



SEASONAL REMINDERS

Spring

Current office hours for City Hall are **Monday through Friday, 9:00 a.m. – 4:00 p.m.** More information on City Services impacted by COVID 19 can be found: [here](#) in the Continuity of Operations during Emergency document.

A FEW HOUSEHOLD SPRING CLEANING TIPS

- **Clean Your Faucet Aerator:** It is recommended to clean a faucet aerator to remove buildup. A clogged faucet aerator reduces water flow. Keeping an aerator clean also helps limit exposure to lead and copper in water. The City has found that most of our high tests in copper are correlated with aerator build up.
- **Flush Hot Water Heater:** The No. 1 cause of water-heater failure is sediment buildup in the tank. This wastes energy and often requires earlier replacement. You can save money and extend the life of your water heater by draining your tank and flushing away sediment at least once a year.
- **Clean Dryer Vents:** Your dryer's exhaust system can get clogged with lint, which will keep your dryer from functioning properly. As a result, the dryer will not only take longer to dry clothes, it will also increase your electric bill and create a fire risk.
- **Clean Gutters:** Spring is a great time to notice issues with your gutters. If gutters are not cleaned and water overflows from the gutters, it will fall along the foundation of the building. This can soften the soil under and around it which will lead to foundation cracks.
- **Check Fire Extinguishers:** Kitchen fires often involve grease and oil, which can't be extinguished using water. That makes a multi-purpose fire extinguishers a crucial part of any home safety plan. Spring is a great time to confirm the location, type, and whether it is expired.
- **Inspect Sump Pump:** Your home's sump pump is one of the last lines of defense between you and flooding. When water attempts to come into your basement or crawlspace, it will flow into your sump pit and then be pumped out and away from your home in order to keep everything dry. When your sump pump isn't functioning properly, it can mean your home is susceptible to flooding and costly structural damage. Don't let a large Spring rain be your notice that it isn't functioning properly.
- **Check Smoke Alarm Batteries:** Spring is a good time to replace the batteries in your smoke detectors. If you didn't change your batteries, please do so now!

KEEP THE SYCAMORE CREEK CLEAN (STORMWATER TIPS)

- Never dump anything down storm drains, they link directly to the Sycamore Creek.
- Pick up after your pet, if you don't it can put harmful bacteria into our water.
- Check your car for leaks that could put oil into our waterways.
- Use fertilizers sparingly and sweep driveways after application, where they can be carried by rain runoff.
- Wash your car at a commercial car wash where it plumbed to go to the treatment plant first.

FIRE

- **Fires:** Burning of yard waste, leaves and trash is prohibited within the City. You may review guidelines by going to the City website: mason.mi.us/city_departments/fire/burning_requirements.
- **Recreational Fires:** City residents are allowed to have recreational fires. Residents do not need a permit or inspections. Residents are expected to follow the ordinance outlining location and guidelines found here: [Sec 26-126](#). Also, please be courteous to your neighbors regarding wind direction when deciding to have a recreational fire as many of our burning complaints are from persons downwind. Recreational fires are not to be used for cleaning up yard waste. Information on yard waste disposal is available [here](#).
- **Fireworks:** Fireworks are ONLY allowed to be discharged within the City, under the City's Ordinance, on Saturday, May 29 and Sunday, May 30 from 11:00 a.m. to 11:45 p.m. in observance of Memorial Day.

GARBAGE REMOVAL

- **Bulk Item Pick-up:** Granger Waste Services should be contacted at 517-372-2800 or 1-888-947-2643 to request bulk item pick up. You must advise them the type of items to be picked up.

HOLIDAYS

- **Good Friday:** City Hall will be closed on Friday, April 2.
- **Memorial Day:** City Hall will be closed on Monday, May 31.

TAXES

- **Delinquent Real Taxes:** please contact Ingham County Treasurer, 517-676-7220.
- **Delinquent Personal Property and Property on Leased Land (Sycamore Village):** please contact City of Mason Customer Service Specialists at 517-676-9155 or info@mason.mi.us.

TREE / PLANT TRIMMING/ LANDSCAPING/ GARDENING

- Property owners are responsible for trimming trees, bushes, and hedges on their property that block or obstruct pedestrians walking on the sidewalks.
- If planning to plant trees, please review [recommended species](#) by our Tree Commission.
- Planting between the sidewalk and street is not recommended, as they can cause visual obstructions between pedestrians and vehicles that may be required to be removed.
- The City has provided public property for a Community Garden. This program is coordinated by volunteers. Please email the organizers with any questions at masoncommunitygarden@gmail.com.

YARD WASTE

- **Composting (Personal Property):** Composting must be done in approved, manufactured commercial composting or equivalent, containers. Piles of brush, leaves and brushes are prohibited because they are an attraction for wildlife, rodents, and insects.
- **Compost Center:** The City's Compost Center is open Monday thru Friday 7:30 a.m. to 3:00 p.m. by appointment only. Grass clippings and leaves are the only items accepted. Please contact Customer Service to schedule an appointment at (517) 676-9155 or email at info@mason.mi.us.
- **Granger Services- Yard Waste:** Granger will resume its Friday waste pickup for eligible property owners in April.

YEAR-LONG REMINDERS

- **Building Permits:** Please see our Permit FAQ page for more information on when permits are required: mason.mi.us/PermitFAQ
 - [Refer to Building permit fact sheets for each topic \(pool, fence, deck, roof, etc.\)](#)
- **Cemetery:** Maple Grove Cemetery is available for lot purchases for residents and non-residents. More information may be found here: www.mason.mi.us/Cemetery An interactive map of the Cemetery is also available: [here](#)
- **Child Car Seat Inspections:** Please contact Customer Service to schedule an appointment for a free inspection at (517) 676-9155 or email at info@mason.mi.us.
- **Community Events:** Please note community events are still restricted due to COVID-19. Most community events are in connection with the Mason Chamber of Commerce or posted on their website. Please go to their website for more information: <https://www.masonchamber.org/> They may also be reached via phone at: 517.676.1046.
- **Parking:** Parking on City streets is allowed most of the year and in most residential locations. Please note, overnight downtown street parking is not allowable.
- **Parks:** Parks are open daily to the public during the following hours:
 - November – April: 8:00 a.m. to one-half hour after sunset.
 - May – October: 8:00 a.m. to 10:00 p.m.

Please note that all parks are on a first come, first serve availability due to Covid-19 regulations (no advance reservations). Restrooms will reopen in May.

- **Payments:** Check out a detailed informational sheet on payments [here](#). All types of payments may be dropped off at City Hall, in our Drop Box located across from the front doors of City Hall near the flagpole. Online payments may also be made for Building Department, Current Tax, and Utility Payments. Customer Service will also accept payments and are able to provide a receipt during normal business hours. Commercial Bank drive-through locations are accepting payments on behalf of the City of Mason; however, you must have your payment stub. A receipt is available if requested. Please allow 3-5 business days for payments to reflect on your City Account.
 - Commercial Bank locations:
 - 661 N. Cedar Street, Mason, MI 48854
 - 322 S. Jefferson Street, Mason, MI 48854
- **Report An Issue:** The City has an online tool to assist residents with reporting a variety of issues. Go to: www.mason.mi.us/ReportAnIssue to report potholes, lifting sidewalks, unauthorized signs, tall grass, streetlight outage and more! Submissions may be anonymous, or you may create an account to receive updates.
- **Salvage Vehicles Inspection:** Please contact Customer Service to schedule an appointment for a fee inspection at (517) 676-9155 or email at info@mason.mi.us.
- **Sewer Backup Emergencies:** In the event of a sewer back-up, please call 517.676.9155 or if after 5:00 p.m. or on weekends, please call 517.676.2458 and a Public Works staff member will be dispatched to your address.
- **Street Light Maintenance:** If you notice a streetlight flickering or not functioning, please submit a Citizen Request for action at mason.mi.us/ReportAnIssue.
- **Warning Sirens:** A test of the City's warning sirens occurs on the first Saturday of each month at 1:00 p.m.

Resources:

Report an Issue: mason.mi.us/ReportAnIssue

More Questions? Please Contact our Customer Service Desk at 517.676.9155 or info@mason.mi.us.

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