



# City of Fenton

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

## **CITY OF FENTON COUNCIL AGENDA**

**Monday, May 9, 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 April 4, 2011 Council Work Session.
- Council Authorize payment of invoices in the amount of \$296,817.81.
- Approve and place on file the minutes of the October 14, 2011 Local Development Finance Authority meeting and the March 24, 2011 Planning Commission meeting.
- Approve the request of the Curtis-Wolverton VFW Post 3243 to conduct the annual Memorial Day Parade on Monday, May 30, 2011.

#### **B. PUBLIC HEARING**

A public hearing will be held to receive citizen comments on the proposed 2010-2011 Interim Budget, the proposed 2011-2012 Fiscal Budget and the property tax millage rate of 10.6226 mils to be levied to support this budget. Pursuant to public comment, City Council may adopt Resolution No.11-08 and No. 11-09 approving the FY2011 Interim Budget and the FY2012 Budget and setting the supporting millage at 10.6226 mils.

### **C. CEMETERY RULES CHANGE**

Administration recommends that the Fenton City Council approve the addition of Rule 9B of the General Rules and Regulations of Oakwood Cemetery, concerning flag holders on grave sites.

### **D. FOURTH OF JULY FIREWORKS PERMIT**

Administration recommends that the Fenton City Council approve the permit application of Zambelli Fireworks Company, to set off fireworks from Silver Lake Park for the Fenton Freedom Festival on the Fourth of July, 2011.

### **CALL TO THE 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, April 4, 2011**  
**City Hall Council Chambers**  
**301 South Leroy Street**

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

Present: Faricy, Jacob, North, Osborn, Smith.  
Absent: King, Rauch. (Excused)  
Others Present: Lynn Markland, City Manager; Michael Burns, Assistant City Manager; Dan Czarnecki, Director of Public Works.

**CITIZENS COMMENTS**

Cherie Smith requested to speak about the Community Development Block Grant projects.

**PRESENTATION BY THE FENTON REGIONAL CHAMBER OF COMMERCE REGARDING THEIR UPCOMING GOALS AND PROJECTS**

Shelley Day, of the Fenton Regional Chamber of Commerce, distributed information to the Council concerning the Chamber itself and their goals for the upcoming year. Day introduced the Chamber Board members that were present, as well as the staff. Day also reviewed the different committees that meet on issues pertaining to the Chamber.

Patrick Welty reviewed the Ambassadors group and their duties, Welty also reviewed what concepts are being put into place in order to foster business development. Lastly, Welty explained the efforts that the Chamber is putting forth in order to draw the interest of students to the business world, as well as a scholarship program.

Dennis Lighter spoke to the Council about the Governance Committee of the Chamber and how they are implementing marketing strategies and a local Political Action Committee.

In closing, Day reviewed the series of events, hosted by the Chamber of Commerce that will take place this year and touched on their membership campaign and some of the incentives that are being offered.

Faricy questioned how the Fenton "Be Closer" campaign was coinciding with their marketing efforts. Day stated that they have placed a link for the "Be Closer" campaign on their website and are happy to assist the City with this. Day stated that the Fenton Regional Chamber of Commerce is looking forward to working with the City in the future.

**DISCUSSION ON MOSQUITO CONTROL IN THE CITY OF FENTON**

Czarnecki explained that the City would be able to save approximately \$5,700 of the cost of mosquito control if the DPW employees would treat the catch basins in-house. Czarnecki explained how the use of the treatment tablets work and added that it is a safe procedure to complete with the right materials. Osborn confirmed that the total cost for mosquito control is approximately \$45,000 and would come out of the General Fund. Markland added that the estimate is for the full cost of the program and the City has not utilized the full control program for several years now. Markland reviewed that the cost for adult control services is approximately \$27,000 and the City would also incur the additional cost for the tablets to treat the basins, which is about \$8,000.

Faricy questioned if this program was getting too expensive and thought that a millage proposal should be considered for this service. Faricy suggested treating the basins with the tablets and not doing any of the spraying, adding that some of the residents don't like the spraying anyway. Osborn stated that this program could be something that could be suggested as a shared service among the surrounding communities. Smith stated that he agreed with Faricy's position, however, it will be very important that the City residents are

educated as to how to prevent mosquito breeding around their own homes. Czarnecki stated that he will need one month's lead time to be able to order the tablets and have the basins treated by the beginning of June. Markland stated that the cost of the tablets could be expended from this year's budget and confirmed that the Council would like to move forward with this aspect of the program right now.

### **COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS FOR THE CITY OF FENTON**

Burns reported to the Council that the City has received \$62,000 in Community Development Block Grant Funds and added that the City would like to complete a project in the Gazebo area by the Millpond in order to make the area ADA accessible. Matt Parks, of OHM Engineering, was there to present the Council with three options of how to make improvements to this area. Parks explained that Option 1 would include an 8 foot sidewalk that would extend from LeRoy Street down to the Gazebo. Option 2 is the addition of a wood ramp that would provide ADA access to the Gazebo, and Option 3 would provide for the removal of the existing decking around the Gazebo and building a completely new entrance down to the Park itself. Parks also added that there is a lot of repair work that needs to be done concerning the brick pavers. Burns stated that he has contacted the County to see which of these options would be an acceptable use of the funding.

Osborn questioned if there was other grant money available for this type of project. Parks stated that there is potentially money out there for this type of project, but it is an application process. Faricy questioned where the ramp would go that would surround the Gazebo and Parks stated that it could be installed for aesthetics means; however, the costly part of that project is making sure that the ramp is ADA compliant. Markland stated that if Option 1 was selected, there needs to be a deterrent for skateboard use on the sidewalk. Parks added that there are design elements that could be implemented to combat this issue. Jacob stated that this project needs to be designed in conjunction with the downtown streetscape project so that we are not building something here that will only be torn up later.

Cherie Smith requested to speak on this matter and stated that there is money available for these types of projects through the Franklin D. Adams Foundation, The Ruth Mott Foundation and Keep Genesee County Beautiful. Ms. Smith stated that the ramp up to the Gazebo is concerning because of the issue of vandalism. She added that the materials used to construct the Gazebo are quite expensive and the replacement costs for them could be costly. Ms. Smith further stated that the Parks and Recreation Board as well as the Beautification Commission should be represented on this matter. Markland stated that the ramp to the Gazebo could be done in a tasteful way using materials that match the Gazebo. Parks stated that the Council will have to decide upon what option they like the best and then go about finding the best way to accomplish it. Osborn suggested taking a little more time to consider these options.

North questioned if there were other options rather than a sidewalk straight down from LeRoy Street, possibly using the parking lot at the Old Fire Hall and using a bridge to cross over. Markland explained that the grant is for access to the gazebo and City Hall. Smith confirmed that a more accurate assessment could be completed after an option is selected. Parks stated that these designs are preliminary. Parks also added that there are other design possibilities; however, it just depends on what the Council would like to expend. Parks further explained that lots of things could be done to enhance Option 1 and it will definitely provide improved functionality. Osborn requested that the Council be updated about the progress of this project at the May Work Session.

### **DISCUSSION ON THE SILVER PARKWAY LIGHTING PROJECT**

Burns presented the Silver Parkway Lighting Project to the Council. Mike Darga, of Hubbell, Roth, and Clark (HRC) was also present to answer any questions from the Council. Darga stated that the project entails the use of 35 foot light poles with arms extending off of both sides using LED lighting to provide more lighting on the Parkway. Darga further stated that the light would extend all the way to the sidewalks and would be installed every 3-400 feet along the road. More lighting would be added at turning points. Darga also explained that a pedestrian crosswalk would be added near the Lockwood Development and would encompass a ramp and flashing solar lights. Darga added that the island would be used as a resting point. Burns stated that

this project has gone before the Planning Commission and they were agreeable to it. Burns estimated the cost of the project to be approximately \$600,000.

Smith questioned the use of 35 foot light poles and inquired about the use of 20 foot poles instead. Darga stated that using the 20 foot poles would be a question of aesthetics and Burns commented that using the shorter poles would have required installation of more poles and brought the estimated cost of the project up over \$1,000,000. Burns reviewed that the committee felt that this was a cost that could be trimmed back. Osborn suggested using a ground cover on the islands so that mowing will not be necessary. Osborn also confirmed that no sprinkler system was going to be installed for this project. Osborn further suggested that the DDA pursue grant funding for the landscaping costs.

#### **DISCUSSION ON THE FENTON ART WALK**

Burns reviewed the concept of the Art Walk to be hosted in the Downtown area. Burns further explained that the Downtown Development Authority will be sponsoring the event under the direction of their marketing firm, New Moon Visions, to display various forms of art within the Downtown businesses. The purpose of the event is to draw people into town. Burns stated that the event is scheduled for June 24, 2011 from 4:30-8:00 PM. There will be no street closures required for the event, as the arts will be showcased within the businesses. Jacob stated that Burns should contact someone in the City of Flint regarding the Art Walk that they conduct, as it may be a way to get some tips on how to promote the event.

**CALL TO THE AUDIENCE** – None.

**COUNCIL MEMBER COMMENTS** - None

Meeting adjourned at 8:57 PM.

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Mayor Sue Osborn

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City Clerk, Jennifer Naismith

POST DATES 05/09/2011 - 05/09/2011

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OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 CITY COUNCIL					
101-101-864.000	CONFERENCES & DUES	JOHN RAUCH	SMALL CITIES - MEAL & MILEAGE	38.50	
Total For Dept 101 CITY COUNCIL				38.50	
Dept 192 ELECTIONS					
101-192-956.100	MISCELLANEOUS	BARBARA J. RYAN	ELECTION SUPPLIES	25.06	
101-192-956.100	MISCELLANEOUS	JENNIFER NAISMITH	ELECTION & WS SUPPLIES/MILEAGE	20.69	
Total For Dept 192 ELECTIONS				45.75	
Dept 215 CLERK					
101-215-729.000	LICENSING	BS&A SOFTWARE	HUMAN RESOURCES SYSTEM- ANNUAL SUPPOR	950.00	
101-215-729.000	LICENSING	BS&A SOFTWARE	PAYROLL SYSTEM- ANNUAL SUPPORT	1,150.00	
101-215-900.000	PRINTING AND PUBLISHING	TRI-COUNTY TIMES	PUBLISHING	316.60	
101-215-970.000	CAPITAL OUTLAY	COMPREHENSIVE COMPUTING	MONTHLY IT MAINTENANCE AND SUPPORT	510.57	
Total For Dept 215 CLERK				2,927.17	
Dept 234 GENERAL SERVICES					
101-234-727.000	SUPPLIES	GERYCH GREENHOUSE	R. ARO - FATHER	55.00	
101-234-727.000	SUPPLIES	JENNIFER NAISMITH	ELECTION & WS SUPPLIES/MILEAGE	26.45	
101-234-810.000	PROFESSIONAL SERVICES	COMPREHENSIVE COMPUTING	MONTHLY IT MAINTENANCE AND SUPPORT	1,516.50	
101-234-810.000	PROFESSIONAL SERVICES	HASTINGS TESTING ENGINEE	FAIRFIELD INN- SOIL SAMPLING	1,500.00	
101-234-934.000	OFFICE EQUIPMENT MAINT.	IKON OFFICE SOLUTIONS	CITY HALL COPIER MAINTENANCE AGREEMEN	834.50	
Total For Dept 234 GENERAL SERVICES				3,932.45	
Dept 247 BOARD OF REVIEW					
101-247-956.100	MISCELLANEOUS	DEAF C.A.N.	SERVICES FOR BOR HEARING	89.46	
Total For Dept 247 BOARD OF REVIEW				89.46	
Dept 253 TREASURER					
101-253-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	GENERAL LEDGER SYSTEM- ANNUAL SUPPORT	950.00	
101-253-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	CASH RECEIPTING SYSTEM- ANNUAL SUPPOR	800.00	
101-253-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	ACCOUNTS PAYABLE SYSTEM- ANNUAL SUPPO	800.00	
101-253-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	INTERNET SERVICES- ANNUAL SUPPORT	2,120.00	
101-253-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	PURCHASE ORDER SYSTEM- ANNUAL SUPPORT	800.00	
101-253-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	MICS RECEIVABLES- ANNUAL SUPPORT	800.00	
Total For Dept 253 TREASURER				6,270.00	
Dept 265 CITY HALL					
101-265-818.000	CONTRACTED SERVICES	SUNSET MAINTENANCE	CITY WIDE JANITORIAL SERVICE	668.08	
101-265-931.000	BUILDING MAINTENANCE	UNI FIRST	CITY HALL- MATS	93.10	
101-265-957.000	GROUNDS & MISC	CJ CALLAGHAN & SONS	CITY WIDE LANDSCAPING MAINTENANCE	321.60	
101-265-957.000	GROUNDS & MISC	CJ CALLAGHAN & SONS	CITY WIDE LAWN MAINTENANCE	26.75	
101-265-957.000	GROUNDS & MISC	QUALITY LANDSCAPE	CITY WIDE- APPLICATION OF FERTILIZER	39.00	
Total For Dept 265 CITY HALL				1,148.53	
Dept 301 POLICE GENERAL					
101-301-740.000	OPERATING SUPPLIES	CHARTER COMMUNICATIONS	POLICE STATION- INTERNET	65.95	
Total For Dept 301 POLICE GENERAL				65.95	
Dept 320 POLICE TRAINING					
101-320-960.000	EDUCATION & TRAINING	FENTON LAKES SPORTSMAN C	POLICE RANGE RENTAL	200.00	
101-320-960.302	ED & TRAIN 302 GRANT	NAED	RE-CERTIFICATION FOR DISPATCHERS	50.00	

POST DATES 05/09/2011 - 05/09/2011

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 320 POLICE TRAINING					
Total For Dept 320 POLICE TRAINING				250.00	
Dept 327 POLICE STATION & BUILDING					
101-327-931.000	BUILDING MAINTENANCE	BECK'S PEST CONTROL	POLICE DEPT- PEST CONTROL	120.00	
101-327-931.000	BUILDING MAINTENANCE	UNI FIRST	POLICE- MATS	98.80	
101-327-957.000	GROUNDS & MISC	CJ CALLAGHAN & SONS	CITY WIDE LANDSCAPING MAINTENANCE	321.61	
101-327-957.000	GROUNDS & MISC	CJ CALLAGHAN & SONS	CITY WIDE LAWN MAINTENANCE	26.76	
101-327-957.000	GROUNDS & MISC	QUALITY LANDSCAPE	CITY WIDE- APPLICATION OF FERTILIZER	39.00	
Total For Dept 327 POLICE STATION & BUILDING				606.17	
Dept 336 FIRE ADMINISTRATIVE					
101-336-727.000	SUPPLIES	CARROT-TOP INDUSTRIES	FIRE DEPT- A-FRAME SIGN	155.66	
101-336-934.000	EQUIPMENT MAINT.	AUTO VALUE	FIRE DEPT- SUPPLIES	3.58	
101-336-934.000	EQUIPMENT MAINT.	IKON OFFICE SOLUTIONS	FIRE STATION- COPIER MAINTENANCE AGRE	156.00	
Total For Dept 336 FIRE ADMINISTRATIVE				315.24	
Dept 346 FIRE STATION					
101-346-818.000	CONTRACTED SERVICES	SUNSET MAINTENANCE	CITY WIDE JANITORIAL SERVICE	429.48	
101-346-931.000	BUILDING MAINTENANCE	AUTO VALUE	FIRE STATION- WIRE ACCESSORIES	2.99	
Total For Dept 346 FIRE STATION				432.47	
Dept 738 LIBRARY					
101-738-818.000	CONTRACTED SERVICES	SUNSET MAINTENANCE	CITY WIDE JANITORIAL SERVICE	1,002.12	
101-738-931.000	BUILDING MAINTENANCE	QUALITY LANDSCAPE	CITY WIDE- APPLICATION OF FERTILIZER	30.00	
101-738-956.100	MISCELLANEOUS	CJ CALLAGHAN & SONS	CITY WIDE LANDSCAPING MAINTENANCE	289.29	
101-738-956.100	MISCELLANEOUS	CJ CALLAGHAN & SONS	CITY WIDE LAWN MAINTENANCE	35.75	
Total For Dept 738 LIBRARY				1,357.16	
Dept 740 MUSEUM					
101-740-956.100	MISCELLANEOUS	CJ CALLAGHAN & SONS	CITY WIDE LANDSCAPING MAINTENANCE	332.14	
101-740-956.100	MISCELLANEOUS	CJ CALLAGHAN & SONS	CITY WIDE LAWN MAINTENANCE	17.76	
Total For Dept 740 MUSEUM				349.90	
Dept 746 COMMUNITY NEEDS					
101-746-819.100	WEBSITE	3SIXTY INTERACTIVE	WEBSITE HOSTING/SUPPORT	383.33	
Total For Dept 746 COMMUNITY NEEDS				383.33	
Dept 805 PLANNING					
101-805-728.000	POSTAGE	FEDERAL EXPRESS CORPORAT	PLANNING- POSTAGE	23.43	
101-805-818.000	CONTRACTED SERVICES	LSL PLANNING, INC	PLANNING	118.60	
Total For Dept 805 PLANNING				142.03	
Total For Fund 101 GENERAL FUND				18,354.11	
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
202-463-818.000	CONTRACTED SERVICES	CRAFTSMAN ELECTRICAL SER	DONALDSON DRIVE- SERVICE CALL	354.07	
Total For Dept 463 MAINTENANCE				354.07	
Dept 474 TRAFFIC SERVICES					
202-474-740.000	OPERATING SUPPLIES	CARRIER & GABLE, INC.	MAJOR STREETS - ROAD TAPE	54.70	

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GENERAL/SEWER/WATER FUDNS

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR STREET FUND					
Dept 474 TRAFFIC SERVICES					
Total For Dept 474 TRAFFIC SERVICES				54.70	
Total For Fund 202 MAJOR STREET FUND				408.77	
Fund 208 PARK/RECREATION FUND					
Dept 691 RECREATION & PARKS					
208-691-775.600	PARKS-LAWN CUTTING C.C.	CJ CALLAGHAN & SONS	CITY WIDE LANDSCAPING MAINTENANCE	894.50	
208-691-775.600	PARKS-LAWN CUTTING C.C.	CJ CALLAGHAN & SONS	CITY WIDE LAWN MAINTENANCE	107.03	
208-691-775.600	PARKS-LAWN CUTTING C.C.	CJ CALLAGHAN & SONS	PARKS- LAWN MAINTENANCE	1,480.00	
208-691-810.000	PROFESSIONAL SERVICES	QUALITY LANDSCAPE	CITY WIDE- APPLICATION OF FERTILIZER	355.00	
Total For Dept 691 RECREATION & PARKS				2,836.53	
Total For Fund 208 PARK/RECREATION FUND				2,836.53	
Fund 209 CEMETERY FUND					
Dept 277 CEMETERY OPERATING					
209-277-802.000	GRAVE OPENINGS	FENTON CEMETERY SERVICE	OAKWOOD CEMETERY- MARCH 2011	1,050.00	
209-277-802.000	GRAVE OPENINGS	FENTON CEMETERY SERVICE	OAKWOOD CEMETERY OPERATION- FEB 2011	1,050.00	
209-277-803.000	FOUNDATION COSTS	FENTON CEMETERY SERVICE	OAKWOOD CEMETERY- MARCH 2011	556.80	
209-277-804.000	COMMISSIONS-SALE OF LOTS	FENTON CEMETERY SERVICE	OAKWOOD CEMETERY- MARCH 2011	760.00	
209-277-804.000	COMMISSIONS-SALE OF LOTS	FENTON CEMETERY SERVICE	OAKWOOD CEMETERY OPERATION- FEB 2011	180.00	
Total For Dept 277 CEMETERY OPERATING				3,596.80	
Dept 967 CONTRB TO OTHER FUNDS					
209-967-965.213	TRANSF TO PERPETUAL CARE	OAKWOOD CEMETERY	LOT SALES - MARCH 2011	760.00	
209-967-965.213	TRANSF TO PERPETUAL CARE	OAKWOOD CEMETERY	LOTS SALES - FEBURARY 2011	180.00	
Total For Dept 967 CONTRB TO OTHER FUNDS				940.00	
Total For Fund 209 CEMETERY FUND				4,536.80	
Fund 226 GARBAGE AND RUBBISH COLLECTION FUND					
Dept 528 SANITATION					
226-528-818.000	CONTRACTED SERVICES	REPUBLIC SERVICES #237	YARD/WASTE/RECYCLE SERVICES - APRIL 2	33,117.00	
Total For Dept 528 SANITATION				33,117.00	
Total For Fund 226 GARBAGE AND RUBBISH COLLECTION FUN				33,117.00	
Fund 590 SEWER FUND					
Dept 548 SEWER					
590-548-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	INTERNET SERVICES	1,060.00	
590-548-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	UTILITY BILLING- ANNUAL SUPPORT	1,110.00	
590-548-818.000	CONTRACTED SERVICES	CJ CALLAGHAN & SONS	WATER PLANT LAWN MAINTENANCE	80.00	
590-548-818.000	CONTRACTED SERVICES	COMPREHENSIVE COMPUTING	MONTHLY IT MAINTENANCE & SUPPORT	758.25	
Total For Dept 548 SEWER				3,008.25	
Dept 962 PLANT OPERATION					
590-962-801.000	PROFESSIONAL SERVICES	GENESEE CO. DRAIN COMMIS	QUARTERLY SEWER CHARGES	197,625.57	
Total For Dept 962 PLANT OPERATION				197,625.57	
Total For Fund 590 SEWER FUND				200,633.82	



POST DATES 05/09/2011 - 05/09/2011

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GL Number	Invoice Line Desc	Vendor	GENERAL/SEWER/WATER FUDNS Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 266 WATER TREATMENT PLANT					
591-266-740.000	OPERATING SUPPLIES	MICHIGAN PETROLEUM TECHN	WATER PLANT- SUPPLIES	68.75	
591-266-740.000	OPERATING SUPPLIES	NCL OF WISCONSI	WATER PLANT - OPERATING SUPPLIES	76.73	
591-266-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	INTERNET SERVICES	1,060.00	
591-266-818.000	CONTRACTED SERVICES	BS&A SOFTWARE	UTILITY BILLING- ANNUAL SUPPORT	1,110.00	
591-266-931.000	BUILDING MAINTENANCE	CJ CALLAGHAN & SONS	WATER PLANT LAWN MAINTENANCE	125.00	
591-266-931.000	BUILDING MAINTENANCE	SUNSET MAINTENANCE	WATER PLANT- JANITORIAL SERVICE	286.32	
Total For Dept 266 WATER TREATMENT PLANT				2,726.80	
Dept 900 WATER OPERATING					
591-900-740.000	OPERATING SUPPLIES	MICHIGAN PIPE & VALVE	WATER DEPT- OPERATING SUPPLIES	288.56	
591-900-778.000	SENSUS MODEL 510RA WATER METERS	ETNA SUPPLY	SENSUS WATER METERS	605.48	
591-900-818.000	CONTRACTED SERVICES	COMPREHENSIVE COMPUTING	MONTHLY IT MAINTENANCE & SUPPORT	758.25	
Total For Dept 900 WATER OPERATING				1,652.29	
Total For Fund 591 WATER FUND				4,379.09	
Fund 640 DPW EQUIPMENT REVOLVING FUND					
Dept 932 EQUIPMENT					
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	1,284.06	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	1,370.66	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	1,080.66	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	1,162.42	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	1,085.29	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	1,195.74	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	GASOLINE	1,674.04	
640-932-931.000	BUILDING MAINTENANCE	UNI FIRST	DPW- MATS	83.70	
640-932-931.000	BUILDING MAINTENANCE	UNI FIRST	DPW- MATS	50.90	
640-932-933.000	DPW EQUIP MAINT	DEWEY'S AUTO CENTER, INC	DPW & POLICE VEHICLES- REPAIR	344.85	
640-932-933.000	DPW EQUIP MAINT	PIONEER QUICK LUBE - FEN	DPW VEHICLE- OIL CHANGE	35.09	
640-932-934.000	POLICE EQUIPMENT	DEWEY'S AUTO CENTER, INC	DPW & POLICE VEHICLES- REPAIR	64.90	
640-932-934.000	POLICE EQUIPMENT	FENTON GLASS SERVICE	POLICE TAHOE- REPAIR	195.00	
Total For Dept 932 EQUIPMENT				9,627.31	
Total For Fund 640 DPW EQUIPMENT REVOLVING FUND				9,627.31	
Fund Totals:					
Fund 101 GENERAL FUND				18,354.11	
Fund 202 MAJOR STREET				408.77	
Fund 208 PARK/RECREATI				2,836.53	
Fund 209 CEMETERY FUND				4,536.80	
Fund 226 GARBAGE AND R				33,117.00	
Fund 590 SEWER FUND				200,633.82	
Fund 591 WATER FUND				4,379.09	
Fund 640 DPW EQUIPMENT				9,627.31	
Total For All Funds:				273,893.43	

POST DATES 05/10/2011 - 05/10/2011  
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ESCROW ACCOUNTS

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-220.287	BEALE GROUP	LSL PLANNING, INC	VARIOUS ESCROW ACCOUNTS- PLANNING	172.50	
101-000-220.322	FENTON HOTELS LLC	LSL PLANNING, INC	VARIOUS ESCROW ACCOUNTS- PLANNING	331.25	
101-000-220.343	VG'S -OUTLOT	LSL PLANNING, INC	VARIOUS ESCROW ACCOUNTS- PLANNING	235.00	
101-000-220.350	LASCO COPPER AVENUE	LSL PLANNING, INC	VARIOUS ESCROW ACCOUNTS- PLANNING	110.00	
101-000-220.356	MICHIGAN EYE INSTITUTE	LSL PLANNING, INC	VARIOUS ESCROW ACCOUNTS- PLANNING	1,145.00	
101-000-220.357	FREEDOM CENTER MAIN CAMPUS	LSL PLANNING, INC	VARIOUS ESCROW ACCOUNTS- PLANNING	4,846.25	
Total For Dept 000				6,840.00	
Total For Fund 101 GENERAL FUND				6,840.00	
Fund Totals:					
				Fund 101 GENERAL FUND	6,840.00
Total For All Funds:				6,840.00	

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INVOICE GL DISTRIBUTION REPORT FOR CITY OF FENTON

POST DATES 05/08/2011 - 05/08/2011  
UNJOURNALIZED  
OPEN

L DFA FUNDS

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 495 LDFA CONSTRUCTION FUND					
Dept 852 LOCAL DEVELOPMENT FINANCE					
495-852-819.100	WEBSITE	3SIXTY INTERACTIVE	WEBSITE HOSTING/SUPPORT	383.34	
		Total For Dept 852 LOCAL DEVELOPMENT FINANCE		383.34	
		Total For Fund 495 LDFA CONSTRUCTION FUND		383.34	
		Fund Totals:			
			Fund 495 LDFA CONSTRUC	383.34	
			Total For All Funds:	383.34	

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 DB: Fenton

INVOICE GL DISTRIBUTION REPORT FOR CITY OF FENTON

POST DATES 05/11/2011 - 05/11/2011  
 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	OHM ENGINEERING ADVISORS	CITY HALL GAZEBO- PRELIM NEEDS	780.00	
401-851-818.400	MARKETING	CBS OUTDORR	DETROIT/FLINT BILLBOARDS	4,300.00	
401-851-818.400	MARKETING	CBS OUTDORR	DETROIT/FLINT BILLBOARDS	4,300.00	
401-851-818.400	MARKETING	REGENT BROADCASTING OF F	DDA ADVERTISING	600.00	
401-851-818.400	MARKETING	WHMI 93.5 FM	DDA ADVERTISING	525.00	
401-851-971.413	LANDSCAPING MAINT	CJ CALLAGHAN & SONS	DDA LANDSCAPING MAINTENANCE	3,375.00	
401-851-971.413	LANDSCAPING MAINT	CJ CALLAGHAN & SONS	DDA LANDSCAPING BED MAINTENANCE	1,117.71	
401-851-971.414	LAWN CARE	CJ CALLAGHAN & SONS	DDA LAWN MAINTENANCE	160.00	
401-851-975.020	OLD FIRE HALL MAINTENANCE	QUALITY LANDSCAPE	FERTILIZER - SILVER PKWY & OLD FIRE H	30.00	
401-851-975.720	STREETSCAPE MAINTENANCE	QUALITY LANDSCAPE	FERTILIZER - SILVER PKWY & OLD FIRE H	130.00	
401-851-975.750	WEBSITE	3SIXTY INTERACTIVE	WEBSITE HOSTING/SUPPORT	383.33	
Total For Dept 851 DOWNTOWN DEVELOPMENT				15,701.04	
Total For Fund 401 DDA CONSTRUCTION FUND				15,701.04	
Fund Totals:					
Fund 401 DDA CONSTRUCT				15,701.04	
Total For All Funds:				15,701.04	

LOCAL DEVELOPMENT FINANCE AUTHORITY  
MINUTES

6:00P.M.

Thursday

October 14, 2010

Meeting called to order by Osborn at 6:00 P.M.

**ROLL CALL:**

**PRESENT:** Lockwood, Piacentini, Osborn, Popa, Yeotis.

**ABSENT:** Cattaneo, Kuptz, Williams.

**OTHERS:** Mike Burns, Assisant City Manager, Lynn Markland, City Manager.

**MINUTES:** Motion by Lockwood and supported by Popa to approve the minutes of the August 12, 2010 meeting.

**MOTION CARRIED. ALL AYES.**

**DIRECTORS REPORT:**

Burns has submitted the application to the State for the LDFA recertification for the Industrial Park. The seminar to help promote and get new businesses in the Industrial Park was held at City Hall this week. Burns said it went very well.

**FINANCIAL REPORT:**

Burns reviewed the financial report with the board members.

**NEW BUSINESS:**

a) LDFA TIF Plan

Burns discussed with the Board that the LDFA TIF Plan is due to expire on December 31, 2010. There have been discussions of adding five new projects at previous LDFA meetings to the TIF Plan, which the Board was very receptive to these new projects. Moved by Lockwood and supported by Osborn to extend the LDFA for an additional 20 years with an expiration date of December 31, 2030, and to add to the project list, green energy services.

**MOTION CARRIED. ALL AYES.**

b) Targeted Industry Study

Burns discussed the marketing study for the Industrial Park with the Board. New Moon Visions will be creating marketing material to promote the park. For the study to be more effective, the LDFA might want to partner with a university to do GIS mapping for the park. Lockwood mentioned that Rob Surber from the State of Michigan Department of Management and Budget is very experienced in mapping and overlays. Another idea would be to have a webpage that has a GIS map of the Industrial Park.

**CALL TO THE AUDIENCE:** There were no comments.

**ADJOURNMENT:** The meeting adjourned at 6:30 P.M.

Respectfully submitted,



Carol Kelly

**FENTON PLANNING COMMISSION MINUTES**  
**City Hall Council Chambers**  
**301 South Leroy Street**  
**March 24, 2011**

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

Present: Farella, Kasper, Morey, Orzol, Parker, Smith, Sprague, Steffey.  
Absent: Lenhart.  
Others Present: Brad Hissong, Building/Zoning Administrator; Sherrin Hood, LSL Planning; Carmine Avantini, LSL Planning; Stephen Schultz, Legal Counsel.

**MINUTES**

Moved by Kasper, seconded by Orzol to approve the minutes of the February 24, 2011 meeting, as written. Motion carried by voice vote.

**PUBLIC HEARING ON A SPECIAL LAND USE (SLU) APPLICATION TO EXPAND THE EXISTING FREEDOM CENTER CHURCH FACILITY AT 2473 W. SHIAWASSEE AVENUE.**

Parker explained that there are two items before the Commission regarding the Freedom Center Church; one being a Special Land Use, and the other being a site plan review for their proposed expansion. Parker added that the Special Land Use requires a public hearing; however, the site plan review does not.

Jeff Parker, of Parker Architects, spoke on behalf of the applicant concerning the scope of the project for expansion and renovations of the Church's building facilities. Jeff Parker stated that the church would like to add on an auditorium that would seat 800 people and would add on additional parking to accommodate this. Jeff Parker further stated that the Church would like to move their existing drive in order to create more separation from the adjacent residential area. The Church has applied to combine their existing four parcels into one.

Jeff Parker explained that the Church has a history of noise issues and would like to make changes in order to combat the noise levels. He further explained that the Church has hired an acoustical and audio visual consultant to make recommendations for the appropriate changes. The Church wants to meet and reduce the noise level, in accordance with the City's ordinances. Jeff Parker further explained that they plan to do some landscape buffering using trees. The final issue that Jeff Parker discussed was the issue of the existing lights that are at the facility because they exceed the brightness limits of the ordinances in some places, however, the church would prefer to keep them as it increases the level of safety and prevents loitering.

Jeff Parker reviewed that the Church has no plans to open daycare facilities or a school and will only be conducting conventional church activities under the guise of the church of the Assembly of God. They have no further aspirations than this. The Church is very involved in the community and wants to contribute further in the future.

Hood stated that she was going to go over her review of the SLU and the Site Plan because they are connected. Hood referred to both of her review letters dated for March 17, 2011. Hood stated that she would like to see the Church integrate more landscaping into this project and needs to see a clearly defined plan of how the Church is going to address the noise

issues. Hood was pleased to hear that the Church has implemented the use of an acoustic engineer. Hood reported that the Church is in compliance with most aspects of the SLU and has revised their parking requirements in accordance with the recommendations of the City's Traffic Engineer, Progressive AE. Hood found that the Church's existing lighting is not in compliance with the City's standards, and the Commission should discuss whether or not to allow them to keep it, however, all newly added lighting will have to be in compliance with the City's zoning ordinance. Hood further stated that the issue of landscaping needs to be discussed and that the efforts should be made to protect the residents and not the street. Plants that create a lot of height would be desirable but placement will have to be monitored to the location of the drain. They will need to implement more trees. Finally, Hood stated that the Church is requesting a waiver for the placement of a sidewalk along Shiawassee Avenue, so this should be considered and the Church should also consider using striping instead of curbed islands to create the aisle in the drive.

Chairman Parker opened the public hearing at 7:38 PM.

Troy Prince, of 933 Plumtree Lane, spoke in support of the Church and stated that the noise issues can be addressed and the Church wants to be a good neighbor.

Howard Allgood, of 880 Mapletree Drive, stated that the plowing is a noise issue and the location of the new drive is a problem. Allgood stated that there is currently a screening buffer in place, which helps, but it is not enough. He would like to see a screen buffer consisting of 12'-15' trees installed in a staggered fashion approximately 5' apart. Allgood addressed his concern that the new drive would generate a lot of headlights shining through his windows.

Kathy Allgood, of 880 Mapletree Drive, stated the need for an additional buffer zone and stated that she has called the police to address the noise and vibration issues on several occasions. She further stated that the noise and vibration problems are affecting her emotionally.

Donna Seely, of 870 Mapletree Drive, stated her concern about the headlights glaring from the newly proposed drive and extension of the parking lot. Seely expressed that a buffer would be a great help in this situation.

Roy Width, of 624 Plumtree Lane, stated that the low frequency sound is bothersome to the neighbors; however, he thanked the Church for their communication. Width wants to see the City follow up on the Church's plans because the sound is the main issue. Width also questioned if the Church was going to remove the old drive.

John Gembinski, of 940 Plumtree Lane, thought the Church should consider changing where the new drive would be and suggested a high buffer of evergreens. Gembinski stated that a thorough analysis of the sound is necessary and their parking lot is very busy. Gembinski stated that the plan is not ready to be accepted yet because there is additional work that needs to be done. Gembinski stated that the noise generated here has degraded the quality of his life.

Mary Gembinski, of 940 Plumtree Lane, stated that her quality of life has been degraded because of the noise and stressed that the acoustic problem needs to be solved. She would also like to see a buffer zone for the headlights.

Chairman Parker closed the public hearing at 8:04 PM.

Morey questioned if the actual noise level is known and Hissong stated that complaints have been addressed through the code enforcement officer and he thought that they had been resolved. Morey stated that the levels need to be acceptable, but how does the Commission address this. Kasper stated that the City should review the letter from their acoustic engineer and should wait until the acoustic study is complete. Hissong stated that the City's engineering firm should work with the acoustic engineer in order to develop a plan of action. Sprague stated that

the SLU could be approved contingent upon a plan from the acoustic engineer as to how to deal with the noise issues. Width stated that the sound is directional and low in frequency and these are the problems.

Orzol confirmed that the old drive would be removed and replaced with sod. Orzol also confirmed that the Church owns the "Old Gravel Road"; however, there are a couple of easements on it for the residences in that area. Orzol questioned the waiver for the sidewalk and Hissong stated that the Church has applied for the waiver; however, the Commission should require them to install it in accordance with the zoning ordinance. Orzol confirmed that a left turn lane off of Shiawassee Avenue would not be necessary at this time according to the City's traffic engineer.

Orzol confirmed that the applicant was looking for input from the Commission as to how to address the landscaping at this time. Smith asked if there was a problem with planting a buffer in two locations and Jeff Parker stated that they would like to plant smartly with this project and would be happy to extend the existing tree line. Hood stated that larger trees would be better for blocking the line of sight from the headlights but if the new parking requires excavation, planting could be a little tricky.

Parker queried how the Commission would like to proceed. Steffey stated that more expertise and guidance is needed on this plan concerning the sound and buffering. Hood recommended that the Commission table this issue until more information can be gathered. Schultz agreed that there are a few more issues that need to be worked out before an approval can be recommended. Hissong stated that this should be able to be handled at the April meeting.

A motion was made by Morey and seconded by Farella to table this matter until the April meeting due to a need for further information concerning landscaping and sound insulation. Motion carried by voice vote.

#### **SITE PLAN REVIEW OF THE FREEDOM CENTER CHURCH'S PROPOSED EXPANSION AT 2473 W. SHIAWASSEE AVENUE**

A motion was made by Kasper and seconded by Smith to table the site plan review until the April meeting of the Commission due to the need for more information from the Acoustic Engineer and the City's Engineer. Motion carried by voice vote.

#### **SIGN WAIVER REQUEST FOR THE FAIRFIELD INN**

Hood stated that she had reviewed the sign waiver request for the Fairfield Inn and, even though the dimensions are larger than what is allowed, she would recommend that the Commission approve this request. Hood further stated that the hotel will back up to US-23, so additional signage request for this business has merit.

Terry Riddle, of 13176 Nine Mile Road, South Lyon, stated that they had eliminated signage proposed on the east side of the building and preferred to place it on the west side of the building to promote more exposure. Riddle added that M-DOT has informed them that they will not be providing directional signage for the hotel, and this is why they have proposed to move the signage around, in order to market their business in a better manner. Hissong stated that this request probably would have been granted under the original approval if the proposed signage had been available. Hissong added that the applicant has worked very well with his department through this process. Smith confirmed that there was really no regulation on the lighting intensity of this type of sign. Orzol confirmed that the sign would be visible from Owen Road, looking north.



A motion was made by Sprague and seconded by Smith to approve the sign waiver request of Fairfield Inn, located at 3125 W. Silver Lake Road, to allow for the installation package. Motion carried by voice vote.

### **MICHIGAN EYE INSTITUTE – SILVER PARWAY, UNIT #9 SILVER LAKE VILLAGE GBD/PUD**

Kevin Cook, of 5198 Territorial Road, reviewed the scope of the project for the Planning Commission. Cook stated that the City's traffic engineer, Progressive AE, had some concerns regarding parking and they have since modified their plans accordingly. Cook added that they have also enhanced the landscaping plans along the green belt, as suggested by LSL Planning. Cook reported that the Genesee County Drain Commissioner has restricted the area for landscaping behind the building, which is somewhat contradictory to what the City requires. Additionally, Cook stated that the photometric plan has been updated to include LED lighting, which may cause an issue.

Hood reviewed that the proposed Michigan Eye Institute is one of four potential building sites on this parcel and added that the proposed signage could be an issue, but it appears that this instance is a special circumstance. Hood also stated that the proposed LED lighting would fall under the guidelines of the forthcoming proposed changes to the Zoning Ordinance, which would incorporate the use of LED lighting. Hood explained that the Zoning Ordinance is currently specific to metal halide. Hood confirmed that the level of brightness would have to match the existing standards.

Greg Mason, the project's architect, described the building's façade materials, which include an aluminum curtain wall and lighter color brick. Mason also added that the applicant is requesting signage amounting to two monument signs and two wall signs, which would be understated in nature. Sprague questioned the color of the brick, as the Commission had previously required another applicant to use red brick to match the existing nature of the area. Mason stated that the buildings across the street are lighter tan brick and the intention is to match those aesthetics, subsequently, this theme would be matched throughout the entire development.

Morey questioned what the existing parking requirement is after Hood reported that the applicant is requesting more than what is required. Mason stated that there is projected to be at least 35 cars in the lot per day and they were trying to make an accurate assessment for the level of parking that will be required.

Smith questioned the size of the water main that would be installed and Cook reported that a 12" main will be constructed with an 8" public line attached for tap-ins in anticipation of further development. Cook further explained that a 6" main will also be installed to support the required fire suppression system. Orzol questioned how to handle the question of landscaping behind the building bordering on US-23. Hood stated that the Commission could offer a waiver to the applicant; they could defer the landscaping requirement, or require the applicant to plant inside the line of easement.

Jerry Mansour, realtor for the applicant, stated that they are requesting additional signage as a trade off for completing a dual façade, as required. Mansour further stated that they are requesting an additional monument sign than what is allowed but the applicant has also included many extras in their design in order to create a better development environment, furthermore, the applicant just wants to do everything the right way. Hood stated that they would need to see the dimensions of the additional wall signage. Avantini stated that the Commission has made exceptions of this nature for other businesses in this area because of the need to provide a dual