

**City of Davison  
City Council Meeting  
December 23, 2013  
7:30 PM  
City Council Chambers**

- I. Call to Order and Pledge of Allegiance**
- II. Approval of the Regular Agenda**
- III. Brief Public Comments on Agenda Items**
- IV. Approval of Consent Agenda (att.)**
  - A. DDA Minutes December 4, 2013 – Draft (att.)
  - B. Joint Council/DDA Main Street Minutes December 4, 2013 – Draft (att.)
  - C. Planning Commission Minutes December 10, 2013 – Draft (att.)
  - D. LDFA/BRA Minutes December 16, 2013 – Draft (att.)
  - E. Committee & Board Appointments & Reappointments (att.)
- V. Approval of Minutes**
  - A. December 9, 2013 (att.)
- VI. Communications to the Council (att.)**
  - A. Safe & Active Genesee for Everyone
- VII. City Manager Report**
- VIII. Council Committee Reports**
- IX. Unfinished Business**
  - A. Engineering Report/Main Street Road Project Update
  - B. M-15 & Flint Street Left Turn Arrow
  - C. City Manager Recommendation – Water & Sewer Rates (att.)
  - D. Schedule of Fees Resolution 2013-31 (att.)
  - E. Open Issues Log (att.)
- X. New Business**
  - A. Assessing 2014 Update
- XI. Public Comments not included on the agenda**
- XII. Announcements**
- XIII. Adjournment**

**Per City of Davison Council Rules and Procedures:  
Each member of the public is limited to 3 minutes for public comment  
unless granted more time by the Mayor.**

***Merry Christmas & Happy New Year***

**CITY OF DAVISON  
DOWNTOWN DEVELOPMENT AUTHORITY  
DECEMBER 4, 2013**

PRESENT: Deb Loveland, Paul Snyder, Tim Bishop, Chris Stritmatter, Cindy Wentzel, Tim Look, Kristen Bullock, James Cowan, Will Davis, Tim Look, Chris Stritmatter

ABSENT: Will Davis

STAFF: City Manager Michael Hart, DDA Coordinator Elizabeth Holm

OTHERS: 3

**CALL TO ORDER**

Chairman Loveland called the meeting to order at 6:34 p.m.

**APPROVAL OF AGENDA**

**MOTION 121-13 APPROVAL OF AGENDA FOR DECEMBER 4, 2013**

Motion by Mr. Snyder, and seconded by Mayor Bishop to approve the agenda for December 4, 2013 as presented. Motion carried.

**NEW BUSINESS**

**MOTION 122-13 CONVENE INTO EXECUTIVE SESSION – PROPERTY ACQUISITION**

Motion by Mr. Snyder and seconded by Ms. Bullock to convene into executive session for property acquisition at 6:36. Motion carried unanimously by roll call vote.

**MOTION 123-13 RECONVENE INTO REGULAR SESSION**

Motion by Mr. Snyder and seconded by Ms. Bullock to reconvene into regular session at 7:36 p.m. Motion carried unanimously by roll call vote.

**MOTION 124-13 AUTHORIZATION TO PROCEED WITH NEGOTIATIONS ON DAVISON OIL & GAS PROPERTY**

Motion by Mr. Cowan, and seconded by Mayor Bishop to authorize City Manager Michael Hart to proceed with negotiations on the Davison Oil & Gas property. Motion carried unanimously by roll call vote.

**ANY GENERAL PUBLIC COMMENTS ON ANY ITEM NOT ON THE AGENDA**

**ANNOUNCEMENTS**

Downtown Christmas is Saturday, December 7<sup>th</sup> starting at 11:00 a.m.

**MOTION 125-13 AJOURNMENT**

Motion by Mayor Bishop, and seconded by Mr. Cowan to adjourn the meeting at 7:38 p.m. Motion carried.

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Elizabeth J. Holm, DDA Coordinator

**CITY OF DAVISON  
JOINT COUNCIL/DDA MAIN STREET  
ROAD PROJECT MINUTES  
DECEMBER 4, 2013**

**PRESENT:** Gary Peppin Paul Hammond, Deb Loveland, Paul Snyder, Joan Snyder, James Cowan

**ABSENT:**

**STAFF:** City Manager Michael Hart, Deputy City Clerk Elizabeth Holm

**OTHERS:** 4

**CALL TO ORDER**

Co-Chairman Peppin called the meeting to order at 7:44 p.m.

**APPROVAL OF AGENDA**

Motion by Mr. Snyder, and seconded by Mr. Cowan to approve the agenda for December 4, 2013 as presented. Motion carried.

**APPROVAL OF MINUTES**

Motion by Mr. Snyder, and seconded by Ms. Loveland to approve the minutes for October 30, 2013 as presented. Motion carried.

**PUBLIC COMMENTS/ COMMUNICATIONS CONCERNING ITEMS ON THE AGENDA**

**UNFINISHED BUSINESS**

**ONGOING UPDATE ON MAIN STREET ROAD PROJECT**

Mr. Brinks from Wade Trim went through the financial statements and the additional punch list items that need to be addressed.

Discussion was held on additional items that weren't on the list were stripping issues at Third Street and the bike lane sharrows need to be painted in the spring when re-stripping is done. Mr. Hart also will be getting with Consumers Energy regarding light pole heights being different on the east and west sides of Main Street.

Mr. Hart stated that there was discussion between him and Wade Trim and they reduced the charges by \$17,400.

**NEW BUSINESS**

**ANY GENERAL PUBLIC COMMENTS ON ANY ITEM NOT ON THE AGENDA**

Question was asked how the joint committee worked together.

Comment made that the post office box on Second Street needs to be moved from the private property and onto the right-of-way.

**ANNOUNCEMENTS**

Wade Trim will be at the December 23<sup>rd</sup> meeting to discuss the wrap up of the Main Street Project.

**AJOURNMENT**

Motion by Mr. Hammond, and seconded by Mr. Cowan to adjourn the meeting at 8:22 p.m. Motion carried.

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Elizabeth J. Holm, Deputy City Clerk

**CITY OF DAVISON  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
December 10, 2013**

**DRAFT**

**PRESENT:** Chairperson Nate Whiting, Gerald Kennedy, Mary Stearns, Carrie Baugher, Christopher Hinkley, Craig Carlton

**ABSENT:** Richard Fridline, T. J. Bauswell, Pat Stetson

**STAFF PRESENT:** Barbara McCrea

**OTHERS PRESENT:** 1

**1. CALL TO ORDER:**

Chairperson Nate Whiting called the meeting to order at 7:00 p.m.

**2. APPROVAL OF AGENDA:**

Motion made by Mr. Kennedy, seconded by Mr. Hinkley, to approve the December 10, 2013 agenda as presented. **Motion carried.**

**3. APPROVAL OF MEETING MINUTES:**

Motion made by Ms. Baugher, seconded by Mr. Hinkley, to approve the meeting minutes as presented from November 12, 2013. **Motion carried.**

**4. PUBLIC COMMENTS & COMMUNICATIONS CONCERNING ITEMS ON THE AGENDA:**

**5. UNFINISHED BUSINESS:**

**A. Master Plan:** Alan Bean, from Spicer Group, presented the results from the online Master Plan survey.

**B. Dumpster Ordinance:** Motion made by Mr. Hinkley, seconded by Ms. Stearns, to table the Dumpster Ordinance issue until next meeting. **Motion carried.**

**6. NEW BUSINESS:**

**A. 2014 Meeting Resolution:** Motion made by Mr. Kennedy, seconded by Ms. Baugher, to adopt the 2014 Meeting Resolution dates as presented. **Motion carried.**

**7. COMMITTEE AND SPECIAL REPORTS:**

**8. OTHER BUSINESS:**

**9. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA:**

**10. NEXT SCHEDULED MEETING JANUARY 14, 2014**

**11. ADJOURNMENT:**

Motion made by Mr. Carlton, seconded by Mr. Hinkley, to adjourn the meeting at 7:54 p.m.

**Motion carried.**

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Nate Whiting, Chairperson

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Barbara McCrea, Planning Commission  
Coordinator

**CITY OF DAVISON  
LOCAL DEVELOPMENT FINANCE AUTHORITY  
REGULAR MEETING MINUTES  
December 16, 2013**

**PRESENT:** Leroy Cole, Mayor Tim Bishop, Larry Fox, T.J. Bauswell,  
Pegge Adams, Larry Gawthrop

**ABSENT:** Duane Veit

**STAFF PRESENT:** Michael Hart City Manager, Angela West LDFA Coordinator

**CALL TO ORDER**

Mr. Cole called the meeting to order at 1:38 p.m.

**APPROVAL OF AGENDA FOR DECEMBER 16, 2013**

Motioned by Mr. Fox and seconded by T.J. Bauswell, to approve the agenda for December 16, 2013 as presented. Motion carried.

**APPROVAL OF MINUTES FOR SEPTEMBER 16, 2013**

Motioned by Mr. T.J. Bauswell, and seconded by Ms. Adams, to approve the regular meeting minutes for September 16, 2013. Motion carried.

**BILLS PRESENTED FOR PAYMENT**

Motioned by Mr. Bishop and seconded by Ms. Adams, to approve the quarterly bills presented for payment on December 16, 2013. Motion carried.

**TREASURER'S REPORT**

Approval of the Treasurer's report:

- A. Motioned by Mr. Fox, seconded by Mr. Bishop, to accept the Treasurer's report as presented for September, October, and November. Motion carried.

**PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS ON THE AGENDA**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

- A. Removal of trees in the Community Garden- It is being reviewed by Michael Hart and Jim Theolet. Currently, no action is required from the LDFA.
- B. Motioned by Mr. Bishop and seconded by Mr. T.J. Bauswell to approve the 2014 Meeting Resolution as presented. Motion carried.

**CITY OF DAVISON**  
**LOCAL DEVELOPMENT FINANCE AUTHORITY**  
**REGULAR MEETING MINUTES**  
**DECEMBER 16, 2013**

**COMMITTEE AND SPECIAL REPORTS**

**ANY GENERAL PUBLIC COMMENTS ON ANY ITEM NOT ON THE AGENDA**

**ANNOUNCEMENTS**

**NEXT MEETING**

The next regularly scheduled meeting will be held on March 17, 2014.

**ADJOURNMENT**

Motioned by Ms. Adams, seconded by Mr. Bishop, to adjourn the meeting at 1:44 p.m.. Motion carried.

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Leroy Cole, Chairman

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Angela West, Coordinator

**CITY OF DAVISON  
BROWNFIELD REDEVELOPMENT AUTHORITY  
REGULAR MEETING MINUTES  
December 16, 2013**

**PRESENT:** Leroy Cole, Mayor Tim Bishop, Larry Fox, T.J. Bauswell, Pegge Adams,  
Larry Gawthrop

**ABSENT:** Duane Veit

**STAFF PRESENT:** Michael Hart City Manager, Angela West LDFA Coordinator

**CALL TO ORDER**

Mr. Cole called the meeting to order at 1:45 p.m.

**APPROVAL OF AGENDA FOR DECEMBER 16, 2013**

Motioned by Mr. Bishop, and seconded by Mr. Bauswell, to approve the agenda for December 16, 2013 as presented. Motion carried.

**APPROVAL OF MINUTES FOR DECEMBER 16, 2013**

Motioned by Mr. Bishop, and seconded by Mr. Bauswell, to approve the regular meeting minutes from December 16, 2013. Motion carried.

**PUBLIC COMMENTS AND COMMUNICATIONS CONCERNING ITEMS ON THE AGENDA  
UNFINISHED BUSINESS  
NEW BUSINESS**

- A. Motioned by Mr. Bishop and seconded by Mr. Bauswell to approve the 2014 Meeting Resolution as presented. Motion carried.

**COMMITTEE AND SPECIAL REPORT**

- A. Michael Hart reported that the DDA is interested in purchasing the Davison Oil and Gas property. He will update the LDFA as needed and report back at the next LDFA meeting with any previous environmental reports that have been conducted on the property.

**ANY GENERAL PUBLIC COMMENTS ON ANY ITEM NOT ON THE AGENDA**

**ANNOUNCEMENTS**

**NEXT MEETING**

The next regularly scheduled meeting will be held on March 17, 2014.

**ADJOURNMENT**

Motioned by Ms. Adams, and seconded by Mr. Bishop, to adjourn the meeting at 2:00. Motion Carried.

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Leroy Cole, Chairman

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Angela West, Coordinator

**COMMITTEE APPOINTMENTS/REAPPOINTMENTS  
DECEMBER 23, 2013 COUNCIL MEETING**

**PLANNING COMMISSION**

**Alex Fabian**

**Appointment**

**12/31/2016**

**City of Davison  
City Council Meeting  
December 9, 2013  
7:30 PM  
City Council Chambers**

Present: Mayor Tim Bishop, Jack Abernathy, Paul Hammond, Joan Snyder, Gary Peppin, Ron Emery, and Pat Stetson

Absent:

Staff: City Manager Michael Hart, City Clerk Andrea Schroeder, Police Chief Bill Brandon, DPW Supervisor Ed Brown and Treasurer Julie Pray

Others: 37 General public

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Mayor Bishop called the meeting to order at 7:30 p.m.

**MOTION 228-13 APPROVAL OF THE REGULAR AGENDA**

Motion by Mr. Hammond, and seconded by Mr. Abernathy to approve the regular agenda for December 9, 2013 as amended having item B and C under New Business as discussion only. Motion carried.

**PUBLIC COMMENTS**

Comments and questions made in regards to the displeasure of the water and sewer rate increase.

**2012-2013 AUDIT PRESENTATION – PLANTE & MORAN, PLLC**

**MOTION 229-13 ACCEPTANCE OF THE 2012-2013 AUDIT**

Motion by Mr. Emery, and seconded by Ms. Snyder to accept the 2012-2013 Audit presented by Plante & Moran, PLLC as presented. Motion carried.

**WATER & SEWER RATE STUDY – MICHIGAN RURAL WATER ASSOCIATION**

Mike Engels from MRWA presented the findings of the Water & Sewer Rate study. A question and answer period was conducted.

**APPROVAL OF CONSENT AGENDA**

- A. 2014 Holiday Calendar
- B. Committee and Board Appointments & Reappointments

**MOTION 230-13 APPROVAL OF CONSENT AGENDA**

Motion by Mr. Emery, and seconded by Mr. Stetson to approve consent agenda as presented. Motion carried unanimously by roll call vote.

**APPROVAL OF MINUTES**

**MOTION 231-13 APPROVAL OF NOVEMBER 25, 2013 REGULAR MEETING MINUTES**

Motion by Ms. Snyder, and seconded by Mr. Abernathy to approve the November 25, 2013 regular Meeting Minutes as presented. Motion carried.

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**COUNCIL MEETING**  
**DECEMBER 9, 2013**

**MOTION 232-13 BILLS PRESENTED FOR PAYMENT**

Motion by Mr. Emery, and seconded by Mr. Stetson to approve the bills for payment in the amount of \$283,716.72. Motion carried.

**COMMUNICATION TO THE COUNCIL**

**APPOINTED OFFICERS REPORT**

Mr. Hart presented the Monthly Permits, Inspections and Zoning Violation Report for November 2013.

Mr. Brown presented the Monthly DPW Report for November 2013.

Chief Brandon presented the Monthly Police Report for November 2013.

Mrs. Pray presented the Monthly Revenue & Expenditure Report for November 2013.

**CITY MANAGER REPORT**

Mr. Hart commented that a meeting was conducting with MDOT and State representatives in regards to our warrant study at M-15 and Flint Streets. Another study is scheduled for approximately 1 ½ years. Senator Robertson will look at updating the standards for warrant studies in the State because they do not include any provisions for "complete streets." Thank you to Senator Robertson and State Representative Faris for attending the meeting. Temporary signs have been placed at the railroad tracks on M-15 warning of the condition of the tracks. CN and MDOT have been contacted. We continue to work with all parties to have the crossing rehabbed.

**COUNCIL COMMITTEE REPORT**

Mr. Peppin: Joint Main Street Committee met and they are finishing up on Downtown improvements.

**UNFINISHED BUSINESS**

**ENGINEERING REPORT MAIN STREET ROAD PROJECT**

Our S.A.W. Grant application was submitted on time and over 300 applications were received by the deadline date.

**M-15 & FLINT STREET LEFT TURN ARROW**

**ANY ITEM REMOVED FROM CONSENT AGENDA**

**NEW BUSINESS**

**MOTION 233-13 2014 COUNCIL MEETING RESOLUTION 2013-30**

Motion by Mr. Abernathy, and seconded by Mr. Stetson to approve the 2014 Council Meeting Resolution 2013-30 as presented. Motion carried.

**MOTION 234-13 CITY MANAGER RECOMMENDATION WATER & SEWER RATES**

Motion by Mr. Emery, and seconded by Mr. Stetson to postpone this item and place on the December 23, 2013 Council meeting agenda. Motion carried.

**RESOLUTION 2013-31 SCHEDULE OF FEES**

This item to be placed on the December 23, 2013 Council agenda under unfinished business.

**PAGE 3  
COUNCIL MEETING  
DECEMBER 9, 2013**

**PUBLIC COMMENTS NOT INCLUDED ON THE AGENDA**

Comments made in regards to the Medical Marijuana facility in the City of Davison. An offer was made to conduct presentations and tours to the Council in regards to subject.

**ANNOUNCEMENTS**

Mr. Hammond thanked the Mayor and staff for how well the water and sewer rate study was conducted this evening.

**MOTION 235-13 ADJOURNMENT**

Motion by Mr. Hammond, and seconded by Mr. Abernathy to adjourn the meeting at 9:37 p.m. Motion carried.

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**Mayor Tim Bishop**

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**City Clerk Andrea L. Schroeder**



**Safe & Active  
Genesee for Everyone**

DEC 09 2013

December 5, 2013

**SAGE  
COALITION**  
Founding members

*The Disability  
Network*

*Greater Flint  
Health Coalition*

*Friends of the  
Flint River Trail*

*Flint River  
Corridor Alliance*

*City of Flint, Parks  
& Recreation  
Department,  
Kearsley Park  
Project*

*City of Flint,  
Transportation  
Department*

*Genesee County  
Parks &  
Recreation  
Commission*

*Genesee County  
Metropolitan  
Planning  
Commission*

*Genesee Regional  
Trail Council*

*IMA Recreation  
Association*

*University of  
Michigan-Flint,  
Center for Applied  
Environmental  
Research*

*University of  
Michigan-Flint,  
Recreation Center*

**YWCA**

*Michigan Fitness  
Foundation*

*Crim Fitness  
Foundation*

Mayor Tim Bishop  
City of Davison  
200 E. Flint Street Suite #2  
Davison, MI 48423

Honorable Mayor Bishop,

The Safe & Active Genesee for Everyone (SAGE) coalition would like to congratulate you on the city of Davison's new bicycle lanes and multi-use path. SAGE coalition members were thrilled to see bike lanes installed on Main Street from Flint Street to Clark Street and a multi-use path along Clark Street to the Davison Community Schools campus. It is clear that you and other City of Davison officials understand how community design can impact health and quality of life. Your recent improvements are helping to make Davison a safe and vibrant community for all residents.

SAGE is a collaborative of local advocates, non-profit, private and government organizations working together to advocate for and support active living initiatives that promote safe opportunities for people to be physically active throughout Genesee County. Your initiatives fit perfectly with the vision of SAGE and are helping to build active living momentum in Genesee County.

Research shows that people are more likely to integrate physical activity into their daily routine if active recreation and transportation opportunities are safe, convenient, and accessible. Walkable, bikeable, and accessible communities are in demand and Davison is leading the way to create a 21st Century hometown that offers transportation choices and a network that can efficiently link people with great destinations.

SAGE applauds your commitment and recognizes your community leaders' dedication to improve the safety and well-being of all residents. Together we can create a healthy and active Genesee County that will result in a great quality of life for all residents.

Sincerely,

Lauren Holaly-Zembo  
On Behalf of Safe & Active Genesee for Everyone  
Active Living Director  
Crim Fitness Foundation

# City of Davison Council Action Request

**FROM:** Michael A. Hart, City Manager (and staff)

**DATE:** December 9, 2013

**ISSUE:** Water & Sewer Rate Study with MRWA findings, Water & Sewer Rate Increases

**BUDGETED ITEM:**  YES  NO **ATTACHMENT:**  YES  NO

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**BACKGROUND:** The City of Davison self produces and distributes water to the benefit of its customers. By affirmative vote of the City electorate in August 2002 for compliance with EPA arsenic reduction requirements, bonds were then approved in 2003 for the construction of a state of the art reverse osmosis water treatment plant. The treatment plant was successfully constructed and became operational in 2005.

In approximately 1973, the City for the sake of efficiency and effectiveness abandoned its waste water treatment plant operations and joined with other municipalities in having Genesee County provide waste water treatment. With the current arrangement, a property owner is responsible for their infrastructure and lateral to the City's transmission line, the City is responsible for its transmission lines and related lift stations to transport the waste water to the County's infrastructure which includes interceptors located within the City. All of the waste water produced by the City's customers including non-waste water that has entered the system is then sent to Genesee County facilities for treatment per compliance under both Federal and State guidelines.

The City recently engaged with its consultant of record, Michigan Rural Water Association (MRWA) for performing a water & sewer rate study. The City has received the results based upon compilation of its operational and capital expenditures including future capital needs. A rate increase is not only warranted, but necessary for fiscal solvency of the water and sewer enterprise funds with their commensurate operations of providing water and sewage treatment.

**PROPOSED ACTION:** To increase the total charges for water from \$1,037,784 to \$1,388,223+/- and for sewer from \$878,951 to \$1,201,470+/- . See revised draft fee schedule listing specific rate increases for each progressive meter size. Also, per prior recommendation(s) from the City's Auditor to simplify our financial/accounting processes and under advisement from the City's water & sewer rate study consultant MRWA, the capital charge is folded into the existing "ready to serve" and "usage" charges. Additionally, there will be an automatic 2.5% inflationary annual rate increase for both water and sewer charges with a rate review after three (3) years. And, automatic pass-through of any Genesee County sewage treatment charges.

As a follow-up action, the water and sewer rate ordinance will be updated prior to the 1<sup>st</sup> quarterly 2014 customer billing statement to reflect the approved fee schedule with the new water and sewer rates.

**FISCAL IMPLICATIONS:** For the water fund, the current revenue stream totals \$1,037,784 comprised of ready to serve \$61.35, usage \$2.53 per thousand gallons, and capital \$6.00 charges per 3/4" residential meter. Under the new 3/4" residential meter rate structure it would be \$82.35 for ready to serve and \$4.79 per thousand gallons for usage charges with a total approximate revenue of \$1,388,223+/- . The difference being an additional \$350,439+/- to the water fund.

For the sewer fund, the current revenue stream totals \$878,951 comprised of ready to serve \$60.09, usage \$2.56 per thousand gallons, and capital \$6.00 charges per 3/4" residential meter. Under the new 3/4" residential meter

rate structure it would be \$76.09 for ready to serve and \$4.69 per thousand gallons for usage charges with a total approximate revenue of \$1,201,470+/- . The difference being an additional \$322,519+/- for the sewer fund.

The automatic 2.5% inflationary annual rate increase for both water and sewer charges equates to \$34,706+/- for water and \$30,037+/- for sewer the first year.

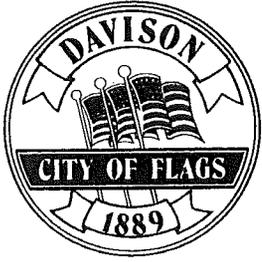
**MANAGER'S RECOMMENDATION:** I recommend the City Council support the fiscal solvency and continued operations of our water treatment plant, necessary water operations, and all related water infrastructure. Also, the continued support of all of our sewer operations with related sewer infrastructure and the continued treatment of our sanitary waste by Genesee County.

**RECOMMENDED MOTION:** An action by City Council to approve by resolution the revised fee schedule with water and sewer rate increases.

**EXAMPLES OF SIGNIFICANT BUDGET IMPACT ITEMS**

<b>WATER FUND</b>	PERCENTAGE OF READY TO SERVE FEES	
	OLD RATES	NEW RATES
BOND PAYMENTS	<b>95%</b>	<b>73%</b>
	PERCENTAGE OF READY TO SERVE FEES/COMMODITY FEES COMBINED	
	OLD RATES	NEW RATES
BOND PAYMENTS	<b>48%</b>	<b>39%</b>

<b>SEWER FUND</b>	PERCENTAGE OF READY TO SERVE/COMMODITY FEES	
	OLD RATES	NEW RATES
GENESEE COUNTY CHARGES	67%	49%
25% INCREASE TO GENESEE COUNTY CHARGES	-	12%
<b>TOTAL GENESEE COUNTY CHARGES</b>	<b>67%</b>	<b>61%</b>



# *City of Davison*

200 E. FLINT STREET, SUITE 2  
DAVISON, MICHIGAN 48423-1246

TELEPHONE (810) 653-2191  
FAX (810) 653-9621

## **CITY OF DAVISON RESOLUTION 2013-31 Schedule of Fees**

**WHEREAS**, the City of Davison, a Michigan municipal corporation, provides a variety of services to residents and non-residents; and,

**WHEREAS**, many of the aforementioned services are in addition to other services funded by local property taxes; and,

**WHEREAS**, the City desires to charge fees associated with those additional services.

**THEN NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Davison does hereby adopt the attached Schedule of Fees.

**CONSIDERED AND APPROVED** at a regular City Council meeting of the City of Davison on December 9, 2013.

\_\_\_\_\_  
Tim Bishop, Mayor

\_\_\_\_\_  
Andrea L. Schroeder, City Clerk

# CITY OF DAVISON

January 1, 2014

## SCHEDULE OF FEES

### SCHEDULE PART 1 - PLANNING, ZONING AND APPEAL FEES

A. Rezoning Petitions	\$425.00
B. Zoning Ordinance Amendments	\$425.00
C. Site Plan Review	
Up to \$10,000.00 in Construction Cost	\$425.00
\$10,001 to \$20,000 in Construction Cost	\$450.00
\$20,001 to \$50,000 in Construction Cost	\$500.00
\$50,001 to \$100,000 in Construction Cost	\$550.00
Over \$100,000 in Construction Cost	\$600.00
For New Construction Projects pass on Engineering Review Fees with an escrow account	\$1500-\$3000
D. Conditional Use Permit Approval	\$425.00
E. Zoning/Construction Board of Appeals Hearing/Interpretation	\$300.00
F. Zoning/Construction Board of Appeals Hearing/Interpretation - Single Family Residential	\$150.00
G. Variance Requests through the ZBA	\$300.00
H. Variance Requests through the ZBA - Single Family Residential	\$150.00
I. Special Planning Commission/Board of Appeals Meetings	PLUS REGULAR FEE \$200.00
J. Preliminary Plat Review	\$425.00
K. Final Plan Review	(Plus \$5.00 per lot in Plat) \$425.00
L. Zoning Map of City	\$1.00
M. Zoning Ordinance Book	\$50.00
N. Codified Ordinance Book	\$95.00
O. Future Land Use Plan - Master Plan	\$75.00
P. General Map of City	\$1.00
Q. Site Plan/Map Removal from City Hall Deposit	\$50.00

### SCHEDULE PART 2 - SEWER AND WATER DEPARTMENT FEES

A. Water tap-in fee (City)	First Two Units each	\$1,000.00
	Each Additional Units	\$600.00
B. Water tap-in fee (Subdivider/Developer)	First Two Units each	\$600.00
	Each Additional Units	\$450.00
C. Water Meter Installation (New)	(5/8" - 3/4" inch): (Minimum Cost)	\$450.00
All meter fees include (1) one hour labor	(1" inch) (Minimum Cost)	\$600.00
Installation cost, additional labor time will be billed at \$52.60 per hour.	(1-1/2" inch Turbo/Omni) (Minimum Cost)	\$1,550.00
	(2" inch Turbo/Omni) (Minimum Cost)	\$1,800.00

Optional Meter (All costs to be paid by property owner)

Water Meter Testing (1 hour minimum at 52.60 per hour) \$52.60

D. Water Base Charge per Meter Size per Billing Cycle		
The Following fees will have a 2.5% cost of living increase annually for the next three (3) years 2015-2017. This will be reevaluated every three years.	5/8" or 3/4" Meter	\$82.35
	1" Meter	\$115.29
	1-1/4" Meter	\$131.76
	1-1/2" Meter	\$148.23
	2" Meter	\$238.84
	3" Meter	\$905.90
	4" Meter	\$1,162.95
	6" Meter	\$1,729.41
	8" Meter	\$2,388.25
	10" Meter	\$3,211.80

Plus \$4.79 per 1000 Gallons

- E. Downsizing of a water meter: Will be at the cost to the owner what a new meter would be for the meter downsizing too. Owner must do all needed plumbing and takes all responsibility if smaller meter is not adequate. Fee for new meter will not be refunded and there will be a 1 hour charge of \$52.60 to reinstall the old meter.
- F. Frozen/Stolen/Damaged meter charge: There will be a charge to replace any frozen or stolen water meter equal to what a meter of the same size is at the time it is needed plus a 1 hour charge of \$52.60

G. Hydrants and Sprinklers	
Metered Hydrants	\$50.00
Unmetered Hydrants	\$100.00
Unmetered Sprinkler	\$150.00

#### Hydrant Rental for In City Construction

Hydrants may be rented for in city construction after approval from the DPW Supervisor. The cost will be \$300.00 per 30-days and a flat rate of \$150.00 for water used per 30 days. Before any use of the hydrant is permitted the contractor must install a RBZ backflow device on the hydrant and provide a certified test report to the DPW. This rental will only be allowed from April 15th through October 31st. The first of the month fees must be paid in advance along with a \$500.00 deposit at City Hall before any use of the hydrant.

H. Water System Repair Permit		\$50.00
I. Water Capital Improvement Fee - per Billing Cycle		\$6.00
J. Sewer tap-in fee (City)	First Two Units each	\$1,000.00
	Each Additional Units	\$600.00
K. Sewer tap-in fee (Subdivider/Developer)	First Two Units each	\$600.00
	Each Additional Units	\$450.00

Note: An Additional Sewer Permit and Fee of \$1,000.00 is required from Genesee County Water & Waste.

L. Sewer System Repair Permit	\$50.00
M. Sewer Disconnect Inspection	\$50.00
N. Camera Inspection up to 1 hour, additional \$100.00 per hour	\$100.00

O. Sewer Base Charge per Meter Size per Billing Cycle		
The Following fees will have a 2.5% cost of living increase annually for the next three (3) years 2015-2017. This will be reevaluated every three years.		
	5/8" or 3/4" Meter	\$76.09
	1" Meter	\$109.56
	1-1/4" Meter	\$126.32
	1-1/2" Meter	\$143.07
	2" Meter	\$235.12
	3" Meter	\$913.08
	4" Meter	\$1,164.15
	6" Meter	\$1,750.03
	8" Meter	\$2,419.59
	10" Meter	\$3,256.58

Plus \$4.69 per 1000 Gallons (Treatment)  
 Treatment charge is a charge by the County that may include other charges as it relates to treatment. A County treatment charge increase to the City will be automatically passed-through on the customer's bill. The pass-through charges are for the County treatment portion only, does not include "other charges."

P. Sewer Capital Improvement Fee - Per Billing Cycle, per unit		\$6.00
Q. Storm Sewer Repair & Installation Inspection Fee		\$175.00
R. Non-Owner Water/Sewer Deposit		\$50.00
S. Water Turn On Fees	Normal Work Week (8:30 am to 2:30 pm)	\$200.00
	Saturdays and after 2:30 pm Weekdays*	\$375.00
	Sundays and City Holidays*	
	*Requires Approval	

T. Bulk Water Sales	All bulk water shall be sold at the DPW yard between the hours of 7:00 am & 2:30 pm M-F. All filling must be set up with DPW staff and the fees must be paid at city hall before filling. Tanks must have an approved air gap for filling.	
	First Tank Fill up to 500 gallons	\$100.00
	First Tank Fill over 500 gallons - 1000 gallons	\$150.00
	First Tank Fill over 1000 gallons	\$150.00 + \$25.00/1,000 gallons or part of
	Additional Tank Fills in same truck on same day up to 500 gallons	\$50.00
	Additional Tank Fills in same truck on same day up to 1000 gallons	\$75.00
	Additional Tank Fills in same truck over 1000 gallons	\$75.00 + \$25.00/1,000 gallons or part of

U. Payment Plans - "Water & Sewer Only" Please contact City Hall for details.

**SCHEDULE PART 3 - BUILDING DEPARTMENT PERMITS AND FEES**

A. Permits for New Construction, and Alteration based on Square Foot Cost.		
	<u>New Construction &amp; Alteration Costs</u>	<u>Permit Fee</u>
	\$0.00 to \$1,000.00	\$80.00 Minimum Fee
	\$1,001.00 to \$50,000.00	\$80.00 + \$5.00/\$1,000 or part of
	\$50,001.00 to \$500,000.00	\$329.00 + \$4.00/\$1,000 or part of
	\$500,001.00 and above	\$2,128 + \$3.00/\$1,000 or part of
	(See Additional Attached Detail Fee Schedule)	
B. Demolition Permit		\$50.00
	Water and Sewer Disconnection Deposit	\$800.00
C. Moving a Building within City Limits		\$250.00
D. Zoning Compliance Certificate (Site Work) Permit		\$50.00
	Zoning Compliance Site Work Inspection	\$75.00
E. Occupancy Permit	Residential	\$75.00
	Commercial	\$100.00
F. Satellite Dish		\$50.00
	Small dishes (30" or less) mounted to a roof or wall of a structure for personal use.	N/A
G. Stop Work Order Removal		\$100.00
H. Parking Lot Construction	(Plus \$4.00 per each 1,000 Sq. Ft.)	\$50.00
I. Re-inspections		\$50.00
J. Signs	Building Mounted Signs	\$50.00
	Freestanding Signs	\$50.00
	Temporary/Portable Signs	\$50.00
	Off-Site Signage	\$200.00
K. Temporary Structures and Tents		\$80.00

L. Fence Permit		\$80.00
M. Construction Complaint Inspection	(No Permit Required)	\$50.00
N. Building Plan Review Fees	Single Family Dwellings per each Unit	\$125.00
	Other Structures up to 100,000 Cubic Feet	\$200.00
	Other Structures 100,001 to 200,000 Cubic Feet	\$250.00
	Other Structures over 200,000 Cubic Feet	\$300.00
O. Split/Combination Fee (for the first two parcels)		\$50.00
	Additional fee per parcel	\$20.00
P. Right-of-way Permit	(Restoration Bond of \$1,500.00 required)	\$80.00
Q. Sidewalk Construction and Repair Permit		\$80.00
R. Curb Cut and Driveway Permits		\$80.00
S. Weed Cutting/ Snow Removal	(Plus Cost of Cutting/Snow Removal)	\$50.00
T. Tree Removal and Replacement Cost		Actual Cost
U. Firewood (downed) Tree Removal in City Parks Permit Program		
	First Permit	\$25.00
	Second and Third Permit	\$15.00

**SCHEDULE PART 4 - POLICE DEPARTMENT FEES**

A. All Reports		\$10.00
B. Fingerprinting		\$20.00
C. PBT Test		\$5.00
	30 Day PBT Test	\$75.00
D. Vehicle Release		\$50.00
E. Notary Fee (per occurrence)		\$5.00

**SCHEDULE PART 5 - PAVILION RENTAL FEES**

(All Reservations and Required Fees Must be Made in Person at City Hall, No Exceptions)			
Wortman	Capacity 70-80	Community Resident	\$80.00
		Non-Resident	\$115.00
Lions Club	Capacity 75-85	Community Resident	\$70.00
		Non-Resident	\$105.00
Front Small	Capacity 25-30	Community Resident	\$50.00
		Non-Resident	\$75.00
Memorial (Middle Small)	Capacity 24	Community Resident	\$40.00
		Non-Resident	\$65.00
Back Small	Capacity 24	Community Resident	\$40.00
		Non-Resident	\$65.00
Clean-up Fee	(If Completed by City DPW)		\$85.00

Any cancellations must be made 2 weeks prior to event date. Failure to do so will result in the loss of pavilion rental fee. An administration fee of \$15.00 will be charged for all cancellations.

**SCHEDULE PART 6 - MISCELLANEOUS PERMITS AND FEES**

A. Marriage Ceremony		\$75.00	
B. Solicitors, Peddlers, & Canvassers Permit	Daily	\$50.00	
	Monthly	\$300.00	
C. Copies	Black & White	(8 1/2 X 11. First sheet)	\$0.50
		(8 1/2 X 14. First sheet)	\$1.00
		(11 X 17. First sheet)	\$1.25
		(Each Additional Sheet)	\$0.30
	Colored	(8 1/2 x 11. Per Page)	\$2.00
		(8 1/2 x 14. Per Page)	\$2.50
		(11 x 17. Per Page)	\$3.00
		(Each Additional Page)	\$1.00
	Copies on CD		\$5.00
D. Faxes		(First Sheet)	\$2.00
		(Each Additional Sheet)	\$1.00
E. Notary Fee - per occurrence			\$5.00
F. City of Davison Flag			\$45.00
G. Garbage Bags		Per Box of 80	\$22.00
		Per Bundle of 20	\$7.00
H. Voter Registration List	Per Name on Paper/Email		\$0.04
	Labels per Page plus .04 per name		\$0.50
	Cost of CD plus .04 per name		\$5.00

I. Return Payment Collection Fee (NSF Check)			\$35.00
J. Passport Fee (for City)			\$25.00
	United States Department of State Fees will vary		
<b>K. Business &amp; Gaming Permit Fees</b>			
Animal Shows	Per day		\$10.00
	Per Month		\$200.00
Bowling Alleys per lane			\$40.00
Billiard Rooms	Per Table		\$40.00
	Per Game		\$40.00
Exhibitions	Per Day		\$10.00
	Per Month		\$200.00
	Public Liability	Each Person	\$200,000.00
		Each Occurrence	\$600,000.00
		Property Damage Each Occurrence	\$50,000.00
Game Rooms per Game			\$40.00
Outdoor Assemblies	Per Event		\$50.00
	Public Liability	Each Person	\$200,000.00
		Each Occurrence	\$600,000.00
		Property Damage Each Occurrence	\$50,000.00
Annual Off-Site Sign Fee			\$100.00
Theaters Annual Fee			\$20.00
L. Invoice Late Fee	2% per month on bills not paid 30 days after billing date.		
M. Delinquent Utility Bill Fee	(Tax Roll)		\$30.00
N. Delinquent Invoice Fee	Transfer to Taxes		10% of Unpaid Invoice

**SCHEDULE PART 7 - DPW PERMITS AND FEES**

<b>A. DPW Construction Inspection Fees</b>		
Base Inspection Fee for New Construction (First 2 hours, hourly rate of \$25.00 after)		\$50.00
The following are additional fees for construction observation:		
per linear foot for all water main & service leads within the public easement or right-of-way		\$1.25
per linear foot for sanitary sewer & service leads within the public easement or right-of-way		\$1.25
per linear foot for all storm sewer & service leads within the public easement or right-of-way		\$1.25
for all structures (storm, sanitary, & water) each		\$15.00
for all taps into water, storm & sanitary mains each		\$15.00
for all taps into existing structures or pipes each		\$15.00
each hydrant assembly		\$15.00
each main line valve		\$15.00
each mechanical joint including (T's, 22's, 45's, 90's, etc.)		\$15.00
per linear foot for all curbing.		\$0.75

Any inspection done before 7:00 a.m. or after 2:30 p.m. will be at a rate of 1 ½ times the inspection fee.  
 All Saturday hours will be at a rate of 1 ½ times the inspection fee.  
 All Sunday and Holiday hours will be quoted on a case to case basis.

Water & Sewer Bill Usage of 12000 Gallons for 3/4" Meter (Old Rates)		
Water Base		\$61.35
Water Usage	\$2.53 per 1000 Gallons	\$30.36
Capital Charge		\$6.00
Sewer Base		\$60.09
Sewer Usage	\$2.56 per 1000 Gallons	\$30.72
Capital Charge		\$6.00
<b>Total Bill</b>		<b>\$194.52</b>

Water & Sewer Bill Usage of 12000 Gallons for 3/4" Meter (New Rates)		
Water Base		\$82.35
Water Usage	\$4.79 per 1000 Gallons	\$57.48
Sewer Base		\$76.09
Sewer Usage	\$4.69 per 1000 Gallons	\$56.28
<b>Total Bill</b>		<b>\$272.20</b>

\*\* New Fee Structure has the capital charge rolled into the Base and Usage Fees

OPEN ISSUES LOG  
NOVEMBER 2013

**PERSONNEL COMMITTEE**

(Tim Bishop, Joan Snyder & Ron Emery)

<u>Date</u>	<u>Issue</u>	<u>Action Taken</u>	<u>Priority</u>	<u>Expected Committee Completion Date</u>
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**POLICY COMMITTEE**

(Paul Hammond, Gary Peppin & Jack Abernathy)

<u>Date</u>	<u>Issue</u>	<u>Action Taken</u>	<u>Priority</u>	<u>Expected Committee Completion Date</u>
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1/9/2013	Sidewalk Construction & Maintenance	On hold	2	April, 2014
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2/13/2013	Dumpster Ordinance Revision	Criteria given to Planning Commission Chairman 2/13/13	1	2013
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3/5/2013	Ordinance Review	Requested Ordinance review procedure was adopted by Council on 2/25/2013	1	2013
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2/13/2013	Council Rules & Procedures	In Progress	1	2013
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3/25/2013	Purchasing Ordinance	In Progress	1	2013
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5/22/2013	Animal Ordinance	In Progress	1	2013
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8/14/2013	Fireworks Ordinance Review	In Progress		
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**FINANCE COMMITTEE**

(Gary Peppin, Pat Stetson & Jack Abernathy)

<u>Date</u>	<u>Issue</u>	<u>Action Taken</u>	<u>Priority</u>	<u>Expected Committee Completion Date</u>
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