March 21, 2016
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. Presentation – Ron Drzewicki, Superintendent of Mason Public Schools Regarding Mason School's Bond and Building and Site Sinking Fund Proposal
7. Public Hearing
   A. Apportionment for Special Assessment Project 2016-1
      1. Special Assessment Resolution 5, Project 2016-1
8. Consent Agenda
   A. Approval of Minutes
      - Regular Council Meeting: March 9, 2016
   B. Approval of Bills in the amount of $41,752.78
   C. Resolution – Approval to Award Lease Agreement for City's 124.5 Acre Farm Property on Temple Street and Kipp Road/Dexter Trail to Steve Lott Farms and Services
9. Regular Business
   A. Resolution – Approval to Award the Equipping of Wells No. 9 and No. 10 to Ed Birkmeier Well Drilling Ltd
   B. Resolution – Approval to Award the 2016 Wastewater Treatment Plant Improvements to Grand River Construction Company
   C. Motion – Introduce and First Reading – An Ordinance to Repeal Medical Marihuana Regulations
10. Unfinished Business
11. New Business
12. Correspondence
    A. Monthly Revenue and Expenditure Report
    B. City Attorney's Report
13. Liaison Reports
14. Councilmember Reports
15. Administrator's Report
16. Adjournment

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 21, 2016 **Agenda Item:** 7, A. 1.

AGENDA ITEM

A. Public Hearing – Apportionment for Special Assessment Project 2016-1
   1. Special Assessment Resolution 5, Project 2016-1

EXHIBITS

Special Assessment Roll 2016-1, Sidewalk Special Assessment District 2016-1

STAFF REVIEW

Finance Department

SUMMARY STATEMENT

At the December 21, 2015 City Council meeting, the council directed the City Engineer to make plans and estimates for the improvements related to these sidewalk improvements and established the Hearing of Necessity which allowed for public comment on the improvements. At the January 18, 2016 City Council meeting, the Council agreed to make the improvements, and further ordered the Assessor to prepare a special assessment roll with estimated costs and provide notice of a public hearing to all persons on the special assessment roll.

The notice for the Hearing of Apportionment was sent by certified mail on March 01, 2016. The purpose of this public hearing is to review and hear objections to the special assessment roll. Appearance and protest at the hearing, in person or in writing, are required in order to appeal the action of the City Council in approving the special assessment roll and/or the amount of an assessment to the state tax tribunal.

Special Assessment Resolution 5 confirms the special assessment roll and directs the Treasurer to collect the funds with the July taxes. The bid award included different costs for the same line item on different streets. Staff prepared the role based on the lowest amount a resident would pay. The resolution lists three and a half percent (3.5%) interest. After checking with the local banks, two and a half percent (2.5%) is the current rate we could borrow money for a three-year assessment.

RECOMMENDED ACTION

1. Hold the public hearing.

2. Approve Special Assessment Resolution No. 5, Project 2016-1. NOTE: Any changes in interest or term must be made before approving the resolution.

Special Assessment Roll 2016-1
Sidewalk Special Assessment District 2016-1

	EXHIBIT A													
Parcel #	Owners Name	Property Address	Mailing Address	Legal Description	LF 4' x 4" Sidewalk	LF 4.5' x 4" Sidewalk	LF 5' x4" Sidewalk	LF 4' x 6" Sidewalk	LF 4.5' x6" Sidewalk	LF 5' x6" Sidewalk	SF Drive Approach	Cost to Taxpayer (Total Cost x 50%)	Cost to City (Total Cost x 50%)	Total Cost
33-19-10					18.81	21.17	23.52	22.40	25.21	28.00	5.60			
08-126-013	Peden, James & Carol	316 Walnut	316 Walnut Mason, MI 48854	See Attached	5.00			18.00				248.65	248.65	497.31
08-177-001	Mcdonald, Lynda	809 W Ash	809 W Ash Mason MI 48854	See Attached				17.00			149.00	607.65	607.65	1215.31
08-177-002	Hasini, Marigona & Hawkins, A	803 W Ash	801 W Ash Mason, MI 48854	See Attached							104.00	291.23	291.23	582.45
08-177-004	Nye, Jeff	755-757 W Ash	865 Wildemere Mason, MI 48854	See Attached				13.00			131.00	512.45	512.45	1024.89
08-178-012	Dean, Joseph & Kathleen	401 Peachtree	401 Peachtree Mason, MI 48854	See Attached	4.00							37.63	37.63	75.26
08-452-008	Sycamore LLC	V/L Cedar St	940 S Cedar Mason, MI 48854	See Attached	31.00							291.62	291.62	583.23
08-476-034	St James Parish	1010 S Lansing	1010 S Lansing Mason, MI 48854	See Attached				41.00				459.24	459.24	918.48
08-476-037	Kipp Road Investments	216 W Kipp	431 S Capitol Lansing, MI 48933	See Attached	33.00			32.00			1139.00	3858.35	3858.35	7716.70
08-476-038	AOBG Properties	1100 S Cedar	1560 Turf Lane East Lansing, MI 48823	See Attached	41.00			6.00				452.89	452.89	905.79
08-476-040	Independent Bank	144 W Kipp	PO Box 491 Ionia, MI 48846	See Attached				39.00				436.84	436.84	873.68
08-477-100	Vision Village	Hartwell	PO Box 72 Mason, MI 48854	See Attached	15.00			10.00				253.12	253.12	506.23
08-478-100	KGDS Properties	1103 S Cedar	1103 S Cedar Mason, MI 48854	See Attached	26.00							244.58	244.58	489.16
09-108-013	First United Methodist Church	201 E Ash	201 E Ash Mason, MI 48854	See Attached			5.00					58.79	58.79	117.59
09-109-017	Schlattman, Paul & Cheryl	315 E Ash	3903 Sandhill Lansing, MI 48911	See Attached					11.00		176.00	631.49	631.49	1262.98
09-109-018	Smith, Deborah	323 E Ash	323 E Ash Mason, MI 48854	See Attached					20.00			252.08	252.08	504.16
09-109-020	Bahl, Dale & Carol, Family Trust	333 E Ash	333 E Ash Mason, MI 48854	See Attached		33.00			33.00			765.26	765.26	1530.52
09-109-021	Darling, Alexandra & Jason	403 E Ash	403 E Ash Mason, MI 48854	See Attached		6.00					186.00	584.36	584.36	1168.72
09-109-022	Birchfield, Dorothy Trust	405 E Ash	405 E Ash Mason, MI 48854	See Attached		15.00						158.79	158.79	317.57
09-109-024	King, Julie	423 E Ash	1185 Decamp Leslie, MI 49251	See Attached					17.00			214.27	214.27	428.54
09-109-026	Rice, Levi & Hiatt, Brian	435 E Ash	220 E Bailey Mason, MI 48854	See Attached		6.00						63.51	63.51	127.03
09-112-001	Brandt, Alfred & Mascoli, Kathy	405 S Rogers	405 S Rogers Mason, MI 48854	See Attached			29.00			13.00		523.02	523.02	1046.04
09-112-003	Search, Rebekah	314 E Ash	314 E Ash Mason, MI 48854	See Attached			76.00			16.00	145.00	1523.72	1523.72	3047.44
09-112-005	Kill, Donald & Theresa	328 E Ash	328 E Ash Mason, MI 48854	See Attached			19.00			7.00		321.43	321.43	642.85
09-112-007	Kite, Aaron	400 E Ash	3339 Waverly Hills Dr Lansing, MI 48917	See Attached			16.00			12.00		356.16	356.16	712.31
09-112-010	Devoss, Gerald & Marilyn	430-432 E Ash	9357 W Grand River Grand Ledge, MI 48837	See Attached		75.00			25.00			1109.03	1109.03	2218.06
09-112-011	Gardner, Terry	438 E Ash	438 E Ash Mason, MI 48854	See Attached						5.00		70.01	70.01	140.01
09-112-013	Duane, David & Debra	415 S Rogers	1735 E Dexter Trail Dansville, MI 48819	See Attached							108.00	302.43	302.43	604.85
09-112-014	Henley, Katherine Louise	305 E Oak	305 E Oak Mason, MI 48854	See Attached	10.00				11.00			232.71	232.71	465.43
09-112-026	Zanger, Cherry	322 E Ash	322 E Ash Mason, MI 48854	See Attached			8.00					94.07	94.07	188.14

Special Assessment Roll 2016-1
Sidewalk Special Assessment District 2016-1

	EXHIBIT A													
Parcel #	Owners Name	Property Address	Mailing Address	Legal Description	LF 4' x 4" Sidewalk	LF 4.5' x 4" Sidewalk	LF 5' x4" Sidewalk	LF 4' x 6" Sidewalk	LF 4.5' x6" Sidewalk	LF 5' x6" Sidewalk	SF Drive Approach	Cost to Taxpayer (Total Cost x 50%)	Cost to City (Total Cost x 50%)	Total Cost
33-19-10					18.81	21.17	23.52	22.40	25.21	28.00	5.60			
09-112-028	Erxleben, Kevin	306 E Ash	15724 Lake Michigan Dr West Olive, MI 49460-95	See Attached			27.00					317.49	317.49	634.97
09-129-015	Droscha, Ruben & Shirley	549 E Ash	549 E Ash Mason, MI 48854	See Attached			8.00					94.07	94.07	188.14
09-152-002	Backus, Daniel & Mary	216 E Oak	216 E Oak Mason, MI 48854	See Attached		10.00						105.86	105.86	211.72
09-152-010	Krauss, Steve & Paula	518 S Rogers	518 S Rogers Mason, MI 48854	See Attached			9.00					105.83	105.83	211.66
09-153-007	Carmichael, Jack & Julie	519 S Rogers	519 S Rogers Mason, MI 48854	See Attached	10.00							94.07	94.07	188.14
09-154-005	Gorsline-Runciman	615 S Jefferson	PO Box 130548 Houston, TX 77219	See Attached		36.00	52.00					992.54	992.54	1985.08
09-154-008	Louks, Mary	624 S Barnes	624 S Barnes Mason, MI 48854	See Attached							193.00	540.45	540.45	1080.90
09-155-004	Marlan, Russell & Jill Trust	625 S Barnes	11190 Forest Rd Dewitt, MI 48820	See Attached	12.00							112.88	112.88	225.77
09-155-010	Hines, Richard & Thelma	223 E Cherry	3265 Rolfe Mason, MI 48854	See Attached		25.00						264.64	264.64	529.29
09-155-011	Campbell Trust	227 E Cherry	227 E Cherry Mason, MI 48854	See Attached		6.00			15.00		138.00	639.01	639.01	1278.02
09-157-001	Hyden Property Development	100-102 E Cherry	3503 Autumnwood Lane Okemos, MI 48864	See Attached			6.00					70.55	70.55	141.11
09-157-006	Torrey, David & Mary	122 E Cherry	122 E Cherry Mason, MI 48854	See Attached	13.00			11.00				245.50	245.50	491.00
09-157-007	O'Brien, Michael & Baggott, Kristen	126 E Cherry	115 E Elm Mason, MI 48854	See Attached	14.00							131.70	131.70	263.40
09-157-008	Jones, Jeffry	702 S Barnes	1220 Clark St Lansing, MI 48906	See Attached	5.00							47.04	47.04	94.07
09-158-002	Hedglen, Paul & Suzanne	210 E Cherry	210 E Cherry Mason, MI 48854	See Attached	15.00						125.00	491.14	491.14	982.27
09-158-004	Williams, Edith Trust	226 E Cherry	590 Vanderveen Mason, MI 48854	See Attached		6.00						63.51	63.51	127.03
09-158-005	Hesch, Patrick & Christine	232 E Cherry	232 E Cherry Mason, MI 48854	See Attached	10.00		4.00					141.11	141.11	282.21
09-159-001	Cherry Grove Apartments	703 S Rogers	3390 Pinetree Lansing, MI 48911	See Attached		42.00						444.60	444.60	889.20
09-177-004	Harrison, Lisa & Raetz, Kyle	522 E Ash	522 E Ash Mason, MI 48854	See Attached		20.00			15.00			400.78	400.78	801.55
09-177-006	Mendez, Gaspar	534 E Ash	1345 Ives Rd Mason, MI 48854	See Attached		25.00						264.64	264.64	529.29
09-177-007	Green, Thomas P II & Melissa	540 E Ash	540 E Ash Mason MI 48854	See Attached		65.00						688.07	688.07	1376.15
09-177-008	Wood, Lauren	544 E Ash	544 E Ash Mason, MI 48854	See Attached		32.00						338.74	338.74	677.49
09-208-007	Henry, Tennille	621 E Ash	621 E Ash Mason, MI 48854	See Attached		10.00						105.86	105.86	211.72
09-208-008	Groce, Ronald & Jamie	625 E Ash	585 Harper Mason, MI 48854	See Attached		28.00						296.40	296.40	592.80
09-251-002	Petee, Kirk	703 E Ash	703 E Ash Mason, MI 48854	See Attached		31.00						328.16	328.16	656.32
09-251-003	Joneson, Eric & Kathleen	715 E Ash	715 E Ash Mason, MI 48854	See Attached		84.50						894.50	894.50	1788.99
09-251-006	Comstock, Perry & Rhonda	739 E Ash	739 E Ash Mason, MI 48854	See Attached		10.00						105.86	105.86	211.72
09-251-009	Dufort, Sally	759 E Ash	759 E Ash Mason, MI 48854	See Attached		5.00						52.93	52.93	105.86
09-252-002	Goldsmith, Elizabeth Trust	809 E Ash	2370 NE Ocean Blvd, #303-A, Stuart, FL 34996	See Attached		26.00						275.23	275.23	550.46

Special Assessment Roll 2016-1
Sidewalk Special Assessment District 2016-1

	EXHIBIT A													
Parcel #	Owners Name	Property Address	Mailing Address	Legal Description	LF 4' x 4" Sidewalk	LF 4.5' x 4" Sidewalk	LF 5' x4" Sidewalk	LF 4' x 6" Sidewalk	LF 4.5' x6" Sidewalk	LF 5' x6" Sidewalk	SF Drive Approach	Cost to Taxpayer (Total Cost x 50%)	Cost to City (Total Cost x 50%)	Total Cost
33-19-10					**18.81**	**21.17**	**23.52**	**22.40**	**25.21**	**28.00**	**5.60**			
09-252-003	Kmiecik, Alfred & Donna	819 E Ash	819 E Ash Mason, MI 48854	See Attached					5.00			63.02	63.02	126.04
09-252-006	Trotter, William & Natalie	831 E Ash	831 E Ash Mason, MI 48854	See Attached		51.00			6.00			615.50	615.50	1230.99
09-252-007	Dixon, Jacob & Amanda	837 E Ash	837 E Ash Mason, MI 48854	See Attached		5.00						52.93	52.93	105.86
09-400-800	Ingham County	732 E Ash	Po Box 319 Mason, MI 48854	See Attached	39.00							366.87	366.87	733.75
	Totals				**283.00**	**652.50**	**259.00**	**187.00**	**158.00**	**53.00**	**2,594.00**	**$ 24,706.83**	**$ 24,706.83**	**$ 49,413.67**

33-19-10-08-126-013
PEDEN JAMES & CAROL
316 WALNUT

MASON MI 48854

LOT 34 FOXCROFT FARMS, SEC 8 T2N R1W CITY OF MASON, INGHAM CO.

33-19-10-08-177-001
MCDONALD LYNDA G
809 W ASH

MASON MI 48854

LOT 35, FOXCROFT FARMS, SEC 8 T2N R1W CITY OF MASON, INGHAM CO.

33-19-10-08-177-002
HASINI MARIGONA & HAWKINS
801 W ASH

MASON MI 48854

LOT 36, FOXCROFT FARMS, SEC 8 T2N R1W CITY OF MASON, INGHAM CO.

33-19-10-08-177-004
NYE JEFF R
755 W ASH 755-757

MASON MI 48854

LOT 38 FOXCROFT FARMS, SEC 8 T2N R1W CITY OF MASON, INGHAM CO.

33-19-10-08-178-012
DEAN JOSEPH & KATHLEEN
401 PEACHTREE

MASON MI 48854

LOT 40 EXC THE S 12 FT, FOXCROFT FARMS, SEC 8 T2N R1W CITY OF MASON, INGHAM CO.

33-19-10-08-452-008
SYCAMORE LLC
S CEDAR

MASON MI 48854

COM AT CEN OF SEC 8, S 89-57-25 E ALNG EW 1/4 LN 856.69 FT, S 00-18-46 W 1320.25 FT TO POB, E 328.02 FT, S 00-18-46 W 828.83 FT TO NLY R/W LN OF HWY US-127 - ALNG SD NLY LN FOLLOWING 5 COURSES; N 52-56-39 W 34.17 FT, N 77-55-03 W 538.52 FT, N 68-06-30 W 242.66 FT, N 49-33-53 W 228.13 FT, N 42-53-30 W 26.97 FT, N 67-10-58 E 297.38 FT, N 79-51-01 E 385.14 FT, NWLY 168.16 FT ON CURVE LEFT, RAD OF 483 FT, CHD BRG N 22-02-07 W 167.31 FT, N 77-56-17 E 66 FT, NWLY 85.75 FT ON CURVE LEFT, RAD OF 417 FT, CHD BRG N 06-10-17 W 85.6 FT, E .25 FT TO POB EXC THAT PART DEEDED AS CEDAR ST ON & ACROSS SE 1/4 OF SEC 8 T2N R1W, CITY OF MASON, INGHAM CO. (1997)

33-19-10-08-476-034
ST JAMES PARISH
1010 S LANSING

MASON MI 48854

COM IN EW 1/8 LN OF SE 1/4 AT PT 503 FT W OF E 1/8 POST - N 89-47-00 W ON SD 1/8 LN 958 FT - S 00-41-00 W 602.4 FT - E 1266.85 FT TO PT 600.2 FT S & 195 FT W OF SD 1/8 POST - N PLL WITH E SEC LN 251.3 FT - E TO W LN OF LANSING ST - N 36-53-00 W ALNG SD W LN TO EW 1/8 LN OF SE 1/4 - W TO POB EXC THAT PART DEEDED AS CEDAR ST ON & ACROSS SE 1/4 OF SEC 8 T2N R1W, CITY OF MASON, INGHAM CO. (12/97)

33-19-10-08-476-037
KIPP ROAD INVESTMENTS LLC
216 W KIPP

MASON MI 48854

COM 34 RDS W OF SE COR OF SEC 8 - N 403 FT - W 12 RDS - S 403 FT - E 12 RDS TO BEG ON SE 1/4 OF SEC 8, T2NR1W, CITY OF MASON, INGHAM CO. 1.83 A COMBINED ON 02/08/2001 FROM 10-08-476-016 AND 10-08-476-017;

33-19-10-08-476-038
AOBG PROPERTIES, LLC
1100 S CEDAR

MASON MI 48854

PART OF SE 1/4 OF SEC 8, DESC AS: BEG ON W LN OF CEDAR ST AT PT N89D55'35"W 561 FT ALNG S SEC LN & N0D4'31"E 403 FT FROM SE COR OF SEC 8, N89D55'35"W 354.02 FT, N0D4'25"E 292.59 FT TO S LN OF CEDAR ST, ALNG SW'LY LN OF CEDAR ST FOLLOWING 2 COURSES, S89D55'35"E 61.43 FT, SE'LY 459.55 FT ALNG ARC OF 292.7 FT RAD CURVE TO RT, CHD BRG S44D55'35"E 413.78 FT TO POB, SEC 8 T2N R1W, CITY OF MASON, INGHAM CO. 1.95 AC.

33-19-10-08-476-040
INDEPENDENT BANK
144 W KIPP

MASON MI 48854

BEG AT PT ON S SEC LN, N89D55'35" W 264 FT FROM SE COR OF SEC 8. N89D55'35"W 231 FT ALNG S SEC LN, N0D4'31"E 201.5 FT ALNG E R/W LN OF CEDAR ST, S89D55'35"E 231 FT, S0D4'31"W 201.5 FT PLL WITH E SEC LN TO POB SUBJ TO JOINT DRIVEWAY ESMT ON SE 1/4 OF, SEC 8 T2N R1W, CITY OF MASON, INGHAM CO. SPLIT ON 02/20/2004 FROM 33-19-10-08-476-025 & 33-19-10-08-476-024 & 33-19-10-08-476-023;

33-19-10-08-477-100
VISION VILLAGE ASSOC.
HARTWELL

MASON MI 48854

COMMON ELEMENTS, VISION VILLAGE. INGHAM COUNTY CONDOMINIUM PLAN NO 135, SEC 8 T2N R1W, CITY OF MASON, INGHAM CO. (1998)

33-19-10-08-478-100
KGDS PROPERTIES LLC
1103 S CEDAR

MASON MI 48854

COMMON ELEMENT 1103 CEDAR STREET OFFICE CONDOMINIUM INGHAM CO CONDO SUB PLAN NO 251 CITY OF MASON (SPLIT FROM 08-476-043 FOR 2008 ROLL)

33-19-10-09-108-013
FIRST UNITED METHODIST
201 E ASH

MASON MI 48854

LOTS 7, 8 & 9 BLK 12, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-109-017
SCHLATTMAN PAUL A & CHER
315 E ASH & 315.5

MASON MI 48854

LOT 9 BLOCK 11, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-109-018
SMITH DEBORAH JO
323 E ASH

MASON MI 48854

LOT 10 BLOCK 11, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-109-020
BAHL DALE & CAROL BAHL FA
333 E ASH

MASON MI 48854

LOT 12 BLOCK 11, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-109-021
DARLING ALEXANDRA & JASO
403 E ASH

MASON MI 48854

LOT 9 BLOCK 1 DARLING & BARNETT'S ADDITION, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-109-022
BIRCHFIELD DOROTHY TRUST
405 E ASH

MASON MI 48854

LOT 10 BLOCK 1 DARLING & BARNETT'S ADDITION, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-109-024
KING JULIE
423 E ASH

MASON MI 48854

LOT 12 BLOCK 1 DARLING & BARNETT'S ADDITION, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-109-026
RICE LEVI & BRIAN W HIATT
435 E ASH

MASON MI 48854

LOT 15 & W 1 RD OF LOTS 16,17 & 18, BLK 1 DARLING AND BARNETT'S ADDITION, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-001
BRANDT ALFRED
405 S ROGERS

MASON MI 48854

LOT 1 EXC S 10 FT BLOCK 19, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-003
SEARCH REBEKAH J
314 E ASH

MASON MI 48854

E 32 FT OF LOT 2 AND ALL OF LOT 3, BLOCK 19, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-005
KILL DONALD & THERESA
328 E ASH

MASON MI 48854

LOT 5 BLOCK 19, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-007
KITE AARON T
400 E ASH

MASON MI 48854

LOT 1 BLOCK 1 HOLT & STEELE ADDITION, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-010
DEVOSS GERALD & MARILYN
430 E ASH 430-432

MASON MI 48854

W 1/2 OF LOT 8 EXC S 19.5 FT, LOT 6 EXC S 132 FT, E 16.5 FT OF LOT 5 EXC S 132 FT BLOCK 1 HOLT & STEELE ADDN, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-011
GARDNER TERRY C
438 E ASH

MASON MI 48854

E 1/2 OF LOT 8, BLOCK 1 HOLT & STEELE ADDITION, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-013
DUANE DAVID A & DEBRA A
415 S ROGERS

MASON MI 48854

N 2 RDS OF LOT 7 & W 4 RDS OF ALLEY BETWEEN LOTS 1 & 7 BLOCK 19, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-014
HENLEY KATHERINE LOUISE
305 E OAK

MASON MI 48854

S 6 RDS OF LOT 7, BLOCK 19, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-026
ZANGER CHERRY D
322 E ASH

MASON MI 48854

LOT 4, BLOCK 19, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-112-028
ERXLEBEN KEVIN
306 E ASH

MASON MI 48854

S 10 FT OF LOT 1 & W 34 FT OF LOT 2, BLOCK 19, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-129-015
DROSCHA RUBEN & SHIRLEY
549 E ASH

MASON MI 48854

LOT 19, ASSESSOR'S PLAT NO. 2, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-152-002
BACKUS DANIEL & MARY
216 E OAK

MASON MI 48854

E 3 RDS OF LOT 3 & W 1 RD OF LOT 4, BLOCK 21, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-152-010
KRAUSS STEVE & PAULA
518 S ROGERS

MASON MI 48854

N 1/2 OF E 1/2 OF LOT 11 & N 1/2 OF LOT 12, BLOCK 21, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-153-007
CARMICHAEL JACK & JULIE
519 S ROGERS

MASON MI 48854

N 1/2 OF LOTS 7 & 8, BLOCK 20, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-154-005
GORSLINE-RUNCIMAN CO
615 S JEFFERSON

MASON MI 48854

LOTS 7, 8 & 9, BLOCK 25, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-154-008
LOUKS MARY
624 S BARNES

MASON MI 48854

S 1/2 OF E 16.5 FT OF LOT 11 & S 1/2 OF LOT 12, BLOCK 25, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-155-004
MARLAN RUSSELL L & JILL A T
625 S BARNES

MASON MI 48854

S 1/2 OF LOTS 7 & 8, BLOCK 26, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-155-010
HINES RICHARD & THELMA
223 E CHERRY

MASON MI 48854

LOT 10, BLOCK 26, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-155-011
CAMPBELL TRUST
227 E CHERRY

MASON MI 48854

LOT 11, BLOCK 26, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-157-001
HYDEN PROPERTY DEVELOPME
100 E CHERRY 100-102

MASON MI 48854

N 1/2 OF LOTS 1 & 2, BLOCK 30, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-157-006
TORREY DAVID & MARY E
122 E CHERRY

MASON MI 48854

LOT 4, BLOCK 30, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-157-007
OBRIEN MICHAEL
126 E CHERRY

MASON MI 48854

LOT 5, BLOCK 30, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-157-008
JONES JEFFRY
702 S BARNES

MASON MI 48854

LOT 6, BLOCK 30, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-158-005
HESCH PATRICK & CHRISTINE
232 E CHERRY

MASON MI 48854

E 1 RD OF LOT 5 & ENTIRE LOT 6, BLOCK 29, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-158-002
HEDGLEN PAUL & SUZANNE
210 E CHERRY

MASON MI 48854

E 1/2 OF LOT 2 & W 8 FT OF LOT 3, BLOCK 29, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-159-001
CHERRY GROVE APARTMENTS
703 S ROGERS

MASON MI 48854

LOTS 1, 2, 3, 4, 7, 8, 9, 10, 11, & 12, BLOCK 28, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-158-004
WILLIAMS EDITH L TRUST
226 E CHERRY

MASON MI 48854

E 1/2 OF LOT 4 & W 3/4 OF LOT 5, BLOCK 29, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-177-004
HARRISON LISA M & RAETZ KY
522 E ASH

MASON MI 48854

BEG 76.5 FT W OF SE COR BLOCK 4 - E 60 FT - N TO N LN ASH ST PLL TO E LN SD BLOCK - W'LY 45 FT ALNG ASH ST - S TO POB BLOCK 4 HOLT & STEELE ADDN, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-177-006
MENDEZ GASPAR
534 E ASH

MASON MI 48854

BEG 66 FT S76D30'E OF NE COR BLOCK 4 HOLT & STEELE ADDN - S 132 FT - S76D30'E 66 FT - N 132 FT - N76D30'W 66 FT TO POB , ON NW 1/4, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-177-007
GREEN THOMAS P II & MELISSA
540 E ASH

MASON MI 48854

LOT 35 & W 1/2 OF N 1/2 OF ADJ VACATED ALLEY, PARKVIEW SUB, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-177-008
WOOD LAUREN J
544 E ASH

MASON MI 48854

LOT 34, PARKVIEW SUB, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-208-007
HENRY TENNILLE K
621 E ASH

MASON MI 48854

LOT 21 ASSESSOR'S PLAT #2, EXC BEG @ A PT 220 FT (67.05') N OF SW COR LOT 21, TH E TO C/L RAYNERS CREEK AKA W LN OF LOT 25, TH N'LY ON W LN LOT 25 TO C/L ROOSEVELT ST (VACATED), TH W'LY TO W LN LOT 21, TH S TO POB; ALSO EXC BEG @ SW COR LOT 24, TH N'LY 66 FT, TH W'LY ALNG N LN LOT 21, 66 FT, TH S'LY 66 FT, TH E'LY 66 FT TO POB, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO

33-19-10-09-208-008
GROCE RONALD & JAMIE
625 E ASH

MASON MI 48854

LOT 22 ASSESSOR'S PLAT NO. 2 ALSO BEG AT SW COR LOT 24 - N'LY 66 FT - W'LY 66 FT - S'LY 66 FT - E'LY 66 FT TO POB ASSESSOR'S PLAT NO. 2, SEC 9 T2N R1W, CITY OF MASON, INGHAM CO.

33-19-10-09-251-002
PETEE KIRK
703 E ASH

MASON MI 48854

THE S'LY 168.3 FT OF LOT 26, ASSESSOR'S PLAT NO. 2, SEC 9 T2N R1W CITY OF MASON INGHAM CO

33-19-10-09-251-003
JONESON ERIC & KATHLEEN
715 E ASH

MASON MI 48854

LOT 27 ASSESSOR'S PLAT NO 2, SEC 9 T2N R1W CITY OF MASON, INGHAM CO

33-19-10-09-251-006
COMSTOCK PERRY D & RHOND
739 E ASH

MASON MI 48854

LOT 29 XEC N 117 FT ASSESSOR'S PLAT NO 2, SEC 9 T2N R1W CITY OF MASON, INGHAM CO

33-19-10-09-251-009
DUFORT SALLY A
759 E ASH

MASON MI 48854

LOT 31 ASSESSOR'S PLAT NO 2, SEC 9 T2N R1W CITY OF MASON, INGHAM CO

33-19-10-09-252-002
GOLDSMITH ELIZABETH ANN T
809 E ASH

MASON MI 48854

LOT 34 ASSESSOR'S PLAT NO 2, SEC 9 T2N R1W CITY OF MASON, INGHAM CO

33-19-10-09-252-003
KMIECIK ALFRED & DONNA
819 E ASH

MASON MI 48854

LOT 35 EX N'LY 90 FT OF E'LY 90 FT ASSESSOR'S PLAT NO 2, SEC 9 T2N R1W CITY OF MASON, INGHAM CO

33-19-10-09-252-006
TROTTER WILLIAM & NATALIE
831 E ASH

MASON MI 48854

LOT 36 EXC N 90 FT ASSESSOR'S PLAT NO 2, SEC 9 T2N R1W CITY OF MASON, INGHAM CO

33-19-10-09-252-007
DIXON JACOB T & AMANDA R
837 E ASH

MASON MI 48854

LOT 37 EXC N 90 FT ASSESSOR'S PLAT NO 2,
SEC 9 T2N R1W CITY OF MASON, INGHAM
CO

33-19-10-09-400-800
INGHAM COUNTY
732 E ASH

MASON MI 48854

SEC9, T2N R1W, CITY OF MASON, INGHAM
COUNTY, MI

Introduced:
Second:

CITY OF MASON

2016 SIDEWALK IMPROVEMENTS
SPECIAL ASSESSMENT RESOLUTION NO. 5
PROJECT 2016-1

March 21, 2016

WHEREAS, pursuant to due notice to all interested parties, this City Council met on Monday, March 21, 2016, in the City Hall, 201 West Ash Street, Mason, Michigan, for the purpose of reviewing the special assessment roll and hearing any objections thereto for the 2016 Sidewalk Improvements Special Assessment District - 2016-1; and

WHEREAS, at the time and place designated for said meeting, the meeting was duly called to order and the opening of the hearing for objections to the special assessment roll, prepared by the City Assessor and on file with the City Clerk, was announced, said roll assessing the cost of certain sidewalk improvements against the benefiting properties; and

WHEREAS, any objections were heard or filed in writing with the City Clerk and the following adjustment or corrections, if any, were made; and

WHEREAS, the City Council now desires to confirm the special assessment roll attached hereto as **Exhibit A**.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council hereby designates the special assessment district as the "Sidewalk Special Assessment District - 2016-1."

2. The special assessment roll as prepared and reported to the City Council by the City Assessor shall be designated as the "Special Assessment Roll, Sidewalk Special Assessment District 2016-1" in the final amount of $24,706.83, and is hereby adopted and confirmed, and the City Clerk is hereby directed to endorse thereon this date of confirmation.

3. The special assessment roll shall be divided into three (3) equal annual installments. The first installment shall be due on July 1, 2016, and the two (2) subsequent installments shall be due on July 1 of the succeeding years thereafter. Special assessments may be paid in full on or before August 31, 2016, without interest. Thereafter, installments of the special assessment roll shall bear interest at the rate of three and a half percent (3.5%) per annum, commencing on September 1, 2016, payable annually on the due date of each installment after the first installment. If any installment is not paid when due then the same shall be deemed to be delinquent and there shall be collected thereon in addition to the interest above provided, a penalty at the rate of one

percent (1%) for each month or fraction thereof that the same remains unpaid before being reported for reassessment upon the City tax roll. In the event the City Council determines that it is in the best interest of the district and the City at large to issue bonds pledging the receipts of said special assessment roll and the full faith and credit of the City; then and in that event, the interest on the unpaid installments shall be adjusted to not more than one percent (1%) greater than the average interest rate at which the bonds were sold. Said interest shall be payable annually on each installment due date.

4. Any of the unpaid balance due on the special assessment roll may be paid in full on any installment date, together with interest due to said payment date.

5. The assessments made in said special assessment roll are hereby ordered and directed to be collected. The City Clerk shall deliver the special assessment roll to the City Finance Director/Treasurer with the proper warrant attached, commanding the City Finance Director/Treasurer to collect the assessments therein in accordance with the directions of the City Council with respect thereto, and the City Finance Director/Treasurer is authorized and directed to collect the amounts assessed as they become due pursuant to the terms of this resolution and the provisions of the applicable statutes of the State of Michigan.

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

Yes ( )

No ( )

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, March 21, 2016 the original of which is part of the City Council minutes.

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

CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF MARCH 9, 2016

Waltz called the meeting to order at 7:32 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Mulvany led the Pledge of Allegiance and offered the invocation.

Present: Councilmembers: Brown, Clark, Droscha, Ferris, Mulvany, Waltz
Absent: Councilmember: Bruno
Also present: Deborah S. Stuart, City Administrator
Deborah J. Cwiertniewicz, City Clerk
Eric Smith, Finance Director/Treasurer
Tom Hitch, City Attorney

ANNOUNCEMENTS

Mason Public Schools – Public Forum – Bond Proposal – March 10, 2016

PEOPLE FROM THE FLOOR

Jack Carmichael of 519 South Rogers Street commented regarding concerns he has regarding potential oil drilling in Vevay Township.

PRESENTATION

John Alfono, Dart Container Facilities Engineering Manager, and Tim Scott, Dart Container Telecommunications Manager, presented two thermal imaging cameras donated to the Mason Fire Department by Dart Container Corporation. Mr. Alfono stated that he was proud to present the cameras to the City of Mason on behalf of Dart Container Corporation, who also donated two thermal imaging cameras to Delhi Township Fire Department. Fire Chief Minshall stated that the new handheld cameras can detect heat energy through smoke, walls and doors and help firefighters locate hot spots and trapped victims. Council thanked Mr. Alfono and Mr. Scott for the donation.

CONSENT AGENDA

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

A. Approval of Minutes - Regular Council Meeting: February 1, 2016
B. Approval of Bills in the amount of $188,766.53
C. Resolution – Approval for Bad Brewing Company to Use City Right-of-Way for an Outdoor Beer Festival

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2016-06
APPROVAL FOR BAD BREWING COMPANY
TO USE THE CITY RIGHT-OF-WAY FOR AN OUTDOOR BEER FESTIVAL
March 9, 2016

WHEREAS, the City of Mason promotes special events that provide the community with entertainment and refreshment for their enjoyment; and

WHEREAS, Brian Rasdale, owner of Bad Brewing Company, has applied to hold two outdoor beer festivals, June 4 and September 10, 2016; and

WHEREAS, Mr. Rasdale is requesting to close Jefferson Street between Oak and Ash streets, for the hours 1:00 p.m. – 12 midnight.

THEREFORE, BE IT RESOLVED by the City Council of the City of Mason that permission is hereby granted for Mr. Brian Rasdale to utilize the City of Mason right-of-way by closing Jefferson Street between Oak and Ash streets, for the hours 1:00 p.m. – 12 midnight to permit an outdoor beer festival June 4 and September 10, 2016.

D. Motion – Request for Street Closures for the Mason State Bank 5K Race on May 6, 2016

to approve the request of street closures by Mason State Bank from 4:00–10:00 p.m. to allow the annual Mason State Bank 5K Run/Walk, and to close Maple Street parking at 6:00 a.m., Barnes and Jefferson streets parking at 4:00 p.m., as well as provide electricity located on both sides of Maple Street.

MOTION APPROVED

REGULAR BUSINESS

Resolution – Authorization Releasing Funds for Spot Repair and Reconstruction of Sidewalks on Ash Street between Rogers Street and Temple Street

MOTION by Droscha, second by Brown,
to consider City Council Resolution – Authorization Releasing Funds for Spot Repair and Reconstruction of Sidewalks on Ash Street between Rogers Street and Temple Street read.
MOTION APPROVED

Introduced by Brown, seconded by Mulvany, City Council Resolution – Authorization Releasing Funds for Spot Repair and Reconstruction of Sidewalks on Ash Street between Rogers Street and Temple Street.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2016-07
AUTHORIZATION RELEASING FUNDS FOR SPOT REPAIR AND RECONSTRUCTION OF SIDEWALKS ON ASH STREET BETWEEN ROGERS STREET AND TEMPLE STREET
MARCH 9, 2016

WHEREAS, the City of Mason accepted public bids for the spot repair and reconstruction of the sidewalks on Ash Street between Rogers Street and Temple Street; and

WHEREAS, bids were received and publicly opened on February 9, 2016; and

WHEREAS, the low bidder is Reith-Riley Construction with a bid of $42,013.50.

BE IT HEREBY RESOLVED, that the Mason City Council approve the expenditures of $42,013.50 for the spot repair and reconstruction of sidewalks on Ash Street between Rogers Street and Temple Street and authorize signature authority to the City Administrator.

RESOLUTION APPROVED

Resolution – Authorization Releasing Funds for Local Streets Reconstruction

MOTION by Droscha, second by Brown,
to consider City Council Resolution – Authorization Releasing Funds for Local Streets Reconstruction read.
MOTION APPROVED

Introduced by Brown, seconded by Mulvany, City Council Resolution – Authorization Releasing Funds for Local Streets Reconstruction.

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2016-08

AUTHORIZATION RELEASING FUNDS FOR LOCAL STREETS RECONSTRUCTION
MARCH 9, 2016

WHEREAS, the City of Mason went out for public bids for the reconstruction of the local streets of South Cedar Street-Willow Creek to Kipp Road; South Rogers Street- East Ash to East South Street; East Cherry Street - South Jefferson to Rogers Street; East Oak Street- Barns to Rogers Street; West Ash Street - Peachtree to Hayes Park; East Street - West Columbia to North Street.; Oak Street- Jefferson to Park Street; Park Street - Oak to Ash Street.; and

WHEREAS, bids were received and publicly opened on February 9, 2016; and

WHEREAS, the low bidder is Reith-Riley Construction with a bid of $1,159,046.92.

BE IT HEREBY RESOLVED, that the Mason City Council approve the expenditures of $1,159,046.92 for the reconstruction of South Cedar Street - Willow Creek to Kipp Road; South Rogers Street - East Ash to East South Street; East Cherry Street - South Jefferson to Rogers Street; East Oak Street - Barnes to Rogers Street; West Ash Street - Peachtree to Hayes Park; East Street - West Columbia to North Street; Oak Street - Jefferson to Park Street; Park Street - Oak to Ash Street and authorize signature authority to the City Administrator.

RESOLUTION APPROVED

Resolution – Approval to Award the Equipping of Wells No. 9 and No. 10 to Ed Birkmeier Well Drilling Ltd.

MOTION by Droscha, second by Brown,
to consider City Council Resolution – Approval to Award the Equipping of Wells No. 9 and No. 10 to Ed Birkmeier Well Drilling Ltd. read.
MOTION APPROVED

Introduced by Brown, seconded by Mulvany, City Council Resolution – Approval to Award the Equipping of Wells No. 9 and No. 10 to Ed Birkmeier Well Drilling Ltd.

It was discussed that companies that regularly bid on well projects had not submitted bids. Staff mailed bid requests to ten companies and received three bid offers.

MOTION by Clark, second by Droscha,
to defer City Council Resolution – Approval to Award the Equipping of Wells No. 9 and No. 10 to Ed Birkmeier Well Drilling Ltd. to the next regular meeting to allow determination of why regular bidders for this type of project had not submitted a bid.

Yes (4) Brown, Clark, Droscha, Ferris
No (2) Mulvany, Waltz
Absent (1) Bruno

MOTION APPROVED

Resolution – Authorizing the City of Mason to Proceed with the Purchase of Rayner Park

Discussion was held regarding the Lease/Option agreement between Ingham County and the City of Mason conveying Rayner Park to the City for a period of twenty years. Questions regarding the document focused on preventing installation of fences by the City and providing parking during Fair Week.

MOTION by Brown, second by Droscha,
to defer City Council Resolution – Authorizing the City of Mason to Proceed with the Purchase of Rayner Park to allow negotiation of Items 1 and 2.
MOTION APPROVED

City Attorney's Report

Attorney Tom Hitch stated that he will attend Council meetings quarterly to report on legal matters, as well as additional meetings when he is requested to be present. He spoke regarding various legal matters including his February 2, 2016 memorandum and the current status of the proposed medical marihuana ordinance. It was discussed that the ordinance was originally enacted to regulate activities related to medical marihuana caregivers operations and dispensaries. Currently, state law does not permit local government regulation. Council and City Attorney Hitch agreed that an ordinance that parallels state law would be unnecessary. Council directed staff to have the Planning Commission propose an ordinance repealing the existing ordinance.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Discussion was held to consider appointing an ad hoc committee to conduct a comprehensive review of the City Code and Charter. Discussion ensued proposing a clothing drop box ordinance. It was stated that the City of Lansing ordinance should be used as a model.

> MOTION by Clark, second by Droscha,
> to remand the issue of clothing drop boxes to the Planning Commission.
> MOTION APPROVED

CORRESPONDENCE

All correspondence was distributed.

LIAISON REPORTS

- Brown informed Council regarding Planning Commission business.
- Waltz informed Council regarding Downtown Development Authority business.

COUNCILMEMBER REPORTS

None.

ADMINISTRATOR'S REPORT

Stuart informed Council regarding city business. She commended City Clerk Cwiertniewicz on the successful March 8, 2016 Presidential Primary and the DPW staff on their efficiency in cleaning the City streets during the recent snowstorm.

ADJOURNMENT

The meeting adjourned at 9:23 p.m.

Deborah J. Cwiertniewicz, City Clerk

Mike Waltz, Mayor

03/18/2016 09:43 AM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON
EXP CHECK RUN DATES 03/14/2016 - 03/23/2016
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
COUNCIL REPORT

MONDAY, MARCH 21, 2016

Vendor Code / Invoice / GL Number	Vendor Name / Invoice Description / GL Description		Amount
07800	BLUE CROSS BLUE SHIELD OF MICHIGAN		
GRP#7029499710DIV#00	APRIL HEALTH INSURANCE CITY EXPENSE		
750-000.00-231.015	APRIL HEALTH INSURANCE CITY EXPENSE	15,968.31	
GRP#7029499DIV#0001	APRIL RETIREES INSURANCE CITY EXPENSE		
101-855.00-874.001	APRIL RETIREES INSURANCE CITY EXPENSE	6,327.66	
		VENDOR TOTAL:	22,295.97
06474	CONSUMERS ENERGY		
MARCH 2016	ELECTRICITY 2/1 - 2/29		
101-448.00-926.000	STREET LIGHTING 2/1 - 2/29	6,470.61	
		VENDOR TOTAL:	6,470.61
06205	KEMIRA WATER SOLUTIONS		
9017492386	9.87 DRY TONS FERRIC CHLORIDE		
592-555.00-757.000	9.87 DRY TONS FERRIC CHLORIDE	5,359.02	
		VENDOR TOTAL:	5,359.02
05221	MCGINTY, HITCH, HOUSEFIELD, PERSON,		
MARCH 2016	FEB 2016 ATTORNEY SERVICES		
101-266.00-826.000	FEB 2016 LEGAL FEES	7,627.18	
		VENDOR TOTAL:	7,627.18
		TOTAL - ALL VENDORS:	41,752.78

I hereby certify that I have reviewed the above bills and expenditures and to the best of my knowledge and belief, they cover expenditures of the City services and materials and are within current budget appropriations.

Deborah Stuart
City Administrator

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 21, 2016 **Agenda Item:** 8C

AGENDA ITEM

Resolution – Approval to Award Lease Agreement for City's 124.5 Acre Farm Property on Temple Street and Kipp Road/Dexter Trail to Steve Lott Farms and Services

EXHIBITS

Proposal from Steve Lott Farms and Services, March 7, 2016

STAFF REVIEW

Zoning & Development Department

SUMMARY STATEMENT

The City owns a total of 124.5 acres of land that is suitable for farming, including 67.73 acres of land (50.63 tillable) adjacent to Temple Street and 56.77 acres (50.51 tillable) at the northwest corner of Kipp Road and Dexter Trail. The land had been leased by Craig Hamlin for the past three years. Mr. Hamlin's farm lease expired December 31, 2015.

Bid notice was published and three bids were received, with Steve Lott Farms & Services being the highest at a lump sum of $59,892 for the three-year term ($19,964 annually).

- Launstein $51,581.40
- Smalley $45,150.00
- Steve Lott Farms and Services $59,892.00

Please note that Mr. Lott's proposal has a condition regarding crop reimbursement, requesting the following deduction from lump sum payment in the first year:

- Before fitting: $170 per reclaim acre
- After fitting and before planting: $240 per reclaim acre
- After planting: $420 per reclaim acre

In addition to the crop deductions listed above, Mr. Lott is requesting that reclaimed land in the second and third year be at a rate of $161 per acre. Staff has spoken with Mr. Lott and confirmed that the prices listed above are limited to agricultural inputs, such as tilling, fertilizer, seed, etc.

RECOMMENDED ACTION

Recommend that City Council approve the resolution.

Exhibit A

STEVE LOTT FARMS
& SERVICES

916 Lamb Road
Mason, MI 48854
517.202.1931
steve@stevelottfarms.com

March 7, 2016

David E. Haywood
Zoning & Development Director
201 W. Ash Street
Mason, MI 48854-0370

RE: Farm Lease Bid

Dear Mr. Haywood:

Thank you for the invitation to submit a bid to lease the property at the northwest corner of Dexter Trail and Kipp Road. I have inspected the property and agree to the conditions outlined in your letter to me dated February 29, 2016.

My lump sum bid for the three year lease is $59,892 to be paid in three equal installments of $19,964 on or before December 31 of each year of the lease.

Should the City of Mason need to reclaim any portion of the leased property, the schedule for crop reimbursement to be deducted from the lump sum payment for the first year it is reclaimed follows:

- Before fitting: $170 per reclaimed acre
- After fitting and before planting: $240 per reclaimed acre
- After planting: $420 per reclaimed acre

Should the land remain under City use for subsequent years, $161 per reclaimed acre will be deducted from the lump sum payment for all future years the land is unable to be farmed.

In this highly competitive environment for farmland, property owners with tillable property will likely have multiple offers to consider. Benefits that I offer include:

Experience: I have been farming in Mason and the surrounding areas for more than 30 years. As a fourth generation farmer, I am committed to being a good steward of the land.

Education: Science and technology are constantly advancing best farming practices. Each year I attend numerous agricultural education programs.

Good equipment: The majority of my equipment is John Deere and less than 10 years old. This means fewer emissions and less soil compaction.

Licenses: I hold a State of Michigan applicator license for spraying crops (25+ years) and a CDL-A license.

Best Farming Practices: I soil test every year and use this information for seed selection, fertilizer choice and micro-nutrient application which protects your soil's fertility.

Communication: Each month during the summer, I post updates regarding the crops.

Good Neighbor Relations: I am respectful of property lines, landscaping and time of day for operating equipment as well as respecting landowners' access

Competitive Terms: My lease is one page, written in plain English and clearly outlines the length of the lease, the rental fee per acre and an agreed upon payment date.

Please feel free to contact me with any questions that you may have.

Sincerely,

Steven R. Lott

:srl

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION

APPROVAL TO AWARD LEASE AGREEMENT FOR CITY'S 124.5 ACRE FARM PROPERTY ON TEMPLE STREET AND KIPP ROAD/ DEXTER TRAIL TO STEVE LOTT FARMS AND SERVICES

MARCH 21, 2016

WHEREAS, the City of Mason went out for public bids for a lease agreement for the City's 124.5 acre farm property on Temple Street and Kipp Road/Dexter Trail; and

WHEREAS, bids were received and publicly opened on March 16, 2016; and

WHEREAS, the high bidder is Steve Lott Farms and Services at $59,892.00.

BE IT HEREBY RESOLVED that the Mason City Council awards the lease agreement of $59,892.00 to Steve Lott Farms and Services and authorizes the City Administrator to negotiate and execute the final terms of the agreement consistent with this resolution.

Yes ( )

No ( )

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Wednesday, March 21, 2016, the original of which is part of the City Council minutes.

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

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 21, 2016 **Agenda Item:** 9A

AGENDA ITEM
Resolution – Approval to Award the Equipping of Wells No. 9 and No. 10 to Ed Birkmeier Well Drilling Ltd.

EXHIBITS
Letter from City Engineer Don Heck dated March 3, 2016

STAFF REVIEW
Department of Public Works

SUMMARY STATEMENT

Wells No. 9 and No. 10 are ready to be equipped. All the required permits are final and this project will finally be wrapping up. This equipping bid will include all the equipment to put these two wells on line. This bid also includes a generator and a fence around both wells.

Ten bid requests for the equipping of Well No. 9 and No. 10 were sent out. The bid request was published on the Michigan Infrastructure and Transportation Association (MITA) website. The well drillers were contacted about this job. This type of work is usually done by a general contractor with sub-contractors for the well work, electrical work, and underground work. Ed Birkmeier Well Drilling Ltd. and Dewind Well Drilling are acting as the general contractors for this job. Layne Christensen and Peerless Midwest did not bid as they would not generally be a general contractor for this type of work. Northern Pump and Well is a sub-contractor to Robison Electrical & Mechanical for this bid. The original estimate for the completion of this project was $188,875.00. The reason for the increase in costs was due to higher electrical costs.

On February 26, 2016, three bids were received. The low bid came in at $248,348.00

Ed Birkmeier Well Drilling Ltd.	$248,348.00
Robinson Electric & Mech. Inc.	$299,040.76
Dewind Well Drilling	$311,149.00

RECOMMENDED ACTION
Recommend that City Council approve the resolution.

Wolverine Engineers & Surveyors, Inc.
312 North Street • Mason, Michigan 48854 • 517.676.9200 • Fax 517.676.9396

March 03, 2016

Mr. Ken Baker
Director of Public Works
City of Mason
P.O. Box 370
201 W. Ash Street
Mason, MI 48854

RE: City of Mason – Well No. 9 and No. 10 Equipping

Dear Mr. Baker:

On Tuesday, February 23, 2016 at 2:00 PM, bids for the City of Mason – Well No. 9 and No. 10 Equipping were publicly opened and read aloud. A total of 3 bids were received ranging from a low of $248,348.00 to a high of $311,149.00. The bids are as follows:

Ed Birkmeier Well Drilling	$ 248,348.00
Robinson Elec. & Mech. Inc.	$ 299,040.76
Dewind Well Drilling	$ 311,149.00

We are recommending the award of this contract to Ed Birkmeier Well Drilling in the amount of $ 248,348.00.

The low bidder, Ed Birkmeier Well Drilling, is known to us and has worked on projects with us in the past.

If the Council concurs with our recommendation, sign the enclosed five (5) copies of the Notice of Award form and return the signed copies to us. We will then forward the Notice of Award, along with the contract and bond forms and insurance requirements to Ed Birkmeier Well Drilling to complete and return to us for further processing.

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

Sincerely,

WOLVERINE ENGINEERS & SURVEYORS, INC.

Donald B. Heck, PE
Encl.

Established 1919

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Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION

APPROVAL TO AWARD THE EQUIPPING OF WELLS NO. 9 AND NO. 10 TO ED BIRKMEIER WELL DRILLING LTD.

MARCH 21, 2016

WHEREAS, the City of Mason went out for public bids for the equipping of wells No. 9 & No. 10; and

WHEREAS, bids were received and publicly opened on February 23, 2016; and

WHEREAS, the low bidder is Ed Birkmeier Well Drilling Ltd. with a bid of $248,348.00.

BE IT HEREBY RESOLVED that the Mason City Council awards the contract of $248,348.00 to Ed Birkmeier Well Drilling Ltd. for the equipping of wells 9 and 10 and authorize the City Administrator to execute any documents related to this award consistent with this resolution.

Yes ( )

No ( )

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Wednesday, March 21, 2016, the original of which is part of the City Council minutes.

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

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 21, 2016 **Agenda Item:** 9B

AGENDA ITEM
Resolution - Approval to Award the 2016 Wastewater Treatment Plant Improvements to Grand River Construction Company

EXHIBITS
Letter from Prein & Newhof Engineers dated February 18, 2016

STAFF REVIEW
Department of Public Works

SUMMARY STATEMENT

The City of Mason awarded the design and preparation of the detailed construction plans and specifications for phase one of the Wastewater Treatment Plant improvements to Prein & Newhof Engineers. They prepared the construction plans and specifications estimating the cost to be $1,945,000.00.

On January 5, 2016 the advertisement for bid requests was sent out and a total of seven (7) bids were received. The low bid came in at $2,170,000.00.

Below are the three lowest bids.

Grand River Construction Company.	$2,170,000.00
Tooles Contracting Group.	$2,179,000.00
RCL Construction.	$2,204,300.00

Per the attached letter, Prein & Newhof Engineers believes the discrepancy is related to work associated with excavation, demolition, and underground pipe installation.

RECOMMENDED ACTION
Recommend that City Council approve the resolution.

Prein&Newhof
Engineers ▪ Surveyors ▪ Environmental ▪ Laboratory

February 18, 2016
2150173

Mr. Ken Baker
City of Mason DPW
201 W. Ash Street
Mason, MI 48854

RE: 2016 Wastewater Treatment Plant Improvements

Dear Mr. Baker:

Please find enclosed for your use a copy of the bid tabulation for the 2016 Wastewater Treatment Plant Improvements project. Grand River Construction provided the low bid in the amount of $2,170,000.

Since the low bid exceeded the cost estimated in our 2015 report, we had multiple discussions with Grand River Construction to determine if there were any misunderstandings with the scope of work and whether there were opportunities to reduce the project cost. After reviewing Grand River Construction's proposed costs for various portions of the work, it appears that supply and installation of the screening equipment, grit removal equipment, and wastewater pumps fell within estimated costs. Costs for construction of the building structure also were reasonably close to estimated amounts.

It appears that the primary difference from estimated costs was for work associated with excavation, demolition, and underground pipe installation. Grand River Construction verified that they received three bids for this scope of work and they used the lowest price. Based on conversations with Grand River Construction, the difference from estimated costs appears to be associated with current work loads of contractors and their concern over dewatering and working around existing utilities.

This information, coupled with the relatively small variation in price among the three lowest bidders, suggests that the low bid is reasonable in the current market for the scope of work required for this project. Therefore, we recommend the City consider awarding the project to the low bidder, Grand River Construction, in the total amount of $2,170,000.

Please feel free to contact us if you have questions or would like to discuss further.

Sincerely,
Prein&Newhof

Mark R. Prein, P.E.

3355 Evergreen Drive NE Grand Rapids, MI 49525 t. 616-364-8491 f. 616-364-6955 www.preinnewhof.com

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION

APPROVAL TO AWARD THE 2016 WASTEWATER TREATMENT PLANT IMPROVEMENTS TO GRAND RIVER CONSTRUCTION COMPANY

MARCH 21, 2016

WHEREAS, the City of Mason went out for public bids for the 2016 Wastewater Treatment Plant Improvements; and

WHEREAS, bids were received and publicly opened on February 9, 2016; and

WHEREAS, the low bidder is Grand River Construction Company with a bid of $2,170,000.00.

BE IT HEREBY RESOLVED, that the Mason City Council awards the contract of $2,170,000.00 to Grand River Construction Company for the 2016 Wastewater Treatment Plant Improvements and authorize the City Administrator to execute any documents related to this award consistent with this resolution.

Yes ( )

No ( )

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held Monday, March 21, 2016, the original of which is part of the City Council minutes.

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

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: March 21, 2016 **Agenda Item:** 9C

AGENDA ITEMS
Motion – Introduce and First Reading – An Ordinance to Repeal Medical Marihuana Regulations

EXHIBITS
Planning Commission Resolution No. 2016-01

STAFF REVIEW
Zoning & Development Department

SUMMARY STATEMENT
At their March 15, 2016 meeting, the Planning Commission acted to adopt the resolution recommending that the City Council repeal the City's current medical marihuana ordinance. After considerable deliberation, legal advice, public input, case law review, and research, the Planning Commission determined that restrictions on the activities related to medical marihuana, registered patients and caregivers that are inconsistent with the Michigan Medical Marihuana Act of 2008 would be very challenging to enforce and/or unlawful. The Planning Commission also determined that it is not a benefit to the residents of Mason to impose a local ordinance so similar to the Michigan Medical Marihuana Act of 2008, which is already enforceable by the Mason Police Department.

The current moratorium on medical marihuana operations and dispensaries expires April 30, 2016 and no additional action is required. Having a moratorium on a repealed ordinance has no legal regulatory effect.

RECOMMENDED ACTION
Move to introduce the ordinance and read for the first time.

Introduced: Sabbadin
Second: Waxman

CITY OF MASON
PLANNING COMMISSION RESOLUTION NO. 2016-01

A Resolution Recommending that the City Council Repeal Article III of Chapter 10 – Businesses – Sections 10-70, 10-71, 10-72, 10-73, 10-74 and 10-75 that Regulate Medical Marihuana Caregiver and Dispensaries

March 15, 2016

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 Mason Planning Commission has studied how to effectively regulate dispensaries and primary caregiver operations, including public input, to meet the intent of the Act while preserving the health, safety and welfare of its citizens; and

WHEREAS, the City of Mason, as part of the regulatory process, on March 17, 2014 adopted an ordinance requiring primary caregiver operations and dispensaries to be licensed; and

WHEREAS, the City of Mason has not received any applications for licenses for primary caregiver operations or dispensaries; and

WHEREAS, the Planning Commission, after considerable deliberation, legal advice, public input, case law review, and research, has determined that restrictions on the activities related to medical marihuana, registered patients and caregivers that are inconsistent with the Michigan Medical Marihuana Act of 2008 would be very challenging to enforce and/or unlawful; and

WHEREAS, the Planning Commission has determined that it does not make sense to impose a local ordinance so similar to the Michigan Medical Marihuana Act of 2008, which is already enforceable by the Mason Police Department; and

WHEREAS, a public hearing on the ordinance was noticed and held at the Planning Commission's regular meeting of March 15, 2016, with testimony given and public comment solicited in accordance with Section 94-101 of the Mason Code; and

WHEREAS, the Mason Planning Commission recommends repealing Article III of Chapter 10, Businesses, Sections 10-70, 10-71, 10-72, 10-73, 10-74 and 10-75 of the Code of the City of Mason.

NOW THEREFORE BE IT RESOLVED, that the City of Mason Planning Commission does hereby recommend that the City Council adopt the attached ordinance to repeal Article III of Chapter 10, Businesses, Sections 10-70, 10-71, 10-72, 10-73, 10-74 and 10-75 of the Code of the City of Mason.

Yes (8) Barna, Brown, Hude, Fischer, Reeser, Sabbadin, Scott, Waxman

No (0)

Absent (1) Hagle

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Planning Commission at its regular meeting held Tuesday, March 15, 2016, the original of which is part of the Planning Commission minutes.

Deborah J. Cwiertniewicz

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

Introduced: _____
First Reading: _____
Second Reading: _____
Adopted: _____
Effective: _____

CITY OF MASON

AN ORDINANCE TO REPEAL MEDICAL MARIHUANA REGULATIONS

AN ORDINANCE TO AMEND CHAPTER 10 – BUSINESSES – BY REPEALING ARTICLE III, SECTIONS 10-70, 10-71, 10-72, 10-73, 10-74, AND 10-75

THE CITY OF MASON ORDAINS:

Article III of Chapter 10, Businesses, Sections 10-70, 10-71, 10-72, 10-73, 10-74 and 10-75 of the Code of the City of Mason is hereby repealed in its entirety from the Code of the City of Mason.

Effective Date. This ordinance shall take effect upon the expiration of 20 days after its adoption.

The foregoing Ordinance was moved for adoption by Council Member _____ and supported by Council Member _____, with a vote thereon being: YES ( ) NO ( ), at a regular meeting of the City Council held pursuant to public notice in compliance with the Michigan Open Meetings Act, on the _____ day of _____, 2016. Ordinance No. ____ declared adopted this _____ day of _____, 2016.

_____
Mike Waltz, Mayor

_____
Deborah J. Cwiertniewicz, City Clerk

_____
Thomas M. Hitch (P25558)
Mason City Attorney
601 Abbot Road, PO Box 2502
East Lansing, MI 48826-2502

REVENUE AND EXPENDITURE REPORT FOR CITY OF MASON

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 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	6,803.75	32.70	(553.75)	108.86
254.00	TREASURER/FINANCE	5,108,225.00	4,462,785.64	136,745.89	645,439.36	87.36
271.00	FORESTRY	29,770.00	34,470.00	0.00	(4,700.00)	115.79
276.00	CEMETERY	37,200.00	22,004.00	2,550.00	15,196.00	59.15
301.00	POLICE DEPARTMENT	71,820.00	63,279.42	11,742.00	8,540.58	88.11
336.00	FIRE DEPARTMENT	174,230.00	125,024.24	41,474.53	49,205.76	71.76
528.00	REFUSE COLLECTION	355,515.00	357,837.08	0.00	(2,322.08)	100.65
747.00	COMMUNITY GARDEN	375.00	0.00	0.00	375.00	0.00
751.00	RECREATION	5,000.00	3,361.70	200.00	1,638.30	67.23
850.00	WORKERS COMPENSATION	52,645.00	58,079.00	0.00	(5,434.00)	110.32
TOTAL Revenues		6,111,500.00	5,133,644.83	192,745.12	977,855.17	84.00
Expenditures						
101.00	COUNCIL	41,570.00	45,469.70	0.00	(3,899.70)	109.38
172.00	ADMINISTRATOR	286,320.00	179,930.40	59,774.34	106,389.60	62.84
209.00	ASSESSING	51,295.00	33,608.35	4,448.81	17,686.65	65.52
215.00	CLERK	141,705.00	89,953.44	10,122.33	51,751.56	63.48
247.00	BOARD OF REVIEW	650.00	180.00	0.00	470.00	27.69
254.00	TREASURER/FINANCE	501,600.00	378,933.56	30,443.92	122,666.44	75.54
260.00	TECHNOLOGY	100,445.00	34,072.84	4,975.06	66,372.16	33.92
265.00	BUILDING OFFICIAL/CITY HALL	156,315.00	113,117.91	21,438.45	43,197.09	72.37
266.00	LEGAL/ATTORNEY	90,000.00	83,392.22	9,946.09	6,607.78	92.66
268.00	PARK STREET PROPERTY	41,985.00	0.00	0.00	41,985.00	0.00
269.00	PROPERTY	461,650.00	276,404.68	0.00	185,245.32	59.87
271.00	FORESTRY	77,595.00	57,156.35	7,103.98	20,438.65	73.66
272.00	ADMINISTRATIVE SERVICES	272,515.00	147,450.82	240.88	125,064.18	54.11
276.00	CEMETERY	198,755.00	136,427.71	14,237.47	62,327.29	68.64
305.00	POLICE ADMINISTRATION	340,520.00	248,118.34	28,477.48	92,401.66	72.86
315.00	CROSSING GUARDS	24,170.00	16,005.52	2,737.62	8,164.48	66.22
316.00	POLICE PATROLLING	1,054,400.00	785,589.07	56,817.91	268,810.93	74.51
336.00	FIRE DEPARTMENT	526,460.00	387,279.54	13,660.56	139,180.46	73.56
380.00	PLANNING/ZONING OFFICIAL	126,710.00	85,009.39	9,570.13	41,700.61	67.09
426.00	CIVIL DEFENSE	1,870.00	1,382.50	0.00	487.50	73.93
428.00	DISASTER ACCOUNT	100.00	0.00	0.00	100.00	0.00
441.00	PUBLIC SERVICES	6,000.00	4,925.41	358.62	1,074.59	82.09
447.00	ENGINEERING	300.00	300.00	0.00	0.00	100.00
448.00	STREET LIGHTING	96,860.00	59,696.37	7,038.51	37,163.63	61.63
458.00	SIDEWALK CONSTRUCTION-REPAIR	5,085.00	5,543.36	0.00	(458.36)	109.01
528.00	REFUSE COLLECTION	354,715.00	242,685.82	28,418.68	112,029.18	68.42
747.00	COMMUNITY GARDEN	680.00	44.15	0.56	635.85	6.49
756.00	PARKS AND BALL DIAMONDS	171,425.00	154,805.46	12,976.13	16,619.54	90.31
758.00	PUBLIC ART	1,000.00	0.00	0.00	1,000.00	0.00
775.00	SENIOR CITIZENS	8,085.00	5,285.00	425.00	2,800.00	65.37
790.00	LIBRARY	15,095.00	9,971.46	1,479.18	5,123.54	66.06
806.00	CHRISTMAS DECORATIONS	5,570.00	7,697.01	1,950.32	(2,127.01)	138.19
807.00	CABLE COMMISSION	315.00	2,115.00	0.00	(1,800.00)	671.43
808.00	PLANNING COMMISSION	2,950.00	425.80	99.00	2,524.20	14.43
850.00	WORKERS COMPENSATION	52,645.00	58,079.00	0.00	(5,434.00)	110.32
855.00	RETIREE BENEFITS	116,210.00	88,159.97	9,964.01	28,050.03	75.86
890.00	CONTINGENCIES	103,020.00	50,525.00	0.00	52,495.00	49.04
999.00	SURPLUS	674,915.00	742,589.06	0.00	(67,674.06)	110.03

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL Expenditures		6,111,500.00	4,532,330.21	336,705.04	1,579,169.79	74.16
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,111,500.00	5,133,644.83	192,745.12	977,855.17	84.00
TOTAL EXPENDITURES		6,111,500.00	4,532,330.21	336,705.04	1,579,169.79	74.16
NET OF REVENUES & EXPENDITURES		0.00	601,314.62	(143,959.92)	(601,314.62)	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREETS FUND						
Revenues						
000.00		1,327,740.00	429,311.75	45,646.24	898,428.25	32.33
TOTAL Revenues		1,327,740.00	429,311.75	45,646.24	898,428.25	32.33
Expenditures						
000.00		99,200.00	0.00	0.00	99,200.00	0.00
451.00	STREET/ROAD CONSTRUCTION	949,060.00	198,295.72	28,906.07	750,764.28	20.89
463.00	STREET MAINTENANCE	135,415.00	109,027.51	4,039.80	26,387.49	80.51
474.00	TRAFFIC SERVICES	32,675.00	12,504.92	8,551.90	20,170.08	38.27
478.00	WINTER MAINTENANCE	44,290.00	16,709.72	7,051.05	27,580.28	37.73
482.00	STREET ADMIN/GEN EXP	67,100.00	67,100.00	0.00	0.00	100.00
TOTAL Expenditures		1,327,740.00	403,637.87	48,548.82	924,102.13	30.40
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		1,327,740.00	429,311.75	45,646.24	898,428.25	32.33
TOTAL EXPENDITURES		1,327,740.00	403,637.87	48,548.82	924,102.13	30.40
NET OF REVENUES & EXPENDITURES		0.00	25,673.88	(2,902.58)	(25,673.88)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - LOCAL STREETS FUND						
Revenues						
000.00		685,840.00	629,477.03	15,966.39	56,362.97	91.78
TOTAL Revenues		685,840.00	629,477.03	15,966.39	56,362.97	91.78
Expenditures						
451.00	STREET/ROAD CONSTRUCTION	429,515.00	547,576.84	0.00	(118,061.84)	127.49
463.00	STREET MAINTENANCE	143,130.00	111,374.65	6,024.83	31,755.35	77.81
474.00	TRAFFIC SERVICES	12,400.00	3,262.43	2,025.08	9,137.57	26.31
478.00	WINTER MAINTENANCE	35,205.00	12,766.32	4,883.28	22,438.68	36.26
482.00	STREET ADMIN/GEN EXP	65,590.00	65,590.00	0.00	0.00	100.00
TOTAL Expenditures		685,840.00	740,570.24	12,933.19	(54,730.24)	107.98
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		685,840.00	629,477.03	15,966.39	56,362.97	91.78
TOTAL EXPENDITURES		685,840.00	740,570.24	12,933.19	(54,730.24)	107.98
NET OF REVENUES & EXPENDITURES		0.00	(111,093.21)	3,033.20	111,093.21	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
000.00		150,150.00	61,755.51	27.58	88,394.49	41.13
TOTAL Revenues		150,150.00	61,755.51	27.58	88,394.49	41.13
Expenditures						
000.00		150,150.00	49,680.81	700.00	100,469.19	33.09
TOTAL Expenditures		150,150.00	49,680.81	700.00	100,469.19	33.09
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		150,150.00	61,755.51	27.58	88,394.49	41.13
TOTAL EXPENDITURES		150,150.00	49,680.81	700.00	100,469.19	33.09
NET OF REVENUES & EXPENDITURES		0.00	12,074.70	(672.42)	(12,074.70)	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 250 - LOCAL DEV. FINANCE AUTHORITY						
Revenues						
000.00		313,840.00	1,646,247.23	531.60	(1,332,407.23)	524.55
TOTAL Revenues		313,840.00	1,646,247.23	531.60	(1,332,407.23)	524.55
Expenditures						
691.00	L.D.F.A.	313,840.00	72,025.57	0.00	241,814.43	22.95
TOTAL Expenditures		313,840.00	72,025.57	0.00	241,814.43	22.95
Fund 250 - LOCAL DEV. FINANCE AUTHORITY:						
TOTAL REVENUES		313,840.00	1,646,247.23	531.60	(1,332,407.23)	524.55
TOTAL EXPENDITURES		313,840.00	72,025.57	0.00	241,814.43	22.95
NET OF REVENUES & EXPENDITURES		0.00	1,574,221.66	531.60	(1,574,221.66)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 297 - ECONOMIC DEVELOPMENT COMM.						
Revenues						
000.00		40.00	28.40	3.46	11.60	71.00
TOTAL Revenues		40.00	28.40	3.46	11.60	71.00
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	28.40	3.46	11.60	71.00
TOTAL EXPENDITURES		40.00	0.00	0.00	40.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	28.40	3.46	(28.40)	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL IMPROVEMENT FUND						
Revenues						
000.00		131,615.00	68,391.55	0.00	63,223.45	51.96
TOTAL Revenues		131,615.00	68,391.55	0.00	63,223.45	51.96
Expenditures						
000.00		131,615.00	85,932.32	0.00	45,682.68	65.29
TOTAL Expenditures		131,615.00	85,932.32	0.00	45,682.68	65.29
Fund 401 - CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES		131,615.00	68,391.55	0.00	63,223.45	51.96
TOTAL EXPENDITURES		131,615.00	85,932.32	0.00	45,682.68	65.29
NET OF REVENUES & EXPENDITURES		0.00	(17,540.77)	0.00	17,540.77	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 592 - WATER/SEWER FUND						
Revenues						
000.00		5,255,285.00	1,944,617.84	226,682.50	3,310,667.16	37.00
TOTAL Revenues		5,255,285.00	1,944,617.84	226,682.50	3,310,667.16	37.00
Expenditures						
545.00	WATER & SEWER ADMINISTRATION	121,535.00	94,483.17	19,813.29	27,051.83	77.74
546.00	SEWER IMPROVEMENT	41,010.00	41,010.96	0.00	(0.96)	100.00
548.00	SEWER MAINTENANCE	142,850.00	226,977.09	6,866.36	(84,127.09)	158.89
555.00	WASTEWATER TREATMENT PLANT	2,492,485.00	727,210.80	67,414.24	1,765,274.20	29.18
556.00	WATER MAINTENANCE	413,855.00	315,102.25	43,111.33	98,752.75	76.14
557.00	STORM SEWER PROGRAM	18,495.00	15,492.01	9,204.51	3,002.99	83.76
558.00	WATER IMPROVEMENT	501,885.00	523,596.04	10,932.62	(21,711.04)	104.33
559.00	WATER TREATMENT PLANT	858,170.00	315,107.25	37,377.57	543,062.75	36.72
566.00	ALLOWANCE FOR DEPRECIATION	665,000.00	0.00	0.00	665,000.00	0.00
TOTAL Expenditures		5,255,285.00	2,258,979.57	194,719.92	2,996,305.43	42.98
Fund 592 - WATER/SEWER FUND:						
TOTAL REVENUES		5,255,285.00	1,944,617.84	226,682.50	3,310,667.16	37.00
TOTAL EXPENDITURES		5,255,285.00	2,258,979.57	194,719.92	2,996,305.43	42.98
NET OF REVENUES & EXPENDITURES		0.00	(314,361.73)	31,962.58	314,361.73	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 612 - MASON BUILDING AUTHORITY						
Revenues						
000.00		276,265.00	33,556.62	0.02	242,708.38	12.15
TOTAL Revenues		276,265.00	33,556.62	0.02	242,708.38	12.15
Expenditures						
000.00		276,265.00	33,556.25	0.00	242,708.75	12.15
TOTAL Expenditures		276,265.00	33,556.25	0.00	242,708.75	12.15
Fund 612 - MASON BUILDING AUTHORITY:						
TOTAL REVENUES		276,265.00	33,556.62	0.02	242,708.38	12.15
TOTAL EXPENDITURES		276,265.00	33,556.25	0.00	242,708.75	12.15
NET OF REVENUES & EXPENDITURES		0.00	0.37	0.02	(0.37)	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 661 - MOTOR VEHICLE POOL						
Revenues						
000.00		499,930.00	316,233.38	66,520.28	183,696.62	63.26
TOTAL Revenues		499,930.00	316,233.38	66,520.28	183,696.62	63.26
Expenditures						
567.00	SHOP & BLDG. MAINTENANCE	47,915.00	42,278.15	1,476.14	5,636.85	88.24
568.00	EQUIPMENT MAINTENANCE	180,825.00	118,806.87	12,166.22	62,018.13	65.70
901.00	EQUIPMENT-CAPITAL OUTLAY	271,190.00	39,473.13	66.47	231,716.87	14.56
TOTAL Expenditures		499,930.00	200,558.15	13,708.83	299,371.85	40.12
Fund 661 - MOTOR VEHICLE POOL:						
TOTAL REVENUES		499,930.00	316,233.38	66,520.28	183,696.62	63.26
TOTAL EXPENDITURES		499,930.00	200,558.15	13,708.83	299,371.85	40.12
NET OF REVENUES & EXPENDITURES		0.00	115,675.23	52,811.45	(115,675.23)	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 702 - RAYNER BOND FUND						
Revenues						
000.00		60,950.00	12,301.96	2,465.94	48,648.04	20.18
TOTAL Revenues		60,950.00	12,301.96	2,465.94	48,648.04	20.18
Expenditures						
000.00		60,950.00	49,734.62	0.00	11,215.38	81.60
TOTAL Expenditures		60,950.00	49,734.62	0.00	11,215.38	81.60
Fund 702 - RAYNER BOND FUND:						
TOTAL REVENUES		60,950.00	12,301.96	2,465.94	48,648.04	20.18
TOTAL EXPENDITURES		60,950.00	49,734.62	0.00	11,215.38	81.60
NET OF REVENUES & EXPENDITURES		0.00	(37,432.66)	2,465.94	37,432.66	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 711 - CEMETERY TRUST FUND						
Revenues						
000.00		4,175.00	3,309.26	425.69	865.74	79.26
TOTAL Revenues		4,175.00	3,309.26	425.69	865.74	79.26
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	3,309.26	425.69	865.74	79.26
TOTAL EXPENDITURES		4,175.00	0.00	0.00	4,175.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	3,309.26	425.69	(3,309.26)	100.00

PERIOD ENDING 02/29/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 02/29/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 02/29/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND						
Revenues						
000.00		161,095.00	34,668.48	90.93	126,426.52	21.52
TOTAL Revenues		161,095.00	34,668.48	90.93	126,426.52	21.52
Expenditures						
000.00		161,095.00	149,547.28	0.00	11,547.72	92.83
TOTAL Expenditures		161,095.00	149,547.28	0.00	11,547.72	92.83
Fund 812 - SPECIAL ASSESSMENT FUND:						
TOTAL REVENUES		161,095.00	34,668.48	90.93	126,426.52	21.52
TOTAL EXPENDITURES		161,095.00	149,547.28	0.00	11,547.72	92.83
NET OF REVENUES & EXPENDITURES		0.00	(114,878.80)	90.93	114,878.80	100.00
TOTAL REVENUES - ALL FUNDS		14,978,425.00	10,313,543.84	551,105.75	4,664,881.16	68.86
TOTAL EXPENDITURES - ALL FUNDS		14,978,425.00	8,576,552.89	607,315.80	6,401,872.11	57.26
NET OF REVENUES & EXPENDITURES		0.00	1,736,990.95	(56,210.05)	(1,736,990.95)	100.00

McGINTY, HITCH, HOUSEFIELD, PERSON,
YEADON & ANDERSON, P.C.

MEMORANDUM

TO: Mason City Council

FROM: Thomas M. Hitch, City Attorney

RE: **CITY ATTORNEY REPORT**

DATE: March 17, 2016

The following is my report to the City Council on several issues in which our office has been engaged:

1. ***Esquire Development v City of Mason*** **(MTT No. 14-5644-TT and 15-4504-TT)**

As of the date of this memo, the Tax Tribunal has not ruled on the motion considered at the February 1, 2016, hearing. I am hopeful a decision will be forthcoming soon.

2. **Marci Hall, Bankrupt** - the Finance Department sent us a copy of an Order of Dismissal in the bankruptcy action involving Marci Hall. Since the order was not an order discharging the debt (water/sewer bill), the City can now collect the past due amount.

bks

City of Mason

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MEMORANDUM

TO: Honorable Mayor and Council Members

FROM: Deborah Stuart, City Administrator

DATE: March 21, 2016

RE: ITEM 15: City Administrator's Report

Human Resources Coordinator Posting:
The City is currently posting a full-time Human Resources Coordinator position that will assist in oversight of human resource affairs, employee engagement, organizational communications, and assist with specialized administrative projects. The posting can be found on the City of Mason website.

MML Conference:
Councilmember Brown and I will be attending the Capital Conference on March 22 and 23. Topics include: Evaluating Municipal Programs, Water Concerns, Municipal Finance, and Changes with State Programs. We will be sure to update the Council on items that may be beneficial to the group. I will still be available by mobile phone and email during this time.

Rayner Park:
I'm working with County representatives on the concerns that were brought up at the previous meeting and together we are working with the school to identify a better solution that would benefit all parties. Our three groups are brainstorming and considering all alternatives to assure we are thinking of the long-term use of this area and make sure it will be utilized as effectively as possible. Please note that all discussions are assuring the wooded area and the main park area closest to East Ash Street are maintained. I hope to provide a recommendation in the next few months.

Gas Main Replacements:
Consumers Energy will begin a gas main replacement project on April 4 with completion expected in early May. These streets will be affected: Sycamore Street from Cedar Street to Lansing Street; Maple Street from Cedar Street to Lansing Street; and Ash Street from Cedar Street to Lansing Street.