



# City of Fenton

301 South Leroy Street · Fenton, Michigan 48430-2196 • (810) 629-2261 • FAX (810) 629-2004

## **CITY OF FENTON COUNCIL AGENDA**

**Monday, February 28, 2011**

**City Hall Council Chambers**

**301 South LeRoy Street**

**7:30 PM**

Call to Order.

Invocation.

Pledge of Allegiance.

Roll Call.

### **COMMENTS & REPORTS**

- City Manager's Report
- Council Member Comments
- Legal Counsel's Report
- Mayor's Comments

**CITIZEN'S COMMENTS:** IF YOU WISH TO ADDRESS ANY AGENDA ITEMS, PLEASE IDENTIFY YOURSELF AND YOU WILL BE CALLED ON WHEN THAT ITEM IS REACHED. COMMENTS ON ITEMS NOT ON THE AGENDA MAY BE MADE AT THE CALL TO THE AUDIENCE.

#### **A. CONSENT AGENDA:**

- Approve the minutes of the February 7, 2011 Work Session.
- Council Authorize payment of invoices in the amount of \$125,032.97.
- Approve and place on file the minutes of the December 16, 2010 Planning Commission meeting, the December 18, 2010 Special meeting of the Downtown Development Authority, and the December 18, 2010 regular Downtown Development Authority meeting, a public hearing notice for the electric customers of Consumers Energy for March 7, 2011, a public hearing notice for the electric customers of Consumers Energy for March 9, 2011.

#### **B. APPOINTMENTS TO THE DOWNTOWN DEVELOPMENT AUTHORITY**

**CALL TO AUDIENCE**

**ADJOURNMENT**

**IF ACCOMMODATIONS ARE NEEDED DUE TO A DISABILITY, PLEASE CONTACT THE CITY CLERK'S OFFICE.**

**CITY OF FENTON COUNCIL WORK SESSION PROCEEDINGS**  
**Monday, February 7, 2011**  
**City Hall Council Chambers**  
**301 South Leroy Street**

Mayor Sue Osborn called the meeting to order at 7:30 PM.

Present: Faricy, Jacob, King, North, Osborn, Rauch, Smith.  
Absent: None.  
Others Present: Lynn Markland, City Manager; Robert Cairnduff, Fire Chief.

**CITIZENS COMMENTS** – None.

**TYRONE TOWNSHIP FIRE SERVICES CONTRACT**

Cairnduff reported to the Council that he has been in negotiations with Tyrone Township for a new contract to provide fire services. The City's current contract with Tyrone Township will expire on March 31, 2011. Cairnduff explained that most of the contract language will remain the same, as it was completely overhauled last year. However, the Township has requested to negotiate on a few items. Cairnduff stated that significant changes to the contract would include:

- Increasing the length of the contract to five years.
- Changing the cancellation fee from \$750 to \$500. Cairnduff explained that this change would still cover the department's payroll.
- Changing the Opt-out clause language from 90 days to 120 days.
- Negotiating a graduated scale of increase the fuel surcharge over the next five years.
- Adding a renegotiation clause to the contract to adjust for call volumes dramatically increasing or decreasing.

Cairnduff reported that Tyrone Township has also suggested changing the per run fee, which is currently set at \$1,337 per run. He feels that the City should continue on with this fee with a 1% increase per year, according to Option 2, which is outlined in the memo he submitted to the City Manager. Cairnduff stated that he feels the proposed changes have been acceptably addressed and he is recommending that the Council submit the contract to Tyrone Township for their review.

Rauch questioned how many firefighters respond to a call and Cairnduff stated that 6-10 respond during the day and 10-20 respond at night. Faricy questioned if a quicker notice of cancellation could be sent out and Cairnduff explained that a problem with manpower could develop. Markland asked if Tyrone Township had any ordinances regarding false alarms like the City has and Cairnduff did not have that information. Smith questioned who would be negotiating the contract to adjust for call volume and Cairnduff explained that the renegotiation clause simply allows call volume to trigger the ability to renegotiate the contract. North questioned who sets the rate for the fuel surcharge and Cairnduff explained that they are still trying to work that out. North added that the Fire Department response times are great. King confirmed that the City was charging fees when they are dispatched to a controlled burn that has a permit. Cairnduff explained that Tyrone Township is sending lists of burn permits that have been issued to our dispatch, however, confusion can take place according to how the call comes in.

Faricy stated that the City has a good working relationship with Tyrone Township and questioned if we had discussed sharing police services with them as well. Osborn stated that it is something that could be discussed. Osborn further stated that she would like to hold a joint meeting with all of the surrounding units of government. Faricy stated that Governor Snyder would like to see some consolidation. Markland stated that the City has engaged in a lot of shared services already. Osborn stated that intergovernmental relations need to be improved and King added that we need to look at cost sharing between everyone.

The Council came to a general consensus for the Fire Chief to proceed with negotiations with Tyrone Township for Fire Services, as outlined in Option 2.

### **CALL TO THE AUDIENCE**

Doug Tebo, Chairman of the Oakwood Cemetery Board, reported that there was a very large funeral that was scheduled for the day of the recent snow storm and that the DPW crew members still made time to make sure that the roads in the Cemetery were acceptable for people to navigate. Tebo stated that they did an exceptional job. King and North both agreed that the roads were very well taken care of throughout the City after the big storm. King added that the funeral homes should have a direct contact at the City that they can touch base with if this type of situation happens again. Jacob stated that he received four different phone calls from residents and they were all very complimentary of the DPW's work to plow out the roads.

### **COUNCIL MEMBER COMMENTS**

Osborn reviewed a letter sent from Acument Technologies which expressed their gratitude to the City for working so hard to help them find a way to re-open their business. Osborn requested that the Council revisit the notion of participating in the Mayor's Automotive Coalition, since the membership provided insight into many ways that the City can help businesses get back on their feet. Council agreed to discuss this item at the March Work Session.

Smith questioned how the new waste hauler, Republic Waste Services, is doing. Markland stated that he has not received any complaints so far. Markland further reported that the City will now be selling cinch drawstring garbage bags as another option. The bags would still sell for \$1.10 per bag.

Meeting adjourned at 8:07 PM.

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Mayor Sue Osborn

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City Clerk, Jennifer Naismith

02/25/2011 10:48 AM  
User: cward  
DB: Fenton

INVOICE GL DISTRIBUTION REPORT FOR CITY OF FENTON

POST DATES 02/28/2011 - 02/28/2011  
UNJOURNALIZED  
OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-111.300	INVENTORY - SALT	DETROIT SALT COMPANY	ROCK SALT	2,659.74	
101-000-111.300	INVENTORY - SALT	DETROIT SALT COMPANY	ROCK SALT	5,154.85	
101-000-111.300	INVENTORY - SALT	DETROIT SALT COMPANY	ROCK SALT	2,667.20	
Total For Dept 000				10,481.79	
Dept 101 CITY COUNCIL					
101-101-864.000	CONFERENCES & DUES	BEN SMITH	MML TRAINING MILEAGE	45.00	
101-101-864.000	CONFERENCES & DUES	BEN SMITH	PAUL SCOTT BREAKFAST TALK- MILEAGE	12.50	
Total For Dept 101 CITY COUNCIL				57.50	
Dept 209 ASSESSOR					
101-209-970.000	CAPITAL OUTLAY	STATE OF MICHIGAN	DEPUTY ASSESSOR CLASS- C. DECATOR	300.00	
Total For Dept 209 ASSESSOR				300.00	
Dept 211 LEGAL					
101-211-826.000	LEGAL FEES	FOSTER, SWIFT, COLLINS &	ASSESSOR	1,412.00	
Total For Dept 211 LEGAL				1,412.00	
Dept 234 GENERAL SERVICES					
101-234-728.000	POSTAGE	PURCHASE POWER	CITY HALL- POSTAGE	4,040.00	
Total For Dept 234 GENERAL SERVICES				4,040.00	
Dept 253 TREASURER					
101-253-864.000	CONFERENCES & DUES	MGFOA	SPRING SEMINAR- C. SHANE	99.00	
Total For Dept 253 TREASURER				99.00	
Dept 265 CITY HALL					
101-265-956.100	MISCELLANEOUS	MICHIGAN COMPANY INC.	CITY HALL- CUSTODIAL SUPPLIES	61.21	
Total For Dept 265 CITY HALL				61.21	
Dept 301 POLICE GENERAL					
101-301-740.000	OPERATING SUPPLIES	BATTERIES PLUS	POLICE- BATTERY	194.99	
101-301-740.000	OPERATING SUPPLIES	GALL'S, INC.	POLICE- RECHARGEABLE BATTERY	58.97	
101-301-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	POLICE- OFFICE SUPPLIES	48.96	
101-301-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	POLICE- INK CARTRIDGE	77.99	
101-301-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	POLICE- OFFICE SUPPLIES	205.98	
101-301-740.000	OPERATING SUPPLIES	ZEE MEDICAL SERVICE CO.	CITY HALL- MEDICAL SUPPLIES	80.10	
101-301-741.000	UNIFORMS	DIXIE CLEANERS	POLICE DEPT- DRY CLEANING	637.90	
101-301-826.100	PROSECUTIONS	FOSTER, SWIFT, COLLINS &	PROSECUTIONS	5,210.64	
101-301-961.000	NARCOTICS CONTROL COUNCIL	GENESEE COUNTY CONTROLLE	GAIN AUTO THEFT DUES	1,000.00	
Total For Dept 301 POLICE GENERAL				7,515.53	
Dept 320 POLICE TRAINING					
101-320-960.302	ED & TRAIN 302 GRANT	POLICE LEGAL SCIENCES, I	DISPTACH TRAINING-ONLINE INSERVICE	600.00	
Total For Dept 320 POLICE TRAINING				600.00	
Dept 327 POLICE STATION & BUILDING					
101-327-740.000	OPERATING SUPPLIES	MIDLAND CHEMICAL COMPANY	POLICE- SUPPLY	31.93	
Total For Dept 327 POLICE STATION & BUILDING				31.93	
Dept 336 FIRE ADMINISTRATIVE					

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 336 FIRE ADMINISTRATIVE					
101-336-740.100	MEDICAL SUPPLIES/TRAINING	GENESEEE COUNTY MEDICAL C	ID BADGE- JOSH STURGIS	5.00	
101-336-740.200	FIRE FIGHTING EQUIP	C& M WIRE ROPE & SUPPLY	INDUSTRIAL OIL DRY	248.22	
101-336-740.200	FIRE FIGHTING EQUIP	HEIMAN FIRE EQUIPMENT	FIRE DEPT- SLEDGE	64.10	
101-336-934.000	EQUIPMENT MAINT.	INDUSTRIAL SCIENTIFIC	CO2 GAS DETECTOR REPAIR	367.33	
101-336-934.000	EQUIPMENT MAINT.	INTERSTATE BATTERY OF FL	FIRE HALL- FLOOR SCRUBBER	499.80	
101-336-934.000	BODY WORK TO BRUSH TRUCK	SHANNON AUTO COLLISION	BODY REPAIR (FLOOR BOARDS RUSTED THRO	606.00	
101-336-960.000	EDUCATION & TRAINING	MARSHALL COLLEY	EMS LICENSE FEE- REIMBURSEMENT	60.00	
101-336-960.000	EDUCATION & TRAINING	MATT EVERHARD	EMS LICENSE FEE- REIMBURSEMENT	65.00	
Total For Dept 336 FIRE ADMINISTRATIVE				1,915.45	
Dept 346 FIRE STATION					
101-346-931.000	BUILDING MAINTENANCE	GEN POWER PRODUCTS INC.	GENERATOR P.M. AGREEMENT	411.00	
101-346-931.000	BUILDING MAINTENANCE	MICHIGAN COMPANY INC.	FIRE HALL- CUSTODIAL SUPPLIES	30.47	
101-346-931.000	BUILDING MAINTENANCE	UNI FIRST	FIRE DEPT - MATS	95.36	
Total For Dept 346 FIRE STATION				536.83	
Dept 371 INSPECTION					
101-371-864.000	CONFERENCES & DUES	GCBOA	CONFERENCE- B. HISSONG	40.00	
101-371-864.000	CONFERENCES & DUES	INTERNATIONAL CODE COUNC	BUILDING DEPT- CODE BOOKS	86.00	
101-371-864.000	CONFERENCES & DUES	MACEO	HOARDING CONFERENCE- 3 ATTENDEES	45.00	
101-371-970.000	CAPITAL OUTLAY	DELL	BUILDING DEPT - LAPTOP	657.56	
Total For Dept 371 INSPECTION				828.56	
Dept 738 LIBRARY					
101-738-740.000	OPERATING SUPPLIES	MICHIGAN COMPANY INC.	LIBRARY- CUSTODIAL SUPPLIES	57.51	
Total For Dept 738 LIBRARY				57.51	
Dept 746 COMMUNITY NEEDS					
101-746-822.000	EXPO PROGRAM	FENTON REGIONAL CHAMBER	2011 EXPO HALLWAY BOOTH	280.00	
Total For Dept 746 COMMUNITY NEEDS				280.00	
Dept 805 PLANNING					
101-805-818.000	CONTRACTED SERVICES	LSL PLANNING, INC	PLANNING - CONSULTATION FEES	514.88	
Total For Dept 805 PLANNING				514.88	
Dept 892 BEAUTIFICATION					
101-892-777.000	CITY FLAGS	KLEE MFG. & DIST. CO., I	TOUGH TEX FLAG	123.50	
101-892-777.000	CITY FLAGS	KLEE MFG. & DIST. CO., I	BEAUTIFICATION- FLAGS	638.35	
Total For Dept 892 BEAUTIFICATION				761.85	
Total For Fund 101 GENERAL FUND				29,494.04	
Fund 202 MAJOR STREET FUND					
Dept 449 ENGINEERING					
202-449-829.000	BRIDGE INSPECTIONS	HUBBELL, ROTH & CLARK	MDOT BRIDGE SCOUR EVAL	4,900.00	
Total For Dept 449 ENGINEERING				4,900.00	
Dept 457 CAPITAL IMPROVEMENT					
202-457-863.000	SILVER LK RD RESURFACING	HUBBELL, ROTH & CLARK	US23 BUSINESS ROUTE JURISDICTION	311.39	
Total For Dept 457 CAPITAL IMPROVEMENT				311.39	

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GENERAL/WATER/SEWER FUNDS					
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	CHAPPLE ELECTRIC, LLC	MAJOR STREETS- BASE LAMPS	247.08	
202-463-740.000	OPERATING SUPPLIES	EAST JORDAN IRON WORKS,	MATERIALS	309.82	
202-463-740.000	OPERATING SUPPLIES	FASTENAL COMPANY	OPERATING SUPPLIES	454.84	
202-463-740.000	PENETRATING OIL	STATE INDUSTRIAL PRODUCT	MAINTENANCE MATERIALS	366.00	
202-463-740.000	CON-SEAL	STATE INDUSTRIAL PRODUCT	MAINTENANCE MATERIALS	326.00	
202-463-740.000	SHIPPING	STATE INDUSTRIAL PRODUCT	MAINTENANCE MATERIALS	40.65	
Total For Dept 463 MAINTENANCE				1,744.39	
Dept 474 TRAFFIC SERVICES					
202-474-740.000	2 3/8" ROUND STREET SIGN POSTS	TECHNICHEM, INC.	ROUND STREET SIGN POSTS	622.08	
202-474-740.000	FREIGHT CHARGE	TECHNICHEM, INC.	ROUND STREET SIGN POSTS	105.92	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SIGNAL -US23 & FENWAY	265.83	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SILVER LK & SILVER PKWY	703.40	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SILVER LAKE & POPLAR	272.22	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	CAROLINE ST @ LEROY	237.28	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	OWEN RD & KMART	652.44	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	STATE @ SUMMIT 41	112.54	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SIGNAL US23 OWEN @ DONALDSON	47.61	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	US23 SB RAMP @ SILVER LK	66.25	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	NORTH RD @ POPLAR ST	73.47	
Total For Dept 474 TRAFFIC SERVICES				3,159.04	
Dept 475 RAILROAD					
202-475-925.000	GR TRK CROSSING LEASE MNT	GRAND TRUNK WESTERN	SEWER XING & PARALLELISM	300.00	
Total For Dept 475 RAILROAD				300.00	
Total For Fund 202 MAJOR STREET FUND				10,414.82	
Fund 208 PARK/RECREATION FUND					
Dept 691 RECREATION & PARKS					
208-691-740.000	RESIDENT/NONRESIDENT STICKERS	Rydin Decal	SILVER LAKE PARK ENTRANCE STICKERS	525.00	
208-691-740.000	FREIGHT	Rydin Decal	SILVER LAKE PARK ENTRANCE STICKERS	12.06	
Total For Dept 691 RECREATION & PARKS				537.06	
Total For Fund 208 PARK/RECREATION FUND				537.06	
Fund 209 CEMETERY FUND					
Dept 277 CEMETERY OPERATING					
209-277-802.000	GRAVE OPENINGS	FENTON CEMETERY SERVICE	OAKWOOD CEMTERY OPERATION- JAN 2011	656.00	
209-277-804.000	COMMISSIONS-SALE OF LOTS	FENTON CEMETERY SERVICE	OAKWOOD CEMTERY OPERATION- JAN 2011	234.00	
Total For Dept 277 CEMETERY OPERATING				890.00	
Dept 967 CONTRB TO OTHER FUNDS					
209-967-965.213	TRANSF TO PERPETUAL CARE	OAKWOOD CEMETERY	LOT SALES- JANUARY 2011	234.00	
Total For Dept 967 CONTRB TO OTHER FUNDS				234.00	
Total For Fund 209 CEMETERY FUND				1,124.00	
Fund 226 GARBAGE AND RUBBISH COLLECTION FUND					
Dept 000					
226-000-111.000	GARBAGE TAGS	RESOURCEFUL BAG & TAG CO	ORANGE GARBAGE TAGS	2,437.00	

POST DATES 02/28/2011 - 02/28/2011  
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GENERAL/WATER/SEWER FUNDS					
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 226 GARBAGE AND RUBBISH COLLECTION FUND					
Dept 000					
226-000-111.000	PRINTING COST	RESOURCEFUL BAG & TAG CO	ORANGE GARBAGE TAGS	345.00	
Total For Dept 000				2,782.00	
Total For Fund 226 GARBAGE AND RUBBISH COLLECTION FUN				2,782.00	
Fund 591 WATER FUND					
Dept 173 728					
591-173-728.000	POSTAGE	FEDERAL EXPRESS CORPORAT	BOND CORRESPONDENCE	28.72	
Total For Dept 173 728				28.72	
Dept 266 WATER TREATMENT PLANT					
591-266-740.000	HYPOCHLORITE SOLUTION SS150	JONES CHEMICALS, INC.	WATER PLANT CHEMICALS-HYPOCHLORITE	2,161.53	
591-266-740.000	FUEL SURCHARGE	JONES CHEMICALS, INC.	WATER PLANT CHEMICALS-HYPOCHLORITE	55.48	
591-266-864.000	CONFERENCES & DUES	ROBERT STUCKER	WATER EXPO - REIMBURSEMENTS	42.50	
591-266-956.100	MISCELLANEOUS	COMMERCE CONTROLS, INC.	WATER PLANT- SERVICE CALL	448.00	
Total For Dept 266 WATER TREATMENT PLANT				2,707.51	
Dept 900 WATER OPERATING					
591-900-778.000	METERS	ETNA SUPPLY	WATER DEPT- OPERATING SUPPLIES	490.79	
591-900-971.300	CROSS CONNECTION	HYDRO-DESIGNS, INC.	CROSS CONNECTION CONTROL PROGRAM	1,265.00	
Total For Dept 900 WATER OPERATING				1,755.79	
Total For Fund 591 WATER FUND				4,492.02	
Fund 640 DPW EQUIPMENT REVOLVING FUND					
Dept 932 EQUIPMENT					
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	602.11	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	1,509.87	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	912.84	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	1,312.61	
640-932-931.000	BUILDING MAINTENANCE	UNI FIRST	DPW- MATS	82.70	
640-932-933.000	DPW EQIUP MAINT	MIDLAND CHEMICAL COMPANY	DPW- DRUM AND DEPOSIT	392.00	
640-932-933.000	DPW EQIUP MAINT	MONROE TRUCK EQUIPMENT	PUMP REPAIR	425.00	
640-932-933.000	DPW EQIUP MAINT	VIC CANEVER CHEVROLET IN	DPW TRUCK- REPLACE HEATER CORE	265.03	
Total For Dept 932 EQUIPMENT				5,502.16	
Total For Fund 640 DPW EQUIPMENT REVOLVING FUND				5,502.16	
Fund Totals:					
Fund 101 GENERAL FUND				29,494.04	
Fund 202 MAJOR STREET				10,414.82	
Fund 208 PARK/RECREATI				537.06	
Fund 209 CEMETERY FUND				1,124.00	
Fund 226 GARBAGE AND R				2,782.00	
Fund 591 WATER FUND				4,492.02	
Fund 640 DPW EQUIPMENT				5,502.16	
Total For All Funds:				54,346.10	

POST DATES 03/01/2011 - 03/01/2011  
 UNJOURNALIZED  
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ESCROW ACCOUNTS

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-220.173	LASCO FORD	LSL PLANNING, INC	ESCROW- CONSULTATIONS	280.00	
101-000-220.222	HAMEL BROTHERS LLC ESCROW	LSL PLANNING, INC	ESCROW- CONSULTATIONS	360.00	
101-000-220.287	BEALE GROUP	LSL PLANNING, INC	ESCROW- CONSULTATIONS	20.00	
101-000-220.287	BEALE GROUP	PROGRESSIVE	BEALE GROUP- TE DESIGN	609.94	
101-000-220.299	1ST PRESBYTERIAN CHURCH	GRISSIM METZ ANDREISE AS	FIRST PRESBYTERIAN CHURCH	325.00	
101-000-220.299	1ST PRESBYTERIAN CHURCH	LSL PLANNING, INC	ESCROW- CONSULTATIONS	150.00	
101-000-220.317	ANIMAL HEALTH CLINIC	LSL PLANNING, INC	ESCROW- CONSULTATIONS	210.00	
101-000-220.322	FENTON HOTELS LLC	FIRE SAFETY CONSULTANTS	FAIRFIELD INN- PLAN REVIEW	1,670.00	
101-000-220.322	FENTON HOTELS LLC	HUBBELL, ROTH & CLARK	MARRIOTT FAIRFIELD - CONSTRUCTION	4,215.04	
101-000-220.343	VG'S -OUTLOT	LSL PLANNING, INC	ESCROW- CONSULTATIONS	90.00	
101-000-220.351	DOUGLAS WATER	HUBBELL, ROTH & CLARK	DOUGLAS WATER - PLAN REVIEW	97.10	
Total For Dept 000				8,027.08	
Total For Fund 101 GENERAL FUND				8,027.08	
Fund Totals:					
Fund 101 GENERAL FUND				8,027.08	
Total For All Funds:				8,027.08	



POST DATES 02/27/2011 - 02/27/2011

UNJOURNALIZED

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## LDFA FUNDS

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 495	LDFA CONSTRUCTION FUND				
Dept 852	LOCAL DEVELOPMENT FINANCE				
495-852-820.910	CMAQ	HUBBELL, ROTH & CLARK	OWEN RD CORRIDOR TRAFFIC SIGNAL	4,381.38	
495-852-820.910	CMAQ	HUBBELL, ROTH & CLARK	OWEN RD CORRIDOR TRAFFIC SIGNAL	1,083.38	
495-852-820.910	CMAQ	HUBBELL, ROTH & CLARK	OWEN RD CORRIDOR TRAFFIC SIGNAL	500.86	
495-852-864.000	CONFERENCES & DUES	MICHAEL BURNS	MEDA-CAPITAL DAY- MILEAGE	30.00	
<b>Total For Dept 852 LOCAL DEVELOPMENT FINANCE</b>				<b>5,995.62</b>	
<b>Total For Fund 495 LDFA CONSTRUCTION FUND</b>				<b>5,995.62</b>	
<b>Fund Totals:</b>					
Fund 495 LDFA CONSTRUC				5,995.62	
<b>Total For All Funds:</b>				<b>5,995.62</b>	

POST DATES 03/02/2011 - 03/02/2011

UNJOURNALIZED

OPEN

## DDA FUNDS

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 401 DDA CONSTRUCTION FUND					
Dept 851 DOWNTOWN DEVELOPMENT					
401-851-810.000	PROF SERV - ENGINEERING	FIELD TO FINISH	PROPOSED PARCEL DIVISION- OLD FIREHAL	750.00	
401-851-818.400	MARKETING	WHMI 93.5 FM	BE CLOSER ADVERTISING	525.00	
401-851-818.400	MARKETING	WWJ-AM	BE CLOSER- ADVERTISING	1,875.00	
401-851-864.000	CONFERENCES & DUES	MICHAEL BURNS	MEDA - CAPITAL DAY- MILEAGE	30.00	
401-851-971.400	MASTER PLAN IMPLEMENT	LSL PLANNING, INC	DT STREETScape	93.75	
401-851-971.410	WAYFINDING	WEAVER DESIGN	WAYFINDING DESIGN-PROJECT MANAGEMENT	382.50	
401-851-975.730	FACADE IMPROVEMENT PROG	JOHN DZIURMAN ARCHITECTS	FACADE IMPROVEMENTS	2,698.38	
401-851-975.782	RIVER ST PARKING IMPROV.	HUBBELL, ROTH & CLARK	RIVER ST PARKING LOT STORM IMPROVEMEN	385.95	
401-851-975.800	SILVER PARKWAY DESIGN ENGINEERI	HUBBELL, ROTH & CLARK	SILVER PKWY RESURFACING MDOT REQUIREM	10,959.31	
401-851-975.800	SILVER PARKWAY DESIGN ENGINEERI	HUBBELL, ROTH & CLARK	SILVER PKWY RESURFACING - TESTING	3,816.88	
401-851-975.800	SILVER PARKWAY DESIGN ENGINEERI	HUBBELL, ROTH & CLARK	SILVER PKWY RESURFACING- CONST. OBSER	9,225.83	
401-851-975.800	SILVER PARKWAY DESIGN ENGINEERI	HUBBELL, ROTH & CLARK	SILVER PKWY RESURFACING-CONTRACT ADMI	1,185.38	
401-851-975.801	SILVER PKWY IMPROVEMENTS	HUBBELL, ROTH & CLARK	SILVER PKWY LIGHTING & LANDSCAPING	7,752.39	
401-851-975.801	SILVER PKWY IMPROVEMENTS	LSL PLANNING, INC	SILVER PARKWAY	253.57	
401-851-975.809	WALNUT ST. IMPROVEMENTS	HUBBELL, ROTH & CLARK	WALNUT ST - PLANS & SPECS	2,619.60	
401-851-975.809	WALNUT ST. IMPROVEMENTS	HUBBELL, ROTH & CLARK	WALNUT ST - CONTRACT ADMIN	428.76	
401-851-975.809	WALNUT ST. IMPROVEMENTS	HUBBELL, ROTH & CLARK	WALNUT ST- PRELIMINARY ENGINEERING	5,736.00	
401-851-975.809	WALNUT ST. IMPROVEMENTS	HUBBELL, ROTH & CLARK	WALNUT ST RECONSTRUCTION- DESIGN	7,945.87	
Total For Dept 851 DOWNTOWN DEVELOPMENT				56,664.17	
Total For Fund 401 DDA CONSTRUCTION FUND				56,664.17	
Fund Totals:					
Fund 401 DDA CONSTRUCT				56,664.17	
Total For All Funds:				56,664.17	

**FENTON PLANNING COMMISSION MINUTES**  
**City Hall Council Chambers**  
**301 South Leroy Street**  
**December 16, 2010**

Chairman Parker called the meeting to order at 7:00 PM.

Present: Kasper, Morey, Orzol, Parker, Smith, Sprague, Steffey.

Absent: Farella, Lenhart.

Others Present: Brad Hissong, Building/Zoning Administrator; Carmine Avantini, LSL Planning.

**MINUTES**

Moved by Kasper, seconded by Smith to approve the minutes of the October 28, 2010 meeting, as written. Motion carried by voice vote.

**EXTENSION OF SPECIAL LAND USE, SITE PLAN AND AMANDMENT TO SITE PLAN FOR FIRST PRESBYTERIAN CHURCH AT 503 SOUTH LEROY STREET**

Avantini reviewed that the previous site plan and Special Land Use for this project was approved, however, the applicant is requesting the removal of elements pertaining to the sanctuary, as well as the removal of the third story. Avantini explained that the applicant has also developed a new entrance from the rear parking lot and eliminated the side entrance off of Elizabeth Street. Avantini reviewed that the applicant is requesting a one-year extension of the Special Land Use and site plan, and after review of the proposed changes, did not see any impediment to approving the proposed the extensions to both. Avantini outlined his position on this matter in a letter from LSL Planners dated for December 8, 2010. Hissong stated that the applicants were on hand to review the proposed changes. The applicants present were Pastor Dale Swihart, of the First Presbyterian Church; Brent LaVanway, of Boss Engineering; and a representative of the architect for the project.

LaVanway explained that the client had previously proposed demolition of the existing classroom and office space, however, they now want to preserve it. The client has also asked to eliminate the third story which would reduce the total square footage and cost of the project. LaVanway further explained that changes have been made to the landscaping on the south elevation of the building in accordance to revised requirements, but two trees will be replaced in the rear parking lot. The architect explained that there will no longer be an entrance to the side of the building off of Elizabeth Street, citing considerations for logistics and improvements to security. The architect explained that the overall changes would result in a reduction of 4700 square feet and a seven foot reduction in total elevation, in addition, the historical character of the facility would remain intact. The total changes in the plans will also result in a loss of one parking space on Elizabeth Street.

Morey confirmed that the approval of the extension would also allow for any minor changes to the plans to be handled administratively. Smith questioned if the changes in parallel parking on Elizabeth Street would interfere with the Complete Streets effort and Avantini agreed that Sue Grissom should be consulted on this matter. Smith explained that the Complete Streets Initiative is a set of guidelines set forth to make the downtown more pedestrian friendly and draw people in. Hissong stated that the project should have a positive effect on this initiative, as the idea is to maximize parking.

Parker expressed his concern that approving an extension on this project may not be the right way to move on this matter as the deadline is a couple of months overdue. Parker

questioned how long after the deadline has passed doe the Commission have the ability to grant an extension. Avantini stated that they are seeing this type of issue in many communities and as long as the extension occurs within a few months of the previous expiration, the Commission should be ok. Avantini stated that it is a situational judgment call and added that they have been diligently working on this project. Kasper added that proposing a new Special Land Use for this project would result in the addition of fees, publications, and a public hearing. Swihart stated that the missed deadline was an oversight on his part because he did not realize the deadlines. Swihart further stated that the project is intended to be completed by October of 2011. Swihart also added that the congregation is very excited about this project.

A motion was made by Sprague and seconded by Steffey to approve the extension of a Special Land Use and revised site plan for the expansion of the First Presbyterian Church, located at 503 S. LeRoy Street, for a period of one year from the original deadline, making the new deadline of September 24, 2011, subject to review by Sue Grissom, and authorizing the administration to handle minor adjustments to the project.

YEAS: Kasper, Morey, Orzol, Parker, Smith, Sprague, Steffey.

NAYS: None.

ABSENT: Farella, Lenhart. **Motion carried.**

#### **MEETING SCHEDULE FOR 2011**

A motion was made by Kasper and seconded by Morey to approve the 2011 meeting schedule of the City of Fenton Planning Commission as follows:

- January 27, 2011
- February 24, 2011
- March 24, 2011
- April 24, 2011
- May 26, 2011
- June 23, 2011
- July 28, 2011
- August 25, 2011
- September 22, 2011
- October 27, 2011
- November 17, 2011
- December 22, 2011

The motion was carried by voice vote.

#### **ADMINISTRATIVE ITEMS**

Hissong stated that the Planning Commission should look to see scheduled joint training for the Boards and Commissions after the first of the year. Hissong stated that the Commission should consider amending the time frames for applicants. He added that currently, the clock starts ticking once the administrative reviews are complete. Hissong stated that there probably should be firmer deadlines in place. Avantini questioned a time frame of 60 days or 90 days and added that there needs to be sufficient time in order for the administration in order to complete their tasks. Avantini suggested that the applicants should seek an extension after 90 days. Hissong stated that it is a matter of consistency from one applicant to another.

Hissong stated that there has been a lot of interest for commercial development in the City including Subway, Halo Burger, and Bangkok Peppers. Hissong also added that there may be a higher end Mexican restaurant going in where O'Malley's Galley was.

## **LSL ITEMS**

Avantini stated that a plan for the Owen Road and US-23 interchange will be presented to the Commission at an upcoming meeting. Avantini stated that the property owners in this area are very interested in the changes which include shared access plans. Avantini stressed the importance of having this type of plan in place for future development

Avantini stated that the DDA is working on the downtown streetscape and lighting project for Silver Parkway and these items should come before the Planning Commission in the next few months for their review. Avantini wished everyone happy holidays.

## **COMMISSION MEMBER ITEMS**

Morey confirmed that the CMAQ project was tied in with Owen Road and Avantini stated that the goal of the project is to try and reduce the number of points of entry on Owen Road. Hissong stated that there may be an addition of a traffic signal at Owen Road and Alloy Drive.

Hissong stated that Lasco Ford should be coming before the Commission soon. Kasper inquired about a separate issue pertaining to asphalt that was previously discussed. Hissong reported that a letter requiring compliance from the party was sent and now it is time to put some more pressure on about the matter.

Orzol stated that it is very important to communicate with the DDA about the downtown streetscape project when considering approval for new projects. Hissong stated that proposed projects in the downtown area should be reviewed by the DDA as well. Hissong added that the City's Code Enforcement Officer has been very focused on the issue of snow removal on the sidewalks. Avantini inquired after the new Spartan mini-mart and Hissong stated that the lights on the canopies are too bright and he has spoken with the owner and ensured that they will be dimmed down a bit. Avantini stated that the building looks nice and Steffey commented that it was constructed very quickly. Hissong stated that it is set to open for business on December 21, 2010.

Sprague apologized for missing the last meeting as he was out of town. Parker wished everyone a safe and happy holiday.

Meeting was adjourned at 7:48 PM.

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Jennifer Naismith, City Clerk



**Fenton  
Downtown  
Development  
Authority**

**FENTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS**

5:30 p.m.

Tuesday

January 18, 2011

The special meeting was called to order by Chairman Schmidt at 5:32pm.

**ROLL CALL:**

**PRESENT:** Carpenter, Cole, Henderson, James, Kasper, Osborn, Piacentini, Saule, Schmidt, Wesch

**ABSENT:** Medich Jr.

**OTHERS:** Michael Burns, Assistant City Manager/DDA Director; Lynn Markland, City Manager; Steve Schultz, DDA Attorney; Kim Rivera, New Moon

**CLOSED SESSION:**

Motion by Osborn, support by Kasper to enter into a closed session at 5:35pm for the purpose of discussing an issue subject to the attorney client privilege.

MOTION CARRIED, Roll Call Vote: Carpenter-aye, Cole-aye, Henderson-aye, James-aye, Kasper-aye, Osborn-aye, Picacentini-aye, Saule-aye, Schmidt-aye, Wesch-aye.

**RECONVENE TO OPEN SESSION:**

Motion by Carpenter, support by Cole to have Burns and Rivera take action as discussed in the closed session.

**ADJOURNMENT:**

The meeting was adjourned at 6:05pm.

Respectfully submitted by,

*Craig Schmidt*  
Craig Schmidt, Chairman  
Downtown Development Authority

*Charles Decator*  
Charles Decator  
Recording Secretary



**Fenton  
Downtown  
Development  
Authority**

**FENTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS**

6:00 p.m.

Tuesday

January 18, 2011

The meeting was called to order by Chairman Schmidt at 6:10pm.

**ROLL CALL:**

**PRESENT:** Carpenter, Cole, Henderson, James, Kasper, Osborn, Piacentini, Saule, Schmidt, Wesch

**ABSENT:** Medich

**OTHERS:** Michael Burns, Assistant City Manager/DDA Director; Lynn Markland, City Manager; Cynthia Shane, DDA Treasurer

**EXECUTIVE DIRECTOR'S REPORT:**

Burns reported that he has met with Michigan Brewing Company (MBC) and reached a tentative agreement. Burns stated that the Business Development Committee will meet on Friday to discuss the agreement and the DDA will have a special meeting next week to finalize the agreement.

Burns stated that Kim Rivera of New Moon Visions will be hosting the Merchant Marketing and Community Branding next week at the Community Center.

Burns reported that there will be a public meeting at City Hall on February 7<sup>th</sup> at 6pm to discuss garbage dumpsters in Dibbleville.

**FINANCIAL REPORT:**

Shane provided the board with and update of the financial report.

**CONSENT AGENDA:**

- a. Accounts Payable – Authorize payment of bills in the amount of \$39,446.01
- b. Minutes of the October 25, 2010 Marketing & Retention Committee
- Minutes of the November 2, 2010 Business Development Committee
- Minutes of the November 9, 2010 Design Committee
- Minutes of the November 16, 2010 DDA Meeting
- Minutes of the December 7, 2010 Business Development Committee

Motion by Cole, support by Kasper to approve the consent agenda as presented.  
MOTION CARRIED, ALL AYES.

**SILVER PARKWAY LIGHTING, IRRIGATION AND LANDSCAPING PROJECT:**

Burns stated that the Design Committee has been working with Hubbell, Roth and Clark Engineering (HRC), Grissim, Metz, Andriese Associates and LSL Planning to begin developing a conceptual design for landscaping, lighting, and irrigation on Silver Parkway. Burns stated that the total estimated cost for this project is \$786,400 and that the project would be phased over two fiscal cycles.

Sue Grissim presented the landscaping design concept for the Parkway. Grissom stated that maintenance would be added to the landscaping plan and the cost should be minimal.

Dave Kelly (HRC) presented three styles of LED lighting that could be used for the project. Kelly stated that using LED lighting would result in energy savings and lower maintenance costs. After discussion the DDA selected two styles to submit for bids and they are requesting a two-year maintenance agreement be included.

Burns stated that the Design Committee approved a recommendation to the DDA Board to move forward with this project at a cost not to exceed \$786,400.

Motion by Saule, support by Wesch to accept the Design Committee's recommendation regarding the Silver Parkway Landscaping, Lighting and Irrigation Project conceptual plan at a cost not to exceed \$786,400 and directing Burns to have HRC Engineering, Grissim, Metz & Andriese, and LSL Planning to begin the necessary tasks involving design engineering, planning review, bid letting, and management of that phase.

MOTION CARRIED, CARPENTER AND COLE OPPOSED.

**RESOLUTION OF BOND REFINANCING:**

Burns presented a resolution to approve the DDA bond refunding. Burns stated that this is the first step toward the refunding of the bonds. Paul Stauder with Stauder, Barch & Associates Inc. discussed the refunding of the bonds and answered questions from DDA members. Stauder stated that the refunding rate has increased and the anticipated savings of \$25,000 per year is now \$18,000 per year with a ten-year savings of \$185,000.

Motion by Carpenter, support by Kasper to recommend refunding the current DDA Bond for the DPW Garage and Fire Hall and approve the resolution.

MOTION CARRIED, Roll Call Vote: Carpenter-aye, Cole-aye, Henderson-aye, James-aye, Kasper-aye, Osborn-aye, Piacentini-aye, Saule-aye, Schmidt-aye, Wesch-aye



**MARKETING PLAN:**

Burns reported that New Moons Visions has been preparing the marketing plan for this fiscal year and through fiscal year 2012. Burns stated that the plan would consist of billboards, radio ads, social media promotion and working to have more events in the downtown. Burns provided the board with the proposed marketing plan. Burns reported that the Marketing Committee has approved the preliminary plan and if approved by the DDA board it would require changes to the budget for this fiscal year, an additional \$10,000 for marketing and \$5,000 for events. For fiscal year 2012 the plan would require \$128,455 for marketing and \$68,000 for events.

Kim Rivera of New Moons Visions presented to the board the brand implementation guidelines and reviewed the services and tools provided in the New Moon/DDA service contract along with recommendations for the proposed promotions.

Motion by James, support by Saule to accept the recommendations by the Marketing Committee and approve the proposed Marketing Plan for the completion of fiscal year 2011 and fiscal year 2012.

MOTION CARRIED, ALL AYES.

**SELECTION OF ORCHARD, HILTZ & MCCLIMENT AS ENGINEER:**

Burns reported that in November the City received bids from thirteen engineering firms and that a committee was formed for the selection process of a consulting engineering firm for the City of Fenton, DDA and LDFA. At their January meeting the City Council named Orchard, Hiltz and McCliment (OHM) as the new consulting Engineer for the City of Fenton. Burns provided the board with OHM's rate structure, company information and resumes of primary contacts for the firm.

Kent Early with OHM introduced himself and stated that their firm focuses on municipalities including DDA's and they are excited about working with the City of Fenton.

Burns stated that HRC will continue to work on the projects that they have started and will see them through until completion.

Motion by Cole, support by Saule to approve Orchard, Hiltz and McCliment as the new DDA engineering consultants.

MOTION CARRIED, ALL AYES.

**FY 2012 BUDGET:**

Burns reported that he has begun preparing the budget for 2012 and is looking at what projects the DDA needs to continue moving forward on. Burns provided the board with a list of projects for the members to review and consider. Burns is requesting feedback from board members and support for what he is proposing. Burns stated that he is waiting for the projected revenue streams and will have a

preliminary budget to present to the DDA board at the February meeting. Burns will request the chairman hold a special meeting in March to review the budget and that a final budget will need to be approved for the City Council at the March 15, 2011 DDA meeting.

**CALL TO THE AUDIENCE:**

Councilwoman Cheryl King stated that the DDA is doing a great job and she likes seeing that the DDA projects are moving forward.

**CLOSED SESSION:**

Motion by Osborn, support by Carpenter to enter into a closed session to discuss the purchase of property and the Executive Director performance evaluation.

MOTION CARRIED, Roll Call Vote: Cole-aye, Henderson-aye, James-aye, Kasper-aye, Osborn-aye, Piacentini-aye, Saule-aye, Schmidt-aye, Wesch, Carpenter-aye

**ADJOURNMENT:**

The meeting was adjourned at 9:30pm.

Respectfully submitted by,

*Craig Schmidt*  
Craig Schmidt, Chairman  
Downtown Development Authority

*Charles Decator*  
Charles Decator  
Recording Secretary

**STATE OF MICHIGAN  
BEFORE THE MICHIGAN PUBLIC SERVICE COMMISSION**

**NOTICE OF HEARING  
FOR THE ELECTRIC CUSTOMERS OF  
CONSUMERS ENERGY COMPANY  
CASE NO. U-16543**

- The Michigan Public Service Commission will be conducting regulatory reviews, revisions, determinations and/or approvals necessary for Consumers Energy Company to fully comply with certain provisions of Public Act 295 of 2008.
- The rates, terms and conditions associated with the implementation of a renewable energy plan, among other issues, will be considered in Case No. U-16543.
- The information below describes how a person may participate in this case.
- You may call or write Consumers Energy Company, One Energy Plaza, Jackson, Michigan 49201, (800) 477-5050 for a free copy of its application. Any person may review the documents at the offices of Consumers Energy Company.
- A public hearing will be held:

**DATE/TIME:** March 7, 2011, at 9:00 a.m.  
This hearing will be a prehearing conference to set future hearing dates and decide other procedural matters.

**BEFORE:** Administrative Law Judge Theresa A. Sheets

**LOCATION:** Michigan Public Service Commission  
6545 Mercantile Way, Suite 7  
Lansing, Michigan

**PARTICIPATION:** Any interested person may attend and participate. The hearing site is accessible, including handicapped parking. Persons needing any accommodation to participate should contact the Commission's Executive Secretary at (517) 241-6160 in advance to request mobility, visual, hearing or other assistance.

The Michigan Public Service Commission (Commission) will hold a public hearing to consider the February 24, 2011 application of Consumers Energy Company (Consumers Energy), which seeks approval to Amend its Renewable Energy Plan (REP) approved in Case No. U-15805.

Consumers Energy's application seeks approval of an Amended REP, which is a 20 year plan for achieving compliance with the provisions of 2008 PA 295. The plan includes estimates of the amount of renewable energy that Consumers Energy needs to obtain in order to meet the renewable energy standards established by that act, a description of the manner in which the

Company intends to acquire that renewable energy, and estimates of the costs of doing so. The application seeks approval of Renewable Energy surcharges to recover these costs in amounts not to exceed the following charges:

Rate Schedule

Residential Rates \$ 2.50/billing meter

Rate Gs and GSD<sup>(1)</sup>

Tier 1: 0 - 1,250 kWh/mo.

Commercial \$ 3.70/billing meter

Industrial \$ 4.00/billing meter

Tier 2: 1,251 – 5,000 kWh/mo.

Commercial \$ 14.00/billing meter

Industrial \$ 15.00/billing meter

Tier 3: 5,001 – 30,000 kWh/mo.

Commercial \$ 16.58/billing meter

Industrial \$140.00/billing meter

Tier 4: 30,001 – 50,000 kWh/mo.

Commercial \$ 16.58/billing meter

Industrial \$140.00/billing meter

Tier 5: > 50,000 kWh/mo.

Commercial \$ 16.58/billing meter

Industrial \$140.00/billing meter

Rate GP and GPD<sup>(1)</sup>

Tier 1: 0 – 5,000 kWh/mo. \$ 15.00/billing meter

Tier 2: 5,001 – 10,000 kWh/mo. \$187.50/billing meter

Tier 3: 10,001- 30,000 kWh/mo. \$187.50/billing meter

Tier 4: 30,001 – 50,000 kWh/mo. \$187.50/billing meter

Tier 5: > 50,000 kWh/mo. \$187.50/billing meter

Rate E-1

Rate GSG-1, GSG-2

Rate GML

Tier 1: 0 – 1,250 kWh/mo. \$ 3.00/billing meter

Tier 2: 1,251 – 5,000 kWh/mo. \$ 9.00/billing meter

Tier 3: > 5,000 kWh/mo. \$ 15.00/billing meter

Rate GUL \$ .64/luminaire

Rate GU-XL \$ .64/luminaire

Rate GU

Tier 1: 0 – 1,250 kWh/mo. \$ 1.00/billed account

Tier 2: 1,251 – 5,000 kWh/mo. \$ 7.00/billed account

Tier 3: > 5,000 kWh/mo. \$ 13.00/billed account

Rate PA NA

Rate ROA-R, ROA-S, ROA-P NA

<sup>1</sup> Customers taking the Municipal Pumping Service Provision shall be excluded from the Renewable Energy Plan Surcharge.