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
May 4, 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
   A. Don Heck, Wolverine Engineering, and Casey Collings, Great Lakes Engineering - Columbia Street Sidewalk Over the Bridge
7. Public Hearing
   A. Fiscal Year 2016-2017 Budget Public Hearing
   B. Resolution – Adoption of the Fiscal Year 2016-2017 Budget
8. Consent Agenda
   A. Motion - Approval of Minutes from Regular Council Meeting: April 18, 2016
   B. Resolution – Adoption of the Tri-County Regional Hazard Mitigation Plan
   C. Resolution – Authorization of License Agreement with Consumers Energy
9. Regular Business
   A. Motion – Amend the 2015-2016 Fiscal Year Budget
   B. Approval of Bills in the Amount of $ 43,588.64
10. Unfinished Business
11. New Business
    A. Resolution – Honoring City of Mason Public Servants During Public Service Recognition Week – Councilmember Brown
12. Correspondence
    A. City Attorney's Report
    B. Historic District Correspondence Related to House Bill 5232 and Senate Bill 720
13. Liaison Reports
14. Councilmember Reports
15. Administrator's Report
16. Adjournment

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: May 4, 2016 **Agenda Item:** 6A

AGENDA ITEM

Don Heck, Wolverine Engineering, and Casey Collings, Great Lakes Engineering- Columbia Street Sidewalk Over the Bridge

EXHIBITS

Excerpts from Columbia Street Bridge Report (provided previously to City Council)

STAFF REVIEW

None

SUMMARY STATEMENT

Per City Council's request, Staff has met with Great Lakes Engineering to discuss all options associated with pedestrian traffic on the West Columbia Street, including those discussed at the City Council Meeting. Great Lakes and the City Engineer researched some specific issues including liability of certain actions, alternative locations, potential grant funding for alternative locations, and examples of other bridges that allow for pedestrian crossings with similar widths or weight constraints. Their presentation will discuss their conclusions.

RECOMMENDED ACTION BY CITY ADMINISTRATOR

None

Prepared For:

Wolverine Engineers & Surveyors, Inc
312 North St
Mason, MI 48854

Prepared By:

521 Seymour Street
Lansing, MI 48933
517-363-4400

Bridge Scoping Report

GLEG Project # 1015-1-360

S02-33032, SN 3711
Columbia Rd over US-127

December 14, 2015

Executive Summary

S02-33032

Columbia Rd over US-127

Columbia Road over US-127 is a four span, steel multi-stringer composite structure with concrete abutment and pier units. The bridge carries two lanes of two-way, minor arterial traffic along Columbia Rd and spans four lanes of two-way, other freeway traffic along northbound and southbound US-127.

S02-33032 was subject to a detailed bridge scope to determine the best option for a potential pedestrian pathway to be added within the vicinity of the current structure. Based upon the field review and the cost analysis, the recommended option is a **Separated Shared Use Path Structure**. This option will construct a new pedestrian facility adjacent to the north side of the existing vehicular structure. Also included in the proposed work is new approach shared use paths along each side of the structure, pedestrian fencing, approach guardrail reconstruction, ADA ramp upgrades, relocation of bridge sign connections, and maintaining traffic. The shared used path pedestrian facility will yield a design life of 75 years.

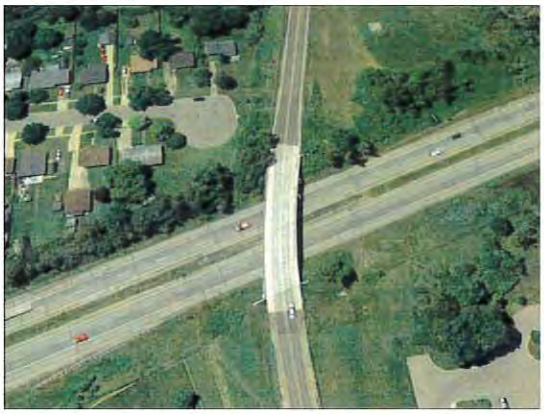
The cost estimate for this option is $1,555,000 (2017 dollars), not including CE and PE costs.

Existing deck cross-section

Existing north shoulder across deck

Proposed location of shared use facility

Pedestrian foot path, northwest quadrant, typical



Aerial view of Columbia Rd over US-127

DESCRIPTION OF STRUCTURE

Columbia Road over US-127 is a four span, steel multi-stringer composite structure with concrete abutment and pier units. The bridge was constructed in 1966 utilizing H20 live load requirements. The current superstructure has undersized pin & hanger units and the steel beams are currently at capacity. Previous repairs include a deep concrete overlay, new bridge railings, structural steel repairs, and partial paint in 2014. The overlay in 2014 was the first one on record. Prior to that, the bridge was rehabilitated in 1999, including new joints, pin & hanger units, structural steel repairs, and full painting. There are three strip seal expansion joints across the deck surface. The approach pavement is concrete and has downspouts located in the NE and NW quadrants. Utilities within the vicinity of the structure include overhead street light foundations in the SW and NE quadrants, and a phone box in the slope of the NW quadrant. The current ROW limits of the existing structure extend substantially to the north, connecting to the old Columbia Rd ROW. See the ROW plan sheet attached for specific info.

MAINTENANCE OF TRAFFIC

The S02-33032 structure carries two lanes of two-way, minor arterial traffic along Columbia Rd and spans four lanes of other freeway traffic along northbound and southbound US-127. The existing bridge has an ADT of 3,960 (Year 2013). The construction of the proposed shared use pedestrian facility is to be completed without the need for major, long term traffic controls, thus reducing the impact on the traveling public. The majority of the pedestrian facility will be constructed behind existing guardrail located along the north side of the structure. Anticipated maintaining traffic controls for this project include short term lane and shoulder closures along both Columbia Rd and US-127.

REPAIR RECOMMENDATIONS

Several options were analyzed for the construction of proposed pedestrian facility and the primary strategies considered are as follows:

SEPARATED SHARED USE PATH STRUCTURE (RECOMMENDED)

This option will construct a new separated pedestrian facility adjacent to the north side of the existing structure. Also included in the proposed work is new approach shared use paths along each side of the proposed structure, pedestrian fencing, approach guardrail reconstruction, bridge sign relocation, and maintaining traffic. The separated shared used path pedestrian facility will yield a design life of approximately 75 years.

STRUCTURE WIDENING W/ SHARED USE PATH

This option will maintain the existing condition of the current structure. Construction will be completed by widening the existing substructure and superstructure units and connecting the pedestrian facility along the north side of the bridge. Also included in the proposed work is new approach shared use paths along each side of the existing structure, pedestrian fencing, approach guardrail reconstruction, ADA ramp upgrades, bridge sign relocation, and maintaining traffic. Accounting for the current condition of the existing structure, this option will yield a fix life of approximately 25 years.

STRUCTURE WIDENING W/ PEDESTRIAN SIDEWALKS

This option will remove the existing bridge railings, widen the existing substructure and superstructure units, and construct a new deck section with pedestrian sidewalks along both sides of the structure. Also included in the proposed work is new approach sidewalks along each side of the existing structure, approach pavement reconstruction, approach guardrail reconstruction, curb and gutter reconstruction, ADA ramp upgrades, bridge sign relocation, and maintaining traffic. Accounting for the current condition of the existing structure, this option will yield a fix life of approximately 25 years.

An engineer's cost estimate was completed for each option. Please refer to the Bridge Repair Cost Estimate tab for more detail.

Repair Option	Cost Estimate	Year of Repair	Fix Life
Separated Shared Use Structure	$1,555,000	2017	75 Years
Str Widening w/ Shared Use Facility	$1,396,000	2017	25 Years
Str Widening w/ Pedestrian Sidewalks	$1,291,000	2017	25 Years

JUSTIFICATION FOR RECOMMENDATION

The existing bridge has been load rated, concluding that the pin and hanger units are undersized and the interior beams are at capacity. Adding any additional dead load to the structure, (sidewalks/shared use paths), would result in the load posting of the bridge. This would not be recommended as it would restrict the travelled route which currently serves as a direct connector between the city of Mason/schools and a housing community along the structure's west side. By constructing a separate structure, the capacity of the existing structure is unaffected. By widening the structure, the capacity of the widened sections would be increased enough to allow for the proposed pedestrian facilities. Both scenarios would not result in the load posting of the structure.

By installing a separate facility adjacent to the existing structure, minimal traffic impacts will be incurred during the construction phase. Other than the occasional short term lane/ shoulder closure, a majority of the new structure work can be completed behind the existing guardrail, along the north slope. In contrast, both the Widening - Shared Use Path and Widening - Pedestrian Sidewalks have major impacts, (part width construction/long term lane closures), in regard to maintaining traffic.

The cost comparison between all three options is within relatively close margins. $264,000 separates the high and low cost estimates. The proposed separated structure will be newly constructed, as opposed to the widening options which will connect the pedestrian facilities to a structure built almost 50 years ago. The design life of the new structure will yield 75 years. The repair life of both widening options will be linked to the existing structure, which has a current design life of 25 years.

It can be anticipated that it is unlikely for MDOT to approve the rehabilitation of a structure recently rehabilitated in 2014. The relatively close cost comparison margins, design life, and recent rehabilitation make the Separate Shared Use Path structure as the best option.

The following other options were also considered:

A) Sidewalk Retrofit: The existing bridge deck was to be rehabilitated to add pedestrian sidewalks along the south/north shoulders. This option was considered for the potential of relatively lower costs associated with the work. However, the existing pin and hangers are undersized and the interior beams are at capacity. Adding any additional dead load to the structure, (sidewalks/shared use paths), without increasing the capacity of the superstructure would result in load posting the bridge.

B) Do Nothing: Moderately heavy daily pedestrian foot traffic has been noted leading up to and across the structure. Foot/bicycle traffic is observed traveling behind the curb and gutter, approach lanes, and across the deck surface along the outside shoulders. Doing nothing would result in the continued substandard existing conditions, thus putting the traveling public in danger.

2016

BRIDGE COST ESTIMATE WORKSHEET

- CPM, REHAB, REPLACE -

REV. 12/11/2015

REGION: **University** FISCAL YEAR: **2016**
ENGINEER: Ryan Lefere, P.E. DATE: 12/14/2015
LOCATION: Columbia Rd over US-127 DECK AREA: 7,413 SFT
PRIMARY WORK ACTIVITY: New Structure - Shared Use Path DECK DIM: 42' x 176.5'

STRUCTURE ID: 3711
BRIDGE ID: **S02-33032**
STR. TYPE: 332

WORK ACTIVITY		QUANTITY	UNIT	UNIT COST	TOTAL
NEW BRIDGE					
Multiple Spans, Concrete	(196.5 Ft x 15.33 Ft)	3,012.3	SFT	$280.00 /SFT	$843,444
Multiple Spans, Steel	(as above)		SFT	$250.00 /SFT	
Over Water or Single Span	(add to replacement cost)		SFT	$75.00 /SFT	
Precast 3-sided Culvert or 4-sided Box Culvert	(add removal, roadway over, & t. c.)		SFT	$400.00 /SFT	
Other					
NEW SUPERSTRUCTURE					
Concrete	(includes remove exist super, new railing; add t.c. & approach)		SFT	$140.00 /SFT	
Steel	(as above)		SFT	$180.00 /SFT	
Over Water	(add to new superstructure cost)		SFT	$40.00 /SFT	
Other					
WIDENING					
Added portion only. _____of width			SFT	$280.00 /SFT	
Other					
NEW DECK					
Includes remove exist deck & new railing	(add traffic control & approach)		SFT	$75.00 /SFT	
Other					
DEMOLITION					
Entire bridge, grade separation			SFT	$32.00 /SFT	
Entire bridge, over water			SFT	$42.00 /SFT	
Other: Rem/Relocate Bridge Sign Connection		1.0	EA	$1,700.00 EA	$1,700
SUPERSTRUCTURE REPAIR					
Concrete Deck Patch	(includes hand chipping)		SFT	$38.00 /SFT	
Full Depth Patch			SFT	$80.00 /SFT	
HMA Cap	(no membrane, add bridge rail if req'd)		SFT	$1.50 /SFT	
HMA Overlay with WP membrane	(add bridge rail if req'd)		SFT	$5.50 /SFT	
Removal of Concrete Wearing Course (latex) or HMA Overlay			SFT	$1.50 /SFT	
Healer Sealer			SYD	$22.00 /SYD	
Epoxy Overlay			SYD	$34.00 /SYD	
Shallow Overlay	(includes joint repl & hydro; add bridge rail if req'd)		SFT	$30.00 /SFT	
Deep Overlay	(includes joint repl & hydro; add bridge rail if req'd)		SFT	$32.00 /SFT	
High Load Hit Repair	(PCI Beam)		SFT	$260.00 /SFT	
PCI Beam End Repair	($2800-$5600 per beam end)		EA	$4,200.00 EA	
Repair Structural Steel	($4800 bolted, $6800 welded)		EA	$6,000.00 EA	
Paint Structural Steel	(includes clean & coat)		SFT	$12.00 /SFT	
Partial Painting	(includes clean & coat)		SFT	$24.00 /SFT	
Pin & Hanger replacement	(includes temporary supports)		EA	$9,000.00 EA	
Other: Expansion Joint Device, Cover Plate	(14.0 Ft/Ea x 3 Ea)	42.0	EA	$167.00	$7,014
SUBSTRUCTURE REPAIR					
Pier repair	(measured x 2) Replace unit if spalled area > 30%		CFT	$310.00 /CFT	
Pier repair over water	(measured x 2)		CFT	$350.00 /CFT	
Pier replacement			CFT	$90.00 /CFT	
Abutment repair	(measured x 2)		CFT	$310.00 /CFT	
Temporary Supports for Substructure Repair			EA	$1,800.00 EA	
Slope Protection repairs			SYD	$100.00 /SYD	
Other: Fence, Chain Link, 120 Inch	(196.5 Ft x 2 Ea)	393.0	FT	$31.50 Ft	$12,380
MISCELLANEOUS					
Expansion or Construction Joints	(includes removal)		FT	$560.00 /FT	
Bridge Railing, remove and replace			FT	$230.00 /FT	
Thrie Beam Railing retrofit			FT	$40.00 /FT	
Other: Shared Use Path, Conc	(1,139 Ft x 14 Ft)/9	1,772.0	SYD	$34.00 SYD	$60,248
Other: Sidewalk Ramp, Conc, 4 inch		840.0	SFT	$7.45 SFT	$6,258
Other: Curb and Gutter, Conc	NE Quad	509.0	FT	$22.00 Ft	$11,198
Other: Fence, 48 inch	NW Quad = 312 Ft; NE Quad = 305 Ft	617.0	FT	$15.00 FT	$9,255
ROAD WORK					
Approach Pavement, 12" RC	(add C & G, GR, Slope, Shldr.) 40' ea. end		SFT	$16.00 /SFT	
Approach Curb & Gutter			FT	$55.00 /FT	
Guardrail Anchorage to Bridge	(<40')		quads	$1,600.00 /quad	
Guardrail, Type B or T			FT	$23.00 /FT	
Guardrail Ending	(end section)		EA	$1,750.00 /EA	
Roadway Approach work (NW/NE)	(425 Ft/Ea Quad x 2 Ea x 10 Ft x 15 Ft) / 27	4,722.0	CYD	$11.00 CYD	$51,942
Other: Guardrail, Salvage	(NW Quad=300; NE Quad=300 Ft)	600.0	FT	$6.55 FT	$3,930
Other: Guardrail, Backed	(NW Quad = 1 Ea; NE Quad = 1 Ea)	2.0	EA	$1,500.00 EA	$3,000
TRAFFIC CONTROL	*Unit Cost to be determined by Region or TSC Traffic & Safety*				
Part Width Construction			LSUM	LSUM	
Crossovers			EA	$275,000.00 EA	
Temporary Traffic Signals			set	$22,000.00 /set	
RR Flagging			LSUM	LSUM	
Other: Traffic Control on Columbia Rd		1.0	LSUM	$10,000.00 LSUM	$10,000
Other: Traffic Control on US-127		1.0	LSUM	$50,000.00 LSUM	$50,000
Other: Guardrail, Salvage - Median (North)		85.0	Ft	$8.30 Ft	$705.50
CONTINGENCY	(10% - 20%) (use higher contingency for small projects)	20	%	$1,070,000.00	$214,000
MOBILIZATION	(estimate at 10%)	10	%	$1,285,000.00	$129,000
INFLATION	(assume 5% per year, beginning in 2017)	10	%	$1,414,000.00	$141,000

(DOES NOT INCLUDE PE & CE)

CONSTRUCTION TOTAL **$1,555,000**

2016

BRIDGE COST ESTIMATE WORKSHEET

- CPM, REHAB, REPLACE -

REV. 12/11/2015

REGION: **University** FISCAL YEAR: **2016**
ENGINEER: Ryan Lefere, P.E. DATE: 12/14/2015
LOCATION: Columbia Rd over US-127 DECK AREA: 7,413 SFT
PRIMARY WORK ACTIVITY: Structure Widening - Shared Use Path DECK DIM: 42' x 176.5'

STRUCTURE ID: 3711
BRIDGE ID: **S02-33032**
STR. TYPE: 332

WORK ACTIVITY		*QUANTITY*	*UNIT*	*UNIT COST*	*TOTAL*
NEW BRIDGE					
Multiple Spans, Concrete	(add demo & road approach & traffic control)		SFT	$220.00 /SFT	
Multiple Spans, Steel	(as above)		SFT	$250.00 /SFT	
Over Water or Single Span	(add to replacement cost)		SFT	$75.00 /SFT	
Precast 3-sided Culvert or 4-sided Box Culvert	(add removal, roadway over, & t. c.)		SFT	$400.00 /SFT	
Other					
NEW SUPERSTRUCTURE					
Concrete	(includes remove exist super, new railing; add t.c. & approach)		SFT	$140.00 /SFT	
Steel	(as above)		SFT	$180.00 /SFT	
Over Water	(add to new superstructure cost)		SFT	$40.00 /SFT	
Other					
WIDENING					
Added portion only. 15 ft of width North Side	(15.0 Ft x 176.5 Ft)	2,648.0	SFT	$280.00 /SFT	$741,440
Other					
NEW DECK					
Includes remove exist deck & new railing	(add traffic control & approach)		SFT	$75.00 /SFT	
Other					
DEMOLITION					
Entire bridge, grade separation			SFT	$32.00 /SFT	
Entire bridge, over water			SFT	$42.00 /SFT	
Other: Rem/Relocate Bridge Sign Connection		1.0	EA	$1,700.00	$1,700
SUPERSTRUCTURE REPAIR					
Concrete Deck Patch	(includes hand chipping)		SFT	$38.00 /SFT	
Full Depth Patch			SFT	$80.00 /SFT	
HMA Cap	(no membrane, add bridge rail if req'd)		SFT	$1.50 /SFT	
HMA Overlay with WP membrane	(add bridge rail if req'd)		SFT	$5.50 /SFT	
Removal of Concrete Wearing Course (latex) or HMA Overlay			SFT	$1.50 /SFT	
Healer Sealer			SYD	$22.00 /SYD	
Epoxy Overlay			SYD	$34.00 /SYD	
Shallow Overlay	(includes joint repl & hydro; add bridge rail if req'd)		SFT	$30.00 /SFT	
Deep Overlay	(includes joint repl & hydro; add bridge rail if req'd)		SFT	$32.00 /SFT	
High Load Hit Repair	(PCI Beam)		SFT	$260.00 /SFT	
PCI Beam End Repair	($2800-$5600 per beam end)		EA	$4,200.00 EA	
Repair Structural Steel	($4800 bolted, $6800 welded)		EA	$6,000.00 EA	
Paint Structural Steel	(includes clean & coat)		SFT	$12.00 /SFT	
Partial Painting	(includes clean & coat)		SFT	$24.00 /SFT	
Pin & Hanger replacement	(includes temporary supports)		EA	$9,000.00 EA	
Other: Expansion Joint Device, Cover Plate	(14.0 Ft/Ea x 3 Ea)	42.0	EA	$167.00	$7,014
SUBSTRUCTURE REPAIR					
Pier repair	(measured x 2) Replace unit if spalled area > 30%		CFT	$310.00 /CFT	
Pier repair over water	(measured x 2)		CFT	$350.00 /CFT	
Pier replacement			CFT	$90.00 /CFT	
Abutment repair	(measured x 2)		CFT	$310.00 /CFT	
Temporary Supports for Substructure Repair			EA	$1,800.00 EA	
Slope Protection repairs			SYD	$100.00 /SYD	
Other: Fence, Chain Link, 120 Inch	North Side	176.5	FT	$31.50 Ft	$5,560
MISCELLANEOUS					
Expansion or Construction Joints	(includes removal)		FT	$560.00 /FT	
Bridge Railing, remove and replace			FT	$230.00 /FT	
Thrie Beam Railing retrofit			FT	$40.00 /FT	
Other: Shared Use Path, Conc	(1,139 Ft x 14 Ft)/9	1,772.0	SYD	$34.00 SYD	$60,248
Other: Sidewalk Ramp, Conc, 4 inch		840.0	SFT	$7.45 SFT	$6,258
Other: Curb and Gutter, Conc	NE Quad	509.0	FT	$22.00 Ft	$11,198
Other: Fence, 48 inch	NW Quad = 312 Ft; NE Quad = 305 Ft	617.0	FT	$15.00 FT	$9,255
ROAD WORK					
Approach Pavement, 12" RC	(add C & G, GR, Slope, Shldr.) 40' ea. end		SFT	$16.00 /SFT	
Approach Curb & Gutter			FT	$55.00 /FT	
Guardrail Anchorage to Bridge	(<40')		quads	$1,600.00 /quad	
Guardrail, Type B or T			FT	$23.00 /FT	
Guardrail Ending	(end section)		EA	$1,750.00 /EA	
Roadway Approach work (NW/NE)	(425 Ft/Ea Quad x 2 Ea x 8 Ft x 8 Ft) / 27	2,015.0	CYD	$11.00 CYD	$22,165
Other: Guardrail, Salvage	(NW Quad=300; NE Quad=300 Ft)	600.0	FT	$6.55 FT	$3,930
Other: Guardrail, Backed	(NW Quad = 1 Ea; NE Quad = 1 Ea)	2.0	EA	$1,500.00	$3,000
TRAFFIC CONTROL	*Unit Cost to be determined by Region or TSC Traffic & Safety*				
Part Width Construction			LSUM	LSUM	
Crossovers			EA	$275,000.00 EA	
Temporary Traffic Signals			set	$22,000.00 /set	
RR Flagging			LSUM	LSUM	
Other: Traffic Control on Columbia Rd		1.0	LSUM	$40,000.00 LSUM	$40,000
Other: Traffic Control on US-127		1.0	LSUM	$50,000.00 LSUM	$50,000
Other: Guardrail, Salvage - Median (North)		85.0	Ft	$8.30 Ft	$705.50
CONTINGENCY	(10% - 20%) (use higher contingency for small projects)	20	%	$962,000.00	$192,000
MOBILIZATION	(estimate at 10%)	10	%	$1,154,000.00	$115,000
INFLATION	(assume 5% per year, beginning in 2017)	10	%	$1,269,000.00	$127,000

(DOES NOT INCLUDE PE & CE)

CONSTRUCTION TOTAL **$1,396,000**

2016

BRIDGE COST ESTIMATE WORKSHEET

- CPM, REHAB, REPLACE -

REV. 12/11/2015

REGION: **University** FISCAL YEAR: **2016**
ENGINEER: Ryan Lefere, P.E. DATE: 12/14/2015
LOCATION: Columbia Rd over US-127 DECK AREA: 7,413 SFT
PRIMARY WORK ACTIVITY: Structure Widening - North/South Sidewalks DECK DIM: 42' x 176.5'

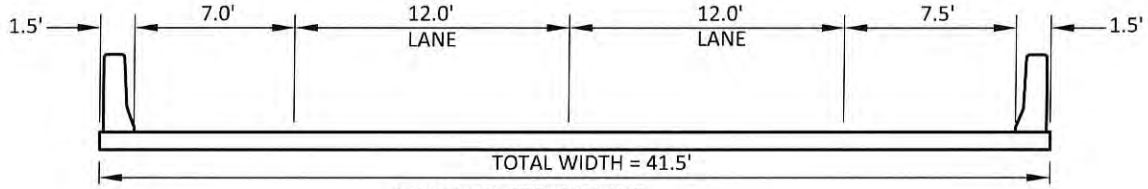
STRUCTURE ID: 3711
BRIDGE ID: **S02-33032**
STR. TYPE: 332

WORK ACTIVITY		QUANTITY	UNIT	UNIT COST	TOTAL
NEW BRIDGE					
Multiple Spans, Concrete	(add demo & road approach & traffic control)		SFT	$220.00 /SFT	
Multiple Spans, Steel	(as above)		SFT	$250.00 /SFT	
Over Water or Single Span	(add to replacement cost)		SFT	$75.00 /SFT	
Precast 3-sided Culvert or 4-sided Box Culvert	(add removal, roadway over, & t. c.)		SFT	$400.00 /SFT	
Other					
NEW SUPERSTRUCTURE					
Concrete	(includes remove exist super, new railing; add t.c. & approach)		SFT	$140.00 /SFT	
Steel	(as above)		SFT	$180.00 /SFT	
Over Water	(add to new superstructure cost)		SFT	$40.00 /SFT	
Other					
WIDENING					
Added portion only. 10.8 ft of width	(10.8 Ft x 176.5 Ft)	1,906.2	SFT	$280.00 /SFT	$533,736
Other: Sidewalks Across Deck - Both Sides	(10.4 Ft x 176.5 Ft x 0.67 Ft) / 27	45.6	CYD	$400.00 CYD	$18,240
NEW DECK					
Includes remove exist deck & new railing	(add traffic control & approach)		SFT	$75.00 /SFT	
Other					
DEMOLITION					
Entire bridge, grade separation			SFT	$32.00 /SFT	
Entire bridge, over water			SFT	$42.00 /SFT	
Other:Rem/Relocate Bridge Sign Connection		2.0	EA	$1,700.00 EA	$3,400
SUPERSTRUCTURE REPAIR					
Concrete Deck Patch	(includes hand chipping)		SFT	$38.00 /SFT	
Full Depth Patch			SFT	$80.00 /SFT	
HMA Cap	(no membrane, add bridge rail if req'd)		SFT	$1.50 /SFT	
HMA Overlay with WP membrane	(add bridge rail if req'd)		SFT	$5.50 /SFT	
Removal of Concrete Wearing Course (latex) or HMA Overlay			SFT	$1.50 /SFT	
Healer Sealer			SYD	$22.00 /SYD	
Epoxy Overlay			SYD	$34.00 /SYD	
Shallow Overlay	(includes joint repl & hydro; add bridge rail if req'd)		SFT	$30.00 /SFT	
Deep Overlay	(includes joint repl & hydro; add bridge rail if req'd)		SFT	$32.00 /SFT	
High Load Hit Repair	(PCI Beam)		SFT	$260.00 /SFT	
PCI Beam End Repair	($2800-$5600 per beam end)		EA	$4,200.00 EA	
Repair Structural Steel	($4800 bolted, $6800 welded)		EA	$6,000.00 EA	
Paint Structural Steel	(includes clean & coat)		SFT	$12.00 /SFT	
Partial Painting	(includes clean & coat)		SFT	$24.00 /SFT	
Pin & Hanger replacement	(includes temporary supports)		EA	$9,000.00 EA	
Other:					
SUBSTRUCTURE REPAIR					
Pier repair	(measured x 2) Replace unit if spalled area > 30%		CFT	$310.00 /CFT	
Pier repair over water	(measured x 2)		CFT	$350.00 /CFT	
Pier replacement			CFT	$90.00 /CFT	
Abutment repair	(measured x 2)		CFT	$310.00 /CFT	
Temporary Supports for Substructure Repair			EA	$1,800.00 EA	
Slope Protection repairs			SYD	$100.00 /SYD	
Other: Expansion Joint Device, Cover Plate	(5.2 Ft/Ea x 6 Ea)	31.2	EA	$167.00	$5,210
MISCELLANEOUS					
Expansion or Construction Joints	(includes removal)		FT	$560.00 /FT	
Bridge Railing, remove and replace	(176.5 Ft x 2 Ea)	353.0	FT	$230.00 /FT	$81,190
Thrie Beam Railing retrofit			FT	$40.00 /FT	
Other: Sidewalk, Conc, 4 inch	(2,389 Ft x 5 Ft)	11,945.0	SFT	$3.50 SFT	$41,808
Other: Sidewalk Ramp, Conc, 4 inch		525.0	SFT	$7.45 SFT	$3,911
Other: Curb and Gutter, Conc	(SE Quad =683 Ft; NE Quad=509 Ft)	1,192.0	FT	$22.00 Ft	$26,224
Other: Downspout Header	(NE Quad = 1 Ea; NW Quad = 1 Ea)	2.0	Ea	$500.00 Ea	$1,000
ROAD WORK					
Approach Pavement, 12" RC	(add C & G, GR, Slope, Shldr.) 40' ea. end	2,083.0	SFT	$16.00 /SFT	$33,328
Approach Curb & Gutter	All Quads	100.0	FT	$55.00 /FT	$5,500
Guardrail Anchorage to Bridge	(<40')	4.0	quads	$1,600.00 /quad	$6,400
Guardrail, Type B or T (75.0 Ft/Ea Quad x 4 Ea)		300.0	FT	$23.00 /FT	$6,900
Guardrail Ending	(end section)	4.0	EA	$1,750.00 /EA	$7,000
Roadway Approach work	(75 Ft/Ea Quad x 4 Ea x 5 Ft x 5 Ft)	278.0	CYD	$40.00 CYD	$11,120
Other: Guardrail Height, Adjust	(SE Quad)	280.0	FT	$6.55 FT	$1,834
Other: Guardrail, Salvage	(NW Quad)	225.0	Ft	$4.15 FT	$934
TRAFFIC CONTROL	*Unit Cost to be determined by Region or TSC Traffic & Safety*				
Part Width Construction			LSUM	LSUM	
Crossovers			EA	$275,000.00 EA	
Temporary Traffic Signals			set	$22,000.00 /set	
RR Flagging			LSUM	LSUM	
Other: Traffic Control on Columbia Rd		1.0	LSUM	$50,000.00 LSUM	$50,000
Other: Traffic Control on US-127		1.0	LSUM	$50,000.00 LSUM	$50,000
Other: Guardrail, Salvage - Median (North/South		170.0	Ft	$8.30 Ft	$1,411.00
CONTINGENCY	(10% - 20%) (use higher contingency for small projects)	20	%	$888,000.00	$178,000
MOBILIZATION	(estimate at 10%)	10	%	$1,067,000.00	$107,000
INFLATION	(assume 5% per year, beginning in 2017)	10	%	$1,174,000.00	$117,000

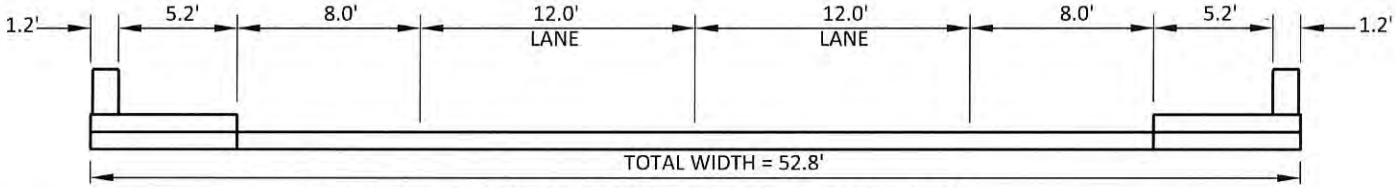
(DOES NOT INCLUDE PE & CE)

CONSTRUCTION TOTAL **$1,291,000**

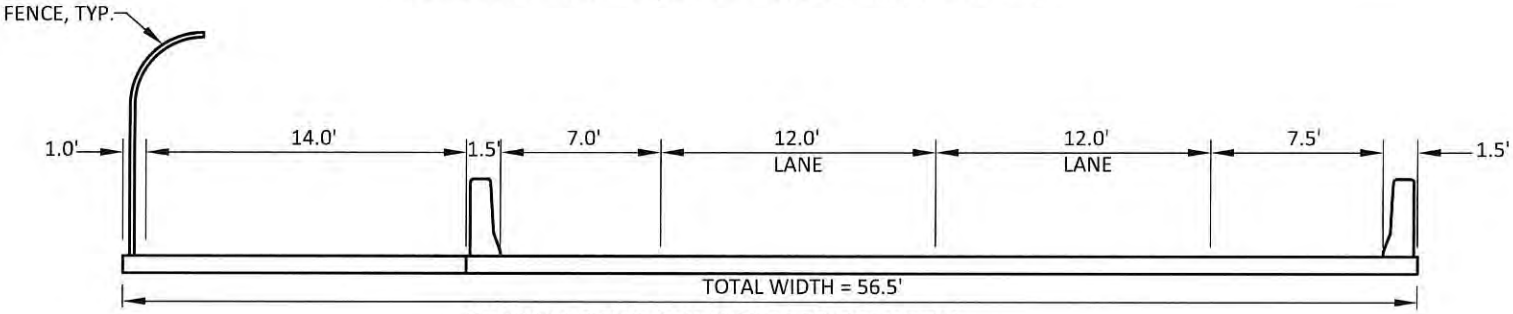
COLUMBIA RD. OVER US-127 PATH ALTERNATIVES



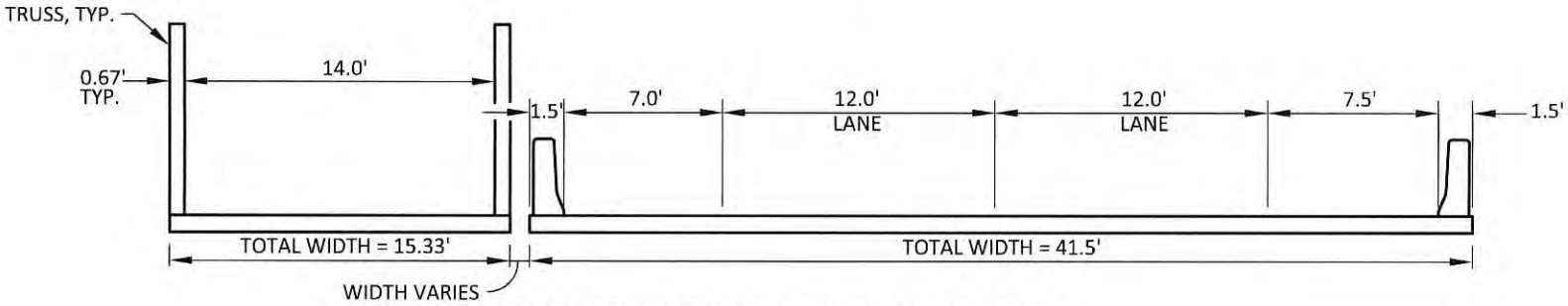
EXISTING STRUCTURE



PROPOSED WIDENING (NORTH AND SOUTH SIDEWALKS)



PROPOSED WIDENING SHARED USE PATH)



PROPOSED NEW STRUCTURE (SHARED USE PATH)

GREAT LAKES ENGINEERING GROUP, LLC	DATE: 12/17/15	STRUCTURE NO.: S02-33032
	GLEG JOB NO.: 1015-1-360	LOCATION: COLUMBIA RD OVER US-127

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: May 4, 2016 **Agenda Item:** 7A

AGENDA ITEM
Fiscal Year 2016-2017 Budget Public Hearing

EXHIBITS
None

STAFF REVIEW
Finance Director

SUMMARY STATEMENT
The City Council held a budget workshop meeting on April 11, 2016. A draft budget was presented by Administrator Stuart.

The City Council's responsibilities, as provided by City Charter Sections 8.3 and 8.4 are as follows:

- To hold a public hearing on the recommended budget, notice of which shall be published at least one week prior to the hearing; and
- No later than May 16th, adopt, by resolution, the annual budget for the next fiscal year.

The Public Hearing was published in the Ingham County Community News on April 24, 2016.

RECOMMENDED ACTION BY CITY ADMINISTRATOR
Hold the public hearing as required by the City Charter.

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: May 4, 2016 **Agenda Item No:** 7B

AGENDA ITEM
Resolution - Adoption of the Fiscal Year 2016-2017 Budget

EXHIBITS
Resolution Adopting Budget
Recommended Budget for City of Mason
Memo – ITEM 7B - Budget Workshop Follow-up (previously provided to Council)

STAFF REVIEW
Finance Director

SUMMARY STATEMENT
The City Council held a budget workshop meeting on April 11, 2016. The required public hearing will be held May 4, 2016.

The Charter of the City of Mason, Chapter 8, Section 8.4 states, "Not later than the third Monday in May, the Council shall, by resolution adopt the budget for the next fiscal year." The Council has been presented with the proposed 2016-2017 Budget. Attached is a resolution which:

- adopts the proposed 2016-2017 budget,
- sets the amount of tax dollars to be collected,
- sets the millage rate,
- approves the Downtown Development Authority and Local Development Finance Authority revenues, and
- amends on July 1, 2016 the 2016-2017 budget to re-appropriate encumbrances (purchase orders) outstanding and reserved on June 30, 2016.

RECOMMENDED ACTION BY CITY ADMINISTRATOR
Approve resolution adopting the 2016-2017 budget.
Alternative Option: Motion to table the item until the May 16, 2016 meeting.

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION

ADOPTION OF THE FY 2016-2017 BUDGET

May 4, 2016

WHEREAS, the City Council of the City of Mason did hold a public hearing on the proposed 2016-2017 fiscal year budget on Wednesday, May 4, 2016 as prescribed by law.

NOW, THEREFORE BE IT RESOLVED, that the proposed 2016-2017 Operating Budget is filed with the City Clerk, providing for the sums of $15,414,810 to expend for municipal purposes of the General Fund, Special Revenue Funds, Capital Project Funds, Trust and Agency Funds, Enterprise Funds, Intergovernmental funds, and Special Assessment Funds for the 2016-2017 fiscal year, and the said amount of $2,828,170 shall be raised by taxes, or a levy of 13.25 mills, upon real and personal property of the City of Mason;

RESOLVED FURTHER, that whereas the captured State Taxable Valuation for the Downtown Development Authority (DDA) District is $2,009,379, the sum of $26,930 shall be placed in the DDA Fund along with other taxing jurisdictions' appropriate tax dollar amounts, and together this money will be used for future improvements within the District, and bond payments;

RESOLVED FURTHER, that whereas the captured State Taxable Valuation for the Local Development Finance Authority (LDFA) District is $46,880,431, the sum of $129,055 shall be placed in the LDFA Fund along with other taxing jurisdictions' appropriate tax dollar amounts, and together this money will be used for future improvements within the District, and bond payments;

RESOLVED FURTHER, that the 2016-2017 Governmental Fund Budgets shall be automatically amended on July 1, 2016 to re-appropriate encumbrances outstanding and reserved on June 30, 2016; and

NOW, THEREFORE, BE IT FINALLY RESOLVED, that the City Council of the City of Mason hereby adopts the 2016-2017 proposed fiscal year budget which is currently on file in the office of the City Clerk.

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, May 4, 2016 the original of which is part of the Council's minutes.

_____

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

Fund: 101 GENERAL FUND

DEPARTMENT	DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES					
000.00		270,470			124,430
215.00	CLERK	6,250	14,070	500	500
254.00	TREASURER/FINANCE	5,108,225	5,091,895	5,058,110	5,008,050
271.00	FORESTRY	29,770	34,470	29,770	31,270
276.00	CEMETERY	37,200	35,625	35,625	35,625
301.00	POLICE DEPARTMENT	71,820	87,535	99,675	78,235
336.00	FIRE DEPARTMENT	174,230	170,415	175,000	180,320
528.00	REFUSE COLLECTION	355,515	357,935	359,100	359,100
747.00	COMMUNITY GARDEN	375	375	375	375
751.00	RECREATION	5,000	6,085	5,000	5,000
850.00	WORKERS COMPENSATION	52,645	75,640	77,910	77,910
TOTAL ESTIMATED REVENUES		6,111,500	5,874,045	5,841,065	5,900,815
APPROPRIATIONS					
101.00	COUNCIL	41,570	59,505	40,005	40,005
172.00	ADMINISTRATOR	286,320	232,600	234,350	242,470
209.00	ASSESSING	51,295	51,795	51,295	51,295
215.00	CLERK	141,705	151,490	155,400	142,830
247.00	BOARD OF REVIEW	650	650	650	650
254.00	TREASURER/FINANCE	501,600	494,230	522,155	522,155
260.00	TECHNOLOGY	100,445	100,445	67,445	67,445
265.00	BUILDING OFFICIAL/CITY HALL	156,315	165,065	190,620	225,780
266.00	LEGAL/ATTORNEY	90,000	120,000	100,000	100,000
268.00	PARK STREET PROPERTY	41,985	41,985	10,870	10,870
269.00	PROPERTY	461,650	458,325	429,755	429,755
271.00	FORESTRY	77,595	77,260	90,865	78,290
272.00	ADMINISTRATIVE SERVICES	272,515	159,105	261,890	143,445
276.00	CEMETERY	198,755	185,085	302,590	219,200
305.00	POLICE ADMINISTRATION	340,520	351,695	429,705	340,405
315.00	CROSSING GUARDS	24,170	24,490	28,920	28,920
316.00	POLICE PATROLLING	1,054,400	995,860	1,041,540	1,038,040
336.00	FIRE DEPARTMENT	526,460	483,555	550,110	489,345
380.00	PLANNING/ZONING OFFICIAL	126,710	120,335	133,485	130,085
426.00	CIVIL DEFENSE	1,870	1,385	1,855	1,855
428.00	DISASTER ACCOUNT	100	100	100	100
441.00	PUBLIC SERVICES	6,000	6,215	6,530	6,530
447.00	ENGINEERING	300	300	300	300
448.00	STREET LIGHTING	96,860	92,345	99,365	94,990
458.00	SIDEWALK CONSTRUCTION-REPAIR	5,085	5,575	5,090	2,090
528.00	REFUSE COLLECTION	354,715	356,360	358,230	358,230
747.00	COMMUNITY GARDEN	680	150	290	290
756.00	PARKS AND BALL DIAMONDS	171,425	206,285	239,170	210,005
758.00	PUBLIC ART	1,000			
775.00	SENIOR CITIZENS	8,085	8,085	8,090	8,090
790.00	LIBRARY	15,095	15,210	81,120	52,700
806.00	CHRISTMAS DECORATIONS	5,570	7,865	8,010	6,350
807.00	CABLE COMMISSION	315	3,915	3,920	3,920
808.00	PLANNING COMMISSION	2,950	1,600	16,460	1,085
850.00	WORKERS COMPENSATION	52,645	75,640	77,910	77,910
855.00	RETIREE BENEFITS	116,210	117,295	123,160	123,160
890.00	CONTINGENCIES	103,020	75,525	75,525	75,525
999.00	SURPLUS	674,915	957,965	734,400	576,700
TOTAL APPROPRIATIONS		6,111,500	6,205,290	6,481,175	5,900,815
NET OF REVENUES/APPROPRIATIONS - FUND 101			(331,245)	(640,110)	
	BEGINNING FUND BALANCE	2,713,698	2,713,698	2,382,453	2,382,453
	ENDING FUND BALANCE	2,713,698	2,382,453	1,742,343	2,382,453

DEPARTMENT	DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES					
000.00		1,327,740	723,820	847,550	992,255
TOTAL ESTIMATED REVENUES		1,327,740	723,820	847,550	992,255
APPROPRIATIONS					
000.00		99,200	86,945	155,495	155,495
451.00	STREET/ROAD CONSTRUCTION	949,060	270,390	547,100	547,100
463.00	STREET MAINTENANCE	135,415	148,195	168,275	147,880
474.00	TRAFFIC SERVICES	32,675	29,190	36,530	32,030
478.00	WINTER MAINTENANCE	44,290	42,910	47,450	42,450
482.00	STREET ADMIN/GEN EXP	67,100	67,100	67,300	67,300
TOTAL APPROPRIATIONS		1,327,740	644,730	1,022,150	992,255
NET OF REVENUES/APPROPRIATIONS - FUND 202			79,090	(174,600)	
BEGINNING FUND BALANCE		915,408	915,408	994,498	994,498
ENDING FUND BALANCE		915,408	994,498	819,898	994,498

DEPARTMENT	DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES					
000.00		685,840	946,360	635,895	635,895
TOTAL ESTIMATED REVENUES		685,840	946,360	635,895	635,895
APPROPRIATIONS					
451.00	STREET/ROAD CONSTRUCTION	429,515	687,575	361,800	361,800
463.00	STREET MAINTENANCE	143,130	146,170	168,525	158,145
474.00	TRAFFIC SERVICES	12,400	12,225	12,890	12,890
478.00	WINTER MAINTENANCE	35,205	34,800	38,995	37,270
482.00	STREET ADMIN/GEN EXP	65,590	65,590	65,790	65,790
TOTAL APPROPRIATIONS		685,840	946,360	648,000	635,895
NET OF REVENUES/APPROPRIATIONS - FUND 203				(12,105)	
BEGINNING FUND BALANCE		156,106	156,106	156,106	156,106
ENDING FUND BALANCE		156,106	156,106	144,001	156,106

DEPARTMENT DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES				
000.00	150,150	61,810	59,480	149,800
TOTAL ESTIMATED REVENUES	150,150	61,810	59,480	149,800
APPROPRIATIONS				
000.00	150,150	89,615	149,800	149,800
TOTAL APPROPRIATIONS	150,150	89,615	149,800	149,800
NET OF REVENUES/APPROPRIATIONS - FUND 248		(27,805)	(90,320)	
BEGINNING FUND BALANCE	130,850	130,850	103,045	103,045
ENDING FUND BALANCE	130,850	103,045	12,725	103,045

Fund: 250 LOCAL DEV. FINANCE AUTHORITY

DEPARTMENT	DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES					
000.00		313,840	313,840	292,460	1,080,475
TOTAL ESTIMATED REVENUES		313,840	313,840	292,460	1,080,475
APPROPRIATIONS					
691.00	L.D.F.A.	313,840	834,635	1,080,475	1,080,475
TOTAL APPROPRIATIONS		313,840	834,635	1,080,475	1,080,475
NET OF REVENUES/APPROPRIATIONS - FUND 250			(520,795)	(788,015)	
BEGINNING FUND BALANCE		1,308,813	1,308,813	788,018	788,018
ENDING FUND BALANCE		1,308,813	788,018	3	788,018

DEPARTMENT DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES				
000.00	40	40	40	21,940
TOTAL ESTIMATED REVENUES	40	40	40	21,940
APPROPRIATIONS				
000.00	40		21,940	21,940
TOTAL APPROPRIATIONS	40		21,940	21,940
NET OF REVENUES/APPROPRIATIONS - FUND 297		40	(21,900)	
BEGINNING FUND BALANCE	21,861	21,861	21,901	21,901
ENDING FUND BALANCE	21,861	21,901	1	21,901

DEPARTMENT DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES				
000.00	131,615	108,555		
TOTAL ESTIMATED REVENUES	131,615	108,555		
APPROPRIATIONS				
000.00	131,615	126,090		
TOTAL APPROPRIATIONS	131,615	126,090		
NET OF REVENUES/APPROPRIATIONS - FUND 401		(17,535)		
BEGINNING FUND BALANCE	17,928	17,928	393	393
ENDING FUND BALANCE	17,928	393	393	393

DEPARTMENT	DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES					
000.00		5,255,285	3,787,845	4,168,595	5,967,740
TOTAL ESTIMATED REVENUES		5,255,285	3,787,845	4,168,595	5,967,740
APPROPRIATIONS					
545.00	WATER & SEWER ADMINISTRATION	121,535	134,105	158,335	154,585
546.00	SEWER IMPROVEMENT	41,010	41,010	39,365	39,365
548.00	SEWER MAINTENANCE	142,850	257,475	309,225	266,750
555.00	WASTEWATER TREATMENT PLANT	2,492,485	1,482,555	3,299,835	2,830,305
556.00	WATER MAINTENANCE	413,855	444,730	510,155	484,105
557.00	STORM SEWER PROGRAM	18,495	18,470	39,280	20,795
558.00	WATER IMPROVEMENT	501,885	857,630	624,445	624,445
559.00	WATER TREATMENT PLANT	858,170	831,050	955,090	872,390
566.00	ALLOWANCE FOR DEPRECIATION	665,000	665,000	675,000	675,000
TOTAL APPROPRIATIONS		5,255,285	4,732,025	6,610,730	5,967,740
NET OF REVENUES/APPROPRIATIONS - FUND 592			(944,180)	(2,442,135)	
BEGINNING FUND BALANCE		12,850,579	12,850,579	11,906,399	11,906,399
ENDING FUND BALANCE		12,850,579	11,906,399	9,464,264	11,906,399

DEPARTMENT DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES				
000.00	276,265	36,365	39,730	39,730
TOTAL ESTIMATED REVENUES	276,265	36,365	39,730	39,730
APPROPRIATIONS				
000.00	276,265	36,365	39,730	39,730
TOTAL APPROPRIATIONS	276,265	36,365	39,730	39,730
NET OF REVENUES/APPROPRIATIONS - FUND 612				
BEGINNING FUND BALANCE	547	547	547	547
ENDING FUND BALANCE	547	547	547	547

DEPARTMENT	DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES					
000.00		499,930	388,540	408,955	448,410
TOTAL ESTIMATED REVENUES		499,930	388,540	408,955	448,410
APPROPRIATIONS					
567.00	SHOP & BLDG. MAINTENANCE	47,915	48,185	49,645	49,645
568.00	EQUIPMENT MAINTENANCE	180,825	173,025	208,930	199,915
901.00	EQUIPMENT-CAPITAL OUTLAY	271,190	193,935	388,350	198,850
TOTAL APPROPRIATIONS		499,930	415,145	646,925	448,410
NET OF REVENUES/APPROPRIATIONS - FUND 661			(26,605)	(237,970)	
BEGINNING FUND BALANCE		619,978	619,978	593,373	593,373
ENDING FUND BALANCE		619,978	593,373	355,403	593,373

Fund: 702 RAYNER BOND FUND

DEPARTMENT DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES				
000.00	60,950	21,200	19,200	19,200
TOTAL ESTIMATED REVENUES	60,950	21,200	19,200	19,200
APPROPRIATIONS				
000.00	60,950	20,760	8,210	19,200
TOTAL APPROPRIATIONS	60,950	20,760	8,210	19,200
NET OF REVENUES/APPROPRIATIONS - FUND 702		440	10,990	
BEGINNING FUND BALANCE	763,096	763,096	763,536	763,536
ENDING FUND BALANCE	763,096	763,536	774,526	763,536

DEPARTMENT DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES				
000.00	4,175	4,100	4,100	4,100
TOTAL ESTIMATED REVENUES	4,175	4,100	4,100	4,100
APPROPRIATIONS				
000.00	4,175	600	600	4,100
TOTAL APPROPRIATIONS	4,175	600	600	4,100
NET OF REVENUES/APPROPRIATIONS - FUND 711		3,500	3,500	
BEGINNING FUND BALANCE	343,255	343,255	346,755	346,755
ENDING FUND BALANCE	343,255	346,755	350,255	346,755

DEPARTMENT DESCRIPTION	2015-16 AMENDED BUDGET	2015-16 PROJECTED ACTIVITY	2016-17 REQUESTED BUDGET	2016-17 RECOMMENDED BUDGET
ESTIMATED REVENUES				
000.00	161,095	151,980	137,360	154,450
TOTAL ESTIMATED REVENUES	161,095	151,980	137,360	154,450
APPROPRIATIONS				
000.00	161,095	167,445	154,450	154,450
TOTAL APPROPRIATIONS	161,095	167,445	154,450	154,450
NET OF REVENUES/APPROPRIATIONS - FUND 812		(15,465)	(17,090)	
BEGINNING FUND BALANCE	416,865	416,865	401,400	401,400
ENDING FUND BALANCE	416,865	401,400	384,310	401,400
ESTIMATED REVENUES - ALL FUNDS	14,978,425	12,418,500	12,454,430	15,414,810
APPROPRIATIONS - ALL FUNDS	14,978,425	14,219,060	16,864,185	15,414,810
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(1,800,560)	(4,409,755)	
BEGINNING FUND BALANCE - ALL FUNDS	20,258,982	20,258,982	18,458,422	18,458,422
ENDING FUND BALANCE - ALL FUNDS	20,258,982	18,458,422	14,048,667	18,458,422

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us

City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

MEMORANDUM

DATE: April 29, 2016

TO: Honorable Mayor and Council Members

FROM: Deborah Stuart, City Administrator

RE: ITEM 7B- Budget Workshop Follow-up (previously provided to Council)

Budget Workshop Follow-up:

The following information is in relation to the pending budget questions.

- **Public Art** – In 2013, the City Council adopted a policy indicating that the City MAY appropriate an amount equal to one-tenth of one percent of the City's General Fund to be accumulated and expended on public art. The policy does note that funds can be re-appropriated to any other public purposes at any time the Council deems necessary. Our history with this allocation has been:

Year	Formula Amount	Appropriated Funds	Expended Funds
2012/13	$4,977	0	0
2013/14	$5,110	$15,000	$10,218
2014/15	$5,310	0	0
2015/16	$5,435	$1,000	0
Proposed 2016/17	$5,775	0	
TOTAL	**$26,607**	**$16,000**	**$10,218**

  The City Council can determine if they would like to add any additional funding to this line item.
- **Contract Work for Planning Commission** – Due to time and budget constraints the sub plan estimated at $15,000 was removed from the budget. We still believe that to be the concern with this issue.
- **Contract Work for Historic District Commission** – $500 remains in the proposed budget for the historic district property database. This item has been in their budget previously at a higher amount, but has not been completed. We believe this amount will allow the project to start at least a phase of the work.
- **Generator Load Testing** – $635 remains in the proposed budget related this item. We believe there may be opportunities for cost savings to allow for this to be completed this year and there is no need for additional funding for this item.

CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF APRIL 18, 2016

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

Present: Councilmembers: Brown, Bruno, Clark, Droscha, Ferris, Mulvany, Waltz
Absent: Councilmember: None
Also present: Deborah S. Stuart, City Administrator
Deborah J. Cwiertniewicz, City Clerk
Eric Smith, Finance Director/Treasurer

ANNOUNCEMENTS

- Don Jacot, World War II veteran and Mason area resident, was awarded the Knighthood of the Legion of Honor in January 2016 for service to the country of France. On Monday, April 25, at 7:00 p.m. the American Legion Browne/Cavendar Post 148 of Mason will host a reception for Mr. Jacot in the meeting room of the Masonic Lodge at 840 East Colombia.
- Congratulations to local authors Aaron Emerson and Mark Wolfgang; each author just released a book.
- Mayor Waltz congratulated 2016 Arbor Day Honoree, Leon Clark
- City of Mason Arbor Day Celebration – Friday, April 29, 2016 at 12:00 noon

PEOPLE FROM THE FLOOR

Jack Carmichael of 519 South Rogers commented on various topics related to the City and community.

Seth Waxman, Planning Commission Secretary, commented in support of the ordinances that have been forwarded to Council by the Planning Commission for consideration this evening.

Christopher Mumby of 827 Charrington Court spoke in support of the street closure request for the Camino St. James 8K/5K Fun Runs.

CONSENT AGENDA

It was the consensus of the Council to remove Consent Agenda Item A. Approval of Minutes – Regular Council Meeting: March 21, 2016, and Item C. Motion – Reschedule May 2nd City Council Meeting to May 4th Due to Special Election, and place them as Regular Business Items A and B, and moving the remaining items accordingly.

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

A. Approval of Bills in the Amount of $41,752.78
B. Motion – Street Closure – Memorial Day Parade
Approve street closures for the Memorial Day Parade, south on Barnes Street, east on Ash Street, north on Jefferson Street, east on Maple Street into Maple Grove Cemetery, held by VFW Post #7309 and Mason American Legion Post #148 on Monday, May 30, 2016, 7:00 a.m.
C. Motion – Street Closures Request – Annual Camino of Saint James 8K/5K and Fun Runs
Approve street closures for the Camino of Saint James 8K /5K and Fun Runs as provided in the special events application on August 14, 2016, and to waive all fees for the event.

D. Motion – Mason Lions Club – Use of Right-of-Way for White Cane Drive
Approve the Mason Lions Club's request to use the public right-of-way for their annual White Cane Drive on the downtown sidewalks of Mason Friday, April 29, Saturday, April 30 and May 7, 2016.

MOTION APPROVED

REGULAR BUSINESS

Approval of Minutes - Regular Council Meeting: March 21, 2016

MOTION by Mulvany, second by Ferris,
to correct the Minutes of March 21, 2016 by adding, Approval of Street Closures for the Mason State Bank 5K Race on May 6, 2016, and on page two, in the fifth paragraph, motion to amend Special Assessment Resolution 5, strike FAILED, and insert APPROVED.
MOTION APPROVED

[A note from the Clerk: Upon review of the March 21, 2016 Minutes, agenda, and the DVD recording, I found that the above motion to correct the approval of street closures for the Mason State Bank 5K Race on May 6, 2016 was in error. The item was on the March 9, 2016, agenda, and subsequently approved at that meeting. Therefore, there will not be a correction for this item in the March 21, 2016 Minutes.]

Motion – Reschedule May 2nd City Council Meeting to May 4th Due to Special Election

Bruno expressed disappointment that the Mason Public Schools is not recognizing legislation that was passed to consolidate elections to reduce costs borne by taxpayers.

MOTION by Brown, second by Droscha
to reschedule the Monday, May 2, 2016, regular meeting to Wednesday, May 4, 2016 at 7:30 p.m. due to the Mason Public School District holding a Special Election on Tuesday, May 3, 2016.
MOTION APPROVED

Motion – Second Reading and Adoption – An Ordinance to Repeal Medical Marihuana Regulations

MOTION by Brown, second by Droscha
to consider, An Ordinance to Repeal Medical Marihuana Regulations, read for the second time and adopted.
MOTION APPROVED

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.

ORDINANCE APPROVED

First Reading – Ordinance – Mobile Food Vending Regulation Ordinance
Discussion was held to allow the Downtown Development Authority (DDA) another opportunity to review and comment on the proposed mobile food vending ordinance.

> MOTION by Bruno, second by Clark,
> to defer, Mobile Food Vending Regulation Ordinance, to the May 16, 2016 meeting for first reading.
> Yes (4) Bruno, Clark, Mulvany, Waltz
> No (3) Brown, Droscha, Ferris
> MOTION APPROVED

UNFINISHED BUSINESS
None.

NEW BUSINESS
It was suggested to place the proposed food truck ordinance review and discussion on all board and commission agendas that have a related interest and involvement. Waltz asked Council Member liaisons to immediately inform the chairperson of their respective board or commission of the opportunity that is available. Council directed Administrator Stuart to research the protocols for newspaper delivery because there has been litter and trash in some areas of the city on delivery day. A brief discussion was held regarding the violation of temporary signs placed in the right-of-way.

CORRESPONDENCE
All correspondence was distributed.

LIAISON REPORTS
- Mulvany informed Council regarding Historic District Commission business.
- Ferris informed Council regarding Legacy Tree purchase.
- Waltz informed Council regarding Downtown Development Authority business.

COUNCILMEMBER REPORTS
None.

ADMINISTRATOR'S REPORT
Stuart informed Council regarding city business.

ADJOURNMENT
The meeting adjourned at 8:31 p.m.

Deborah J. Cwiertniewicz, City Clerk

Mike Waltz, Mayor

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: May 4, 2016 **Agenda Item:** 8B

AGENDA ITEM
Resolution - Adoption of the Tri-County Regional Hazard Mitigation Plan

EXHIBITS
Resolution Adopting Plan
Executive Summary of Plan
Note: Entire plan can be found at
http://tri-co.org/Land%20Use/2015_Hazard_Mitigation_Plan.pdf

STAFF REVIEW
Zoning/Development Director

SUMMARY STATEMENT
The Robert T. Stafford Act, Section 404, allows the Federal Emergency Management Agency (FEMA) to provide hazard mitigation assistance. The Disaster Mitigation Act of 2000 amended the Stafford Act to require communities to have a Hazard Mitigation Plan approved in order to receive funding assistance from FEMA.

In 2005, Ingham, Clinton, and Eaton Counties and Delta Charter Township completed four separate hazard mitigation plans. The Ingham County plan covered the City of Mason and allowed the community to be eligible for FEMA funding. In 2015, these entities decided to combine and adopt a regional plan coordinated by the Tri-County Regional Planning Commission covering all of the jurisdictions. It was developed with input from area emergency managers, multiple jurisdictions, and State emergency staff.

The Tri-County Planning Commission is requesting that the City of Mason adopt the plan to remain eligible for FEMA funding and also to utilize it as a guide for hazard mitigation. This plan has been adopted by Clinton, Eaton and Ingham Counties and Delta Charter Township. City of Mason departments have reviewed the plan and support the adoption.

RECOMMENDED ACTION BY CITY ADMINISTRATOR
Move to adopt the attached resolution approving the Tri-County Regional Hazard Mitigation Plan.

Introduced:
Seconded:

CITY OF MASON
CITY COUNCIL RESOLUTION

ADOPTION OF THE TRI-COUNTY REGIONAL HAZARD MITIGATION PLAN

May 4, 2016

WHEREAS, the City of Mason recognizes that the threat that natural, social, and technological hazards pose to people and communities and that undertaking hazard mitigation actions will reduce the potential harm to people and property from future hazard occurrences; and

WHEREAS, this plan has been adopted by Clinton, Eaton and Ingham Counties and Delta Charter Township as a required condition of future funding for various Federal Emergency Management Agency (FEMA) disaster mitigation programs; and

WHEREAS, the Tri-County Regional Planning Commission will note this adoption in the regional Plan and submit a copy of this adoption resolution to the Michigan State Police Emergency Management Division and to Federal Emergency Management Agency (FEMA) officials along with adoptions of the Plan from other participating municipalities in Clinton, Eaton, and Ingham Counties in Michigan.

NOW THEREFORE BE IT RESOLVED, that the City of Mason adopts the Tri-County Regional Hazard Mitigation Plan as an official plan.

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, May 4, 2016, the original of which is part of the City Council minutes.

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

EXECUTIVE SUMMARY

The Tri-County Regional Hazard Mitigation Plan was created to protect the health, safety, and economic interests of residents and businesses in Clinton, Eaton, and Ingham Counties and Delta Charter Township in mid-Michigan's greater Lansing region. The regional Plan will reduce the impacts of natural and technological hazards through hazard mitigation planning, awareness, and implementation.

This Plan is the foundation for hazard mitigation activities and actions within Michigan's Tri-County Capital area region. Implementation of recommendations will reduce loss of life, destruction of property, and economic losses due to natural and technological hazards. The plan provides a path toward continuous, proactive reduction of vulnerability to hazards that result in repetitive and oftentimes severe social, economic and physical damage. The ideal end state is full integration of hazard mitigation concepts into day-to-day governmental and business functions and management practices.

This Plan employs a broad perspective in examining multi-hazard mitigation activities and opportunities in the Tri-County region. Emphasis is placed on hazards that have resulted in threats to the public health, safety and welfare, as well as the social, economic and physical fabric of the community. The plan addresses such hazards as floods, tornadoes, windstorms, winter storms, forest fires, structural fires, hazardous material incidents, and secondary technological hazards that result from natural hazard events. Each hazard was analyzed from a historical perspective, evaluated for potential risk, and considered for possible mitigative action. The plan also lays out the legal basis for planning and the tools to be used for its implementation.

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: May 4, 2016 **Agenda Item:** 8C

AGENDA ITEM
Resolution – Authorization of License Agreement with Consumers Energy

EXHIBITS
Resolution Authorizing License Agreement

STAFF REVIEW
City Administrator

SUMMARY STATEMENT
In 2002, the City of Mason accepted a generous gift from the Hayhoe family to build the Hayhoe Riverwalk. As part of that approval the City Council authorized the City Administrator to sign necessary easement, licenses, and agreement to acquire the right-of-ways for the Hayhoe Riverwalk. As part of those actions, the City entered into a License agreement with Consumers Energy for portions of the trail.

MDOT has authorized the Jefferson Street Trailhead as a Local Agency Project, but the funding requires the License Agreement with Consumers to be renegotiated to assure the investment by the State was longer term than the existing lease.

The new License Agreement has only a few substantial differences:

- Annual fee has been reduced to $1500 from $1750, subject to a 4% increase annually
- Consumers agreed to not terminate the license for eight years

The time associated with the negotiation with Consumers will require the funding allocation to be extended, and the project will likely not be started until 2017.

RECOMMENDED ACTION BY CITY ADMINISTRATOR
Move to adopt the attached resolution authorizing the License Agreement with Consumers Energy.

Introduced:
Seconded:

CITY OF MASON
CITY COUNCIL RESOLUTION

AUTHORIZATION OF LICENSE AGREEMENT WITH CONSUMERS ENERGY

May 4, 2016

WHEREAS, the City of Mason accepted a gift from the Hayhoe family on May 21, 2001 to build the Hayhoe Trail;

WHEREAS, the City Council authorized licenses and agreements necessary to build the trail on July 1, 2002;

WHEREAS, the MDOT funding for the Jefferson Street Trailhead requires a longer license agreement with Consumers energy;

WHEREAS, Consumers Energy and the City of Mason have negotiated terms that meet the requirements of the funding source.

NOW THEREFORE BE IT RESOLVED, that the Mason City Council authorizes the City Administrator to negotiate and execute the final terms of a License Agreement with Consumers Energy 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, May 4, 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: May 4, 2016 **Agenda Item:** 9A

AGENDA ITEM
Motion - Amend the 2015-2016 Fiscal Year Budget

EXHIBITS
Budget Amendments

STAFF REVIEW
Finance Director

SUMMARY STATEMENT
The Budget Amendment document attached is a cumulative document. The approval date is entered as the amendment is approved by Council. At fiscal year end, these changes will be integrated into the final budget amendment document. In June, the full print-out of City accounts will be presented for approval.

There are three amendments to approve this quarter. The legal fees are higher than anticipated, there are new bond agent fees with the City Hall 2015 Refunding Bonds, and a tornado siren at Hayes Park has to be replaced due to the failure of the present siren.

RECOMMENDED ACTION BY CITY ADMINISTRATOR
Move to amend the 2015-2016 Fiscal Year Budget as presented.

City of Mason
Budget Amendments
2015/2016 Budget

	Account Number	Fund	Account Name	Original Budget	Requested Change	Amended Budget	Date of Approval
1	101-266.00-826.000	GF	Legal Fees	$90,000	$35,000	$125,000	
	Higher than anticipated legal fees, 15/16 fines & forfeits revenue from Courts projected at $23,000						
2	101-269.00-993.000	GF	Paying Agent Fees	-	$750	$750	
	City Hall Bonds were refunded in 2015; new agent fees						
3	101-426.00-985.000	GF	Equipment - Capital Improvement	-	$3,620	$3,620	
	Hayes Park Tornado Siren Failure						
				$90,000	$39,370	$129,370	

04/28/2016 01:26 PM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON
EXP CHECK RUN DATES 05/02/2016 - 05/04/2016
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
COUNCIL REPORT

WEDNESDAY, MAY 4, 2016

Vendor Code / Invoice / GL Number	Vendor Name / Invoice Description / GL Description		Amount
06474	CONSUMERS ENERGY		
MAY 2016	WTP ELECTRICITY 3/22 - 4/21		
592-559.00-920.000	WTP ELECTRICITY 3/22 - 4/21	7,847.89	
		VENDOR TOTAL:	7,847.89
05016	GRANGER		
APRIL 2016	APRIL REFUSE FOR #2320 CUSTOMERS		
101-528.00-818.000	APRIL REFUSE FOR #2320 CUSTOMERS	28,443.20	
		VENDOR TOTAL:	28,443.20
05221	MCGINTY, HITCH, HOUSEFIELD, PERSON,		
APRIL 2016	MARCH 2016 LEGAL FEES		
101-266.00-826.000	MARCH ATTORNEY SERVICES	7,297.55	
		VENDOR TOTAL:	7,297.55
		TOTAL - ALL VENDORS:	43,588.64

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: May 4, 2016 **Agenda Item:** 11A

AGENDA ITEM
Resolution – Honoring City of Mason Public Servants During Public Service Recognition Week

EXHIBITS
None

STAFF REVIEW
None

SUMMARY STATEMENT
Celebrated the first week of May since 1985, Public Service Recognition Week (PSRW) is organized annually by the Public Employees Roundtable (PER) and its member organizations to honor the men and women who serve our nation as federal, state, county and local government employees. Mason City Council, on behalf of the residents of the City of Mason, is expressing gratitude to City employees by honoring them during Public Service Recognition Week, May 1 – 7, 2016.

RECOMMENDED ACTION BY COUNCILMEMBER BROWN
Move to approve resolution.

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION

HONORING CITY OF MASON PUBLIC SERVANTS DURING PUBLIC SERVICE RECOGNITION WEEK

MAY 4, 2016

WHEREAS, the residents of Mason value the dedicated and hardworking men and women who deliver valuable government service to the City every day;

WHEREAS, City of Mason employees deliver critical resources and services that residents have come to depend on;

WHEREAS, these employees help make life better for the residents of Mason and ensure that our government is the best in the State;

WHEREAS, Mason residents recognize the significant challenges these public servants encounter on a daily basis;

WHEREAS, City of Mason public servants deserve our thanks and appreciation throughout the year.

BE IT HEREBY RESOLVED, that the Mason City Council, on behalf of the residents of the City of Mason, expresses deep gratitude for the commitment shown by City employees every day of the year and honors our public servants during Public Service Recognition Week, May 1 – 7, 2016.

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, May 4, 2016, the original of which is part of the City Council minutes.

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

McGinty, Hitch, Housefield, Person,
Yeadon & Anderson, P.C.

MEMORANDUM

TO: Mason City Council

FROM: Thomas M. Hitch, City Attorney TMH

RE: **CITY ATTORNEY REPORT**

DATE: April 28, 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 Nos. 14-5644-TT and 15-4504-TT)**

As you may recall, I advised Council previously that Esquire Development has taken an interlocutory appeal by filing an application for leave to appeal with the Michigan Court of Appeals. Under normal circumstances, the parties wait until the final judgment from the lower tribunal (in this case, the Michigan Tax Tribunal) before taking an appeal to a higher court. However, in this case, Esquire Development filed a claim of appeal before the Tax Tribunal had fully adjudicated the case.

I filed my response to the application for leave to appeal on April 27, 2016, It is my opinion that the Court of Appeals will not grant this application. I believe it is extraordinary for interlocutory appeals to be filed with the Court of Appeals from the Tax Tribunal and, in my opinion, there are no issues raised that would overcome the Court of Appeals' general reluctance to interfere in the proceeding of a case that has not yet come to a conclusion.

2. ***Marcia O'Brien and Richard O'Brien v City of Mason, et al***

The above matter is a new lawsuit filed on April 18, 2016, by the O'Briens against the City and Sgt. Mark Reckling. They are claiming false arrest and false imprisonment as it arose out of an incident on the evening of August 30, 2015, at the Quality Dairy in Mason. The police had been called by Quality Dairy employees to respond to an alleged incident involving an African-American. Police officers, while conferring with the African-American, were approached by Mrs. O'Brien, who became extremely vocal and, according to police, very intrusive and disruptive in their investigation. She was arrested for resisting and obstructing and the misdemeanor complaint was settled by dismissing the complaint and Ms. O'Brien accepting responsibility for a noise violation.

Mr. and Mrs. O'Brien have now filed this civil rights case which will be handled by the City's insurer. I will be in contact with counsel appointed by the insurance company and monitor this matter as I will monitor the case involving Randy Joy v City of Mason.

bks

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us

City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

March 31, 2016

The Honarable Curtis Hertel
P.O. Box 30036
Lansing, MI 48909-7536

RE: Proposed Bill to Amend 1970 Public Act 169 Local Historic Districts Act, House Bill 5232 & Senate Bill 720

Dear Senator Hertel,

On behalf of the City of Mason Historic District Commission, these comments are regarding House Bill 5232 and Senate Bill 720 and the proposed changes to 1970 Public Act 169 Local Historic Districts Act.

Significant resources in Michigan rely on protection from inappropriate alterations, incompatible new construction, and development pressures that often result in demolition. Such protection comes in the form of Michigan's current state law, PA 169 of 1970, enabling local governments to choose to safeguard their historic resources within local historic districts across the state. This local legislation declares historic preservation to be a public purpose and thus, it has value to the entire community. The system we have is not broken—there is no need for the amendments proposed in HB 5232 and SB 720 and they go too far. Their sponsors are calling these bills "modernization" bills, but they are not that. These proposed amendments completely change the way the local historic designation process and district administration works in response to several mistaken assumptions.

The bills' sponsors state that a local historic district's boundaries are established by the state and not the local community. This is not true. This process is in the hands of the local legislative body from start to finish. The local legislative body appoints the study committee and decides whether to establish a district or not, and sets final district boundaries in the local ordinance. Currently, the State Historic Preservation Review Board receives local study committee reports for comment, but those comments are NOT binding on the local communities—they are advisory. If a local historic district's boundaries change in the future, again, that process is started and finished at the local level. Local legislative bodies establish local historic districts through the local democratic process—public hearings, discussion, and local voting by the elected officials.

The proposed changes in HB 5232 and SB 720 undermine the ability of a community to pursue protection of important local landmarks by requiring that 2/3 of property owners within a proposed district boundary first consent to establishing a local historic district. Furthermore, requiring that exact boundaries for a potential local historic district be proposed before appointing a study committee is contradictory to the work the committee is charged with doing—completing research about the significance of historic resources and the area including the boundaries, which are often determined by contiguous architectural styles, plat maps, and other relevant information uncovered during the research process. Whether a house is historic or contributes to its district or not is *not* based on property ownership—it's based on the research outcomes. The bills' sponsors state that property owners' rights and consent are not currently included in the process of local historic district designation. Because it is a local, political process, their input is very much part of the complete process through meetings, workshops, and public hearings. The preservation of historic places is a public purpose, upheld by the Supreme Court, and the preservation of historic assets is a long-term goal—it takes a longer view than the property ownership that will probably change every seven years or so.

In order to establish a local historic district, as proposed by HB 5232 and SB 720, petitioning of property owners and then mandating that the general electorate vote in favor of the district would be required. Unjustly, the reverse process—dissolving a local historic district—would not require such petitioning or voting, allowing local legislative bodies to eliminate a district without nationally accepted guidelines or justification, and without community input. Additionally, these bills severely jeopardize local historic districts in Michigan through their requirement that local historic districts be voted on every 10 years. Not only is such a process exceptionally inefficient, it would be costly to a local government in its dedication of staff time and community education efforts. This modification to PA 169, should it be amended through these bills, would clearly threaten all local historic districts statewide.

The bills' sponsors also believe that there is not enough flexibility in the current Standards local historic district commissions use. These Standards—the Secretary of the Interior's Standards for Rehabilitation—are the *gold*, national standard in historic preservation; they preserve historic materials and character-defining features while allowing for building adaptations, they allow for replacement materials and they require that technical and economic feasibility be considered. They also establish Standards for reviewing new construction, including additions, in historic districts. The Standards do require that the homeowner repair before replace but if replacement is necessary, replacement materials may sometimes be appropriate. Each case is different and the local historic district commission is made up of local residents who apply the Standards, and local historic district design guidelines can be created now. It is important to note that the Standards are the same Standards the federal rehabilitation tax credit program uses, so when a developer is doing a rehab project in a local historic district where the federal tax credit is also being used, consistency in review is crucial. These Standards are used all over the country and have been for many years; they keep commissions' decisions consistent and defensible.

The current system is not broken and the changes these bills propose would not be fixes in any case. The amendments are so sweeping it appears that, if these bills pass in current form, federal funding for Michigan preservation projects through the Certified Local Government program—

one of the VERY few grant programs for historic buildings—would be jeopardized. In Michigan, over 90% of applications for work in local historic districts are approved by commissions. There are less than eight appeals per year in Michigan, on average, and this average is declining. The idea that voters need to vote again on an issue that their elected local legislative unit passed is inefficient, expensive, and unnecessary. And mandating a unit-wide election every 10 years to keep the districts the community has already passed is an expensive administrative wreck. It is unnecessary and cumbersome that the State should have to issue a sunset clause on local decisions.

House Bill 5232 and Senate Bill 720 should be resoundingly rejected. These bills would weaken protections for historic resources and threaten the viability of local historic districts in Michigan into the future. Our historic places and neighborhoods are too important.

Sincerely,

Rebecca Clinton
Mason Historic District Chairperson

Cc: Mason City Council

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us

City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

March 31, 2016

The Honarable Tom Cochran
Anderson House Office Building
124 North Capitol Avenue
P.O. Box 30014
Lansing, MI 48909-7514

RE: Proposed Bill to Amend 1970 Public Act 169 Local Historic Districts Act, House Bill 5232 & Senate Bill 720

Dear Representative Cochran,

On behalf of the City of Mason Historic District Commission, these comments are regarding House Bill 5232 and Senate Bill 720 and the proposed changes to 1970 Public Act 169 Local Historic Districts Act.

Significant resources in Michigan rely on protection from inappropriate alterations, incompatible new construction, and development pressures that often result in demolition. Such protection comes in the form of Michigan's current state law, PA 169 of 1970, enabling local governments to choose to safeguard their historic resources within local historic districts across the state. This local legislation declares historic preservation to be a public purpose and thus, it has value to the entire community. The system we have is not broken—there is no need for the amendments proposed in HB 5232 and SB 720 and they go too far. Their sponsors are calling these bills "modernization" bills, but they are not that. These proposed amendments completely change the way the local historic designation process and district administration works in response to several mistaken assumptions.

The bills' sponsors state that a local historic district's boundaries are established by the state and not the local community. This is not true. This process is in the hands of the local legislative body from start to finish. The local legislative body appoints the study committee and decides whether to establish a district or not, and sets final district boundaries in the local ordinance. Currently, the State Historic Preservation Review Board receives local study committee reports for comment, but those comments are NOT binding on the local communities—they are advisory. If a local historic district's boundaries change in the future, again, that process is started and finished at the local level. Local legislative bodies establish local historic districts

through the local democratic process—public hearings, discussion, and local voting by the elected officials.

The proposed changes in HB 5232 and SB 720 undermine the ability of a community to pursue protection of important local landmarks by requiring that 2/3 of property owners within a proposed district boundary first consent to establishing a local historic district. Furthermore, requiring that exact boundaries for a potential local historic district be proposed before appointing a study committee is contradictory to the work the committee is charged with doing—completing research about the significance of historic resources and the area including the boundaries, which are often determined by contiguous architectural styles, plat maps, and other relevant information uncovered during the research process. Whether a house is historic or contributes to its district or not is *not* based on property ownership—it's based on the research outcomes. The bills' sponsors state that property owners' rights and consent are not currently included in the process of local historic district designation. Because it is a local, political process, their input is very much part of the complete process through meetings, workshops, and public hearings. The preservation of historic places is a public purpose, upheld by the Supreme Court, and the preservation of historic assets is a long-term goal—it takes a longer view than the property ownership that will probably change every seven years or so.

In order to establish a local historic district, as proposed by HB 5232 and SB 720, petitioning of property owners and then mandating that the general electorate vote in favor of the district would be required. Unjustly, the reverse process—dissolving a local historic district—would not require such petitioning or voting, allowing local legislative bodies to eliminate a district without nationally accepted guidelines or justification, and without community input. Additionally, these bills severely jeopardize local historic districts in Michigan through their requirement that local historic districts be voted on every 10 years. Not only is such a process exceptionally inefficient, it would be costly to a local government in its dedication of staff time and community education efforts. This modification to PA 169, should it be amended through these bills, would clearly threaten all local historic districts statewide.

The bills' sponsors also believe that there is not enough flexibility in the current Standards local historic district commissions use. These Standards—the Secretary of the Interior's Standards for Rehabilitation—are the *gold*, national standard in historic preservation; they preserve historic materials and character-defining features while allowing for building adaptations, they allow for replacement materials and they require that technical and economic feasibility be considered. They also establish Standards for reviewing new construction, including additions, in historic districts. The Standards do require that the homeowner repair before replace but if replacement is necessary, replacement materials may sometimes be appropriate. Each case is different and the local historic district commission is made up of local residents who apply the Standards, and local historic district design guidelines can be created now. It is important to note that the Standards are the same Standards the federal rehabilitation tax credit program uses, so when a developer is doing a rehab project in a local historic district where the federal tax credit is also being used, consistency in review is crucial. These Standards are used all over the country and have been for many years; they keep commissions' decisions consistent and defensible.

The current system is not broken and the changes these bills propose would not be fixes in any case. The amendments are so sweeping it appears that, if these bills pass in current form, federal funding for Michigan preservation projects through the Certified Local Government program—one of the VERY few grant programs for historic buildings—would be jeopardized. In Michigan, over 90% of applications for work in local historic districts are approved by commissions. There are less than eight appeals per year in Michigan, on average, and this average is declining. The idea that voters need to vote again on an issue that their elected local legislative unit passed is inefficient, expensive, and unnecessary. And mandating a unit-wide election every 10 years to keep the districts the community has already passed is an expensive administrative wreck. It is unnecessary and cumbersome that the State should have to issue a sunset clause on local decisions.

House Bill 5232 and Senate Bill 720 should be resoundingly rejected. These bills would weaken protections for historic resources and threaten the viability of local historic districts in Michigan into the future. Our historic places and neighborhoods are too important.

Sincerely,

Rebecca Clinton

Rebecca Clinton
Mason Historic District Chairperson

Cc: Mason City Council

City of Mason

201 W. Ash St.
P.O. Box 370
Mason, MI 48854-0370
www.mason.mi.us

City Hall 517 676-9155
Police 517 676-2458
Fax 517 676-1330
TDD 1-800-649-3777

MEMORANDUM

TO: Honorable Mayor and Council Members

FROM: Deborah Stuart, City Administrator

DATE: April 29, 2016

RE: ITEM 15: City Administrator's Report

Upcoming Events and Recognitions

- **CLERK'S EXTENDED OFFICE HOURS –** On Saturday, April 30th, the City Clerk's office will be open from 8:00 am to 2:00 pm for processing absentee applications received by mail and for allowing any qualified voter to appear in person to vote by absentee ballot for the May 3 Special Election.
- **SPECIAL ELECTION –** Mason Public Schools will have two ballot proposals in front of voters on Tuesday, May 3rd. Polls in City Hall will be open from 7:00 am to 8:00 pm.
- **COUNTY JAIL NEEDS ASSESSMENT REPORT -** The Redstone Architects is scheduled to present to Ingham County/City of Lansing their Final Report on their needs assessment and feasibility study of the Ingham County Sheriff's Office, Lansing Police Department including detention, and 55th and 54A District Courts. Meeting will take place on May 5th from 6-8pm, Human Services Building- Conference Room A.
- **33rd Annual SPRING FLING –** Community activities will take place from Thursday, May 5th to Sunday, May 8th.

Recent Meetings and Collaborations

- **FOOD TRUCK-** The proposed ordinance will or has been considered at the following commissions and Boards
    - **Historic District Commission -** Discussed on April 25, 2016
    - **Traffic Commission -** Discussed on April 27, 2016
    - **Downtown Development Authority Board** - Will discuss on May 4, 2016

  City Council will be provided with feedback at your May 16, 2016 meeting.

Construction Update (as of April 28, 2016)

- **East Street (Rieth Riley):**
  - Connections to be completed by April 29
  - Concrete and paving to follow week of May 2
- **W. Ash Street/Cedar Street (Rieth Riley):**
  - Completed – Restoration touch up remains
- **Rogers Street (Rieth Riley):**
  - Main Line Water main construction underway
- **E. Ash Street Sidewalks (Rieth Riley):**
  - Concrete complete – South side only
  - North side removals to begin week of May 2; concrete placement to follow removals.
- **Equipping of Well Nos. 9 & 10 (Birkmeier Well Drilling):**
  - Shop drawings continue to be submitted and reviewed.
  - Site work has been initiated. Silt fence installed and awaiting ICDC inspection.

Legislative Update

PA 269 of 2015 - Election Gag Order

The statute, that the City Council opposed, prevented local governments and school districts from communicating with their constituents via mass mail, robocalls, radio or television about ballot proposals within 60 days of an election was permanently blocked April 28th by a U.S. District Court judge as the State agreed it would not enforce the law. The State has indicated that it will not appeal the ruling.

HB 5219 is still pending and provides a slightly less restrictive measure on local governments and school districts with communications on a ballot proposal prior to an election. The bill, which passed the House in February, would still prohibit communications by local governments and school districts prior to an election, and it removes the 60-day window. But it would allow local governments to communicate the language of a local ballot question, the date of the election and factual and neutral information on the purpose or impact of the local ballot question. The bill also removes the misdemeanor penalty instituted under PA 269 and replaces it with a maximum civil fine on an individual of up to $1,000. It is unclear if that bill has the votes to move forward.

HB 5232 (and SB 720) – Historic District Reform

In January, HB 5232 was assigned to the Local Government Committee, chaired by Rep. Lee Chatfield. Representative Chatfield has confirmed that he has decided to "indefinitely suspend consideration of HB 5232 and the conversation of reform to the Michigan Historic Preservation Act."