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
January 18, 2016
7:30 p.m.

Agenda

1. Call to Order
2. Roll Call
3. Pledge of Allegiance and Invocation
4. Announcements
   - Oath of Office
5. People from the Floor
6. Public Hearing
   - "Hearing of Necessity" 2016 Sidewalk Improvements
7. Consent Agenda
   A. Approval of Minutes
      - Regular Council Meeting: January 4, 2016
   B. Approval of Bills
8. Regular Business
   A. Resolution – 2016 Sidewalk Special Assessment Resolution No. 3, Project 2016-1
   B. Resolution – 2016 Sidewalk Special Assessment Resolution No. 4, Project 2016-1
   C. Resolution – Extending the Moratorium on the Issuance of Licenses for Primary Caregiver Operations and Dispensaries in the City of Mason
9. Unfinished Business
10. New Business
11. Correspondence
    A. Monthly Revenue and Expenditure Report
    B. Quarterly Investment Report for Period Ending December 31, 2015
12. Liaison Reports
13. Councilmember Reports
14. Administrator's Report
15. Adjournment

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: January 18, 2016 **Agenda Item:** 6

AGENDA ITEM
Public Hearing – "Hearing of Necessity" 2016 Sidewalk Improvements

EXHIBITS
- None

STAFF REVIEW
Finance Director/City Treasurer

SUMMARY STATEMENT
The Hearing of Necessity is the venue for the Council to hear objections to the project and objections to the proposed special assessment district from the public. The notice of hearing was published on Sunday, January 3, 2016 in the Ingham County Community News. Property owners were sent notice by certified mail January 5, 2016. Property owners were not aware of their assessment amount prior to the public hearing.

RECOMMENDED ACTION
Hold public hearing.

CITY OF MASON
REGULAR CITY COUNCIL MEETING
MINUTES OF JANUARY 4, 2016

Mayor Waltz called the meeting to order at 7:33 p.m. in the Council Chambers at 201 W. Ash Street, Mason, Michigan. Councilmember Droscha 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

- Councilmember Ferris was congratulated by Council for her selection as Mason Area Chamber of Commerce 2016 Citizen of the Year Award.
- Councilmember Bruno stated that the American Legion will remove the scarves from the statues this Friday and will replace them on Veterans Day.

PEOPLE FROM THE FLOOR

None.

CONSENT AGENDA

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

A. Motion – Approval of Minutes – Regular Council Meeting: December 21, 2015
B. Motion – Approval of Bills - $84,358.43

MOTION APPROVED UNANIMOUSLY

REGULAR BUSINESS

Resolution – Approve Award of Ash Street Well Rehabilitation to Northern Pump & Well

Waltz stated that this item had been introduced and tabled from the last Council meeting.

MOTION by Brown, second by Droscha,
to remove City Council Resolution, Approval of Award of Ash Street Well Rehabilitation to Northern Pump & Well, from the table.
MOTION APPROVED UNANIMOUSLY

Stuart informed Council that the original work performed on the Ash Street Well did not include evaluation the pump.

Introduced by Droscha, second by Ferris, City Council Resolution – Approval of Award of Ash Street Well Rehabilitation to Northern Pump & Well

CITY OF MASON
CITY COUNCIL RESOLUTION NO. 2016-01
APPROVE AWARD OF ASH STREET WELL REHABILITATION
TO NORTHERN PUMP & WELL
January 4, 2016

WHEREAS, it is necessary, due to falling production, for the City of Mason to rehabilitate each of the Mason Water Wells every five to seven years to increase production; and

WHEREAS, it was determined that the Ash Street Well had lost substantial production and was in need of rehabilitation; and

WHERAS, bid documents were prepared and bids were solicited.

NOW THEREFORE BE IT RESOLVED, that the Mason City Council does hereby accept the bid of Northern Pump & Well in the amount not to exceed $22,752.00; and

BE IT FURTHER RESOLVED, that the Director of Public Works is hereby authorized to execute the contract between the City and Northern Pump & Well.

RESOLUTION APPROVED

Resolution – Establishment of City Council and Planning Commission Meeting Dates for the Year 2016

A brief discussion was held regarding the conflict of regular meeting dates and holding local, county, state, and federal elections. When an election is called, all available space is used in the building to facility an election, including the Council Chambers. The election arrangement is completed within the week before Election Day. The City Clerk presented the meeting date resolution in accordance with the City Charter, listing two regular meeting dates each month. Prior to each election, the City Clerk will present a recommendation to Council regarding the specific meeting date effected by a specific election.

MOTION by Brown, second by Droscha,
to consider City Council Resolution – Establishment of City Council and Planning Commission Meeting Dates for the Year 2016
MOTION APPROVED UNANIMOUSLY

Introduced by Droscha, second by Mulvany, City Council Resolution – Establishment of City Council and Planning Commission Meeting Dates for the Year 2016.

CITY OF MASON
CITY COUNCIL RESOLUTION
ESTABLISHMENT OF CITY COUNCIL AND PLANNING COMMISSION
MEETING DATES FOR THE YEAR 2016
January 4, 2016

BE IT HEREBY RESOLVED by the City Council of the City of Mason that the following are the dates of the regular **City Council** meetings for the calendar year 2016, and January 3, 2017, and that said meetings are to be held on the first and third Mondays of each month, with the exception of three holidays, scheduled as a *Tuesday meeting,

January 4 and 18	July 5* and 18
February 1 and 15	August 1 and 15
March 7 and 21	September 6* and 19
April 4 and 18	October 3 and 17
May 2 and 16	November 7 and 21
June 6 and 20	December 5 and 19
	January *3, 2017; now

BE IT FURTHER RESOLVED, that the following are the dates of the regular **Planning Commission** meetings for the calendar year 2016, and that said meetings are to be held on the second Tuesday after the first Monday of the respective months,

January 12	May 10	September 13
February 9	June 14	October 11
March 15	July 12	November 15
April 12	August 9	December 13
		January 10, 2017; now

BE IT FURTHER RESOLVED, that these meetings will be held in the City Council Chamber, City Hall, 201

West Ash Street, Mason, Michigan, with the City Council's meetings to commence at 7:30 p.m. and the Planning Commission's meetings to commence at 6:30 p.m.; now

BE IT FINALLY RESOLVED, that the City Clerk shall cause these dates to be published in a local newspaper.

RESOLUTION APPROVED

UNFINISHED BUSINESS
None.

NEW BUSINESS
Discussion was held to ask the City Administrator to research making arrangements for police cars to go through the local car wash.

CORRESPONDENCE
All correspondence was distributed.

LIAISON REPORTS
None.

COUNCILMEMBER REPORTS
None.

ADMINISTRATOR'S REPORT
Stuart informed Council regarding city business. Former Acting City Administrator Pat Price spoke regarding the memorandum he prepared for Council about a proposed Twenty-Year Capital Maintenance Program. A brief discussion was held concerning the report prepared by Great Lakes Engineering Group, LLC., regarding the proposed sidewalk on the West Columbia overpass.

ADJOURNMENT
The meeting adjourned at 7:58 p.m.

Deborah J. Cwiertniewicz, City Clerk

Michael F. Waltz, Mayor

01/15/2016 11:12 AM
User: TF
DB: Mason City

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF MASON
EXP CHECK RUN DATES 01/18/2016 - 01/20/2016
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID
COUNCIL REPORT

MONDAY, JANUARY 18, 2016

Vendor Code / Invoice / GL Number	Vendor Name / Invoice Description / GL Description	Invoice Date	Amount	
07800	BLUE CROSS BLUE SHIELD OF MICHIGAN			
GRP#702949710DIV#000	FEB HEALTH INS ~ CITY CITY EXPENSE	01/18/2016		
750-000.00-231.015	FEB HEALTH INS ~ CITY CITY EXPENSE		15,968.31	
GRP#7029499DIV#001	RETIREES HEALTH INS ~ CITY EXPENSE	01/18/2016		
101-855.00-874.001	RETIREES HEALTH INS ~ CITY EXPENSE		6,327.66	
		VENDOR TOTAL:		22,295.97
06474	CONSUMERS ENERGY			
JAN 2016	ELECTRICITY 11/20 - 12/31	01/18/2016		
101-448.00-926.000	STREET LIGHTING 12/1 - 12/31		6,312.07	
592-555.00-920.000	ELECTRICITY 11/20 - 12/22		8,250.43	
			14,562.50	
		VENDOR TOTAL:		14,562.50
07926	DETROIT PUMP & MFG CO			
1038216	NEW EFFLUENT 10.7HP PUMP	01/18/2016		
592-555.00-970.000	NEW EFFLUENT 10.7 HP PUMP		5,625.00	
		VENDOR TOTAL:		5,625.00
05887	INGHAM COUNTY			
201521	JULY-DEC ADMIN FEE ON 20 NETWORKS AND CIP FUND CHARGES ON 2	01/18/2016		
101-305.00-818.000	JULY-DEC ADMIN FEE ON 20 NETWORKS		3,750.00	
101-305.00-970.013	JULY-DEC CIP FUND CHARGES ON 20 PC'S		2,500.00	
			6,250.00	
		VENDOR TOTAL:		6,250.00
05221	MCGINTY, HITCH, HOUSEFIELD, PERSON,			
JAN 2016	DEC 2015 LEGAL FEES	01/18/2016		
101-266.00-826.000	DEC 2015 LEGAL FEES		11,917.10	
		VENDOR TOTAL:		11,917.10
05242	MICHIGAN STATE OF			
AP 383540 3	BOX SPAN SIGNALS KIPP AT S JEFFERSON & CEDAR	01/18/2016		
202-451.00-970.211	BOX SPAN SIGNALS KIPP @ S JEFFRSN/ CEDAR		17,872.71	
		VENDOR TOTAL:		17,872.71
05363	WOLVERINE ENGINEERS INC			
20160016	W COLUMBIA RD SIDEWALK STUDY	01/18/2016		
202-451.00-970.211	W COLUMBIA RD SIDEWALK STUDY		10,000.00	
		VENDOR TOTAL:		10,000.00
		TOTAL - ALL VENDORS:		88,523.28

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: January 18, 2016 **Agenda Item:** 8 (A-B)

AGENDA ITEM

2016 Sidewalk Special Assessment Resolution No. 3, Project 2016-1
2016 Sidewalk Special Assessment Resolution No. 4, Project 2016-1

EXHIBITS

- Special Assessment Roll 2016-1

STAFF REVIEW

Finance Director/City Treasurer

SUMMARY STATEMENT

Special Assessment Resolution Number 3 determines that the Council agrees to make the improvements. It further orders the Assessor to prepare a special assessment roll which will include the cost to be assessed to each property owner.

Special Assessment Resolution Number 4 orders the City Clerk to give notice to all persons on the Special Assessment roll of the review of said special assessment roll at a public hearing. This notice is sent by certified mail. This will be the "Hearing of Apportionment" and is scheduled for March 21, 2016.

RECOMMENDED ACTION

Approve Special Assessment Resolution No. 3 Project No. 2016-1
Approve Special Assessment Resolution No. 4 Project No. 2016-1

Introduced:
Second:

CITY OF MASON

2016 SIDEWALK IMPROVEMENTS
SPECIAL ASSESSMENT RESOLUTION NO. 4
PROJECT NO. 2016-1

January 18, 2016

WHEREAS, by resolution adopted Monday, January 18, 2016, the City Council of the City of Mason determined to install and construct the more particularly hereinafter-described sidewalk improvements (the "Project") and assess all or a portion of the cost thereof against the property deemed benefited by the Project, all in accordance with Chapter 66 of the City's Code of Ordinances and the relevant provisions of the City Charter; and

WHEREAS, the City Assessor has prepared and reported to the City Council a special assessment roll assessing all or a portion of the cost of the Project to the property benefited thereby with his certificate attached thereto pursuant to Section 66-9 of the City's Code of Ordinances; and

WHEREAS, the City Council desires to schedule a public hearing to review and hear objections to the special assessment roll.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The special assessment roll shall be filed with the office of the City Clerk and shall be available for public examination during regular business hours on regular business days.

2. The City Council shall meet at 7:30 o'clock in the p.m., on Monday, the 21st day of March, 2016, in the City Council Chambers, City Hall, 201 West Ash Street, Mason, Michigan 48854, for the purpose of reviewing and hearing objections to the special assessment roll.

3. The City Clerk shall cause notice of the hearing and the filing of the special assessment roll to be given to all interested property owners as provided by Chapter 66 of the City's Code of Ordinances and the relevant provisions of the City Charter. The notice as published and mailed shall be in substantially the following form:

NOTICE OF HEARING

CITY OF MASON
INGHAM COUNTY, MICHIGAN

NOTICE OF PUBLIC HEARING ON THE
SPECIAL ASSESSMENT ROLL FOR THE
2016 SIDEWALK IMPROVEMENTS SPECIAL ASSESSMENT DISTRICT 2016-1

TO THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF MASON, INGHAM COUNTY, MICHIGAN, the owners of the land described below within the 2016 Sidewalk Improvements Special Assessment District 2016-1, and any other interested persons:

PLEASE TAKE NOTICE that the City Assessor has reported to the City Council and filed in the office of the City Clerk for public examination a special assessment roll prepared by him, which roll includes all properties that are within the 2016 Sidewalk Improvements Special Assessment District 2016-1, and are benefited by the proposed sidewalk improvement project generally described as follows:

The installation and/or replacement of sidewalks in the public right-of-way of the following properties and along and adjacent to the following streets: V/L Cedar St, Hartwell Terrace, 201 E Ash, 306 E Ash, 314 E Ash, 315 E Ash, 322 E Ash, 323 E Ash, 328 E Ash, 333 E Ash, 400 E Ash, 403 E Ash, 405 E Ash, 423 E Ash, 430-432 E Ash, 435 E Ash, 438 E Ash, 522 E Ash, 534 E Ash, 540 E Ash, 544 E Ash, 549 E Ash, 621 E Ash, 625 E Ash, 703 E Ash, 715 E Ash, 732 E Ash, 739 E Ash, 759 E Ash, 809 E Ash, 819 E Ash, 831 E Ash, 837 E Ash, 755-757 W Ash, 803 W Ash, 809 W Ash, 624 S Barnes, 625 S Barnes, 702 S Barnes, 1100 S Cedar, 1103 S Cedar, 100-102 E Cherry, 122 E Cherry, 126 E Cherry, 210 E Cherry, 223 E Cherry, 226 E Cherry, 227 E Cherry, 232 E Cherry, 615 S Jefferson, 144 W Kipp, 216 W Kipp, 1010 S Lansing, 216 E Oak, 305 E Oak, 401 Peachtree, 405 S Rogers, 415 S Rogers, 518 S Rogers, 519 S Rogers, 703 S Rogers, 316 Walnut; and

The special assessment roll has been prepared for the purpose of assessing a portion of the costs of the acquisition and construction of the sidewalk improvement project and work incidental thereto within the special assessment district, as more particularly shown on the plans of the City's engineers, which are on file and available for public examination with the City Clerk at the City Hall, 201 West Ash Street, Mason, Michigan, within the City. The total estimated assessment there under is $28,895.63.

PLEASE TAKE FURTHER NOTICE that the City Assessor has further reported that the assessment against each parcel of land within the special assessment district is such relative portion of the whole sum levied against all parcels of land in the special assessment district as the benefit to such parcel bears to the total benefit to all parcels of land in the district.

PLEASE TAKE FURTHER NOTICE that the City Council will meet on Monday, the 21st day of March, 2016, at 7:30 o'clock, p.m., in the City Council Chambers, City Hall, 201 West Ash Street, Mason, Michigan 48854, for the purpose of reviewing the proposed special assessment roll and hearing any objections thereto. The special assessment roll may be examined at the office of the City Clerk during regular business hours of regular business days until the time of the hearing and may further be examined at the hearing.

Appearance and protest at the hearing, in person or in writing, are required in order to appeal the action of the City Council in approving the special assessment roll, and/or the amount of an assessment, to the state tax tribunal. A property owner or party in interest, or his or her agent, may appear in person at the hearing to protest the special assessment proceedings or may file his or her appearance and protest by letter and his or her personal appearance will not be required. The owner or any person having an interest in the real property who protests in person or in writing at the hearing may file a written appeal of a special assessment with the state tax tribunal within 35 days of the date the special assessment roll is confirmed by the City Council.

Further information regarding the 2016 Sidewalk Improvements special assessment project is available at the City Clerk's office, City Hall, 201 West Ash Street, Mason, Michigan 48854.

Dated: January 18, 2016

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

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

Yes ( )

No ( )

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held on Monday, January 18, 2016, the original of which is part of the City Council minutes.

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

Introduced:
Second:

CITY OF MASON

2016 SIDEWALK IMPROVEMENTS
SPECIAL ASSESSMENT RESOLUTION NO. 3
PROJECT NO. 2016-1

January 18, 2016

WHEREAS, the City Council of the City of Mason, pursuant to the provisions of Chapter 66 of the City's Code of Ordinances and the relevant provisions of the City Charter, did on Monday, the 21st day of December, 2015, adopt resolutions tentatively approving the installation and construction of certain sidewalk improvements (the "Project," described below), and the establishment of a special assessment district therefore for the purpose of defraying all or a portion of the cost of the Project, which Project and special assessment district therefore are more specifically hereinafter described; and

WHEREAS, this City Council did meet in the City Council Chambers, City Hall, 201 West Ash Street, Mason, Michigan, on Monday, the 18th day of January, 2016, at 7:30 o'clock, p.m., the time, date and place set by the City Council to conduct a public hearing to hear any objections to the Project and to the proposed special assessment district therefore; and

WHEREAS, estimates of cost of said Project are on file with the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council hereby determines to make the following described sidewalk improvements:

The installation of sidewalks and related improvements, and/or replacement of sidewalks in the public right-of-way of the following properties and along and adjacent to the following streets: V/L Cedar St, Hartwell Terrace, 201 E Ash, 306 E Ash, 314 E Ash, 315 E Ash, 322 E Ash, 323 E Ash, 328 E Ash, 333 E Ash, 400 E Ash, 403 E Ash, 405 E Ash, 423 E Ash, 430-432 E Ash, 435 E Ash, 438 E Ash, 522 E Ash, 534 E Ash, 540 E Ash, 544 E Ash, 549 E Ash, 621 E Ash, 625 E Ash, 703 E Ash, 715 E Ash, 732 E Ash, 739 E Ash, 759 E Ash, 809 E Ash, 819 E Ash, 831 E Ash, 837 E Ash, 755-757 W Ash, 803 W Ash, 809 W Ash, 624 S Barnes, 625 S Barnes, 702 S Barnes, 1100 S Cedar, 1103 S Cedar, 100-102 E Cherry, 122 E Cherry, 126 E Cherry, 210 E Cherry, 223 E Cherry, 226 E Cherry, 227 E Cherry, 232 E Cherry, 615 S Jefferson, 144 W Kipp, 216 W Kipp, 1010 S Lansing, 216 E Oak, 305 E Oak, 401 Peachtree, 405 S Rogers, 415 S Rogers, 518 S Rogers, 519 S Rogers, 703 S Rogers, 316 Walnut; and

2. The City Council hereby approves the plans and estimate of cost for the Project in the sum of $61,815, and approves the additional estimated sum of $9,270 to defray legal, financing and administrative costs. Of the estimated total cost of $71,085, the City Council determines to assess $28,895.63 of that amount against benefiting property owners in the City.

3. The City Council determines that the special assessment district for the Project shall consist of the lots and parcels of land in the area of the City described in **Exhibit A**, attached hereto and incorporated herein by reference, and excluding all streets and other land deemed not benefited.

4. The City Council hereby directs the City Assessor to make, and report to the City Council within thirty (30) days from the date of this resolution, a special assessment roll in which shall be described all of the parcels of land to be assessed as set forth with the names of the owners thereof, if known, and the total amount to be assessed against each parcel of land, which amounts shall be such relative proportion of the whole sum to be levied against all parcels of land in the special assessment district as, on a front foot basis, the benefit to such parcel bears to the total benefit of all parcels of land in the special assessment district, all in accordance with Section 66-7 of the City's Code of Ordinances, and subject to review and modification by the City Council.

5. When the City Assessor shall have completed the special assessment roll, he shall affix thereto his certificate, pursuant to Section 66-9 of the City's Code of Ordinances, stating that said roll was made pursuant to a resolution of the City Council, adopted on January 18, 2016, for the purpose of paying that part of the cost which the City Council decided should be paid and borne by special assessment for the Project, that in making such assessment he has, as near as may be, and according to his best judgment, conformed in all things to the directions contained in the resolution of the City Council hereinbefore referred to, and the Charter of the City relating to such assessment, and the City Assessor shall then, within thirty (30) days from the date of this resolution, report the special assessment roll with his certificate attached thereto to the City Council.

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

Yes ( )

No ( )

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the City Council at its regular meeting held on Monday, January 18, 2016, the original of which is part of the City Council minutes.

_____

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

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

	EXHIBIT A													
Parcel #	Owners Name	Property Address	Mailing Address	Legal Description	LF 4' x 4" Sidewalk	LF 4.5' x 4" Sidewalk	LF 5' x4" Sidewalk	LF 4' x 6" Sidewalk	LF 4.5' x6" Sidewalk	LF 5' x6" Sidewalk	SF Drive Approach	Cost to Taxpayer (Total Cost x 50%)	Cost to City (Total Cost x 50%)	Total Cost
33-19-10					21.62	24.32	27.03	25.30	28.46	31.63	6.90			
08-126-013	Peden, James & Carol	316 Walnut	316 Walnut Mason, MI 48854	See Attached	5.00			18.00				281.75	281.75	563.50
08-177-001	Mcdonald, Lynda	809 W Ash	809 W Ash Mason MI 48854	See Attached				17.00			149.00	729.10	729.10	1458.20
08-177-002	Hasini, Marigona & Hawkins, A	803 W Ash	801 W Ash Mason, MI 48854	See Attached							104.00	358.80	358.80	717.60
08-177-004	Nye, Jeff & Terri	755-757 W Ash	7866 E Greenfield Lansing, MI 48917	See Attached				13.00			131.00	616.40	616.40	1232.80
08-178-012	Dean, Joseph & Kathleen	401 Peachtree	401 Peachtree Mason, MI 48854	See Attached	4.00							43.24	43.24	86.48
08-452-008	Sycamore LLC	V/L Cedar St	940 S Cedar Mason, MI 48854	See Attached	31.00							335.11	335.11	670.22
08-476-034	St James Parish	1010 S Lansing	1010 S Lansing Mason, MI 48854	See Attached				41.00				518.65	518.65	1037.30
08-476-037	Kipp Road Investments	216 W Kipp	431 S Capitol Lansing, MI 48933	See Attached	33.00			32.00			1139.00	4691.08	4691.08	9382.16
08-476-038	AOBG Properties	1100 S Cedar	1560 Turf Lane East Lansing, MI 48823	See Attached	41.00			6.00				519.11	519.11	1038.22
08-476-040	Independent Bank	144 W Kipp	PO Box 491 Ionia, MI 48846	See Attached				39.00				493.35	493.35	986.70
08-477-100	Vision Village	Hartwell	PO Box 72 Mason, MI 48854	See Attached	15.00			10.00				288.65	288.65	577.30
08-478-100	KGDS Properties	1103 S Cedar	1103 S Cedar Mason, MI 48854	See Attached	26.00							281.06	281.06	562.12
09-108-013	First United Methodist Church	201 E Ash	201 E Ash Mason, MI 48854	See Attached			5.00					67.56	67.56	135.13
09-109-017	Schlattman, Paul & Cheryl	315 E Ash	3903 Sandhill Lansing, MI 48911	See Attached					11.00		176.00	763.74	763.74	1527.49
09-109-018	Smith, Deborah	323 E Ash	323 E Ash Mason, MI 48854	See Attached					20.00			284.63	284.63	569.25
09-109-020	Bahl, Dale & Carol, Family Trust	333 E Ash	333 E Ash Mason, MI 48854	See Attached		33.00			33.00			870.95	870.95	1741.91
09-109-021	Darling, Alexandra & Jason	403 E Ash	403 E Ash Mason, MI 48854	See Attached		6.00					186.00	714.67	714.67	1429.34
09-109-022	Birchfield, Dorothy Trust	405 E Ash	405 E Ash Mason, MI 48854	See Attached		15.00						182.42	182.42	364.84
09-109-024	King, Julie	423 E Ash	1185 Decamp Leslie, MI 49251	See Attached					17.00			241.93	241.93	483.86
09-109-026	Rice, Levi & Hiatt, Brian	435 E Ash	220 E Bailey Mason, MI 48854	See Attached		6.00						72.97	72.97	145.94
09-112-001	Brandt, Alfred & Mascoli, Kathy	405 S Rogers	405 S Rogers Mason, MI 48854	See Attached			29.00			13.00		597.43	597.43	1194.85
09-112-003	Search, Rebekah	314 E Ash	314 E Ash Mason, MI 48854	See Attached			76.00			16.00	145.00	1780.20	1780.20	3560.40
09-112-005	Kill, Donald & Theresa	328 E Ash	328 E Ash Mason, MI 48854	See Attached			19.00			7.00		367.43	367.43	734.85
09-112-007	Kite, Aaron	400 E Ash	3339 Waverly Hills Dr Lansing, MI 48917	See Attached			16.00			12.00		405.95	405.95	811.90
09-112-010	Devoss, Gerald & Marilyn	430-432 E Ash	9357 W Grand River Grand Ledge, MI 48837	See Attached		75.00			25.00			1267.88	1267.88	2535.75
09-112-011	Gardner, Terry	438 E Ash	438 E Ash Mason, MI 48854	See Attached						5.00		79.06	79.06	158.13
09-112-013	Duane, David & Debra	415 S Rogers	1735 E Dexter Trail Dansville, MI 48819	See Attached							108.00	372.60	372.60	745.20
09-112-014	Henley, Katherine Louise	305 E Oak	305 E Oak Mason, MI 48854	See Attached	10.00				11.00			264.64	264.64	529.29
09-112-026	Zanger, Cherry	322 E Ash	322 E Ash Mason, MI 48854	See Attached			8.00					108.10	108.10	216.20

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

Parcel #	Owners Name	Property Address	Mailing Address	Legal Description	LF 4' x 4" Sidewalk	LF 4.5' x 4" Sidewalk	LF 5' x4" Sidewalk	LF 4' x 6" Sidewalk	LF 4.5' x6" Sidewalk	LF 5' x6" Sidewalk	SF Drive Approach	Cost to Taxpayer (Total Cost x 50%)	Cost to City (Total Cost x 50%)	Total Cost
33-19-10					21.62	24.32	27.03	25.30	28.46	31.63	6.90			
09-112-028	Erxleben, Kevin	306 E Ash	15724 Lake Michigan Dr West Olive, MI 49460-95	See Attached			27.00					364.84	364.84	729.68
09-129-015	Droscha, Ruben & Shirley	549 E Ash	549 E Ash Mason, MI 48854	See Attached			8.00					108.10	108.10	216.20
09-152-002	Backus, Daniel & Mary	216 E Oak	216 E Oak Mason, MI 48854	See Attached		10.00						121.61	121.61	243.23
09-152-010	Krauss, Steve & Paula	518 S Rogers	518 S Rogers Mason, MI 48854	See Attached			9.00					121.61	121.61	243.23
09-153-007	Carmichael, Jack & Julie	519 S Rogers	519 S Rogers Mason, MI 48854	See Attached	10.00							108.10	108.10	216.20
09-154-005	Gorsline-Runciman	615 S Jefferson	PO Box 130548 Houston, TX 77219	See Attached		36.00	52.00					1140.46	1140.46	2280.91
09-154-008	Louks, Mary	624 S Barnes	624 S Barnes Mason, MI 48854	See Attached							193.00	665.85	665.85	1331.70
09-155-004	Marlan, Russell & Jill Trust	625 S Barnes	11190 Forest Rd Dewitt, MI 48820	See Attached	12.00							129.72	129.72	259.44
09-155-010	Hines, Richard & Thelma	223 E Cherry	3265 Rolfe Mason, MI 48854	See Attached		25.00						304.03	304.03	608.06
09-155-011	Campbell Trust	227 E Cherry	227 E Cherry Mason, MI 48854	See Attached		6.00			15.00		138.00	762.54	762.54	1525.07
09-157-001	Hyden Property Development	100-102 E Cherry	3503 Autumnwood Lane Okemos, MI 48864	See Attached			6.00					81.08	81.08	162.15
09-157-006	Torrey, David & Mary	122 E Cherry	122 E Cherry Mason, MI 48854	See Attached	13.00			11.00				279.68	279.68	559.36
09-157-007	O'Brien, Michael & Baggott, Kristen	126 E Cherry	115 E Elm Mason, MI 48854	See Attached	14.00							151.34	151.34	302.68
09-157-008	Jones, Jeffry	702 S Barnes	1220 Clark St Lansing, MI 48906	See Attached	5.00							54.05	54.05	108.10
09-158-002	Hedglen, Paul & Suzanne	210 E Cherry	210 E Cherry Mason, MI 48854	See Attached	15.00						125.00	593.40	593.40	1186.80
09-158-004	Williams, Edith Trust	226 E Cherry	590 Vanderveen Mason, MI 48854	See Attached		6.00						72.97	72.97	145.94
09-158-005	Hesch, Patrick & Christine	232 E Cherry	232 E Cherry Mason, MI 48854	See Attached	10.00		4.00					162.15	162.15	324.30
09-159-001	Cherry Grove Apartments	703 S Rogers	3390 Pinetree Lansing, MI 48911	See Attached		42.00						510.77	510.77	1021.55
09-177-004	Harrison, Lisa & Raetz, Kyle	522 E Ash	522 E Ash Mason, MI 48854	See Attached		20.00			15.00			456.69	456.69	913.39
09-177-006	Mendez, Gaspar	534 E Ash	1345 Ives Rd Mason, MI 48854	See Attached		25.00						304.03	304.03	608.06
09-177-007	Janson, Geraldine Trust	540 E Ash	555 Rolfe Rd Mason MI 48854	See Attached		65.00						790.48	790.48	1580.96
09-177-008	Wood, Lauren	544 E Ash	544 E Ash Mason, MI 48854	See Attached		32.00						389.16	389.16	778.32
09-208-007	Henry, Tennille	621 E Ash	621 E Ash Mason, MI 48854	See Attached		10.00						121.61	121.61	243.23
09-208-008	Groce, Ronald & Jamie	625 E Ash	585 Harper Mason, MI 48854	See Attached		28.00						340.52	340.52	681.03
09-251-002	Petee, Kirk	703 E Ash	703 E Ash Mason, MI 48854	See Attached		31.00						377.00	377.00	754.00
09-251-003	Joneson, Eric & Kathleen	715 E Ash	715 E Ash Mason, MI 48854	See Attached		84.50						1027.63	1027.63	2055.25
09-251-006	Comstock, Perry & Rhonda	739 E Ash	739 E Ash Mason, MI 48854	See Attached		10.00						121.61	121.61	243.23
09-251-009	Dufort, Sally	759 E Ash	759 E Ash Mason, MI 48854	See Attached		5.00						60.81	60.81	121.61
09-252-002	Goldsmith, Elizabeth Trust	809 E Ash	2370 NE Ocean Blvd, #303-A, Stuart, FL 34996	See Attached		26.00						316.19	316.19	632.39
09-252-003	Kmiecik, Alfred & Donna	819 E Ash	819 E Ash Mason, MI 48854	See Attached					5.00			71.16	71.16	142.31

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

Parcel #	Owners Name	Property Address	Mailing Address	Legal Description	LF 4' x 4" Sidewalk	LF 4.5' x 4" Sidewalk	LF 5' x4" Sidewalk	LF 4' x 6" Sidewalk	LF 4.5' x6" Sidewalk	LF 5' x6" Sidewalk	SF Drive Approach	Cost to Taxpayer (Total Cost x 50%)	Cost to City (Total Cost x 50%)	Total Cost
33-19-10					**21.62**	**24.32**	**27.03**	**25.30**	**28.46**	**31.63**	**6.90**			
09-252-006	Trotter, William & Natalie	831 E Ash	831 E Ash Mason, MI 48854	See Attached		51.00			6.00			705.61	705.61	1411.22
09-252-007	Dixon, Jacob & Amanda	837 E Ash	837 E Ash Mason, MI 48854	See Attached		5.00						60.81	60.81	121.61
09-400-800	Ingham County	732 E Ash	Po Box 319 Mason, MI 48854	See Attached	39.00							421.59	421.59	843.18
	Totals				**283.00**	**652.50**	**259.00**	**187.00**	**158.00**	**53.00**	**2,594.00**	**$ 28,895.63**	**$ 28,895.63**	**$ 57,791.27**

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

33-19-10-09-177-007
JANSON GERALDINE TRUST
540 E ASH

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

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

MASON MI 48854

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

CITY OF MASON

STAFF AGENDA REPORT TO CITY COUNCIL

Meeting Date: January 18, 2016 **Agenda Item:** 8C

AGENDA ITEMS
Resolution – Extending the Moratorium on the Issuance of Licenses for Primary Caregiver Operations and Dispensaries in the City of Mason

EXHIBITS
None.

STAFF REVIEW
Zoning & Development Department

SUMMARY STATEMENT
At their May 18, 2015 meeting, the City Council adopted Resolution 2015-20 establishing a temporary moratorium on medical marihuana operations and dispensaries that is set to expire January 31, 2016. To date the medical marihuana committee of the Planning Commission has met regularly and conducted preliminary research, reviewed example ordinances, gathered public input and created a draft ordinance.

On January 12, 2016, the Planning Commission requested that the City Council declare an extension to the moratorium for 90 days to continue their work toward drafting an ordinance. The Planning Commission is in the process of making final changes to the draft ordinance based on input from the public and the City Attorney. A final draft will be prepared for consideration and public hearing in February. Likely, the City Council will have a recommendation by February 15, 2016.

RECOMMENDED ACTIONS
Move to adopt the resolution.

Introduced:
Second:

CITY OF MASON

CITY COUNCIL RESOLUTION

EXTENDING THE MORATORIUM ON THE ISSUANCE OF LICENSES FOR PRIMARY CAREGIVER OPERATIONS AND DISPENSARIES IN THE CITY OF MASON

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

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

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

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

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

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

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

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

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

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

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

WHEREAS, at their May 18, 2015 meeting, the Mason City Council adopted Resolution 2015-20 establishing a moratorium on medical marihuana operations and dispensaries that will expire on January 31, 2016; and

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

WHEREAS, at their January 12, 2016 meeting, the Mason Planning Commission requested additional time to finish a draft ordinance after careful study of the issue of medical marihuana, including national and local trends, ordinance examples, and public input meetings, etc.; and

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

NOW, THEREFORE, BE IT RESOLVED THAT:

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

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

3. This limited moratorium on the issuance of primary caregiver operation licenses and dispensary licenses shall be extended by 90 days to April 30, 2016.

Yes ( )
No ( )

CLERK'S CERTIFICATION: I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Mason City Council at a public meeting held on January 18, 2016, the original of which is part of the Council's minutes.

_____

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

Drafted by and approved as to form:

_____

Tom Hitch
Mason City Attorney 601 Abbot Road
East Lansing, MI 48823

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
000.00		270,470.00	0.00	0.00	270,470.00	0.00
215.00	CLERK	6,250.00	6,563.89	101.36	(313.89)	105.02
254.00	TREASURER/FINANCE	5,108,225.00	3,037,701.24	170,786.50	2,070,523.76	59.47
271.00	FORESTRY	29,770.00	34,170.00	2,000.00	(4,400.00)	114.78
276.00	CEMETERY	37,200.00	16,169.00	4,625.00	21,031.00	43.47
301.00	POLICE DEPARTMENT	71,820.00	47,612.12	4,702.16	24,207.88	66.29
336.00	FIRE DEPARTMENT	174,230.00	46,331.98	37,077.23	127,898.02	26.59
528.00	REFUSE COLLECTION	355,515.00	357,837.08	0.00	(2,322.08)	100.65
747.00	COMMUNITY GARDEN	375.00	0.00	0.00	375.00	0.00
751.00	RECREATION	5,000.00	2,936.70	0.00	2,063.30	58.73
850.00	WORKERS COMPENSATION	52,645.00	58,079.00	22,953.00	(5,434.00)	110.32
TOTAL Revenues		6,111,500.00	3,607,401.01	242,245.25	2,504,098.99	59.03
Expenditures						
101.00	COUNCIL	41,570.00	40,975.39	18,873.40	594.61	98.57
172.00	ADMINISTRATOR	286,320.00	51,006.71	14,977.25	235,313.29	17.81
209.00	ASSESSING	51,295.00	24,810.61	4,108.38	26,484.39	48.37
215.00	CLERK	141,705.00	63,294.58	12,907.86	78,410.42	44.67
247.00	BOARD OF REVIEW	650.00	180.00	180.00	470.00	27.69
254.00	TREASURER/FINANCE	501,600.00	210,750.26	44,268.74	290,849.74	42.02
260.00	TECHNOLOGY	100,445.00	24,329.53	1,716.93	76,115.47	24.22
262.00	ELECTIONS	0.00	24,454.28	0.00	(24,454.28)	100.00
265.00	BUILDING OFFICIAL/CITY HALL	156,315.00	73,185.67	10,637.76	83,129.33	46.82
266.00	LEGAL/ATTORNEY	90,000.00	60,629.03	7,222.70	29,370.97	67.37
268.00	PARK STREET PROPERTY	41,985.00	0.00	0.00	41,985.00	0.00
269.00	PROPERTY	461,650.00	273,212.46	0.00	188,437.54	59.18
271.00	FORESTRY	77,595.00	40,512.12	21,238.22	37,082.88	52.21
272.00	ADMINISTRATIVE SERVICES	272,515.00	73,641.60	33,998.71	198,873.40	27.02
276.00	CEMETERY	198,755.00	66,389.01	25,431.29	132,365.99	33.40
305.00	POLICE ADMINISTRATION	340,520.00	147,415.60	28,429.57	193,104.40	43.29
315.00	CROSSING GUARDS	24,170.00	8,001.50	2,334.41	16,168.50	33.11
316.00	POLICE PATROLLING	1,054,400.00	521,335.81	144,457.44	533,064.19	49.44
336.00	FIRE DEPARTMENT	526,460.00	306,174.11	131,349.35	220,285.89	58.16
380.00	PLANNING/ZONING OFFICIAL	126,710.00	58,948.02	11,342.59	67,761.98	46.52
426.00	CIVIL DEFENSE	1,870.00	1,327.50	0.00	542.50	70.99
428.00	DISASTER ACCOUNT	100.00	0.00	0.00	100.00	0.00
441.00	PUBLIC SERVICES	6,000.00	2,322.97	595.17	3,677.03	38.72
447.00	ENGINEERING	300.00	0.00	0.00	300.00	0.00
448.00	STREET LIGHTING	96,860.00	42,458.87	7,515.83	54,401.13	43.84
458.00	SIDEWALK CONSTRUCTION-REPAIR	5,085.00	3,380.69	65.52	1,704.31	66.48
528.00	REFUSE COLLECTION	354,715.00	169,803.46	28,418.68	184,911.54	47.87
747.00	COMMUNITY GARDEN	680.00	43.03	0.56	636.97	6.33
756.00	PARKS AND BALL DIAMONDS	171,425.00	106,261.02	26,260.20	65,163.98	61.99
758.00	PUBLIC ART	1,000.00	0.00	0.00	1,000.00	0.00
775.00	SENIOR CITIZENS	8,085.00	3,350.00	125.00	4,735.00	41.43
790.00	LIBRARY	15,095.00	6,992.28	3,998.92	8,102.72	46.32

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
806.00	CHRISTMAS DECORATIONS	5,570.00	2,014.80	2,014.80	3,555.20	36.17
807.00	CABLE COMMISSION	315.00	1,200.00	0.00	(885.00)	380.95
808.00	PLANNING COMMISSION	2,950.00	123.52	0.01	2,826.48	4.19
850.00	WORKERS COMPENSATION	52,645.00	58,079.00	0.00	(5,434.00)	110.32
855.00	RETIREE BENEFITS	116,210.00	68,431.95	9,764.01	47,778.05	58.89
890.00	CONTINGENCIES	103,020.00	0.00	0.00	103,020.00	0.00
999.00	SURPLUS	674,915.00	685,411.36	49,435.17	(10,496.36)	101.56
TOTAL Expenditures		6,111,500.00	3,220,446.74	641,668.47	2,891,053.26	52.69
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		6,111,500.00	3,607,401.01	242,245.25	2,504,098.99	59.03
TOTAL EXPENDITURES		6,111,500.00	3,220,446.74	641,668.47	2,891,053.26	52.69
NET OF REVENUES & EXPENDITURES		0.00	386,954.27	(399,423.22)	(386,954.27)	100.00

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREETS FUND						
Revenues						
000.00		1,327,740.00	295,753.73	80,695.15	1,031,986.27	22.27
TOTAL Revenues		1,327,740.00	295,753.73	80,695.15	1,031,986.27	22.27
Expenditures						
000.00		99,200.00	0.00	0.00	99,200.00	0.00
451.00	STREET/ROAD CONSTRUCTION	949,060.00	137,834.52	46,895.17	811,225.48	14.52
463.00	STREET MAINTENANCE	135,415.00	99,050.74	32,103.02	36,364.26	73.15
474.00	TRAFFIC SERVICES	32,675.00	2,990.74	93.08	29,684.26	9.15
478.00	WINTER MAINTENANCE	44,290.00	3,838.09	973.59	40,451.91	8.67
482.00	STREET ADMIN/GEN EXP	67,100.00	0.00	0.00	67,100.00	0.00
TOTAL Expenditures		1,327,740.00	243,714.09	80,064.86	1,084,025.91	18.36
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		1,327,740.00	295,753.73	80,695.15	1,031,986.27	22.27
TOTAL EXPENDITURES		1,327,740.00	243,714.09	80,064.86	1,084,025.91	18.36
NET OF REVENUES & EXPENDITURES		0.00	52,039.64	630.29	(52,039.64)	100.00

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 203 - LOCAL STREETS FUND						
Revenues						
000.00		685,840.00	602,786.10	14,339.59	83,053.90	87.89
TOTAL Revenues		685,840.00	602,786.10	14,339.59	83,053.90	87.89
Expenditures						
451.00	STREET/ROAD CONSTRUCTION	429,515.00	547,576.84	2,540.00	(118,061.84)	127.49
463.00	STREET MAINTENANCE	143,130.00	97,631.13	32,930.48	45,498.87	68.21
474.00	TRAFFIC SERVICES	12,400.00	760.77	92.32	11,639.23	6.14
478.00	WINTER MAINTENANCE	35,205.00	3,910.50	1,020.12	31,294.50	11.11
482.00	STREET ADMIN/GEN EXP	65,590.00	0.00	0.00	65,590.00	0.00
TOTAL Expenditures		685,840.00	649,879.24	36,582.92	35,960.76	94.76
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		685,840.00	602,786.10	14,339.59	83,053.90	87.89
TOTAL EXPENDITURES		685,840.00	649,879.24	36,582.92	35,960.76	94.76
NET OF REVENUES & EXPENDITURES		0.00	(47,093.14)	(22,243.33)	47,093.14	100.00

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
000.00		150,150.00	55,166.83	10,786.17	94,983.17	36.74
TOTAL Revenues		150,150.00	55,166.83	10,786.17	94,983.17	36.74
Expenditures						
000.00		150,150.00	48,980.81	5,540.66	101,169.19	32.62
TOTAL Expenditures		150,150.00	48,980.81	5,540.66	101,169.19	32.62
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		150,150.00	55,166.83	10,786.17	94,983.17	36.74
TOTAL EXPENDITURES		150,150.00	48,980.81	5,540.66	101,169.19	32.62
NET OF REVENUES & EXPENDITURES		0.00	6,186.02	5,245.51	(6,186.02)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 250 - LOCAL DEV. FINANCE AUTHORITY						
Revenues						
000.00		313,840.00	1,645,182.42	223,393.18	(1,331,342.42)	524.21
TOTAL Revenues		313,840.00	1,645,182.42	223,393.18	(1,331,342.42)	524.21
Expenditures						
691.00	L.D.F.A.	313,840.00	58,074.95	0.00	255,765.05	18.50
TOTAL Expenditures		313,840.00	58,074.95	0.00	255,765.05	18.50
Fund 250 - LOCAL DEV. FINANCE AUTHORITY:						
TOTAL REVENUES		313,840.00	1,645,182.42	223,393.18	(1,331,342.42)	524.21
TOTAL EXPENDITURES		313,840.00	58,074.95	0.00	255,765.05	18.50
NET OF REVENUES & EXPENDITURES		0.00	1,587,107.47	223,393.18	(1,587,107.47)	100.00

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 297 - ECONOMIC DEVELOPMENT COMM.						
Revenues						
000.00		40.00	21.33	3.61	18.67	53.33
TOTAL Revenues		40.00	21.33	3.61	18.67	53.33
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	21.33	3.61	18.67	53.33
TOTAL EXPENDITURES		40.00	0.00	0.00	40.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	21.33	3.61	(21.33)	100.00

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL IMPROVEMENT FUND						
Revenues						
000.00		131,615.00	68,391.55	0.00	63,223.45	51.96
TOTAL Revenues		131,615.00	68,391.55	0.00	63,223.45	51.96
Expenditures						
000.00		131,615.00	85,932.32	0.00	45,682.68	65.29
TOTAL Expenditures		131,615.00	85,932.32	0.00	45,682.68	65.29
Fund 401 - CAPITAL IMPROVEMENT FUND:						
TOTAL REVENUES		131,615.00	68,391.55	0.00	63,223.45	51.96
TOTAL EXPENDITURES		131,615.00	85,932.32	0.00	45,682.68	65.29
NET OF REVENUES & EXPENDITURES		0.00	(17,540.77)	0.00	17,540.77	100.00

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 592 - WATER/SEWER FUND						
Revenues						
000.00		5,255,285.00	1,519,081.02	233,337.53	3,736,203.98	28.91
TOTAL Revenues		5,255,285.00	1,519,081.02	233,337.53	3,736,203.98	28.91
Expenditures						
545.00	WATER & SEWER ADMINISTRATION	121,535.00	65,126.68	12,717.41	56,408.32	53.59
546.00	SEWER IMPROVEMENT	41,010.00	0.00	0.00	41,010.00	0.00
548.00	SEWER MAINTENANCE	142,850.00	189,418.79	14,107.44	(46,568.79)	132.60
555.00	WASTEWATER TREATMENT PLANT	2,492,485.00	386,522.64	71,375.10	2,105,962.36	15.51
556.00	WATER MAINTENANCE	413,855.00	189,386.34	47,026.16	224,468.66	45.76
557.00	STORM SEWER PROGRAM	18,495.00	0.00	0.00	18,495.00	0.00
558.00	WATER IMPROVEMENT	501,885.00	424,483.42	9,427.95	77,401.58	84.58
559.00	WATER TREATMENT PLANT	858,170.00	220,247.34	28,134.25	637,922.66	25.66
566.00	ALLOWANCE FOR DEPRECIATION	665,000.00	0.00	0.00	665,000.00	0.00
TOTAL Expenditures		5,255,285.00	1,475,185.21	182,788.31	3,780,099.79	28.07
Fund 592 - WATER/SEWER FUND:						
TOTAL REVENUES		5,255,285.00	1,519,081.02	233,337.53	3,736,203.98	28.91
TOTAL EXPENDITURES		5,255,285.00	1,475,185.21	182,788.31	3,780,099.79	28.07
NET OF REVENUES & EXPENDITURES		0.00	43,895.81	50,549.22	(43,895.81)	100.00

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 612 - MASON BUILDING AUTHORITY						
Revenues						
000.00		276,265.00	33,556.58	0.03	242,708.42	12.15
TOTAL Revenues		276,265.00	33,556.58	0.03	242,708.42	12.15
Expenditures						
000.00		276,265.00	33,556.25	0.00	242,708.75	12.15
TOTAL Expenditures		276,265.00	33,556.25	0.00	242,708.75	12.15
Fund 612 - MASON BUILDING AUTHORITY:						
TOTAL REVENUES		276,265.00	33,556.58	0.03	242,708.42	12.15
TOTAL EXPENDITURES		276,265.00	33,556.25	0.00	242,708.75	12.15
NET OF REVENUES & EXPENDITURES		0.00	0.33	0.03	(0.33)	100.00

PERIOD ENDING 12/31/2015

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 661 - MOTOR VEHICLE POOL						
Revenues						
000.00		499,930.00	229,419.07	156,949.73	270,510.93	45.89
TOTAL Revenues		499,930.00	229,419.07	156,949.73	270,510.93	45.89
Expenditures						
567.00	SHOP & BLDG. MAINTENANCE	47,915.00	4,941.44	1,041.92	42,973.56	10.31
568.00	EQUIPMENT MAINTENANCE	180,825.00	92,422.77	17,503.96	88,402.23	51.11
901.00	EQUIPMENT-CAPITAL OUTLAY	271,190.00	33,809.56	30,887.38	237,380.44	12.47
TOTAL Expenditures		499,930.00	131,173.77	49,433.26	368,756.23	26.24
Fund 661 - MOTOR VEHICLE POOL:						
TOTAL REVENUES		499,930.00	229,419.07	156,949.73	270,510.93	45.89
TOTAL EXPENDITURES		499,930.00	131,173.77	49,433.26	368,756.23	26.24
NET OF REVENUES & EXPENDITURES		0.00	98,245.30	107,516.47	(98,245.30)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 702 - RAYNER BOND FUND						
Revenues						
000.00		60,950.00	8,442.48	2,606.71	52,507.52	13.85
TOTAL Revenues		60,950.00	8,442.48	2,606.71	52,507.52	13.85
Expenditures						
000.00		60,950.00	49,734.62	0.00	11,215.38	81.60
TOTAL Expenditures		60,950.00	49,734.62	0.00	11,215.38	81.60
Fund 702 - RAYNER BOND FUND:						
TOTAL REVENUES		60,950.00	8,442.48	2,606.71	52,507.52	13.85
TOTAL EXPENDITURES		60,950.00	49,734.62	0.00	11,215.38	81.60
NET OF REVENUES & EXPENDITURES		0.00	(41,292.14)	2,606.71	41,292.14	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 711 - CEMETERY TRUST FUND						
Revenues						
000.00		4,175.00	2,103.53	627.40	2,071.47	50.38
TOTAL Revenues		4,175.00	2,103.53	627.40	2,071.47	50.38
Expenditures						
000.00		4,175.00	0.00	0.00	4,175.00	0.00
TOTAL Expenditures		4,175.00	0.00	0.00	4,175.00	0.00
Fund 711 - CEMETERY TRUST FUND:						
TOTAL REVENUES		4,175.00	2,103.53	627.40	2,071.47	50.38
TOTAL EXPENDITURES		4,175.00	0.00	0.00	4,175.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,103.53	627.40	(2,103.53)	100.00

GL NUMBER	DESCRIPTION	2015-16 AMENDED BUDGET	YTD BALANCE 12/31/2015 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2015 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 812 - SPECIAL ASSESSMENT FUND						
Revenues						
000.00		161,095.00	34,481.38	94.66	126,613.62	21.40
TOTAL Revenues		161,095.00	34,481.38	94.66	126,613.62	21.40
Expenditures						
000.00		161,095.00	56,968.75	0.00	104,126.25	35.36
TOTAL Expenditures		161,095.00	56,968.75	0.00	104,126.25	35.36
Fund 812 - SPECIAL ASSESSMENT FUND:						
TOTAL REVENUES		161,095.00	34,481.38	94.66	126,613.62	21.40
TOTAL EXPENDITURES		161,095.00	56,968.75	0.00	104,126.25	35.36
NET OF REVENUES & EXPENDITURES		0.00	(22,487.37)	94.66	22,487.37	100.00
TOTAL REVENUES - ALL FUNDS		14,978,425.00	8,101,787.03	965,079.01	6,876,637.97	54.09
TOTAL EXPENDITURES - ALL FUNDS		14,978,425.00	6,053,646.75	996,078.48	8,924,778.25	40.42
NET OF REVENUES & EXPENDITURES		0.00	2,048,140.28	(30,999.47)	(2,048,140.28)	100.00

QUARTERLY INVESTMENT REPORT FOR PERIOD ENDING 12/31/15

ACCOUNTS	CASH	GENERAL FUND INVESTMENT	DART MONEY MARKET	CUTWATER	TOTAL PRINCIPAL INVESTED	QUARTERLY INTEREST EARNED
MSB						
Cemetery Trust	2,016.88	242,648.65		100,693.31	345,358.84	176.13
Current Tax	1,275,695.86				1,275,695.86	
D.D.A.	29,856.47		72,545.51	18,843.59	121,245.57	70.02
E.D.C.	643.38	21,238.53			21,881.91	10.79
General Fund	1,685,456.65		725,710.05	63,471.78	2,474,638.48	1,865.68
General Fund - Checking	591,471.84				591,471.84	
L.D.F.A.	296,160.21	1,300,856.15	1,225,467.50		2,822,483.86	1,603.60
Rayner Bond	20,841.61	382,976.53		317,985.85	721,803.99	372.41
Water & Sewer	265,289.85				265,289.85	6.64
DNB						
Capital Improvement	387.20				387.20	
Local Streets	28,851.17		105,716.70	10,303.09	144,870.96	85.37
Major Streets	121,719.08		738,365.80	65,330.79	925,415.67	592.84
M.V.P	129,259.13		217,050.49	56,145.24	402,454.86	193.98
Mason Building Authority	547.14				547.14	0.07
Special Assessments	134,159.93		355,563.19	19,395.29	509,118.41	279.07
Water & Sewer	321,216.69		2,644,687.59	152,311.79	3,118,216.07	2,081.21
TOTALS INVESTED	4,903,573.09	1,947,719.86	6,085,106.83	804,480.73	13,740,880.51	7,337.81
AVERAGE INT RATE	.18%-AVG	.20%-AVG	.30%-AVG	.21%-AVG		
TERM	LIQUID	LIQUID	LIQUID	LIQUID		
MATURITY DATE	N/A	N/A	N/A	N/A		
% INVESTED	35.69%	14.17%	44.28%	5.85%	100.00%	

% IN DART	49.64%
% IN MSB	44.50%
% IN CUTWATER	5.85%
	100.00%

City of Mason

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MEMORANDUM

TO: Honorable Mayor and Council Members

FROM: Deborah Stuart, City Administrator

DATE: January 18, 2016

RE: ITEM 14: City Administrator's Report

Food Truck Ordinance Update (Update requested at 12.21.2015 City Council Meeting)
At this time staff has reviewed sample ordinances and agreed that the Traverse City ordinance is an appropriate model. The following schedule for input by the public and commissions/boards has been put in place to assure implementation in a timely fashion:

- Traffic Commission: January 27, 2016 meeting
- Downtown Development Authority: February 3, 2016 meeting
- Public Meeting: February 4, 2016
- Planning Commission: February 9, 2016 meeting

We anticipate a recommendation to the City Council from the Planning Commission no later than March, but will respect the public process and if additional time is needed to adjust based on the input we receive, staff will make those adjustments.

Washing Police Cars (Follow-up requested at 1.4.2016 City Council Meeting)
Staff evaluated alternative options to assure the police car fleet is washed on a regular basis. The car wash operator had been contacted and will be evaluating the fleet next week to identify any concerns regarding potential damage to the cars if they were to utilize his facility. At this time the cars are washed at the Department of Public Works when they are there for service or when the officers stop in. We will be evaluating whether a different approach is cost-effective and assure that the cars are washed on a regular basis to represent the City in the best light. In the next few weeks and we will update the Council on our decision.

West Columbia Street Sidewalks (Referenced at 1.4.16 City Council Meeting)
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 are in the process of researching 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. We plan to have this as a discussion item at an upcoming meeting.

Legacy Trees
The Legacy Tree Program had a goal of receiving gifts of 150 trees to be planted around the City. In the end, 79 trees were adopted and 22 remain to be planted. This program was a testament to the community's commitment to the City of Mason and resulted in a contribution of $11,850 toward the budget for tree planting.

For the trees that have been planted, a listing of donor name, species of tree, location including GPS information, and who the tree is in memory/honor of, donated by, and for whom the tree is dedicated to is available at **http://mason.mi.us/2015/051315_Spring%20Legacy%20Tree%20listing.pdf.** We will be exploring whether an extension of this program or developing other similar types of programs are worthy of City Council for consideration in the near term.