



City of Fenton

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

CITY OF FENTON COUNCIL AGENDA

Tuesday, May 29, 2012

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:

- Council approve the minutes of the March 26, 2012 regular meeting, and the April 2, 2012 work session.
- Council authorize payment of invoices in the amount of \$263,335.56.
- Approve and place on file the minutes of the April 17, 2012 Downtown Development Authority meeting.
- Approve a street closure for First Street, requested by resident Holly Huestis on Saturday, June 19, 2012 from 1:00 PM to 6:00 PM.
- Approve Traffic Control Order 12-04, which removes "Stop" signs from the corner of East Street and Ellen Street.
- Approve Traffic Control Order No. 12-05, which replaces the "Stop" signs at the intersection of East Street and Ellen Street with high intensity Stop sign R1-1.

B. CONTRACT WITH THE GENESEE COUNTY ROAD COMMISSION

Administration recommends that the Fenton City Council approve the agreement with the Genesee County Road Commission for the North LeRoy Street Project, as presented, for construction costs in the amount of \$48,600.

C. BIDS AND PURCHASES

Water Plant Meter Bid – Administration recommends that the Fenton City Council approve the bid from Forberg Scientific to purchase of an Endress & Hauser magnetic flow meter and install it at the Water Treatment Plant for a cost not to exceed \$3,642.75.

File Cabinet Purchase – Administration recommends that the Fenton City Council approve the request of the Police Department to purchase a file cabinet for a cost not to exceed \$2,383.00 to complete the renovations to the Dispatch Call Center.

D. SET PUBLIC HEARING

State Revolving Fund Project Plan – Administration recommends that the Fenton City Council set a public hearing for June 25, 2012 to accept public comment on the City of Fenton's State Revolving Fund Project Plan for stormwater management

CALL TO THE AUDIENCE

ADJOURNMENT

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

CITY OF FENTON COUNCIL PROCEEDINGS

Monday, March 26, 2012

City Hall Council Chambers

301 South Leroy Street

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

The invocation for the evening was the Lord's Prayer and was followed by the Pledge of Allegiance.

Present: Bland, Jacob, King, Lockwood, Osborn, Piacentini, Smith.
Absent: None.
Others Present: Stephen Schultz, Legal Counsel; Lynn Markland, City Manager; Michael Burns, Assistant City Manager; Rick Aro, Police Chief.

CITY MANAGER'S REPORT

Markland reported that the Teamsters contract has now been signed after final discussions on other matters. Markland also reported that administration met with Michigan Brewing Company regarding the construction schedule for the Old Fire Hall project and were informed that plumbing, mechanical and architectural work should be completed soon and demolition is slated for early May.

Markland, along with several other staff members, attended a meeting with Tim Jalkinen regarding the school bond proposal that will be on the ballot in May. Markland further reported that the RFP for the Installment Purchase Agreement for the Dispatch equipment has been completed and local banks will be contacted about submission.

Markland reported that information has been submitted by the City Treasurer to complete the Five Year Financial Forecast and should be available for the April Work Session.

Markland attended the MML conference and was able to attend Assistant manager Burns presentation on the "Be Closer" campaign for a regional roundtable. Markland stated that the presentation was great; however, the award was given to a different community. Markland also added that he had the opportunity to hear Mick Cornett, Mayor of Oklahoma City, speak about placemaking and how it has been a success in their community.

Markland concluded by stating that he has met with Vince Paris regarding an agreement for the Fenton Community Center and they will continue discussion on this matter.

COUNCIL MEMBER COMMENTS

Piacentini stated that he attended a presentation at Fenton High School concerning crystal meth labs and added that it was very interesting and educational.

Lockwood stated that she attended the Michigan Municipal League Conference and many of the topics were good and very relevant to the City of Fenton. Lockwood also stated that the Goal Setting Session for the Council was very informative and thanked the Mayor and City Manager for setting it up. Lockwood further reported that the Holiday Lighting Committee is conducting research and planning on meeting soon.

King stated that she attended the Bowl-A -Thon with the Loose Center Seniors at Holly Lanes, along with area high school seniors, as a fundraiser. The event is not completely tallied yet, however, it has been deemed a success. King stated that the Solicitors License Ordinance should be reviewed on the matter of allowing solicitation until 8:00 PM. King stated that she felt it should only be allowed until 8:00 PM or dusk, whichever is earlier.

Bland stated that the Goal Setting Session was an excellent tool for the Council and commended Lew Bender for facilitating it. Bland further stated that the Council appears to be on the same page for the betterment of the City and added that the teambuilding was very beneficial.

LEGAL COUNSEL COMMENTS

Schultz stated that there was been legislative changes concerning the allowance of fireworks in the State of Michigan, making the type of fireworks allowed much more lenient. Schultz further explained that there are

things that can be done on the local level to regulate this and he is reviewing the law with both the Police and Fire Chiefs to decide the best way to move forward with the issue. King hoped this would come before the Council before the Fourth of July and Bland stated that safety is a huge issue on this matter.

MAYOR'S COMMENTS

Osborn stated that she also attended the Michigan Municipal League Conference (MML) and added that Assistant Manager Burns did a great job on his presentation concerning the Downtown. Osborn congratulated Lockwood on her election as the Vice President of the City's region in MML. Osborn agreed with the Council that the sessions held with Lew Bender were great.

CITIZENS COMMENTS – None.

CONSENT AGENDA

Osborn reviewed all of the items on the consent agenda. Lockwood requested to speak more in depth about the Freedom Festival and King requested to discuss the solicitation request for Project Graduation.

Aro reviewed the locations that the Project Graduation Committee requested to solicit donations. Lockwood stated that Project Graduation is a very worthwhile cause and we should not limit them to soliciting donations from businesses. Aro agreed with Lockwood, adding that the members will be provided with safety equipment. Aro further added that all of the students would be accompanied by adults and that there have been no incidents in the past. Bland expressed his concern about the level of traffic at the intersections and stated that the people should be aware of how busy the intersections are. King stated that she could not support this item because she feels that safety is too much of concern with this issue.

Scott Grossmeyer addressed the Council concerning the sprinkler heads at the Community Center and past damage that has been caused to them during the freedom Festival. Grossmeyer stated that he is working with Vince Paris to create a map of the sprinkler heads and they will be flagged before the festival.

Grossmeyer stated that the parade route will remain the same as it was last year and Silver Lake Road will not be shut down. Grossmeyer further stated that a fun run will be added this year called the Firecracker Road Race.

Smith stated that the number of vehicles allowed inside Rackham Park should be limited. Grossmeyer stated that this issue will be addressed. Lockwood stated that the Park Board has already approved the use of the parks for the Freedom Festival, along with the fireworks at Silver Lake Park.

Lockwood stated that the Grand Marshall for this year's festival will be Roger Sharp and a reception will be held for him at the Fenton Hotel. Lockwood added that the Ski show will occur on Tuesday and the queen will be crowned on Thursday.

Lockwood added that all of the Civic groups have already met and are in the process of planning next year's festival around the streetscape project.

A motion was made by Bland and seconded by Piacentini to approve the Consent Agenda containing the following items:

- Council authorize payment of invoices in the amount of \$71,888.54.
- Approve and place on file the minutes of the December 14, 2011 Local Development Finance Authority meeting and the January 12, 2012 Oakwood Cemetery Board meeting.
- Approve the request of the Fenton High School Project Graduation Committee to collect donations during the daylight hours of March 28th and 29th, 2012 and May 26th and 27th, 2012 at various street corner locations throughout the City.
- Approve the request of the Fenton Freedom Festival Committee to conduct the 22nd Annual Fenton Freedom Festival on Wednesday, July 4, 2012, using various City parks and authorizing various street closures for the Freedom Festival Parade and Fenton Firecracker Road Race.

YEAS: Lockwood, Osborn, Piacentini, Smith, Bland, Jacob, King.

NAYS: None.
ABSENT: None. Motion carried by roll call vote.

RESOLUTION NO. 12-06

Molloseau reviewed the request of Century Tool and Gage Company to transfer a portion of their ownership yet still retain their Renaissance Recovery Zone status. Osborn stated that the IFT Subcommittee has met on this issue and recommended approval.

A motion was made by Osborn and seconded by Smith to adopt resolution No. 12-06, which will allow for Century Tool and Gage Company to transfer a portion of their ownership, yet still retain their designation as a Renaissance recovery Zone, which was awarded to them in 2007.

YEAS: Osborn, Piacentini, Smith, Bland, Jacob, King, Lockwood.
NAYS: None.
ABSENT: None. RESOLUTION DECLARED ADOPTED.

LAWN CARE SERVICES

Burns reviewed the bidding information for the Lawn Care Services for the City of Fenton. Bland stated that he felt the City should stay with a local company, especially since CJ Callaghan bid their pricing to stay the same as it has for the last three years. Bland added that CJ Callaghan has an excellent work history with the City. Smith stated that the City's contracts should be kept local if possible; however, there is a significant difference in contractual price between the bidders. Lockwood stated that the City should stay local with the bid because qualified local bidders should be considered first in the City. King agreed that the City should stay local with bidders if possible; however, the bidders should be sensitive to the City's financial position. Piacentini stated that the \$10,000 difference between bidders is too large to ignore, regardless of locality. Bland stated that Callaghan's has a proven track record with the City and the City has only worked with Quality Landscaping for fertilization and not lawn maintenance. Jacob stated that there is a significant monetary difference between Callaghan's and Quality Landscaping and added that he prefers to stay local with bids; however, the City must concern itself with financial aspects as well.

Scott Grossmeyer stated that CJ Callaghan provides an immaculate level of service to the City of Fenton. Cherie Smith stated that CJ Callaghan's does a fantastic job for the City and are very responsive.

A motion was made by Bland and seconded by Smith to approve the bid from CJ Callaghan and Sons to provide lawn care services to the City of Fenton for the 2012 season at a cost not to exceed \$58,403.00, with an option to renew services in 2013 and 2014. Motion carried by voice vote with King and Piacentini dissenting.

CALL TO THE AUDIENCE

Charlie Callaghan addressed the Council and thanked them for renewing the Lawn Care Services Contract with her company and added that they love the City of Fenton. Piacentini thanked her for being present before the Council on the matter.

Meeting adjourned at 8:27 PM.

Mayor Sue Osborn

City Clerk, Jennifer Naismith

CITY OF FENTON COUNCIL WORK SESSION PROCEEDINGS

Monday, April 2, 2012

City Hall Council Chambers

301 South LeRoy Street

7:30 PM

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

Present: Bland, Jacob, King, Lockwood, Osborn, Piacentini, Smith.

Absent: None.

Others Present: Lynn Markland, City Manager; Cindy Shane, City Treasurer; Dan Czarnecki, Director of Public Works.

CITIZENS COMMENTS – None.

FIVE YEAR FINANCIAL PLAN PRESENTATION

Markland introduced Paul Stauder, of Stauder, Barch & Associates, who was present to guide the Council through the Five Year Financial Forecast. Markland explained that the City would only be losing \$20,000 in tax revenue with regard to residential assets; however, commercial values are still unknown due to pending cases at the Tax Tribunal. Markland further stated that the forecast still shows some difficulty in the next five years, however it is much improved compared to previous years. Markland added that the forecast is a good administrative tool with regard to planning but legislation at the State level is making financial planning difficult.

Stauder reviewed the forecast and highlighted the fact that the City has increased its fund balance. Stauder also discussed the City's ratio of revenues to expenditures. Stauder added that the forecast was calculated without the addition of personal property tax revenue. King stated that the City may have to consider pursuing a Headlee Override but will also need to be cautious in prioritizing needs of the City. Stauder stated that the DDA and LDFA have played a huge part in the growth that the City has experienced; however, the DDA limits how much revenue the General Fund can capture.

Markland stated that he has reviewed previous forecasts and the staff has done a good job at keeping the City in good shape, regardless of this fact, the Council may still need to consider asking the voters for a Headlee Override or special service millage. Stauder added that the City of Fenton has done a good job at managing its finances. Osborn thanked the City Manager and Administration for all their work. Markland thanked Shane and Stauder for the work they put in to compile the forecast.

NORTH LEROY STREET MATERIALS TESTING PROPOSAL

Czarnecki stated that the North LeRoy Street project is scheduled to commence at the beginning of May and added that the materials testing is a required element for the project. Czarnecki stated that the City would be able to save some money by contracting privately to have the materials testing done.

Lockwood questioned when signage would be erected for the project and Czarnecki stated that signage will be going up in April and the businesses are all aware of the schedule. Czarnecki further stated that the businesses would remain accessible through the entire project. King questioned if the City would be able to work with the Genesee County Road Commission on this matter for their impending project in the same area. Czarnecki stated that discussions are still ongoing at this point. Council would like this item brought to them for action at the next meeting.

ST. JUDE'S EPISCOPAL CHURCH DIRECTIONAL SIGNAGE

Czarnecki reviewed the request of the St. Jude's Episcopal Church to place directional signage throughout the City for their church. Czarnecki stated that his concern was that allowing this for one religious organization would set a precedent allowing for all types of directional signage for various organizations which could easily end up crowding the City's right of ways. Rex Harris, of the St. Jude's Episcopal Church informed the Council that they are just trying to make their presence known in the City and that the type of signs that are being proposed are universal throughout the Episcopal Church.

Osborn suggested the possibility of one sign for the City that lists all of the churches on it and added that the City would not be able to pay for it, however, it is something for consideration. Lockwood suggested the possibility of adding church signage to the Wayfinding signs for the City. Osborn stated that it would have to be discussed with the Wayfinding Committee. Josh Hoover, Pastor of the Church, stated that they would like to work with the City on this issue to find a solution because churches are service organizations as well. Bland suggested that Attorney Schultz be consulted on this matter. Osborn stated that the Council will follow up on this issue.

POPULATION CONTROL OF THE GEESE IN THE MILLPOND

Czarnecki reviewed that the geese living at the Millpond are causing quite a problem and the Council should consider how to combat this. Czarnecki provided information to the Council concerning conducting a goose round-up; however, he added that this will have to be done on a continual basis to eventually alleviate the problem. Czarnecki anticipated that the cost to conduct the round-up would be less than \$1,000 and added that the Silver Lake Association has had some success with this process. Smith suggested placing signs at the Millpond that directed people not to feed the water fowl. King stated that an ordinance should be put into effect addressing this matter because it is not sanitary. Bland stated that the City should try this process.

KEEP GENESEE COUNTY BEAUTIFUL HAZARDOUS WASTE PROGRAM

Markland reviewed the request of Keep Genesee County Beautiful for the city of Fenton to contribute monetarily to their hazardous waste program. Markland added that the collection sites are fairly far away from Fenton. Markland explained that the donation would be to assist the organization with the disposal of hazardous materials. Lockwood stated that the event is a great idea; however, she thought that the Genesee County metropolitan Planning Alliance puts on a similar event. Lockwood would like to know if this event is one in the same. King would like to know what other communities are involved with this project. Bland stated that there is a definite need for this type of service.

LIABILITY INSURANCE FOR THE FENTON FREEDOM FESTIVAL

Markland reviewed that the question of liability insurance has surfaced for the Fenton Freedom Festival and further stated that the Festival is not covered currently under the City's Liability policy. Lockwood stated that each civic group involved has their own liability insurance and that the Chamber of Commerce and Community Center are involved in this event as well. Lockwood added that the Festival may very well be covered under the Chamber's policy. Bland stated that the biggest portion of the Festival is held on City property at the \$500 it would cost the City to insure the Festival is nominal compared to the consequences. The Council came to the consensus that they would like to bring this issue forward for a vote at a regular Council session.

COUNCIL COMMENTS

Bland stated that he would not be able to attend the Budget Work Session but he will review the documents prior and provide any feedback he has.

Lockwood stated that it is great to have the information for the Five Year Financial Forecast but it will make the Budget Work Session very tough, as every proposed project will have to be reviewed for cost effectiveness. Markland encouraged all of the residents to review the Forecast as well, but to also review the decrease in their tax bills. Markland stated that there is a direct correlation between lost revenue and the level of services that can be provided.

CALL TO THE AUDIENCE – None.

Meeting adjourned at 8:50 PM.

Mayor Sue Osborn

City Clerk, Jennifer Naismith

05/25/2012 04:00 PM
User: JDEHMEL
DB: Fenton

INVOICE GL DISTRIBUTION REPORT FOR CITY OF FENTON

EXP CHECK RUN DATES 05/27/2012 - 05/27/2012
UNJOURNALIZED
OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 495 LDFA CONSTRUCTION FUND					
Dept 852 LOCAL DEVELOPMENT FINANCE					
495-852-956.100	MISCELLANEOUS	MICHAEL BURNS	MILEAGE REIMBURSMENT	33.30	
		Total For Dept 852 LOCAL DEVELOPMENT FINANCE		33.30	
		Total For Fund 495 LDFA CONSTRUCTION FUND		33.30	
		Fund Totals:			
			Fund 495 LDFA CONSTRUC	33.30	
			Total For All Funds:	33.30	

LDFA

EXP CHECK RUN DATES 05/28/2012 - 05/28/2012
 UNJOURNALIZED
 OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 192 ELECTIONS					
101-192-727.000	SUPPLIES	GENESEE CO. CLERK	M-100 MEMORY CARD	102.74	
101-192-727.000	SUPPLIES	PRINTING SYSTEMS	SINGLE AV APPLICATION	40.77	
Total For Dept 192 ELECTIONS				143.51	
Dept 209 ASSESSOR					
101-209-864.000	CONFERENCES & DUES	SECMAA	SECMAA MEMBERSHIP DUES	15.00	
Total For Dept 209 ASSESSOR				15.00	
Dept 211 LEGAL					
101-211-826.000	LEGAL FEES	FOSTER, SWIFT, COLLINS &	FOR PROFESSIONAL SERVICES	1,419.55	
Total For Dept 211 LEGAL				1,419.55	
Dept 215 CLERK					
101-215-818.000	CONTRACTED SERVICES	ABSOLUTE SHREDS	ON SITE DOCUMENT DESTRUCTION	780.00	
101-215-864.000	CONFERENCES & DUES	GCGC	GCGC SUMMER MEETING	30.00	
101-215-900.000	PRINTING AND PUBLISHING	MLIVE MEDIA GROUP	MERCHANDISE-MMG/AUCTIONS	18.15	
Total For Dept 215 CLERK				828.15	
Dept 234 GENERAL SERVICES					
101-234-810.000	PROFESSIONAL SERVICES	TRI-COUNTY WIRELESS, INC	BUSINESS SERVICE	748.80	
Total For Dept 234 GENERAL SERVICES				748.80	
Dept 265 CITY HALL					
101-265-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	TOLIET PAPER & PAPER TOWEL	67.94	
Total For Dept 265 CITY HALL				67.94	
Dept 301 POLICE GENERAL					
101-301-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	PARTS	129.98	
101-301-826.000	LEGAL FEES	FOSTER, SWIFT, COLLINS &	FOR PROFESSIONAL SERVICES	4,433.30	
101-301-956.100	MISCELLANEOUS	FENTON MEDICAL CENTER	HEALTH INSURANCE CLAIM FORM	275.00	
Total For Dept 301 POLICE GENERAL				4,838.28	
Dept 336 FIRE ADMINISTRATIVE					
101-336-740.200	FIRE FIGHTING EQUIP	APOLLO FIRE APPARATUS RE	RED & BLUE HOSE W/ RELIEF SHUT OFF	369.18	
101-336-740.200	FIRE FIGHTING EQUIP	CHIEF	DECAL TRAPEZOID	79.90	
101-336-934.000	EQUIPMENT MAINT.	AUTO VALUE	FIRE DEPARTMENT	32.55	
101-336-934.000	EQUIPMENT MAINT.	WHITES LANDING	PIN-KIT	17.10	
101-336-934.000	EQUIPMENT MAINT.	WHITES LANDING	SPARK PLUG	9.98	
Total For Dept 336 FIRE ADMINISTRATIVE				508.71	
Dept 345 FIRE COMMUNICATIONS					
101-345-851.000	RADIO COMMUNICATIONS	MOTOROLA INC.	RSC SUBSCRIBER REPAIR FLAT RATE	393.00	
Total For Dept 345 FIRE COMMUNICATIONS				393.00	
Dept 346 FIRE STATION					
101-346-920.000	UTILITIES	TRI-COUNTY WIRELESS, INC	BUSINESS SERVICE	287.35	
101-346-931.000	BUILDING MAINTENANCE	MCNAUGHTON-MCKAY ELECTRI	SYLFO32/735/ECO	75.00	
Total For Dept 346 FIRE STATION				362.35	
Dept 371 INSPECTION					
101-371-727.000	SUPPLIES	GALL'S, INC.	OFFICE SUPPLIES	132.98	

General, Water, Sewer

EXP CHECK RUN DATES 05/28/2012 - 05/28/2012
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 371 INSPECTION					
101-371-818.000	CONTRACTED SERVICES	LSL PLANNING, INC	ADMINISTRATIVE TASKS AND MILEAGE	3,131.48	
Total For Dept 371 INSPECTION				3,264.46	
Dept 892 BEAUTIFICATION					
101-892-881.000	BEAUTIFICATION COMMISSION	CHERIE SMITH	REIMBURSEMENT BEAUTIFICATION	72.80	
101-892-881.000	BEAUTIFICATION COMMISSION	FOUR SEASONS	ANNUALS	550.15	
101-892-881.000	BEAUTIFICATION COMMISSION	GERYCH GREENHOUSE	BEAUTIFICATION - ANNUALS	588.77	
Total For Dept 892 BEAUTIFICATION				1,211.72	
Total For Fund 101 GENERAL FUND				13,801.47	
Fund 202 MAJOR STREET FUND					
Dept 449 ENGINEERING					
202-449-829.000	BRIDGE INSPECTIONS	OHM ENGINEERING ADVISORS	SILVER LK BRIDGE FUNDING APP	750.00	
Total For Dept 449 ENGINEERING				750.00	
Dept 457 CAPITAL IMPROVEMENT					
202-457-860.000	N. LEROY	OHM ENGINEERING ADVISORS	N. LEROY RD. CE	8,884.50	
Total For Dept 457 CAPITAL IMPROVEMENT				8,884.50	
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	MICHIGAN LANDSCAPING SUP	BLACK MULCH YARD	32.50	
202-463-740.000	OPERATING SUPPLIES	MICHIGAN LANDSCAPING SUP	SCREENED TOPSOIL	30.00	
Total For Dept 463 MAINTENANCE				62.50	
Dept 474 TRAFFIC SERVICES					
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SIGNAL AT CAROLINE AND LEROY	72.60	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SIGNAL MTCE- 504	446.12	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	S-MTCE OWEN AND JENNING SIGNAL	73.24	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	US23 BR(SILVER LAKE) AND POPLAR	4.52	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	US23 SB RAMPS AT SILVER LAKE	93.01	
Total For Dept 474 TRAFFIC SERVICES				689.49	
Dept 482 DPW DIRECTOR					
202-482-864.000	CONFERENCES & DUES	AMERICAN PUBLIC WORKS AS	AGENCY MEMBERSHIP BASE	246.00	
Total For Dept 482 DPW DIRECTOR				246.00	
Total For Fund 202 MAJOR STREET FUND				10,632.49	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-818.000	CONTRACTED SERVICES	HERMAN FERGUSON	REMOVAL OF DEAD MAPLE TREE	575.00	
Total For Dept 463 MAINTENANCE				575.00	
Total For Fund 203 LOCAL STREET FUND				575.00	
Fund 208 PARK/RECREATION FUND					
Dept 691 RECREATION & PARKS					
208-691-775.000	MATERIALS	LORRAINE NEWTON	MATERIALS FOR SILVER LAKE PARK BATHRO	118.75	
208-691-970.000	CHANGE OUT BREAKER PANEL	CRAFTSMAN ELECTRICAL SER	REPAIRS TO ELECTRIC AT SILVER LAKE PA	989.00	

EXP CHECK RUN DATES 05/28/2012 - 05/28/2012
 UNJOURNALIZED
 OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 208 PARK/RECREATION FUND					
Dept 691 RECREATION & PARKS					
Total For Dept 691 RECREATION & PARKS				1,107.75	
Total For Fund 208 PARK/RECREATION FUND				1,107.75	
Fund 209 CEMETERY FUND					
Dept 277 CEMETERY OPERATING					
209-277-956.100	MISCELLANEOUS	DOUGLAS TEBO	PLANT MATERIALS FOR CEMETERY	37.05	
209-277-970.000	WORK AT COLUMBARIUM	SCOTT SCHUPBACH	WORK AT COLUMBARIUM	800.00	
Total For Dept 277 CEMETERY OPERATING				837.05	
Total For Fund 209 CEMETERY FUND				837.05	
Fund 590 SEWER FUND					
Dept 962 PLANT OPERATION					
590-962-801.000	PROFESSIONAL SERVICES	GENESEE CO. DRAIN COMMIS	FOR SERVICE ENDING 02/29/12	202,324.59	
Total For Dept 962 PLANT OPERATION				202,324.59	
Total For Fund 590 SEWER FUND				202,324.59	
Fund 591 WATER FUND					
Dept 173 728					
591-173-727.000	SUPPLIES	ELITE BUSINESS PRODUCTS	SUPPLIES	135.60	
591-173-864.000	CONFERENCES & DUES	STATE OF MICHIGAN DEQ	LICENSE RENEWAL FOR GEOFF FEIT	95.00	
Total For Dept 173 728				230.60	
Dept 266 WATER TREATMENT PLANT					
591-266-740.000	OPERATING SUPPLIES	BRIGHTON ANALYTICAL LABS	SUPPLIES	120.00	
591-266-740.000	OPERATING SUPPLIES	CARMEUSE LIME AND STONE	SUPPLIES	4,608.47	
591-266-740.000	OPERATING SUPPLIES	ENVIRONMENTAL RESOURCE A	SUPPLIES	282.41	
591-266-740.000	OPERATING SUPPLIES	MORRELL INCORPORATED	SUPPLIES	588.92	
591-266-740.000	BULK PHOSPHATE	WATER SOLUTIONS UNLIMITE	PHOSPHATE	4,775.05	
591-266-818.000	CONTRACTED SERVICES	WILDLIFE MGT & RESCUE	SERVICE ANIMAL CONTROL	300.00	
591-266-920.000	UTILITIES	TRI-COUNTY WIRELESS, INC	BUSINESS SERVICES	251.35	
Total For Dept 266 WATER TREATMENT PLANT				10,926.20	
Dept 900 WATER OPERATING					
591-900-740.000	OPERATING SUPPLIES	SIC METER SERVICE INC.	SUPPLIES	366.16	
591-900-740.000	OPERATING SUPPLIES	USA BLUE BOOK	SUPPLIES	92.41	
591-900-740.000	OPERATING SUPPLIES	USA BLUE BOOK	LMI 4 FUNCTION VALVE	254.69	
591-900-740.000	OPERATING SUPPLIES	VWR INTERNATIONAL	SUPPLIES	215.00	
Total For Dept 900 WATER OPERATING				928.26	
Total For Fund 591 WATER FUND				12,085.06	
Fund 640 DPW EQUIPMENT REVOLVING FUND					
Dept 932 EQUIPMENT					
640-932-740.000	OPERATING SUPPLIES	JACK DOHENY SUPPLIES, IN	SUPPLIES	39.42	
640-932-740.000	OPERATING SUPPLIES	ZEE MEDICAL SERVICE CO.	SUPPLIES	110.25	
640-932-740.000	OPERATING SUPPLIES	ZEE MEDICAL SERVICE CO.	SUPPLIES	109.90	
640-932-741.000	UNIFORMS	OVERHEAD DOOR COMPANY OF	COMMERCIAL REPAIR	189.95	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	UNLEADED GAS FENTON DPW	1,287.50	

EXP CHECK RUN DATES 05/28/2012 - 05/28/2012
 UNJOURNALIZED
 OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 640 DPW EQUIPMENT REVOLVING FUND					
Dept 932 EQUIPMENT					
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	DIESEL FENTON DPW	823.18	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	FENTON DPW UNLEADED GAS	1,227.55	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	FENTON DPW UNLEADED GAS	1,703.52	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	FENTON DPW DIESEL	683.75	
640-932-851.000	RADIO COMMUNICATIONS	TRI-COUNTY WIRELESS, INC	BUSINESS SERVICE	63.35	
640-932-931.000	ANNUNCIATOR	CUMMINS BRIDGEWAY LLC	REPAIRS TO ANNUNCIATOR	1,483.72	
Total For Dept 932 EQUIPMENT				7,722.09	
Total For Fund 640 DPW EQUIPMENT REVOLVING FUND				7,722.09	
Fund Totals:					
Fund 101 GENERAL FUND				13,801.47	
Fund 202 MAJOR STREET				10,632.49	
Fund 203 LOCAL STREET				575.00	
Fund 208 PARK/RECREATI				1,107.75	
Fund 209 CEMETERY FUND				837.05	
Fund 590 SEWER FUND				202,324.59	
Fund 591 WATER FUND				12,085.06	
Fund 640 DPW EQUIPMENT				7,722.09	
Total For All Funds:				249,085.50	

EXP CHECK RUN DATES 05/29/2012 - 05/29/2012
 UNJOURNALIZED
 OPEN

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	DEVELOPMENT REVIEWS	31.25	
101-000-220.173	LASCO FORD	OHM ENGINEERING ADVISORS	SITE VISIT WITH BRAD AND PARKING REVI	357.50	
101-000-220.222	HAMEL BROTHERS LLC ESCROW	LSL PLANNING, INC	DEVELOPMENT REVIEWS	531.25	
101-000-220.287	BEALE GROUP	OHM ENGINEERING ADVISORS	FINAL BILL BIGGBY COFFEE	47.00	
101-000-220.356	MICHIGAN EYE INSTITUTE	OHM ENGINEERING ADVISORS	RECORD DRAWING AND EASEMENT REVIEW	457.50	
101-000-220.357	FREEDOM CENTER MAIN CAMPUS	ACOUSTICS BY DESIGN, INC	FOR PROFESSIONAL SERVICES	1,750.00	
101-000-220.378	BOSTON GOURMET PIZZA	LSL PLANNING, INC	DEVELOPMENT REVIEWS	31.25	
101-000-220.378	BOSTON GOURMET PIZZA	OHM ENGINEERING ADVISORS	FOLLOW UP ON STORM SYSTEM	118.00	
101-000-220.380	JANICE ZUBER	OHM ENGINEERING ADVISORS	SITE PLAN REVIEW 2 AND STORM DESIGN	1,081.00	
101-000-220.381	LUIGI'S	LSL PLANNING, INC	DEVELOPMENT REVIEWS	93.75	
Total For Dept 000				<u>4,498.50</u>	
Total For Fund 101 GENERAL FUND				<u>4,498.50</u>	
Fund Totals:					
Fund 101 GENERAL FUND				<u>4,498.50</u>	
Total For All Funds:				<u>4,498.50</u>	

ESCROW

EXP CHECK RUN DATES 05/30/2012 - 05/30/2012
UNJOURNALIZED
OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 401 DDA CONSTRUCTION FUND					
Dept 851 DOWNTOWN DEVELOPMENT					
401-851-818.400	MARKETING	SOUTHERN LK REG MET PARK	FULL PAGE AS - SUMMER 2012 BROCHURE	550.00	
401-851-825.300	STREETSCAPE	OHM ENGINEERING ADVISORS	DOWNTOWN ROADWAY/STREETSCAPE DESIGN	7,799.50	
401-851-956.100	MISCELLANEOUS	MICHAEL BURNS	MILEAGE REIMBURSEMENT	33.30	
401-851-975.807	COMMUNITY CENTER RESTORATION	LINDHOUT ASSOCIATES ARCH	ARCHITECTURAL SERVICES COMMUNITY CENT	1,335.46	
Total For Dept 851 DOWNTOWN DEVELOPMENT				<u>9,718.26</u>	
Total For Fund 401 DDA CONSTRUCTION FUND				<u>9,718.26</u>	
Fund Totals:					
Fund 401 DDA CONSTRUCT				9,718.26	
Total For All Funds:				<u>9,718.26</u>	



**Fenton
Downtown
Development
Authority**

FENTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS

6:00 p.m.

Tuesday April 17, 2012

The meeting was called to order by Chairman Schmidt at 6:00pm.

ROLL CALL:

PRESENT: Bayer (phone), Bertschy, Canever, Green, Henderson, Kasper, Osborn, Saule, Schmidt, Strayer, Sweetman

ABSENT: James, Wesch

OTHERS: Michael Burns DDA Director/Assistant City Manager, Lynn Markland City Manager

ELECTION OF OFFICERS:

Annual election of Chairman and Vice-Chairman

Motion by Strayer supported by Kasper to nominate Jim Saule for Vice-Chairman
MOTION CARRIED, ALL AYES

Motion by Strayer supported by Sweetman to nominate Craig Schmidt for Chairman
MOTION CARRIED, ALL AYES

EXECUTIVE DIRECTOR'S REPORT:

The City Council Budget Hearing will be all day on Saturday April 28th at the new Fire Hall. There are a few other reminders for May. The Community Center Restoration Committee will be meeting on Wednesday May 2, 2012 at 6pm at the Fenton Community Center. On Thursday May 3, 2012, the Kiwanis will be holding their Annual Prayer Breakfast at The Fenton United Methodist Church at \$10.00 per person.

There will be information in the Friday Memo on the Personal Property Tax Senate hearings scheduled for April 18, 2012.

FINANCIAL REPORT:

Shane was absent. Burns advised that we are on track and not over budget.
-Saule inquired as to why the Police Dispatch equipment was 50% over.
-Burns advised that the money will be reimbursed and the loan will be covered.
-Saule asked if the equipment was functional yet.
-Markland advised that it is in the process but not all of the equipment has arrived yet. He said that he will schedule a tour when it is complete.

CONSENT AGENDA:

- a) Accounts Payable – Authorize payment of bills in the amount of \$31,414.45.
- b) Minutes of the March 27, 2012 DDA Board Meeting

Motion by Kasper, supported by Henderson to approve the consent agenda as presented.

MOTION CARRIED, Roll Call Vote: Bayer(phone)-aye, Bertschy-aye, Canever-aye, Green-aye, Henderson-aye, Kasper-aye, Osborn-aye, Schmidt-aye, Saule-aye, Strayer-aye, Sweetman-aye.

CITIZEN COMMENTS:

NONE

COMMUNITY CENTER SOIL BORING:

In 2008 G2 Consulting Group of Howell conducted a soil analysis on the Community Center property. At that time they found that the subsurface conditions were not suitable to support conventional shallow spread footing foundations. G2 had provided preliminary recommendations for alternative site preparation and foundations. Lindhout & Associates reviewed this information and requested the administration to allow them to seek out this service. They provided two quotes from two firms.

Brad Alvord of Lindhout, advised that both firms will meet our needs. Since G2 is the lowest bidder and created the initial reports, it would be in our best interest to allow them to proceed with this work.

Approval is needed by City Council and DDA. City Council approved this at their April 9, 2012 meeting.

Motion by Saule, supported by Bertschy that the City Council and Downtown Development Authority allow for G2 Consulting to conduct the necessary soil analysis for the Community Center at a cost not to exceed \$3,850.

MOTION CARRIED, ALL AYES

FREEDOM FESTIVAL:

The Freedom Festival will be held on July 2, 3, & 4, 2012. For a number of years the DDA has provided a \$5,000 sponsorship toward the Freedom Festival. A request is being made by the Freedom Festival for the continued sponsorship. The event is budgeted for FY 2012 and the allocation would come from that budget. Our funding would be used for the general management, promotion and fireworks for the event.

Motion by Sweetman, supported by Henderson that the DDA approve a not to exceed amount of \$5,000 for sponsoring the Freedom Festival Event.
MOTION CARRIED, ALL AYES.

CALL TO THE AUDIENCE:

Greg Bugala –Artist
13288 Enid Dr
Fenton, MI 48430

Greg is a local artist that that has done murals in the city and surrounding area. He has been contacting local businesses to see if he could do a mural on their building. He is requesting any assistance with funding that the DDA may be able to provide.

- Burns advised that the Façade Program for improvement has been temporarily suspended due to budget constraints. We can look at it on a committee level.
- Strayer noted that we should consider murals on the rear façade. It may be fairly inexpensive.
- Green said that Greg does good work.
- Schmidt advised that the façade program is great and we will look into it when our budget allows.
- Bugala thanked the DDA for the chance to address the board.
- Patrick Perfit with Kiwanis asked for some help with marketing and financing for the 2012 Art Walk. He advised that it is the same weekend as The Taste In Fenton. He asked if the Kiwanis could use New Moon Vision to attract new artists and help get the word out about the Art Walk.
- Burns advised that the budget is real tight right now for funding, but using New Moon would be a great idea.
- Perfit thanked the board and said that he will contact New Moon.
- Strayer said that Sharman with New Moon would be a great help.
- Sweetman expressed a special thanks to Pat Lockwood, Lynn Markland, Sue Osborn, Ben Smith, Doran Kasper and others for supporting the Library Board. Bobby mentioned that the library brings approximately 10,000 people into the community every month, and that Fenton deserves a nice library.
- Kasper added that Bobby did a very nice job on the presentation for the library.

CLOSED SESSION:

Motion by Schmidt, supported by Osborn to enter into closed session at 6:30pm to discuss a matter subject to Attorney-Client privilege.

MOTION CARRIED

Roll Call Votes: Bayer (phone)-aye, Bertschy-aye, Canever-aye, Green-aye, Henderson-aye, Kasper-aye, Osborn-aye, Saule-aye, Schmidt-aye, Strayer-aye, Sweetman-aye.

RECONVENE TO OPEN SESSION:

Motion by Osborn, supported by Schmidt to reconvene to open session at 7:45pm

MOTION CARRIED, ALL AYES

ADJOURNMENT:

The meeting adjourned at 7:45pm.

Respectfully submitted by,

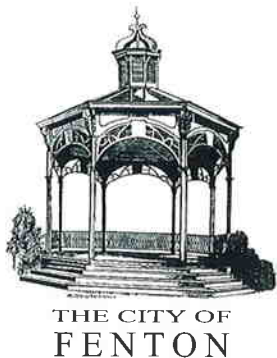
Craig Schmidt

Craig Schmidt, Chairman
Downtown Development Authority

Elaine McGreevy

Elaine McGreevy
Recording Secretary

Memorandum



DATE: May 16, 2012

TO: Lynn Markland, City Manager

FROM: Rick Aro, Chief of Police *Rg*

RE: Street Closure

Holly Huestis, resident at ---- First Street, has requested to close First Street between Oak and Lemen for a neighborhood BBQ on Saturday, June 16, 2012 from 1:00 PM until 6:00 PM. Ms. Huestis indicated that the residents affected by the street closure will be attending the BBQ and are in agreement with the request.

I have contacted the Fire Chief and DPW Director who have no concerns regarding this matter. Barricades will be placed adjacent to the roadway at both ends of the block by the DPW on Friday and the Police Department will set and remove the barricades on Saturday, if approved by Council.

I recommend approval of this request.

Rick Aro

From: Holly Huestis [bobbyhollyddb@gmail.com]

Sent: Tuesday, May 15, 2012 11:49 AM

To: aror@fentonpolice.org

Cc: Brent Sharp

Subject: Neighborhood BBQ -1st Street

Hi Mr. Aro,

On behalf of my neighbor's and myself we are would like to block off First Street (between Oak and Lemen) on Saturday June 16th from 1pm - 6pm for a neighborhood barbecue. We all have young children and would like to have some space for games that day. I understand the council has to vote on this request. Please let me know when the meeting is schedule and I would be happy to attend. Thank you for your help and I appreciate you returning my call so promptly. Enjoy your day.

Best Regards,
Holly Huestis

TO: CITY CLERK
FROM: CHIEF OF POLICE *PS*
DATE: May 21, 2012

TRAFFIC CONTROL ORDER

- Remove the following stop signs from the intersection of East St. and Ellen.

Remove the stop sign on the northwest corner of the intersection
Remove the stop sign on the south east corner of the intersection

EFFECTIVE DATE: _____

THE TRAFFIC CONTROL DEVICES NEEDED FOR THE ABOVE WERE
INSTALLED ON _____.

SIGNED: _____

THIS TEMPORARY TRAFFIC CONTROL ORDER EXPIRES: _____

ON _____ THE FENTON CITY COUNCIL TOOK THE

FOLLOWING ACTION:

NO. 12-05

TO: CITY CLERK
FROM: CHIEF OF POLICE *DG*
DATE: May 21, 2012

TRAFFIC CONTROL ORDER

Replace the stop signs at the intersection of East and Ellen with high intensity stop sign R1-1

EFFECTIVE DATE: _____

THE TRAFFIC CONTROL DEVICES NEEDED FOR THE ABOVE WERE
INSTALLED ON _____.

SIGNED: _____

THIS TEMPORARY TRAFFIC CONTROL ORDER EXPIRES: _____

ON _____ THE FENTON CITY COUNCIL TOOK THE

FOLLOWING ACTION: