CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: July 18, 2016 **Agenda Item:** 8F

AGENDA ITEM

Resolution - Approval to Waive the Formal Bid Process and Approve the Purchase of a New SCADA Computer and Backup Computer from Automation Engineering Ltd

EXHIBITS

None

STAFF REVIEW

Ken Baker, DPW Director

SUMMARY STATEMENT

The current Supervisory Control and Data Acquisition (SCADA) system is operating on Windows XP and was installed in 2008 at the drinking water plant. This system controls the water system and sewer lift stations. The computers are six years old and they run 24 hours a day, seven days a week. The computer company has recommended that a commercial computer be replaced every five years and they are starting to cause issues such as various parts of the system simply stop working and this creates the need for staff to try to figure out what needs to be done to get that part to begin functioning again.

Staff is requesting Council to waive the formal bid process and approve the purchase of the new computers and software to replace the current computers and software. This software upgrade can only be purchased through a Bristol Babcock (Emerson) Integrator, and Automation Engineering is the DPW integrator that put the original system in place. Due to their design and coding specific to Mason, it would cost to change to a different company at this time that would have to completely redesign the system. This purchase will include a new SCADA computer system which includes a main SCADA computer and a backup computer. The new computers will operate on the Windows 7 operating system.

This project is in the approved 2016/2017 budget for $35,000. The quote came in under budget at $22,824.13.

CITY ADMINISTRATOR'S RECOMMENDED ACTION BY CITY COUNCIL

Read and approve the resolution to waive the formal bid process and approve the purchase of a new SCADA computer and backup computer from Automation Engineering Ltd.

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION

APPROVAL TO WAIVE THE FORMAL BID PROCESS AND APPROVE THE PURCHASE OF A NEW SCADA COMPUTER AND BACKUP COMPUTER FROM AUTOMATION ENGINEERING LTD

JULY 18, 2016

WHEREAS, the City of Mason budgeted the Supervisory Control and Data Acquisition (SCADA) computer and software replacement in the 2016/2017 budget;

WHEREAS, this is a single source provider for the SCADA project; and

WHEREAS, the quote received from Automation Engineering of $22,824.13 is within the budget of $35,000.00.

BE IT HEREBY RESOLVED that the Mason City Council approves to waive the formal bid process and approve the purchase of a new SCADA computer and backup computer from Automation Engineering Ltd for $22,824.13 and authorizes signature authority to the City Administrator.

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, July 18, 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: July 18, 2016 **Agenda Item No:** 9A

AGENDA ITEM
Resolution – Appoint Jerry Schaffer to the Zoning Board of Appeals (ZBA)

EXHIBITS
Letter of Resignation submitted by James Maddix, dated June 9, 2016.

STAFF REVIEW
City Clerk

SUMMARY STATEMENT
James Maddix submitted a letter dated June 9, 2016, informing the City Council of his resignation to the ZBA. Jerry Schaffer was appointed to the ZBA in 2015 as an alternate member and has let it be known that he desires to serve on the ZBA as a member. The appointment of Jerry Schaffer would fill the vacancy through December 31, 2018.

CITY ADMINISTRATOR'S RECOMMENDED ACTION BY CITY COUNCIL
Approve the resolution to appoint Jerry Schaffer to the Zoning Board of Appeals (ZBA).

6-9-2016

Zoning Board of Appeals

Mason City Council,

Sirs,

I am writing this in response to a phone call I received today. The purpose of this letter will be after a few comments.

I currently have three concerns that I feel have not been properly addressed.

#1 A discussion took place at a ZBA meeting about a variance request. I had a concern about a safety issue. I asked for a legal opinion. David asked our City Attorney and got a verbal response. I said I wanted it in writing because of my experience as a Nurse has told me if it isn't in writing it never happened. We passed the variance. I voted yes anticipating the written confirmation. The next time we met I asked for the written statement. I was told the City Administrator would not allow it due to cost.

#2 I came to the City Council meeting where the mayor was selected. Many people came with me. The agenda did not allow public statements until after the election. At that meeting I requested that the City Council re-evaluate this procedure.

#3 I came to the City Council meeting where there was a discussion about Rayner Park. I stood up to say I had done some work in the past and would do two hours of volunteer work again. The Council decided to not accept the agreement with the County hoping for a better deal. Costs of repairs to parking areas was mentioned. I believe that my personal efforts over the past six years have saved the City enough money to pay for repairs over the next few years.

With the budgetary outlook for the foreseeable future our City will need volunteer help. Not listening to and possibly offending volunteers is not a good thing to do.

I am doing this in writing because David asked me. You see I was emailed about a ZBA meeting even though I did tell everyone during a meeting last year that December would be my final meeting. Look again at problem #1.

I formally resign from the ZBA as of today.

Since my offer to do volunteer work at Rayner happened before the vote to re-negotiate the agreement with the County. I hereby formally rescind my offer unless you want to pay me for the services.

James J. Maddix
450 High Point Drive #2
Mason Michigan 48854
517-525-5133.

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION

APPOINT JERRY SCHAFFER TO THE ZONING BOARD OF APPEALS (ZBA)
July 18 2016

WHEREAS, the zoning board of appeals was established in accordance with Public Act No. 207 of 1921 (MCL 125.581 et seq.);

WHEREAS, the duties and powers of the zoning board of appeals are established in Section 94-363 of the Mason Code as follows:

- Upon direct application, the zoning board of appeals shall hear and decide appeals from and review any order, requirement, decision, or determination made by the zoning official in accordance with section 94-364,
- Upon direct application, the zoning board of appeals shall have original jurisdiction to grant a variance from such dimensional requirements as lot area and width regulations, building height and bulk regulations, yard width and depth regulations, and off-street parking and loading space requirements. A variance shall be granted only in accordance with section 94365,
- The zoning board of appeals shall have the power to:
  (1) Interpret the provisions of this chapter so as to carry out the intent and purpose of Chapter 94,
  (2) Determine the precise location of the boundary lines between zoning districts;

WHEREAS, a vacancy occurred on the Zoning Board of Appeals by the resignation of James Maddix, who was appointed by City Council Resolution No. 2015-05, with a term expiring on December 31, 2018; and

WHEREAS, Jerry Schaffer was appointed to the ZBA by City Council Resolution 2015-57, to serve as an alternate member and has informed the Mayor that he desires to serve as a member;

WHEREAS, Mr. Schaffer is a qualified candidate in good standing.

BE IT HEREBY RESOLVED, that the City Council, with confirmation by the Mayor, does hereby appoint Jerry Schafer to fill the unexpired term on the Zoning Board of Appeals commencing July 5, 2016 and expiring on December 31, 2018, leaving an unexpired term for an alternate member, expiring December 31, 2018.

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, July 18, 2016 the original of which is part of the Council meeting minutes.

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

CITY OF MASON
STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: July 18, 2016 **Agenda Item:** 9B

AGENDA ITEM
Resolution – Waive the City's Formal Bid Process and Authorize the Purchase of a Municipal Complex Security Camera/Data Recording System for City Hall and the Fire Department facilities

EXHIBITS
- Michigan Municipal Risk Management Authority, Risk Avoidance Grant Application dated April 15, 2016.
- Michigan Municipal Risk Management Authority notification of the RAP Grant approval dated May 19, 2016.

STAFF REVIEW
John Stressman, Chief of Police

SUMMARY STATEMENT
The City of Mason intends to replace its defunct digital recording security system used for monitoring targeted areas, interior and exterior, of the city municipal complex including reception desks and the Fire Department facility. The purpose of the project will impact both facility and personnel security, and quality control and accountability of the City's customer service functions.

The project has been planned by and is to be installed under the supervision and control of the Ingham County Innovation and Technology Department (ITD). The ITD will also manage the new systems network, perform maintenance and store data on an ITD server as part of the current Ingham County-wide digital recording security system. All equipment purchasing is managed by ITD to their specifications and installation is completed by ITD subcontractors to insure compatibility with the ITD technology. Ingham County ITD is the Police Department's sole provider of technology support and is following their bid process for this equipment.

For the 2015-2016 Fiscal Year, City administration budgeted $30,000 for a City Hall security camera and data storage upgrade. The overall cost as projected by Ingham County is $40,942.45. An MMRMA RAP Grant award of $20,473.23 brings the overall cost to the City to $23,469.22, the net result being $9,530.78 under the original allocated funds.

CITY ADMINISTRATOR'S RECOMMENDED ACTION BY CITY COUNCIL
Read and approve the resolution to waive the City's formal bid process and authorize the purchase of a Municipal Complex Security Camera/Data Recording System for City Hall and the Fire Department facilities.

Introduced:
Second:

CITY OF MASON
CITY COUNCIL RESOLUTION

AUTHORIZE TO WAIVE THE CITY'S FORMAL BID PROCESS AND AUTHORIZE THE PURCHASE OF A MUNICIPAL COMPLEX SECURITY CAMERA/DATA RECORDING SYSTEM FOR CITY HALL AND THE FIRE DEPARTMENT FACILITIES

JULY 18, 2016

WHEREAS, it is in the best interest of the City of Mason to protect its property and employees, and insure the quality of its service between employees and the citizens served;

WHEREAS, the City of Mason's Municipal Complex is in need of updated, technologically sound security cameras and data storage as provided by Ingham County Innovation and Technology Department; and

WHEREAS, the security camera system was approved in the 2015-2016 Fiscal Year budget.

BE IT HEREBY RESOLVED, that the Mason City Council does approve the purchase of a Municipal Complex Security Camera/Data Recording System for City Hall and the Fire Department Facility.

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, July 18, 2016, the original of which is part of the City Council minutes.

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

RISK

MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY

May 19, 2016

John Stressman
Mason Police Department
201 West Ash Street
Mason, MI 48854

RE: RAP

Dear Mr. Stressman,

I am pleased to inform you that the RAP application for your Digital Cameras and Security project was approved. The Committee authorized 50% funding up to a maximum of $20,471.23 for your project.

RAP funds are issued on a reimbursement basis. Payment will be based upon confirmation from the City of Mason of their payment of the project in full. **Please send proof of payment along with invoice copies or other documentation of the expenditure.** Such documentation is needed in order to verify that the grant allotted is being used for the project described in your application.

Payment of RAP funds is contingent upon the City of Mason remaining a Member of MMRMA and in compliance with the Joint Powers Agreement. Your reimbursement is valid for six months from the date of this letter.

Sincerely,

Cara Kowal, ARM, CPCU
Manager of Risk Management Services

CK/sp

cc: Eric Smith
Ibex Insurance Agency

14001 Merriman Road • Livonia, MI 48154 • 734.513.0300 • 800.243.1324 • FAX 734.513.0318 • www.mmrma.org

MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY

RISK AVOIDANCE PROGRAM (RAP)
CERTIFICATION AND ACCREDITATION PROGRAM (CAP) APPLICATION

Project Name: Municipal Complex Security System

Applicant Member/Municipality: City of Mason

Department Involved: City of Mason Administration, Police and Fire Departments

Address: 201 West Ash Street, Mason, Michigan 48854

Project Contact: John Stressman, Chief of Police

Phone: 517-676-2458 **E-mail:** mp_stressman@ingham.org

***MMRMA** will email confirmation of receipt and date of application review. If you do not receive this information, please check with MMRMA to ensure your application was received.

Alternate Contact (If Any): Kerry Minshall, Fire Chief

Phone: 517-244-9025 **E-mail:** KerryM@mason.mi.us

MMRMA Member Representative: Eric Smith, Finance Director

Project Start: April 4, 2016 **Project End:** April 15, 2017

Provide a description of project (if necessary attach separate pages):

The City of Mason intends to replace its defunct digital recording security system used for monitoring interior and exterior targeted areas of the city's municipal complex including all reception desks and the Fire Department facility. The purpose of the project is security for both the facility and personnel, and quality control and accountability of the city's customer service functions.

The project has been planned by and installed under the supervision and control of the Ingham County Management Information System. The MIS will also manage the new systems network, perform maintenance and store data on an MIS server as part of the current Ingham County digital recording security system. All equipment has been purchased by MIS to MIS specifications and installation will be performed by MIS subcontractors to insure compatibility with the MIS network.

Identify the risk exposure that is to be mitigated and provide additional data (loss runs, claims, incident reports, other) to document the problem.

The City of Mason Municipal Complex is home to all city administration offices, the Mason Police Department and the Mason Fire Department. The complex is comprised of two structures: a recently constructed, three-level, 26,000-square-foot, $4.9 million City Hall, complete with state-of-the-art amenities, and the Fire Department which houses the department's administrative offices, training facilities and multi-apparatus garage and work areas. Both buildings receive a significant amount of public use and are training facilities for police and fire services, as well as a plethora of other special training programs.

Although neither facility has experienced any significant criminal activity of note, there have been three reported incidents involving Fire Department security in 2007 and 2008 after a volunteer absconded with three portable radios, valued at approximately $2,150 each, over an eight month period. In this specific case, security cameras would have most certainly prevented the theft merely by the thief's knowledge the area was under surveillance, or the thief would have been identified immediately and the subsequent long, drawn out investigation to identify the culprit prevented.

An on-going risk factor present in the city hall facility is the open area of the reception desks, three in all, two of which receive a fairly significant amount of cash payments for a variety of city-generated service costs (e.g., citation fines, water bills, tax payments). The

risk of theft and assault on employees by an irate customer exists regardless of the open and receptive customer-friendly environment intended at the request of the community during the facility's planning stage.

Another risk management matter easily documented as evidence is slip and fall type mishaps from either wet floors or tripping hazards. One occurred shortly after the building was constructed. In that case, the victim tripped on the entranceway staircase receiving an injury—there were no witnesses.

What are the project goals and plan of action to resolve the risk exposure?

Project Goals:

- The protection of both physical structures—including employees and their property. If an act of harm does occur, the best evidence to help solve the offense will be stored as evidence.
- Mitigate high-risk Police Department operations by monitoring secure areas requiring restricted access and, thus, maintaining the integrity of Department operations.
- Comply with statutory requirements and Department policy regarding the collection, storage and evidential value of pertinent data.
- Insure the highest standards of quality control of City Administration, Police Department and Fire Department operations according to Department and City policy and procedures.

Plan of Action:

- The Police Department will be responsible for operation and security of the camera system and will have a monitor prominently visible for officers to view while inside writing reports and for other administrative functions.
- Select PCs will have viewing functions for reviewing recorded data. Data will be controlled from the Ingham County MIS servers.
- Implement Ingham County operations and storage procedures for the Municipal Complex Security System.
- Monitor data on a regular basis set forth in the procedure and immediately address any areas of risk that may present itself.

- Insure any and all data of an incident needing to be retained beyond the storage schedules of MIS is duplicated and stored securely for evidential use.

Does the plan duplicate or incorporate previous attempts to solve the problem? (If yes, please explain.)

The plan provides for the replacement of the defunct equipment of the current City Hall camera system installed at construction. That system failed due to faulty equipment and lack of maintenance after the vendor closed down business shortly after the project's completion. The result was an inability to find a capable or willing vendor to work on the cameras. The door security system, which was part of that project, remains functional and is maintained by a vendor that deals with the in-network hardware.

The proposed security network will be completely under the care and maintenance of Ingham County's MIS which is the Police Department's sole provider of technology support. The network will be part of the MIS county-wide system and operate under MIS IT policy and procedures.

If benefits of the project will aid or involve other departments, members or organizations, please describe (Letters of support are encouraged; please attach):

This project benefits the City of Mason's administrative offices which include the Administrator, Finance, Clerk, and Zoning and Planning. It also includes the Police Department and Fire Department's facilities along with surrounding grounds and structures which also includes a city water well house and radio tower.

List other departments, organizations, or MMRMA members involved (if any):

The security system has been planned and will be operated and maintained by MMRMA member Ingham County Management Information Services, the primary support of technology management to the Mason Police Department. Ingham County and the Police Department have enjoyed a successful business relationship as consumer and supplier of technology for many years. Ingham County MIS also manages all of our connectivity with Michigan State Police LEIN Services and State Report Management System, our in-car connectivity to 911 and support for our L3 MobileVision network. In short, we have in place a service model on which we can expand without the extra costs

of installing third-party hardware for a security camera network. By partnering with Ingham County MIS as the sole source vendor to build, support and retain all security data, we will have access to virtual servers already in place inside Ingham County's Hilliard Building.

Additional Information:

This project has three phases. Phase 1 replaces the existing cameras inside the City Hall structure using the already installed boxes and wiring from the original camera security system. Phase 2 replaces old exterior City Hall cameras utilizing existing boxes and wiring, and installing additional new cameras to enhance the field of view. Phase 3 then involves the Fire Department's interior and exterior camera installations, which are all new.

	Cameras	License	Wiring	Storage	Total
Phase 1	$ 7,736.32	$ 1,440.00	$ N/A		$ 9,176.32
Phase 2	$ 8,161.84	$ 1,440.00	$ 6,850.00		$ 16,451.84
Phase 3	$ 8,644.29	$ 1,620.00	$ 5,050.00		$ 15,314.29
					$ 40,942.45

MICHIGAN MUNICIPAL
RISK MANAGEMENT
AUTHORITY

RAP & CAP GRANT BUDGET WORKSHEET

Total Project Cost: $ 40,942.45

Other sources contributing funds: (Please list below)

Organization:	**Amount:**
City of Mason	$20,471.23

Total from other source: $ 20,471.23
(Include grant money from other organizations)

RAP FUNDS REQUESTED: $ 20,471.23

1. Supporting documentation including quotes, bids, invoices, meeting minutes, or other information further supporting the budget MUST be attached.

2. Large project funding requests should include an itemized list of budget expenses that cross-reference supporting attachments.

3. MMRMA requires at least 50% contribution by the member municipality (not including funds received from other sources such as community foundations and other grants).

Signature of applicant: _____ **Date:** 3-29-16

Print Name (Member Representative): Eric Smith **Title:** Finance Director

Signature (Member Representative): _____ **Date:** 3-29-16

Submit completed applications to: Cara Kowal, Manager of RM Services
Email: ckowal@mmrma.org
Fax: 734-513-0318
Mail: 14001 Merriman Road
Livonia, MI

CDW·G

CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
GVHR429	6091672	2/17/2016

BILL TO:
VICKY L WATSON
121 E MAPLE ST
HILLLIARD BLDG 3RD FL

Accounts Payable
MASON , MI 48854-1655

Customer Phone #517.244.8027

SHIP TO:
VICKY L WATSON
Attention To: INGHAM COUNTY
121 E MAPLE ST
HILLLIARD BLDG 3RD FL

MASON , MI 48854-1655
Contact: VICKY
WATSON 517.244.8027

Customer P.O. # MASON CITY HALL
CAMERAS 2

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
SEAN BERGQUIST 877.325.3701	UPS Ground (1- 2 day)	MasterCard/Visa Govt	GOVT-EXEMPT

	QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
Phase Three	2	3173671	SONY INDOOR MINIDOME 720P 30FPS Mfg#: SNCEM600 Contract: National IPA Technology Solutions 130733	516.97	1,033.94
	2	3118703	SONY FLUSH MOUNT KIT Mfg#: YT-ICB600 Contract: National IPA Technology Solutions 130733 In-Ceiling Mount Kit for indoor mini domes cameras	68.97	137.94
	3	2253827	SONY-NETWORK 1080P HD BULLET CAMERA Mfg#: SNCCH260 Contract: National IPA Technology Solutions 130733	1,100.94	3,302.82
	1	3733181	SONY FHD BULLET OUTDOOR IR CAMERA Mfg#: SNCEB632R Contract: National IPA Technology Solutions 130733	960.56	960.56
	4	2215810	SONY-HD 1080P MP MINIDOME DUAL STREM Mfg#: SNCDH220 Contract: National IPA Technology Solutions 130733	770.22	3,080.88
Phase One	4	3261362	SONY HD FIXED CAM 1080P/60FPS Mfg#: SNCVB630 Contract: National IPA Technology Solutions 130733	1,025.97	4,103.88
	3	3531785	SONY 1080P HD IP RES 2.14MP CAMERA Mfg#: SNCEB630 Contract: National IPA Technology Solutions 130733	642.70	1,928.10
	1	3180747	SONY INDOOR MINIDOME 1080P 30FPS Mfg#: SNCEM630 Contract: National IPA Technology Solutions 130733	693.20	693.20
	4	2098825	SONY INDR CEILING MNT ELEC COND MIC Mfg#: SCA-M30 Contract: National IPA Technology Solutions 130733	228.74	914.96
Phase	1	3173671	SONY INDOOR MINIDOME 720P 30FPS Mfg#: SNCEM600 Contract: National IPA Technology Solutions 130733	516.97	516.97
	1	3118703	SONY FLUSH MOUNT KIT Mfg#: YT-ICB600 Contract: National IPA Technology Solutions 130733	68.97	68.97
	5	2253827	SONY-NETWORK 1080P HD BULLET CAMERA Mfg#: SNCCH260 Contract: National IPA Technology Solutions	1,100.94	5,504.70

TWO	2	3733181	130733 SONY FHD BULLET OUTDOOR IR CAMERA Mfg#: SNCEB632R Contract: National IPA Technology Solutions 130733	960.56	1,921.12
			SUBTOTAL		24,168.04
			FREIGHT		374.41
			TAX		0.00

US Currency

TOTAL 24,542.45

Please remit payment to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

CDW Government
230 North Milwaukee Ave.
Vernon Hills, IL 60061

Fax: 312.705.8283

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at
http://www.cdwg.com/content/terms-conditions/product-sales.aspx
For more information, contact a CDW account manager.

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QUOTE

Number AAAQ5023

Date Feb 17, 2016

Sold To	Ship To
Ingham County Facilities Depar John Barber 630 North Cedar Street P.O. Box 319 Mason, MI 48854 **Phone** (517) 676-7376 **Fax**	**Ingham County Facilities Depar** John Barber 630 North Cedar Street P.O. Box 319 Mason, MI 48854 **Phone** (517) 676-7376 **Fax**

RL-2 Licenses/ OC-ENT Licenses

Salesperson	P.O. Number	Ship Via	Terms
DGreen			Net 30

Line	Qty	Description	Unit Price	Ext. Price
1	25	Ocularis Enteripse Camera License	$180.00	$4,500.00

SubTotal	$4,500.00
Tax	$0.00
Shipping	$0.00
Total	**$4,500.00**

Customer Signature _____ Date _____

PRICES SUBJECT TO CHANGE - Prices based upon total purchase - All delivery,training or consulting services to be billed at published rates for each activity involved - Generally all hardware computer components proposed above are covered by a limited one year warranty, covering parts and labor for hardware only and on a depot basis - We specifically disclaim any and all warranties, express or implied including but not limited to any implied warranties or with regard to any licensed products - We shall not be liable for any loss of profits, business, goodwill, data, interruption of business, nor for incidental or consequential merchantability or fitness of purpose damages related to this agreement - Minimum 20% restocking fee with original packaging - A service charge of 18% per annum will be charged on all amounts overdue on regular statement dates This Agreement is governed in accordance with the laws of Michigan, United States Customer is responsible for all court and legal fees for collection Pricing valid for 30 days

FD Hayes Electric Co.
Since 1923

2301 Beal Avenue • Lansing, MI 48910
(517) 482-0608 • Fax (517) 482-4110

October 7, 2015

To: Ingham County MIS
Attn: John Barber
Re: Cameras

FD Hayes is pleased to provide you with the following quote

PHASE 1- City Hall

- Provide and install network and power cabling where required for 9 new or re-cabled cameras
- Cabling will be run back to the network closet on the first floors
- The power supply will be mounted in the first floor network room
- All mounts, cameras and hardware provided by others
- Camera and mount installation by us
- Lift included
- All work performed during normal business hours

Price: $6850.00

Phase 2 -Fire Station

- Provide and install network and power cabling for 10 new cameras
- Mount new cameras
- Provide and install a new power supply
- All mounts, cameras and hardware provided by others
- All work performed during normal business hours
- Lift included

Price: $5050.00

Thank You,

Joe DAlessandro

FD Hayes Electric

PRE AUDIT 06/30/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
000.00		638,710.00	0.00	0.00	638,710.00	0.00
215.00	CLERK	7,270.00	7,254.10	0.00	15.90	99.78
254.00	TREASURER/FINANCE	4,591,620.00	4,587,987.57	(30,943.47)	3,632.43	99.92
271.00	FORESTRY	34,470.00	34,470.00	0.00	0.00	100.00
276.00	CEMETERY	33,100.00	33,194.00	3,695.00	(94.00)	100.28
301.00	POLICE DEPARTMENT	93,100.00	92,641.59	12,150.41	458.41	99.51
336.00	FIRE DEPARTMENT	172,710.00	174,386.64	4,206.00	(1,676.64)	100.97
528.00	REFUSE COLLECTION	358,015.00	358,017.26	25.74	(2.26)	100.00
747.00	COMMUNITY GARDEN	605.00	605.00	0.00	0.00	100.00
751.00	RECREATION	6,085.00	6,116.70	630.00	(31.70)	100.52
850.00	WORKERS COMPENSATION	75,640.00	75,643.00	0.00	(3.00)	100.00
TOTAL Revenues		6,011,325.00	5,370,315.86	(10,236.32)	641,009.14	89.34
Expenditures						
101.00	COUNCIL	55,325.00	46,852.35	2,435.64	8,472.65	84.69
172.00	ADMINISTRATOR	184,920.00	177,326.09	(42,547.19)	7,593.91	95.89
209.00	ASSESSING	52,330.00	51,815.79	4,107.16	514.21	99.02
215.00	CLERK	139,665.00	135,824.44	7,704.14	3,840.56	97.25
247.00	BOARD OF REVIEW	690.00	690.00	0.00	0.00	100.00
254.00	TREASURER/FINANCE	402,990.00	394,680.64	(76,713.76)	8,309.36	97.94
260.00	TECHNOLOGY	100,445.00	52,625.82	12,353.62	47,819.18	52.39
265.00	BUILDING OFFICIAL/CITY HALL	172,855.00	150,365.50	4,426.61	22,489.50	86.99
266.00	LEGAL/ATTORNEY	117,500.00	114,511.32	7,401.46	2,988.68	97.46
268.00	PARK STREET PROPERTY	41,985.00	41,789.57	30,923.48	195.43	99.53
269.00	PROPERTY	456,425.00	455,867.18	(3,175.00)	557.82	99.88
271.00	FORESTRY	80,745.00	75,123.65	(2,414.28)	5,621.35	93.04
272.00	ADMINISTRATIVE SERVICES	115,185.00	111,522.59	(43,641.99)	3,662.41	96.82
276.00	CEMETERY	160,445.00	130,658.29	(29,947.70)	29,786.71	81.43
305.00	POLICE ADMINISTRATION	319,705.00	296,027.00	(22,548.79)	23,678.00	92.59
315.00	CROSSING GUARDS	19,690.00	19,217.26	(2,081.02)	472.74	97.60
316.00	POLICE PATROLLING	867,730.00	859,879.79	(94,982.37)	7,850.21	99.10
336.00	FIRE DEPARTMENT	454,860.00	432,271.56	2,675.22	22,588.44	95.03
380.00	PLANNING/ZONING OFFICIAL	117,940.00	113,046.34	1,132.34	4,893.66	95.85
426.00	CIVIL DEFENSE	5,465.00	4,947.50	(55.00)	517.50	90.53
428.00	DISASTER ACCOUNT	100.00	0.00	0.00	100.00	0.00
441.00	PUBLIC SERVICES	4,495.00	4,377.26	(1,439.24)	117.74	97.38
447.00	ENGINEERING	0.00	0.00	(300.00)	0.00	0.00
448.00	STREET LIGHTING	89,915.00	84,591.04	5,564.56	5,323.96	94.08
458.00	SIDEWALK CONSTRUCTION-REPAIR	3,610.00	3,458.36	(2,085.00)	151.64	95.80
528.00	REFUSE COLLECTION	340,470.00	340,450.40	12,410.46	19.60	99.99
747.00	COMMUNITY GARDEN	550.00	46.39	0.56	503.61	8.43
756.00	PARKS AND BALL DIAMONDS	194,905.00	172,828.70	(10,533.07)	22,076.30	88.67
758.00	PUBLIC ART	1,000.00	0.00	0.00	1,000.00	0.00
775.00	SENIOR CITIZENS	6,700.00	6,700.00	(1,260.00)	0.00	100.00
790.00	LIBRARY	13,710.00	10,808.75	(1,500.00)	2,901.25	78.84
806.00	CHRISTMAS DECORATIONS	6,985.00	6,757.01	(940.00)	227.99	96.74
807.00	CABLE COMMISSION	3,600.00	3,300.00	285.00	300.00	91.67
808.00	PLANNING COMMISSION	2,150.00	256.87	(180.97)	1,893.13	11.95
850.00	WORKERS COMPENSATION	75,645.00	75,643.00	0.00	2.00	100.00
855.00	RETIREE BENEFITS	117,100.00	117,097.00	0.00	3.00	100.00
890.00	CONTINGENCIES	75,000.00	75,000.00	24,475.00	0.00	100.00
999.00	SURPLUS	1,208,495.00	999,448.85	193,831.68	209,046.15	82.70

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
TOTAL Expenditures		6,011,325.00	5,565,806.31	(26,618.45)	445,518.69	92.59
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,011,325.00	5,370,315.86	(10,236.32)	641,009.14	89.34
TOTAL EXPENDITURES		6,011,325.00	5,565,806.31	(26,618.45)	445,518.69	92.59
NET OF REVENUES & EXPENDITURES		0.00	(195,490.45)	16,382.13	195,490.45	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREETS FUND						
Revenues						
000.00		985,545.00	722,031.75	119,707.00	263,513.25	73.26
TOTAL Revenues		985,545.00	722,031.75	119,707.00	263,513.25	73.26
Expenditures						
000.00		126,450.00	0.00	0.00	126,450.00	0.00
451.00	STREET/ROAD CONSTRUCTION	559,060.00	390,658.01	102,462.29	168,401.99	69.88
463.00	STREET MAINTENANCE	152,320.00	139,804.42	15,383.91	12,515.58	91.78
474.00	TRAFFIC SERVICES	31,570.00	26,135.92	5,206.80	5,434.08	82.79
478.00	WINTER MAINTENANCE	49,045.00	43,299.04	8,988.00	5,745.96	88.28
482.00	STREET ADMIN/GEN EXP	67,100.00	67,100.00	0.00	0.00	100.00
TOTAL Expenditures		985,545.00	666,997.39	132,041.00	318,547.61	67.68
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		985,545.00	722,031.75	119,707.00	263,513.25	73.26
TOTAL EXPENDITURES		985,545.00	666,997.39	132,041.00	318,547.61	67.68
NET OF REVENUES & EXPENDITURES		0.00	55,034.36	(12,334.00)	(55,034.36)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - LOCAL STREETS FUND						
Revenues						
000.00		1,044,065.00	804,791.65	119,862.18	239,273.35	77.08
TOTAL Revenues		1,044,065.00	804,791.65	119,862.18	239,273.35	77.08
Expenditures						
451.00	STREET/ROAD CONSTRUCTION	779,250.00	671,601.41	111,396.07	107,648.59	86.19
463.00	STREET MAINTENANCE	156,305.00	140,043.60	9,656.81	16,261.40	89.60
474.00	TRAFFIC SERVICES	13,170.00	8,780.98	1,864.22	4,389.02	66.67
478.00	WINTER MAINTENANCE	29,750.00	28,815.06	6,031.49	934.94	96.86
482.00	STREET ADMIN/GEN EXP	65,590.00	65,590.00	0.00	0.00	100.00
TOTAL Expenditures		1,044,065.00	914,831.05	128,948.59	129,233.95	87.62
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		1,044,065.00	804,791.65	119,862.18	239,273.35	77.08
TOTAL EXPENDITURES		1,044,065.00	914,831.05	128,948.59	129,233.95	87.62
NET OF REVENUES & EXPENDITURES		0.00	(110,039.40)	(9,086.41)	110,039.40	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
000.00		150,150.00	61,865.85	26.29	88,284.15	41.20
TOTAL Revenues		150,150.00	61,865.85	26.29	88,284.15	41.20
Expenditures						
000.00		150,150.00	82,172.97	27,920.03	67,977.03	54.73
TOTAL Expenditures		150,150.00	82,172.97	27,920.03	67,977.03	54.73
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		150,150.00	61,865.85	26.29	88,284.15	41.20
TOTAL EXPENDITURES		150,150.00	82,172.97	27,920.03	67,977.03	54.73
NET OF REVENUES & EXPENDITURES		0.00	(20,307.12)	(27,893.74)	20,307.12	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 250 - LOCAL DEV. FINANCE AUTHORITY						
Revenues						
000.00		314,535.00	314,662.34	(1,333,213.05)	(127.34)	100.04
TOTAL Revenues		314,535.00	314,662.34	(1,333,213.05)	(127.34)	100.04
Expenditures						
691.00	L.D.F.A.	314,535.00	216,575.83	130,756.24	97,959.17	68.86
TOTAL Expenditures		314,535.00	216,575.83	130,756.24	97,959.17	68.86
Fund 250 - LOCAL DEV. FINANCE AUTHORITY:						
TOTAL REVENUES		314,535.00	314,662.34	(1,333,213.05)	(127.34)	100.04
TOTAL EXPENDITURES		314,535.00	216,575.83	130,756.24	97,959.17	68.86
NET OF REVENUES & EXPENDITURES		0.00	98,086.51	(1,463,969.29)	(98,086.51)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 297 - ECONOMIC DEVELOPMENT COMM.						
Revenues						
000.00		40.00	42.68	3.49	(2.68)	106.70
TOTAL Revenues		40.00	42.68	3.49	(2.68)	106.70
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	42.68	3.49	(2.68)	106.70
TOTAL EXPENDITURES		40.00	0.00	0.00	40.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	42.68	3.49	(42.68)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 351 - PARK STREET PROPERTY						
Revenues						
000.00		0.00	41,789.57	30,923.48	(41,789.57)	100.00
TOTAL Revenues		0.00	41,789.57	30,923.48	(41,789.57)	100.00
Expenditures						
000.00		0.00	41,789.57	30,923.48	(41,789.57)	100.00
TOTAL Expenditures		0.00	41,789.57	30,923.48	(41,789.57)	100.00
Fund 351 - PARK STREET PROPERTY:						
TOTAL REVENUES		0.00	41,789.57	30,923.48	(41,789.57)	100.00
TOTAL EXPENDITURES		0.00	41,789.57	30,923.48	(41,789.57)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

GL NUMBER DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL IMPROVEMENT FUND					
Revenues					
000.00	131,615.00	70,262.05	717.50	61,352.95	53.38
TOTAL Revenues	131,615.00	70,262.05	717.50	61,352.95	53.38
Expenditures					
000.00	131,615.00	87,802.82	717.50	43,812.18	66.71
TOTAL Expenditures	131,615.00	87,802.82	717.50	43,812.18	66.71
Fund 401 - CAPITAL IMPROVEMENT FUND:					
TOTAL REVENUES	131,615.00	70,262.05	717.50	61,352.95	53.38
TOTAL EXPENDITURES	131,615.00	87,802.82	717.50	43,812.18	66.71
NET OF REVENUES & EXPENDITURES	0.00	(17,540.77)	0.00	17,540.77	100.00

PRE AUDIT 06/30/2016

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 592 - WATER/SEWER FUND						
Revenues						
000.00		3,313,000.00	3,059,457.68	393,097.05	253,542.32	92.35
TOTAL Revenues		3,313,000.00	3,059,457.68	393,097.05	253,542.32	92.35
Expenditures						
545.00	WATER & SEWER ADMINISTRATION	137,835.00	134,949.44	10,512.22	2,885.56	97.91
546.00	SEWER IMPROVEMENT	41,010.00	41,010.96	0.00	(0.96)	100.00
548.00	SEWER MAINTENANCE	151,035.00	145,020.71	(127,588.61)	6,014.29	96.02
555.00	WASTEWATER TREATMENT PLANT	880,155.00	932,890.86	39,245.96	(52,735.86)	105.99
556.00	WATER MAINTENANCE	477,065.00	434,521.96	41,047.75	42,543.04	91.08
557.00	STORM SEWER PROGRAM	18,495.00	17,807.48	0.00	687.52	96.28
558.00	WATER IMPROVEMENT	107,180.00	127,800.92	(454,372.16)	(20,620.92)	119.24
559.00	WATER TREATMENT PLANT	835,225.00	825,844.14	24,603.82	9,380.86	98.88
566.00	ALLOWANCE FOR DEPRECIATION	665,000.00	0.00	0.00	665,000.00	0.00
TOTAL Expenditures		3,313,000.00	2,659,846.47	(466,551.02)	653,153.53	80.29
Fund 592 - WATER/SEWER FUND:						
TOTAL REVENUES		3,313,000.00	3,059,457.68	393,097.05	253,542.32	92.35
TOTAL EXPENDITURES		3,313,000.00	2,659,846.47	(466,551.02)	653,153.53	80.29
NET OF REVENUES & EXPENDITURES		0.00	399,611.21	859,648.07	(399,611.21)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 612 - MASON BUILDING AUTHORITY						
Revenues						
000.00		36,365.00	36,362.97	0.02	2.03	99.99
TOTAL Revenues		36,365.00	36,362.97	0.02	2.03	99.99
Expenditures						
000.00		36,365.00	36,362.50	0.00	2.50	99.99
TOTAL Expenditures		36,365.00	36,362.50	0.00	2.50	99.99
Fund 612 - MASON BUILDING AUTHORITY:						
TOTAL REVENUES		36,365.00	36,362.97	0.02	2.03	99.99
TOTAL EXPENDITURES		36,365.00	36,362.50	0.00	2.50	99.99
NET OF REVENUES & EXPENDITURES		0.00	0.47	0.02	(0.47)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 661 - MOTOR VEHICLE POOL						
Revenues						
000.00		445,560.00	394,496.68	22,631.72	51,063.32	88.54
TOTAL Revenues		445,560.00	394,496.68	22,631.72	51,063.32	88.54
Expenditures						
567.00	SHOP & BLDG. MAINTENANCE	48,790.00	45,107.34	597.97	3,682.66	92.45
568.00	EQUIPMENT MAINTENANCE	198,840.00	168,267.33	13,638.67	30,572.67	84.62
901.00	EQUIPMENT-CAPITAL OUTLAY	197,930.00	121,099.43	2,216.10	76,830.57	61.18
TOTAL Expenditures		445,560.00	334,474.10	16,452.74	111,085.90	75.07
Fund 661 - MOTOR VEHICLE POOL:						
TOTAL REVENUES		445,560.00	394,496.68	22,631.72	51,063.32	88.54
TOTAL EXPENDITURES		445,560.00	334,474.10	16,452.74	111,085.90	75.07
NET OF REVENUES & EXPENDITURES		0.00	60,022.58	6,178.98	(60,022.58)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 702 - RAYNER BOND FUND						
Revenues						
000.00		23,025.00	17,907.27	2,167.73	5,117.73	77.77
TOTAL Revenues		23,025.00	17,907.27	2,167.73	5,117.73	77.77
Expenditures						
000.00		23,025.00	20,758.38	0.00	2,266.62	90.16
TOTAL Expenditures		23,025.00	20,758.38	0.00	2,266.62	90.16
Fund 702 - RAYNER BOND FUND:						
TOTAL REVENUES		23,025.00	17,907.27	2,167.73	5,117.73	77.77
TOTAL EXPENDITURES		23,025.00	20,758.38	0.00	2,266.62	90.16
NET OF REVENUES & EXPENDITURES		0.00	(2,851.11)	2,167.73	2,851.11	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 711 - CEMETERY TRUST FUND						
Revenues						
000.00		4,680.00	4,707.23	439.62	(27.23)	100.58
TOTAL Revenues		4,680.00	4,707.23	439.62	(27.23)	100.58
Expenditures						
000.00		4,680.00	0.00	0.00	4,680.00	0.00
TOTAL Expenditures		4,680.00	0.00	0.00	4,680.00	0.00
Fund 711 - CEMETERY TRUST FUND:						
TOTAL REVENUES		4,680.00	4,707.23	439.62	(27.23)	100.58
TOTAL EXPENDITURES		4,680.00	0.00	0.00	4,680.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,707.23	439.62	(4,707.23)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 06/30/2016 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2016 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND						
Revenues						
000.00		167,365.00	35,020.44	58.77	132,344.56	20.92
TOTAL Revenues		167,365.00	35,020.44	58.77	132,344.56	20.92
Expenditures						
000.00		167,365.00	167,367.44	11,926.41	(2.44)	100.00
TOTAL Expenditures		167,365.00	167,367.44	11,926.41	(2.44)	100.00
Fund 812 - SPECIAL ASSESSMENT FUND:						
TOTAL REVENUES		167,365.00	35,020.44	58.77	132,344.56	20.92
TOTAL EXPENDITURES		167,365.00	167,367.44	11,926.41	(2.44)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(132,347.00)	(11,867.64)	132,347.00	100.00
TOTAL REVENUES - ALL FUNDS		12,627,270.00	10,933,714.02	(653,814.52)	1,693,555.98	85.49
TOTAL EXPENDITURES - ALL FUNDS		12,627,270.00	10,794,784.83	(13,483.48)	1,832,485.17	85.49
NET OF REVENUES & EXPENDITURES		0.00	138,929.19	(640,331.04)	(138,929.19)	100.00

QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING 6/30/16

ACCOUNTS	CASH	GENERAL FUND INVESTMENT	DART MONEY MARKET	CUTWATER	TOTAL PRINCIPAL INVESTED	QUARTERLY INTEREST EARNED
MSB						
Cemetery Trust	4,292.61	242,890.73		100,924.20	348,107.54	252.95
Current Tax	2.00				2.00	
D.D.A.	12,679.60		72,654.09	18,886.77	104,220.46	84.60
E.D.C.	643.54	21,259.72			21,903.26	10.67
General Fund	1,372,103.73		726,796.32	63,617.28	2,162,517.33	1,300.66
General Fund-Checking	412,037.59				412,037.59	
L.D.F.A.	302,624.56	57.08	1,104,217.50		1,406,899.14	1,430.07
Rayner Bond	58,171.56	383,358.62		318,714.84	760,245.02	609.45
Water & Sewer	66,778.60				66,778.60	
DNB						
Capital Improvement	387.20				387.20	
Local Streets	19,203.35		45,857.07	10,326.71	75,387.13	74.69
Major Streets	176,694.53		739,471.00	65,480.55	981,646.08	638.05
M.V.P	147,258.13		217,375.38	56,273.94	420,907.45	235.78
Mason Building Authority	547.28				547.28	0.07
Special Assessments	34,216.84		356,095.40	19,439.77	409,752.01	291.50
Water & Sewer	245,561.96		2,048,399.60	152,660.98	2,446,622.54	1,964.84
TOTALS INVESTED	2,853,203.08	647,566.15	5,310,866.36	806,325.04	9,617,960.63	6,893.33
AVERAGE INT RATE	.17%-AVG	.20%-AVG	.29%-AVG	.52%-AVG		
TERM	LIQUID	LIQUID	LIQUID	LIQUID		
MATURITY DATE	N/A	N/A	N/A	N/A		
% INVESTED	29.67%	6.73%	55.22%	8.38%	100.00%	

% IN DART	61.70%
% IN MSB	29.91%
% IN CUTWATER	8.38%
	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: July 14, 2016

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

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

I continue to work on this file with Jim Dyer, counsel for the insurer. I had numerous conferences with counsel for the plaintiff and co-counsel leading up to the telephone pre-trial conference with Federal Magistrate Kent on June 20, 2016. Thereafter, we met with Chief Stressman and Sgt. Reckling regarding the incident.

2. *J & J Properties v City of Mason, et al*

I was hoping that I would have both the final agreements on the licenses to be granted to the Jackson and Lansing Railroad Company and Consumers Energy; the railroad license has been finalized but the Consumers Energy agreement, whether a license or an easement, is not yet ready for final approval.

Instead of doing this piecemeal, it is my intention to present both agreements to the City Council at the same time rather than having this spread over two meetings. It makes no difference from our standpoint because without both agreements, we cannot start the project.

I will keep the Council advised.

3. Conversations with the City Administrator

I have had several conversations with City Administrator Stuart including one involving an issue with the burial of an individual in the wrong location. I prepared a settlement agreement and release to be signed by the City and the heirs of the deceased in order to resolve this matter.

4. June Police and Code Enforcement Activity

In June, there were 20 pre-trials, including one final pre-trial and jury selection. There were three arraignments.

In the Diversion Program, we currently have six retail fraud participants and in June, two were completed. There is one outstanding invitation to participate in the Diversion Program under the Minors in Possession provisions, and no cases under the Marijuana Diversion Program.

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: July 18, 2016 **Agenda Item:** 13A

AGENDA ITEMS
Ordinance – Collection Bins

EXHIBITS
Planning Commission Staff Report, June 23, 2016

STAFF REVIEW
David Haywood, Zoning & Development Director

SUMMARY STATEMENT
The collection bin issue was brought up by City Council concerning the growing prevalence of collection bins in the City. The concern was that as collection bins become popular for purposes of recycling, donations, clothing drives, etc., there may be unintended consequences related to vehicular visibility obstruction, clutter, and other safety and nuisance issues. Specifically, the City Council referenced the City of Lansing's collection bin ordinance as a plausible model to work from and requested the Planning Commission provide a recommendation to regulate collection bins.

At the May and June Planning Commission meetings, staff provided a copy of the City of Lansing's ordinance and an inventory of collection bins found in Mason. Through the Planning Commission's discussions, it was determined that the common issues that follow collection bins, such as junk, clutter, visibility obstructions, placement, signage, etc., could be effectively regulated with existing ordinances, such as property maintenance (Chpt. 6), zoning (Chpt. 94), and signs (Chpt. 58). The absence of complaints and apparent lack of problems observed in the inventory were also determining factors in their decision.

With these considerations identified by the Planning Commission a motion was passed to recommend the City Council not pursue an ordinance to regulate collection bins.

CITY ADMINISTRATOR'S RECOMMENDED ACTION BY CITY COUNCIL
No action is recommended at this time.

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
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MEMORANDUM

TO: Planning Commission

FROM: David E. Haywood, Zoning & Development Director

RE: Ordinance–Collection Bins

DATE: June 10, 2016

Staff reported in May that the City Council is requesting the Planning Commission to study and make a recommendation whether the growing prevalence of collection bins should be regulated, and if so, how. To recap, the concern is related to vehicular visibility obstruction, clutter, and other safety and nuisance issues. Specifically, the City Council referenced the City of Lansing's collection bin ordinance as a plausible model to work from and requested the Planning Commission provide a recommendation to regulate collection bins. Attached is a copy of the City of Lansing's collection bin ordinance for discussion.

The Planning Commission requested that staff first inventory existing locations and conditions of bins located in the City. Staff has identified seven locations where collection bins currently exist as of May 11, although there may be others that staff has not identified. The seven locations, including photo, are the following:

800 block of N. Cedar

500 block of N. Cedar

200 block of N. Cedar St.

200 block of N. Cedar St.

100 block of State St.

200 block of W. Kipp Rd.

500 block of Hull Rd.

Staff recommends the Planning Commission discuss the current condition and location of collection bins to determine the potential and extent of regulation.

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MEMORANDUM

TO: Honorable Mayor and Council Members

FROM: Deborah Stuart, City Administrator

DATE: July 18, 2016

RE: ITEM 15: City Administrator's Report

Cooperation with Ingham County: Please see the attached acknowledgment of the good work of our Police Department in association with a recent county-wide warrant sweep. Great work by Sergeant Hansson, Officer Chick, Officer Thompson, and Officer Pence!

New Reserve Officer: Stephanie Brown was sworn in on July 15th as a Reserve Officer. Police Reserve Officers have two primary functions: to augment patrol and staff major events which require additional personnel resources, and as a possible resource to cultivate future police officer candidates.

Brown is a lifelong resident of Mason with a goal of becoming a full-time Mason Police Officer. She graduated from Lansing Community College with an Associate's Degree in Criminal Justice and from the 96th Mid-Michigan Police Academy. Brown is a great addition to the Reserve Program and it will be an ideal opportunity to see if she is a fit for the next full-time position within our department.

Consumers Energy Solar Garden: Consumers Energy has informed us that the Solar Garden in Vevay Township is unlikely to move forward. They have been unable to secure enough subscriptions at this time and don't believe they are on track to do that before they will make their decision to build in September. I will keep you updated on any progress.

Construction Updates: Update from City Engineer on the status of the current construction projects

S. Jefferson Street Trailhead (MDOT TAP Grant):
Advertisement by MDOT July 8, 2016
Bid letting by MDOT August 5, 2016

Rogers Street (Rieth Riley):
Restoration is completed
Top course of pavement anticipated to be placed July 16, 2016

E. Oak Street (Rieth Riley):
Restoration is completed
Top course of pavement anticipated to be placed July 16, 2016

Cherry Street (Rieth Riley):
Restoration is completed
Top course of pavement anticipated to be placed July 16, 2016

Oak Street (Rieth Riley):
Work anticipated to begin week of August 1, 2016

Park Street (Rieth Riley):
Work anticipated to begin week of August 1, 2016

Equipping of Well Nos. 9 & 10 (Birkmeier Well Drilling):
Awaiting electrical work and SCADA integration

Attachment: as

Gene L. Wriggelsworth
Sheriff
1998-1999 President
Michigan Sheriff's Association

Allan C. Spyke
Undersheriff

INGHAM COUNTY SHERIFF'S OFFICE

630 N. CEDAR STREET · MASON, MICHIGAN 48854-1098
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June 23, 2016

RECEIVED
JUL 05 2016
MASON POLICE DEPT.

Police Chief John Stressman
City of Mason Police Department
201 West Ash Street
Mason, Michigan 48854

Dear Chief Stressman, John

I would like to thank you and your agencies participation in the recent three day Ingham County Fugitive Warrant Sweep program headed by Ingham county Detective Ryan Cramer. Det. Cramer, who is assigned to the Michigan State Police District One Fugitive Team, coordinated this event which proved to be highly successful.

This county wide warrant sweep targeted 60 individuals, who had violent felony warrants outstanding. With your agencies participation, 48 out of the 60 targeted violent offenders were apprehended! A total of 38 felony warrants were cleared, along with 33 Misdemeanor warrants served. Five additional warrants were also served.

From one of Lansing Police Department's Most Wanted subjects, who was responsible for several shootings, to a subject wanted for embezzlement, to a CSC 1 Suspect, all of those arrested have now been put into the Criminal Justice System to face adjudication for their criminal actions.

According to my command and Detective Cramer, this successful warrant sweep was made possible with the extra personnel sent by several county police agencies, including yours. Every officer who participated in this operation deserves a round of applause, as do you for seeing the importance of such an initiative, to seek out violent felons and serve their warrants.

Thanks again for your assistance and the Sheriff's office looks forward to working with you in the future on other initiatives.

Sincerely,

Gene L. Wriggelsworth
Ingham County Sheriff's Office