



City of Fenton

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

CITY OF FENTON COUNCIL AGENDA

Monday, April 25, 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 and place on file the minutes of the March 28, 2011 Council meeting.
- Council Authorize payment of invoices in the amount of \$114,475.41.
- Approve and place on file the minutes if the March 3, 2011 Library Board meeting, the March 15, 2011 Downtown Development Authority meeting, and the March 21, 2011 Library Board Workshop meeting.

B. CLOSED SESSION

Request of the City Manager to enter into Closed Session to discuss a purchase of property and a legal opinion subject to Attorney-Client privilege.

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 28, 2011

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: Faricy, Jacob, King, North, Osborn, Smith.

Absent: Rauch (excused).

Others Present: Lynn Markland, City Manager; Michael Burns, Assistant City Manager; Stephen Guy, Water Plant Supervisor.

COUNTY COMMISSIONER'S REPORT

Joseph Graves, Genesee County Commissioner for the 6th District, addressed the Council to update them on actions taken at the County level for the City's District. Graves reported that there will be a Hazardous Waste Collection Day on May 21, 2011, conducted at the Genesee Intermediate School District Building.

Graves informed the Council about an initiative being taken in order to combat drug overdoses in teens in light of the recent deaths of some area students. Graves reported that Sherriff Pickell, along with Chief Aro have committed to work to alleviate this problem. A task force has been developed and they are making great strides in order to come up with ways to combat this issue. A presentation entitled "Chasing the Dragon" has already been developed and has been presented to the students at Lake Fenton High School. The presentation has also been scheduled for Linden High School and will be scheduled for Fenton High School soon as well.

The presentation itself is very hard-hitting and moving. Graves stated that the group is also pushing to develop legislation to aid in this plight. The next meeting for this group will be held on April 12, 2011 at 2:00 PM at the Fenton Township Offices if anyone would like to attend.

Graves reported that the County has rescinded its previous Ordinance regarding EMS services and further added that Genesee County Dispatch is working on putting a program in place to see the locations of any given ambulance at any time.

Graves reported to the Council that the County has recently settled a labor contract with its clerical unit which has resulted in a two million dollar savings. This effort will greatly assist the County in addressing their budget.

In conclusion, Graves discussed some issues occurring with the Genesee County Parks Board pertaining to the Linden Summer happening.

CITY MANAGER'S REPORT

Markland reported that he has been working with the City Treasurer and City Clerk to explore options for healthcare coverage for active employees and retirees in an effort to reduce the cost of premiums for the City. They are developing a proposal to share with the employees and Council.

Markland stated that Mayor Osborn, Chief Aro, Chief Cairnduff, and himself, have met with some officials from the Genesee County Dispatch and are gathering more information before they make a recommendation to the Council as to whether or not to join the consortium.

Markland stated that he and the DPW Director have met with the Genesee County Road Commission regarding the 2012 North LeRoy Street Project and are working on ways to coordinate that project with their upcoming project for Fenton Road, in an effort to maximize efficiency.

Markland reported that Chief Aro, Chief Cairnduff, and himself, have met with Clerk Hughes, Community Voices Editor for the Flint Journal in regards to an editorial that was written concerning the 911 Dispatch Center in Fenton. After speaking with him it was apparent that many issues required clarification and Mr. Hughes has offered the City a chance to respond to the editorial with a guest opinion, which was published in the Sunday, March 27, 2011 edition.

Markland reported that they have had a negotiating session with the Teamsters and are still without a resolution to their contract. The Community Center Board of Governors met last week with some members who are working on the expansion and restoration project for the Fenton Community and Cultural center. There will be a joint meeting of the Board of Governors, Downtown Development Authority, and City Council on Wednesday at the Community Center regarding this matter.

Markland stated that the Planning Commission has tabled the plans for the expansion of the Freedom Center until their April 28, 2011 meeting and have approved the plans for the Michigan Eye Institute building on Silver Parkway. The Board of Review has completed its work and is still in the process of calculating the losses for this year. DiPonio Contracting has informed the City that they intend to begin pulverizing the north portion of Adelaide Street to begin the reconstruction process.

COUNCIL MEMBER COMMENTS

North confirmed that there was one seat open on the Downtown Development Authority. Smith reported that the local production of the musical "Little Shop of Horrors" was excellent. Smith further reported that he was very pleased with the response given by the Administration to the Flint Journal regarding the Fenton 911 Dispatch Center.

LEGAL COUNSEL COMMENTS

Schultz reported that the Planning Commission is in the process of reviewing the proposed ordinances for uses pertaining to medical marihuana and these items will be coming to the City Council in the next several weeks.

CITIZENS COMMENTS – None.

CONSENT AGENDA

Osborn reviewed all items that were on the Consent Agenda. Faricy expressed concern on the area where Elizabeth Street would be closed for the Tour Des Lacs event, adding that he thought they would have to close Elizabeth Street from LeRoy Street to Adelaide Street. Osborn stated that more clarification would be needed on the street closure and the Council agreed to remove it from the Consent Agenda at this time. A discussion also ensued about the safety of those individuals collecting money for Project Graduation. It was determined that it would be the parents out soliciting for the donations and not the students.

A motion was made by Rauch and seconded by North to approve the consent agenda containing the following items:

- Approve and place on file the minutes of the February 14, 2011 regular Council meeting and the February 28, 2011 regular Council meeting.
- Council Authorize payment of invoices in the amount of \$58,916.37.
- Approve and place on file the minutes of the January 26, 2011 DDA meeting, the February 15, 2011 DDA meeting, the February 24, 2011 Planning Commission meeting, and the March 9, 2011 DDA meeting.
- Approve the request of the Fenton High School Athletic Department to conduct a 5K run on May 21, 2011, utilizing various City streets.
- Approve the request of the Fenton High School Project Graduation Committee to collect donations for the Project Graduation 2011, on the corners of Silver Lake Road and South LeRoy Street and LeRoy Street at West Shiawassee, during the daylight hours of April 30th and May 1, 2011.
- Accept the resignation of Daniel Medich, Jr. from the Downtown Development Authority.

YEAS: Osborn, Rauch, Smith, Faricy, Jacob, North.

NAYS: None.

ABSENT: King. Motion carried by roll call vote.

RESOLUTION NO.11-06

A motion was made by Osborn and seconded by Smith to approve resolution No. 11-06, which designates the DPW Director, Daniel Czarnecki, as the Street Administrator for the City of Fenton.

YEAS: Rauch, Smith, Faricy, Jacob, North, Osborn.
NAYS: None.
ABSENT: King. Motion carried by roll call vote.

CONTRACT FOR WATER SAMPLING SERVICES WITH AMEC-BCI

Guy informed the Council that AMEC-BCI could provide services to perform the sampling and analysis of the groundwater monitoring wells in accordance with the newly issued groundwater discharge permit. In addition, they will also perform the proper evaluation and comparative tabulations of the data on a quarterly basis. The change in requirement of the City to perform these tasks on a quarterly basis rather than a monthly basis will result in a savings to the City.

Faricy confirmed that Attorney Schultz had collaborated with AMEC-BCI in order to make some revisions in the contract language. Markland explained that AMEC-BCI was heavily involved in the application for the groundwater discharge permit and because of their suggestions and dedication; the permit was changed to only require quarterly sampling. Markland stated that they have done an excellent job.

A motion was made by Smith and seconded by Rauch to approve the contract with AMEC-BCI for water sampling services in accordance with the new groundwater discharge permit, to expire on December 31, 2011, at a cost not to exceed \$4,895.00. Motion carried by voice vote.

CALL TO THE AUDIENCE

Linda Davis, a resident of the Silver Ridge subdivision in Fenton Township, addressed the Council about her concerns with some landscaping issues at Silver Lake Park, as well as the use of some loud machinery very early in the morning. Davis requested that the City place a berm in the Park to buffer the Park from her home.

Susan Thomas, a resident of the Silver Ridge subdivision in Fenton Township, echoed the comments of Davis and requested that the City look into these matters. Osborn directed Markland to follow up on these issues.

RECESS TO CLOSED SESSION

A motion was made by Osborn and seconded by Rauch to enter into Closed Session for the purpose of discussing a purchase of property, as well as labor negotiations.

YEAS: Smith, Faricy, Jacob, North, Osborn, Rauch.
NAYS: None.
ABSENT: King. Motion carried by roll call vote.

Council recessed to Closed Session at 8:10 PM.

RECONVENE TO OPEN SESSION

Council reconvened to Open Session at 8:40 PM.

Meeting adjourned at 8:41 PM.

POST DATES 04/25/2011 - 04/25/2011
 UNJOURNALIZED
 OPEN

		GENERAL/SEWER/WATER FUNDS			
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-220.356	MICHIGAN EYE INSTITUTE	PROGRESSIVE	MICHIGAN EYE INSTITUTE- TE SERVICES	320.18	
Total For Dept 000				320.18	
Dept 209 ASSESSOR					
101-209-972.000	GIS/COMPUTER	AZTECA SYSTEMS, INC.	ANNUAL UPDATE AND SUPPORT	3,060.00	
Total For Dept 209 ASSESSOR				3,060.00	
Dept 210 ATTORNEY					
101-210-826.000	LEGAL FEES	FOSTER, SWIFT, COLLINS &	ASSESSOR	822.68	
101-210-826.000	LEGAL FEES	FOSTER, SWIFT, COLLINS &	ENVIRONMENTAL	507.50	
Total For Dept 210 ATTORNEY				1,330.18	
Dept 215 CLERK					
101-215-900.000	PRINTING AND PUBLISHING	HR DIRECT	LABOR LAW POSTERS	189.40	
Total For Dept 215 CLERK				189.40	
Dept 234 GENERAL SERVICES					
101-234-727.000	SUPPLIES	IMAGINIQUE STUDIOS	COMMUNITY CNTR/OLD FIRE HALL PHOTOS	205.00	
101-234-728.000	POSTAGE	PURCHASE POWER	CITY HALL POSTAGE	417.52	
101-234-810.000	PROFESSIONAL SERVICES	TRI-COUNTY WIRELESS, INC	EMAIL HOSTING/SUPPORT	699.40	
101-234-810.000	PROFESSIONAL SERVICES	TRI-COUNTY WIRELESS, INC	EMAIL HOSTING/SUPPORT	699.40	
Total For Dept 234 GENERAL SERVICES				2,021.32	
Dept 265 CITY HALL					
101-265-931.000	BUILDING MAINTENANCE	UNI FIRST	CITY HALL- MATS	92.10	
101-265-931.000	BUILDING MAINTENANCE	ZEE MEDICAL SERVICE CO.	CITY HALL- MEDICAL SUPPLIES	125.80	
Total For Dept 265 CITY HALL				217.90	
Dept 301 POLICE GENERAL					
101-301-740.000	OPERATING SUPPLIES	CITY OF FENTON PETTY CAS	PETTY CASH- POLICE	112.36	
101-301-740.000	OPERATING SUPPLIES	ZEE MEDICAL SERVICE CO.	POLICE- MEDICAL SUPPLIES	38.90	
101-301-741.000	UNIFORMS	CINTAS	DPW UNIFORMS	29.52	
101-301-741.000	UNIFORMS	IMAGE PROJECTIONS	POLICE DISPTACH- SHIRT	28.00	
101-301-826.100	PROSECUTIONS	FOSTER, SWIFT, COLLINS &	PROSECUTIONS	5,919.04	
Total For Dept 301 POLICE GENERAL				6,127.82	
Dept 327 POLICE STATION & BUILDING					
101-327-931.000	BUILDING MAINTENANCE	GOYETTE MECHANICAL	POLICE DEPT- REPAIR TO GAS FEED	144.00	
101-327-931.000	BUILDING MAINTENANCE	MICHIGAN COMPANY INC.	POLICE DEPT- CUSTODIAL SUPPLIES	83.11	
101-327-931.000	BUILDING MAINTENANCE	MICHIGAN COMPANY INC.	POLICE DEPT- CUSTODIAL SUPPLIES	32.53	
101-327-931.000	BUILDING MAINTENANCE	UNI FIRST	POLICE DEPT- MATS	28.40	
Total For Dept 327 POLICE STATION & BUILDING				288.04	
Dept 336 FIRE ADMINISTRATIVE					
101-336-727.000	SUPPLIES	THE UPS STORE	FIRE DEPT- SHIPPING NEEDS	12.81	
101-336-740.000	OPERATING SUPPLIES	ACO HARDWARE	FIRE DEPT- SUPPLY	13.99	
101-336-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	FIRE DEPT- OFFICE SUPPLIES	33.99	
101-336-740.200	FIRE FIGHTING EQUIP	DIXIE CLEANERS	FIRE DEPT- FEB/MARCH DRY CLEANING	180.55	
101-336-741.000	UNIFORMS	CINTAS	DPW UNIFORMS	29.52	
101-336-864.000	CONFERENCES & DUES	IAFC MEMBERSHIP RENEWAL	MEMBERSHIP DUES	204.00	
101-336-934.000	EQUIPMENT MAINT.	APOLLO FIRE APPARATUS RE	REPAIR OF L-15/REPLACED ALTERNATOR	1,649.50	

POST DATES 04/25/2011 - 04/25/2011
 UNJOURNALIZED
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GENERAL/SEWER/WATER FUNDS					
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 336 FIRE ADMINISTRATIVE					
101-336-934.000	EQUIPMENT MAINT.	Douglas Safety Systems	FIRE DEPT-REPAIR TO UNIFORM	62.26	
101-336-934.000	EQUIPMENT MAINT.	Douglas Safety Systems	FIRE DEPT- OPERATING SUPPLIES	30.78	
Total For Dept 336 FIRE ADMINISTRATIVE				2,217.40	
Dept 345 FIRE COMMUNICATIONS					
101-345-851.000	RADIO COMMUNICATIONS	MOTOROLA INC.	FIRE DEPT- RADIO SUPPORT	78.00	
Total For Dept 345 FIRE COMMUNICATIONS				78.00	
Dept 346 FIRE STATION					
101-346-920.000	UTILITIES	TRI-COUNTY WIRELESS, INC	EMAIL HOSTING/SUPPORT	273.95	
101-346-920.000	UTILITIES	TRI-COUNTY WIRELESS, INC	EMAIL HOSTING/SUPPORT	273.95	
101-346-931.000	BUILDING MAINTENANCE	MICHIGAN COMPANY INC.	FIRE HALL- CUSTODIAL SUPPLIES	60.86	
101-346-931.000	BUILDING MAINTENANCE	MICHIGAN COMPANY INC.	FIRE DEPT- CUSTODIAL SUPPLIES	48.78	
101-346-931.000	BUILDING MAINTENANCE	UNI FIRST	FIRE DEPT- MATS	94.95	
Total For Dept 346 FIRE STATION				752.49	
Dept 805 PLANNING					
101-805-956.100	MISCELLANEOUS	FEDERAL EXPRESS CORPORAT	COURIER SERVICE- PLANNING	24.14	
Total For Dept 805 PLANNING				24.14	
Total For Fund 101 GENERAL FUND				16,626.87	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	ALLIED WASTE SERVICES #2	STREET SWEEP	277.04	
Total For Dept 463 MAINTENANCE				277.04	
Dept 474 TRAFFIC SERVICES					
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SIGNAL MAINTENANCE @ FENWAY	67.97	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SIGNAL MAINTENANCE	204.07	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	US23 SB RAMPS @ SILVER LAKE	198.98	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SILVER PARKWAY	143.60	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	US23 NB OFF RAMP	11.75	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SIGNAL US23 OWEN @ DONALDSON	67.97	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	OWEN RD @ JENNINGS RD	122.81	
Total For Dept 474 TRAFFIC SERVICES				817.15	
Dept 482 DPW DIRECTOR					
202-482-741.000	UNIFORMS	CINTAS	DPW UNIFORMS	71.70	
202-482-864.000	CONFERENCES & DUES	APWA	DAN CZARNECKI - DUES	145.00	
Total For Dept 482 DPW DIRECTOR				216.70	
Total For Fund 202 MAJOR STREET FUND				1,310.89	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	ALLIED WASTE SERVICES #2	STREET SWEEP	277.04	
Total For Dept 463 MAINTENANCE				277.04	
Dept 482 DPW DIRECTOR					
203-482-741.000	UNIFORMS	CINTAS	DPW UNIFORMS	71.70	

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		GENERAL/SEWER/WATER FUNDS			
GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 203 LOCAL STREET FUND					
Dept 482 DPW DIRECTOR					
Total For Dept 482 DPW DIRECTOR				71.70	
Total For Fund 203 LOCAL STREET FUND				348.74	
Fund 208 PARK/RECREATION FUND					
Dept 691 RECREATION & PARKS					
208-691-741.000	UNIFORMS	CINTAS	DPW UNIFORMS	29.52	
Total For Dept 691 RECREATION & PARKS				29.52	
Total For Fund 208 PARK/RECREATION FUND				29.52	
Fund 209 CEMETERY FUND					
Dept 277 CEMETERY OPERATING					
209-277-801.000	PROFESSIONAL SERVICES	TNT OUTDOOR SERVICES,LLC	OAKWOOD CEMETERY- MARCH MAINTENANCE	2,550.00	
Total For Dept 277 CEMETERY OPERATING				2,550.00	
Total For Fund 209 CEMETERY FUND				2,550.00	
Fund 590 SEWER FUND					
Dept 548 SEWER					
590-548-727.000	SUPPLIES	MICHIGAN PIPE & VALVE	SEWER DEPT- COUPLINGS	216.75	
590-548-727.000	SUPPLIES	Michigan State Industrie	UTILITY BILLING- CHAIR	139.50	
590-548-741.000	UNIFORMS	CINTAS	WATER DEPT UNIFORMS	52.72	
590-548-810.000	PROFESSIONAL SERVICES	HUBBELL, ROTH & CLARK	SRF - CONSTRUCTION OBSERVATION	765.74	
590-548-855.000	MISS DIG	TECHNICHEM, INC.	DPW- MARKING PAINT	113.60	
590-548-855.000	MISS DIG	TECHNICHEM, INC.	SEWER DEPT- MARKING PAINT	113.60	
Total For Dept 548 SEWER				1,401.91	
Dept 549 LIFT STATION					
590-549-740.000	OPERATING SUPPLIES	VIC BOND SALES, INC.	SEWER DEPT- SUPPLY	60.21	
Total For Dept 549 LIFT STATION				60.21	
Total For Fund 590 SEWER FUND				1,462.12	
Fund 591 WATER FUND					
Dept 173 728					
591-173-727.000	SUPPLIES	Michigan State Industrie	UTILITY BILLING- CHAIR	139.50	
591-173-864.000	MPSI - BASIC YEAR 2	APWA-MICHIGAN CHAPTER	MICHIGAN PUBLIC SERVICE INSTITUTE YEA	325.00	
Total For Dept 173 728				464.50	
Dept 266 WATER TREATMENT PLANT					
591-266-740.000	OPERATING SUPPLIES	BRIGHTON ANALYTICAL LABS	WATER PLANT- TESTING	120.00	
591-266-740.000	OPERATING SUPPLIES	CARMEUSE LIME SALES CORP	WATER PLANT CHEMICALS- HYDRATE BULK	3,910.01	
591-266-740.000	OPERATING SUPPLIES	HACH CHEMICAL CO.	WATER DEPT- OPERATING SUPPLIES	95.37	
591-266-740.000	BULK CAUSTIC SODA	JONES CHEMICALS, INC.	WATER PLANT CHEMICALS-BULK CAUSTIC SO	5,818.81	
591-266-740.000	ULTRA SONIC LEVEL SENSOR	MORRELL INCORPORATED	LEVEL SENSOR FOR LIME FEED SYSTEM	537.77	
591-266-740.000	DEIONIZATION TESTING MATERIALS	SIEMENS	TESTING MATERIALS FOR DEIONIZATION	679.00	
591-266-740.000	OPERATING SUPPLIES	STERLING SCALE	WATER PLANT- INSPECTION	190.00	
591-266-740.000	OPERATING SUPPLIES	THE UPS STORE	WATER PLANT- SHIPPING NEEDS	19.92	
591-266-740.000	SYSTEM HOSES	WATSON MARLOW	LIME SLURRY PUMP HOSES/LUBE	1,564.00	
591-266-741.000	UNIFORMS	CINTAS	WATER DEPT UNIFORMS	84.35	

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GENERAL/SEWER/WATER FUNDS

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 266 WATER TREATMENT PLANT					
591-266-818.000	CONTRACTED SERVICES	BCI ENGINEERS & SCIENTIS	WATER PLANT- GROUNDWATER MONITORING	553.25	
591-266-864.000	CONFERENCES & DUES	AMERICAN WATER WORKS ASS	D. CZARNECKI- DUES	165.00	
591-266-864.000	MPSI - BASIC YEAR 2	APWA-MICHIGAN CHAPTER	MICHIGAN PUBLIC SERVICE INSTITUTE YEA	325.00	
591-266-920.000	UTILITIES	TRI-COUNTY WIRELESS, INC	EMAIL HOSTING/SUPPORT	278.95	
591-266-931.000	BUILDING MAINTENANCE	PLATINUM MECHANICAL INC.	WATER PLANT- REPAIR TO HVAC	308.19	
Total For Dept 266 WATER TREATMENT PLANT				14,649.62	
Dept 900 WATER OPERATING					
591-900-740.000	OPERATING SUPPLIES	ETNA SUPPLY	WATER DEPT- OPERATING SUPPLIES	24.54	
591-900-741.000	UNIFORMS	CINTAS	WATER DEPT UNIFORMS	52.72	
591-900-778.000	5/8 X 3/4 SR METER	ETNA SUPPLY	WATER METERS	2,610.00	
591-900-971.300	CROSS CONNECTION	HYDRO-DESIGNS, INC.	CROSS CONNECTION PROGRAM	1,265.00	
Total For Dept 900 WATER OPERATING				3,952.26	
Total For Fund 591 WATER FUND				19,066.38	
Fund 640 DPW EQUIPMENT REVOLVING FUND					
Dept 932 EQUIPMENT					
640-932-851.000	RADIO COMMUNICATIONS	TRI-COUNTY WIRELESS, INC	EMAIL HOSTING/SUPPORT	49.95	
640-932-851.000	RADIO COMMUNICATIONS	TRI-COUNTY WIRELESS, INC	EMAIL HOSTING/SUPPORT	49.95	
640-932-931.000	BUILDING MAINTENANCE	AIRGAS GREAT LAKES	DPW- OXYGEN	68.26	
640-932-931.000	BUILDING MAINTENANCE	UNI FIRST	DPW- MATS	49.90	
640-932-931.000	BUILDING MAINTENANCE	UNI FIRST	DPW- MATS	49.90	
640-932-933.000	DPW EQIUP MAINT	BATTERIES PLUS	DPW- SUPPLIES	85.50	
640-932-933.000	DPW EQIUP MAINT	CARQUEST AUTO PARTS STOR	POLICE/DPW AUTO PARTS/REPAIR	223.15	
640-932-933.000	GUTTER BROOM (GBT-4T)	MICHAEL TODD AND COMPANY	GUTTER BROOMS FOR STREET SWEEPER	612.03	
640-932-934.000	POLICE EQUIPMENT	CARQUEST AUTO PARTS STOR	POLICE/DPW AUTO PARTS/REPAIR	11.54	
640-932-934.000	POLICE EQUIPMENT	FENTON GLASS SERVICE	POLICE DEPT- IMPALA- REPAIR	235.20	
640-932-934.000	POLICE EQUIPMENT	FENTON KAR WASH	POLICE- CAR WASHES	75.00	
640-932-934.000	POLICE EQUIPMENT	INTERSTATE BATTERY OF FL	POLICE - BATTERY	72.95	
640-932-934.000	POLICE EQUIPMENT	KANE'S SERVICES LLC	REPAIR TO TAHOE #494	300.00	
Total For Dept 932 EQUIPMENT				1,883.33	
Total For Fund 640 DPW EQUIPMENT REVOLVING FUND				1,883.33	
Fund Totals:					
Fund 101 GENERAL FUND				16,626.87	
Fund 202 MAJOR STREET				1,310.89	
Fund 203 LOCAL STREET				348.74	
Fund 208 PARK/RECREATI				29.52	
Fund 209 CEMETERY FUND				2,550.00	
Fund 590 SEWER FUND				1,462.12	
Fund 591 WATER FUND				19,066.38	
Fund 640 DPW EQUIPMENT				1,883.33	
Total For All Funds:				43,277.85	

04/21/2011 04:37 PM
User: cward
DB: Fenton

INVOICE GL DISTRIBUTION REPORT FOR CITY OF FENTON

POST DATES 04/26/2011 - 04/26/2011
UNJOURNALIZED
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ESCROW ACCOUNTS

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-220.267	FREEDOM CENTER DOWNTOWN	PROGRESSIVE	FREEDOM CENTER TRAFFIC REVIEWS	33.75	
101-000-220.357	FREEDOM CENTER MAIN CAMPUS	PROGRESSIVE	FREEDOM CENTER TRAFFIC REVIEWS	924.49	
		Total For Dept 000		958.24	
		Total For Fund 101 GENERAL FUND		958.24	
			Fund Totals:		
			Fund 101 GENERAL FUND	958.24	
			Total For All Funds:	958.24	

POST DATES 04/24/2011 - 04/24/2011
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GL Number	Invoice Line Desc	Vendor	LDFA FUNDS	Invoice Description	Amount	Check #
Fund 495	LDFA CONSTRUCTION FUND					
Dept 852	LOCAL DEVELOPMENT FINANCE					
495-852-820.910	CMAQ	HUBBELL, ROTH & CLARK		OWEN ROAD TRAFFIC SIGNAL	2,353.40	
495-852-820.910	CMAQ	HUBBELL, ROTH & CLARK		OWEN ROAD TRAFFIC SIGNAL	4,597.94	
495-852-820.910	CMAQ	HUBBELL, ROTH & CLARK		OWEN ROAD TRAFFIC SIGNAL	4,892.02	
495-852-820.910	CMAQ	HUBBELL, ROTH & CLARK		OWEN ROAD TRAFFIC SIGNAL	16,204.89	
495-852-820.910	CMAQ	HUBBELL, ROTH & CLARK		OWEN ROAD CORRIDOR TRAFFIC SIGNAL	2,019.70	
495-852-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO		DIRECTOR MATTERS	262.50	
Total For Dept 852 LOCAL DEVELOPMENT FINANCE					<u>30,330.45</u>	
Total For Fund 495 LDFA CONSTRUCTION FUND					<u>30,330.45</u>	
Fund Totals:						
Fund 495 LDFA CONSTRUC					<u>30,330.45</u>	
Total For All Funds:					<u>30,330.45</u>	

POST DATES 04/27/2011 - 04/27/2011
 UNJOURNALIZED
 OPEN

GL Number	Invoice Line Desc	Vendor	DDA FUNDS	Invoice Description	Amount	Check #
Fund 401 DDA CONSTRUCTION FUND						
Dept 851 DOWNTOWN DEVELOPMENT						
401-851-818.400	MARKETING	CBS OUTDORR		DDA BILLBOARDS	4,300.00	
401-851-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO		REAL ESTATE MATTERS	52.50	
401-851-956.100	MISCELLANEOUS	FEDERAL EXPRESS CORPORAT		DDA - COURIER SERVICE	30.25	
401-851-971.410	WAYFINDING	GRISSIM METZ ANDREISE AS		WAYFINDING SIGNS	3,995.60	
401-851-975.730	FACADE IMPROVEMENT PROG	JOHN DZIURMAN ARCHITECTS		TASK 3 BUILDING DOC & ASSESSMENT	812.50	
401-851-975.730	FACADE IMPROVEMENT PROG	JOHN DZIURMAN ARCHITECTS		TASK 3 DOC & ASSESSMENT	812.50	
401-851-975.730	FACADE IMPROVEMENT PROG	JOHN DZIURMAN ARCHITECTS		TASK 3 BUILDING DOC & ASSESSMENT	3,250.00	
401-851-975.730	FACADE IMPROVEMENT PROG	JOHN DZIURMAN ARCHITECTS		TASK 4 DESIGN SERVICE	1,750.00	
401-851-975.801	SILVER PKWY IMPROVEMENTS	HUBBELL, ROTH & CLARK		SILVER PKWY RESURFACING MDOT AREA REQ	2,116.13	
401-851-975.801	SILVER PKWY IMPROVEMENTS	HUBBELL, ROTH & CLARK		SILVER PKWY LIGHTING & LANDSCAPE	3,729.00	
401-851-975.801	SILVER PKWY IMPROVEMENTS	LSL PLANNING, INC		SILVER PARKWAY	820.00	
401-851-975.801	SILVER PKWY IMPROVEMENTS	MICHIGAN DEPT/TRANSPORTA		SILVER PKWY RESURFACING	14,777.87	
401-851-975.807	COMMUNITY CENTER RESTORATION	JOHN DZIURMAN ARCHITECTS		COMMUNITY & CULTURAL CENTER	2,509.40	
401-851-975.809	WALNUT ST. IMPROVEMENTS	HUBBELL, ROTH & CLARK		WALNUT STREET RECONSTRUCTION	48.44	
401-851-975.809	WALNUT ST. IMPROVEMENTS	HUBBELL, ROTH & CLARK		WALNUT STREET RECONSTRUCTION	815.36	
401-851-975.809	WALNUT ST. IMPROVEMENTS	HUBBELL, ROTH & CLARK		WALNUT STREET RECONSTRUCTION	89.32	
Total For Dept 851 DOWNTOWN DEVELOPMENT					39,908.87	
Total For Fund 401 DDA CONSTRUCTION FUND					39,908.87	
Fund Totals:						
Fund 401 DDA CONSTRUCT					39,908.87	
Total For All Funds:					39,908.87	

Jack R. Winegarden Library Board
Regular Meeting Minutes
March 3, 2011
6:30 p.m.

Present: Bobbie Sweetman, Sonia Kelso, Les Hotchkiss, Sonja Melrose, Donna Lloyd

Absent: Joyce Wheat, JoAnn Gavey, Dennis Weinand, Mike Burns

Guests: Kelly Richards, Trenton Smiley

1. **Call to Order**

The meeting was called to order at 6:30 p.m. by President, Bobbie Sweetman

2. **Citizen Comments** - None.

3. **Approval of Minutes**

The minutes of meetings held on November 4, 2010 (submitted by Bobbie Sweetman) and January 6, 2011 (submitted by Donna Lloyd) were reviewed by the Board and approved following a motion by Les Hotchkiss, seconded by Sonia Kelso.

4. **Librarian's Report**

A. No library report was available for the Jack R. Winegarden Library.

B. The Fenton Children's Center Report was given by Bobbie Sweetman.

- The book club, It's Not Just Child's Play has changed to an on-line book discussion group with 17 members.
- Children's Librarian, Chris Heron has a student working with her approximately ten hours a week from Wayne State University.
- Chris Heron is working with the Community Relations Officer to plan 2011 programs for both adults and children.
- Chris continues to work with the Mid-Eastern Michigan Library co-op to plan the Spring tour with Guy Louis to promote the Summer Reading Club in the public schools.
- "Toddle Time" was held in January and February, 2011. 52 adults and 61 children attended.
- Chris held "Lil' Chef Story Time" in Davison, Grand Blanc, and Fenton, attended by 3 adults and 17 students.
- "Cupcakes and Cards" was led by Chris at three (3) branches. Fenton's program received news coverage provided by The Fenton Patch. The program was attended by 24 adults and 33 children.
- A three-week scholarship workshop was held in January; 3 adults and 17 students attended.
- Mark Crilley, author and illustrator inspired six future writers and illustrators in his workshop, also attended by 4 adults.
- Chris will serve as a judge for the "Letters about Literature" writing contest sponsored by the Library of Michigan.

It was noted that Chris Heron will no longer serve as the Fenton Children's Librarian.

5. **GDL Report** – Report held at this time.

6. **Budget Report** - A copy of the monthly report was distributed by Bobbie Sweetman.

Les questioned whether any budget surplus would be rolled over into the librarian fund. In Mike Burns' absence through follow-up discussion, it was determined that they would be maintained as two separate resources, and there would be no roll of money from one to the other.

The \$8, 000 (original fund balance and recent donation) is being held by the City of Fenton. The Board is unaware of any plans to invest or understanding of how the money will be managed and by whom.

7. Friends of the Fenton Library – Les Hotchkiss

Les reminded the Board that the next book sale will be held on March 25 from 10:00 a.m. – 5:00 p.m. and March 26 from 10:00 a.m. – 3:00 p.m. here at the library. Hard cover books will sell for \$1.00 each and paperbacks for \$.50. The books are being sorted and stored at the Fenton Depot, courtesy of the City of Fenton.

8. **GDL Report** – Kelly Richards, Branch Operations Manager

Kelly gave a brief update on the proposed millage.

- Voting on the library millage will be held on May 3, 2011.
- The .25 mil equates to an increase of \$25.00 per year on property values of \$100,000. Kelly discussed the issues of decreases in funding, multiplied by the decrease in property values.
- Kelly reported that the GDL had reviewed expenses line-by-line to reduce any unnecessary costs. Contracts are being renegotiated resulting in a decrease in staff and hours.

It was noted that the Fenton School system does not have a proposal at this time. The Board discussed target groups to get the vote out, including the home-schoolers, retired teachers and day care schools in the area.

9. Old Business

- A. The property purchase of the house next door to the library was discussed, although no new information was available.
- B. Options for donation envelopes for the Library Fund were reviewed. There are still a number of questions about the current fund balance and how it can be used by the Board, i.e., printing costs for the envelopes.

10. New Business

A. Presentation Plans –

- Bobbie informed the group that the Genesee County Democratic Club has invited the Board to present at their April 6 meeting at the Community Center.
- Members reviewed a list of local organizations prepared by Dennis Weinand. These groups and others added will be contacted by mail to solicit interest in the library board's presentation.
- A "practice presentation" will be scheduled to bring presenters up-to-date with the mechanics of the presentation as well as material. Members were asked to be creative with the idea on "how libraries relate to today"?
- Proposed dates are March 21, 28 or 29 at 6:30 p.m. at the Library. Bobbie will send out an email with the exact date.

B. Next meeting date will be May 5, 2011 at the Jack R. Winegarden Library at 6:30 p.m.

11. Call to the Audience. None present.

12. Adjournment.

The meeting was adjourned by the President following a motion by Sonia Kelso, seconded by Sonja Melrose. The motion passed at 7:40 p.m.

Respectfully submitted,

Donna Lloyd



**Fenton
Downtown
Development
Authority**

FENTON DOWNTOWN DEVELOPMENT AUTHORITY PROCEEDINGS

6:00 p.m.

Tuesday

March 15, 2011

The meeting was called to order by Chairman Schmidt at 6:05pm.

ROLL CALL:

PRESENT: Bayer, Canever, Henderson, James, Kasper, Osborn, Schmidt, Strayer

ABSENT: Piacentini, Saule, Sweetman, Wesch

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

EXECUTIVE DIRECTOR'S REPORT:

Burns reported that the Old Fire Hall lease agreement with the Michigan Brewing Company (MBC) has been signed. Burns stated that the news is reporting a story and it will be aired on television at 4pm.

Burns reported that a joint meeting with City Council and the Board of Governors would be held at 6pm on March 30th to discuss the Community Center Feasibility Study.

Burns reported that New Moon is currently creating the art for the Billboard Ad's and Banners and they should be up in April.

Burns reported that there are interested parties for the DDA property at 106 W. Shiawassee. Burns stated that two proposals would be presented to the board at next months meeting.

FINANCIAL REPORT:

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

CONSENT AGENDA:

- a. Accounts Payable – Authorize payment of bills in the amount of \$74,935.66
- b. Minutes of the January 26, 2011 DDA Special Meeting
 - Minutes of the February 15, 2011 DDA Meeting
 - Minutes of the March 9, 2011 DDA Special Meeting
- c. 2011 DDA Meeting Dates

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

MOTION CARRIED, Roll Call Vote: Bayer-aye, Canever-aye, Henderson-aye, James-aye, Kasper-aye, Osborn-aye, Schmidt-aye, Strayer-aye

SOUTHERN LAKES FARMER'S MARKET, CONCERTS IN THE PARK, SUMMER MOVIE SERIES AND BACK TO THE BRICKS SPONSORSHIP:

Burns reported that he has received a request from Southern Lakes Parks & Recreation (SLP&R) for sponsorship of the Farmers Market, Concerts in the Park, Summer Movie Series, and Back to the Bricks. Burns stated SLP&R is requesting \$22,000 in total to fund these events. Vince Paris, Executive Director of SLP&R is requesting DDA funding prior to the events occurring so they can address cash flow issues. Burns stated that in previous years the DDA & City provided a reimbursement for the actual costs at the end of the events. Burns stated that after analyzing the request he is recommending that the DDA provide \$10,000 up front and the additional costs be allocated once Paris provides the board with an expense report showing actual costs.

Motion by Kasper, support by Strayer to approve sponsorship of the SLP&R events; Farmers Market, Concerts in the Park, Summer Movie Series, and Back to the Bricks for a total amount not to exceed \$22,000 with \$10,000 being allocated on or after July 1, 2011 prior to the completion of the events and the additional costs allocated upon completion of the events.

MOTION CARRIED, ALL AYES.

FREEDOM FESTIVAL EVENT SPONSORSHIP:

Burns stated that the Freedom Festival will be held on July 4, 2011 and for a number of years the DDA has provided a \$5,000 sponsorship of the event. Pat Lockwood is requesting continued sponsorship of the event. Lockwood informed the board of how the sponsorship funding would be allocated.

Motion by Henderson, support by Kasper to approve a not to exceed amount of \$5,000 for DDA sponsorship of the Fenton Freedom Festival.

MOTION CARRIED, ALL AYES.

SPRING ART WALK:

Burns stated that the Spring Art Walk event would be in partnership with different cultural art entities in the community. Bayer stated that the Fenton Community Orchestra is coordinating with this event. Burns provided the board with a memo from Natalie Burg from New Moon Visions that explains the event. Burns added that this one-day event would most likely be held on a Friday in June. Burns stated that the Marketing Plan approved the DDA allocating \$5,500 for this event.

Motion by Schmidt, support by Strayer to allow for New Moon Visions to manage the Spring Art Walk event at a cost not to exceed \$5,500.

MOTION CARRIED, ALL AYES

HOTEL BREAKFAST SPONSORSHIP:

Burns reported that prior to them starting construction the Fairfield Inn approached the City looking for available financial incentives. Burns stated that after meeting with them and reviewing their budget the idea of having the DDA provide a \$10,000 sponsorship of breakfast for two years along with providing marketing materials as a promotional tool for downtown Fenton. Burns stated that if approved the DDA would also need to provide this at the Holiday Inn Express. Burns stated that this would mean a cost of \$20,000 per year for the next two years. Schmidt stated that this is a good opportunity for the DDA to promote the district to the out of town travelers staying at the hotels.

Motion by Kasper, support by Strayer to provide a hotel breakfast sponsorship for the new Fairfield Inn Hotel and the Holiday Inn Express at a cost not to exceed \$20,000 for both fiscal year 2012 and 2013.

MOTION CARRIED, ALL AYES.

FY 2012 BUDGET:

Burns stated that he made the budget changes requested by the DDA Board at the Organizational Committee Meeting on March 9th. Burns stated that he has prepared the budget with considerable review by the board and is requesting their approval this evening. Burns stated that the budget work session with City Council would be held on April 30, 2011. Schmidt stated that this is a good budget and can be amended if an unknown opportunity may arise.

Motion by Schmidt, support by James to approve the DDA Fiscal Year 2012 Budget and forward it to the City Council for their review.

MOTION CARRIED, ALL AYES.

E-PACKETS:

Burns stated that the City has developed capabilities to provide agenda packets online and that this can be a substantial savings to the DDA and City. Osborn

stated that with the City Council switching to e-packets it is a \$5,000 a month savings. Burns stated that if individual board members choose they can continue to receive paper packets.

CALL TO AUDIENCE:

No answer

ADJOURNMENT:

The meeting was adjourned at 7:10pm.

Respectfully submitted by,

Craig Schmidt
Craig Schmidt, Chairman
Downtown Development Authority

Charles Decator
Charles Decator
Recording Secretary

**Fenton Library Board
Workshop Minutes
March 21, 2011
6:30 p.m.
Fenton City Hall**

Present: Bobbie Sweetman, Joyce Wheat, Donna Lloyd, Sonia Kelso, Dennis Weinand, Les Hotchkiss

Absent: Sonia Melrose, Mike Burns

Guests: Judy Stoeri

The workshop was called by President, Bobbie Sweetman to review the PowerPoint Presentation for the Library Building Project and other projects related to upcoming presentations and material development.

- Judy Storei demonstrated the mechanical set up required for the PowerPoint presentation.
- Dennis Weinand distributed an updated list of local service clubs and organizations that may be interested in inviting a members(s) of the Board present the history and future goals for development of the Fenton Library.
 - Copies of the presentation as presented to the City Council were distributed and updated for the next presentation to the **Genesee County Democratic Club on 4/6/11 at 7:00 p.m.**

Action: Bobbie Sweetman will make revisions and email a final copy to each member of the Board.

- Members discussed the need for Library Building Fund donation envelopes to be made available at both the **Friends of the Fenton Library Book Sale on 3/25 and 3/26** as well as a **Saturday function at the Fenton Museum.**

NOTE: Work will continue to develop an “official” donation envelop for on-going donations.

Action: Judy Stoeri will print labels for donation envelopes (Fenton Library Building Fund, c/o City of Fenton, 301 S. Leroy Street, Fenton, MI 48430) and Donna Lloyd will print envelope inserts to gather donor information (thanking the donor for making a tax-deductible donation to the Fenton Library Building Fund in the amount of \$ XX and request the following information for our records: name, address, phone and email address.

Supplies of both will be delivered to Bobbie Sweetman by Wednesday.

- Dennis Weinand raised several points of interest for Board follow-up.
 - He made a donation to the Library Building Fund that has not been acknowledged to date. The importance of acknowledging donations was stressed. Options were discussed.

- The need for maintaining donor records was also discussed.
- Reporting of donations and account balances and investing options to the Board on a regular basis was discussed.
- Dennis recommended establishing various levels of donors. Members discussed some options, i.e., hardcover, paperback, best seller, DVD, VHS and 8-track levels. The need for additional discussion was evident!

Action: Bobbie will discuss the process of receipt, acknowledgement and reporting of donations with Lynn Markland and Mike Burns.

The meeting was adjourned at approximately 8:15 p.m.

Respectfully submitted,

Donna Lloyd