



MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

June 3, 2013

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) INVOCATION – Barry Chaffin, Church of Christ
- 4) PLEDGE OF ALLEGIANCE
- 5) APPROVAL OF AGENDA – Items can be added or deleted from the Agenda by Council action.
- 6) PUBLIC COMMENT ON AGENDA ITEMS – Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any agenda item.
- 7) CONSENT AGENDA

A. MDOT Agreement – Automated Airport Weather Station P. 3

City Council will consider the recommendation to authorize the Clerk to sign the agreement with the Michigan Department of Transportation for the AWOS replacement project at Brooks Field.

B. Nuisance Plant Monitoring P. 4

City Council will consider the recommendation to approve the resolution authorizing staff to execute a purchase order with Lawson Fisher Associates, PC for \$20,500 for the 2013 Nuisance plant monitoring for the Marshall Hydroelectric project.

C. Design Services – Hughes Street P. 6

City Council will consider the recommendation to approve the resolution authorizing staff to execute a purchase order with Civil Engineers, Inc. for \$19,700 for the Hughes Street Rehabilitation project design engineering services.

D. City Council Minutes P. 8

Regular Session..... Monday, May 20, 2013

E. City Bills P. 18

| | |
|--------------------------------|----------------------|
| Regular Purchases | \$ 374,702.58 |
| Weekly Purchases –5/17/13..... | \$31,730.23 |
| Weekly Purchases –5/24/13..... | \$147,388.44 |
| Total..... | \$ 553,821.25 |

- 8) PRESENTATIONS AND RECOGNITIONS
- 9) INFORMATIONAL ITEMS
- 10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION
- 11) OLD BUSINESS

Mayor:

James Dyer

Council Members:

Ward 1 - David Revore

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Jack Reed

Ward 5 - Jody Mankerian

At-Large - Kathy Miller



12) REPORTS AND RECOMMENDATIONS

A. FY 2013 Year-End Budget Amendments

P. 22

City Council will consider the recommendation to adopt the resolution to amend the FY 2013 Adopted Budget

B. Resolution Supporting the Application for a D.O.J. Byrne Grant to Support a School Resource Officer

P. 28

City Council will consider the recommendation to apply for the grant for a School Resource Officer.

13) APPOINTMENTS / ELECTIONS

A. Parks and Recreation Board

City Council will consider the recommendation to approve the reappointment of Mark Gilbert and Lisa Sands to the Parks and Recreation Board with terms expiring July 1, 2016.

C. Brooks Nature Area Advisory Board

City Council will consider the recommendation to reappoint Ben Lark and Vicki Knickerbocker to the Brooks Nature Area Advisory Board with terms expiring August 15, 2016.

14) PUBLIC COMMENT ON NON-AGENDA ITEMS

Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any item not on the agenda.

15) COUNCIL AND MANAGER COMMUNICATIONS

16) ADJOURNMENT

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
June 3, 2013 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Carl Fedders, Director of Public Services
John Riske III , Airport Manager
Tom Tarkiewicz, City Manager

SUBJECT: MDOT Agreement – Automated Airport Weather Station

BACKGROUND: The City has received a grant through the Michigan Department of Transportation for the replacement of the Automated Airport Weather Station (AWOS) at Brooks Field. The funding is divided between the Federal Aviation Administration, the State of Michigan and the City. The project has a total estimated cost of \$60,000, of which the City will be responsible for \$2,329. MDOT will receive the bids and Mead and Hunt Inc. will perform construction administration for the project. Since the documents are lengthy, the City Manager's office has the original documents, if you desire to review. This project was included in the FY14 budget at a cost of \$3,000.

RECOMMENDATION: It is recommended that the Council authorize the Clerk to sign the agreement with the Michigan Department of Transportation for the AWOS replacement project at Brooks Field.

FISCAL EFFECTS: To appropriate \$2,329 from the General Fund-Airport Capital Outlay budgeted expenditure line item 295-900-970.00.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Carl Fedders
Director of Public Services

John Riske III
Airport Manager

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

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cityofmarshall.com



ADMINISTRATIVE REPORT
JUNE 3, 2013 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Carl Fedders, Director of Public Services
Tom Tarkiewicz, City Manager

SUBJECT: Nuisance plant monitoring

BACKGROUND: As part of City of Marshall's annual licensing requirement for operating a hydroelectric dam the Federal Energy Regulatory Commission (FERC) requires the City of Marshall perform a nuisance plant investigation. Of specific concern is the *Myriophyllum spicatum* (Eurasian water-milfoil) and the *Lythrum salicaria* (purple loosestrife).

The study will be conducted in late July with the report submitted to the Michigan Department of Quality before final submittal to FERC in December.

These services were not competitively bid, but ordinance allows council to award such professional services without this requirement. Lawson Fisher Associates PC has performed the licensing functions for the City of Marshall for a number of years and performed this study last year. After last year's submittal we petitioned FERC to allow us to decrease the frequency of these studies, but our request was denied. We will be submitting a similar request this year.

Using the power generated from these units and the current price of purchase power that the generation offsets, the buy back for this study is approximately 2 months.

RECOMMENDATION: It is recommended that City Council approve the attached resolution authorizing staff to execute a purchase order with Lawson Fisher Associates, PC for \$20,500 for the 2013 Nuisance plant monitoring for the Marshall Hydroelectric project.

FISCAL EFFECTS: To appropriate \$20,500.00 from the Fiscal year 2014 budget Electric Fund Powerhouse - Professional Services expenditure budget line item 582-543-801.00 for this project.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Carl Fedders
Director of Public Services

Tom Tarkiewicz
City Manager

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Marshall, MI 49068

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**CITY OF MARSHALL, MICHIGAN
RESOLUTION 2013-_____**

WHEREAS, the City of Marshall operates a hydroelectric dam; and

WHEREAS, the Federal Energy Regulatory Commission requires us to perform nuisance plant monitoring; and

WHEREAS, Lawson Fisher Associates PC has submitted a proposal of \$20,500; and

WHEREAS, Lawson Fisher Associates PC has conducted this study in the past; and

WHEREAS, the City of Marshall's Code of Ordinance chapter 32.07 allows exceptions to the informal competitive quote process for professional services; and

NOW THEREFORE BE IT RESOLVED that based upon a motion made by _____, and supported by _____ that the purchasing agent may execute a purchase order to Lawson Fisher Associates PC for a not to exceed amount of \$20,500 for 2013 Nuisance plant monitoring study.

Voting for: _____

Voting Against: _____

Absent: _____

CERTIFICATION OF CITY CLERK/TREASURER

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 3rd day of June, 2013.

City Clerk

Date



ADMINISTRATIVE REPORT
June 3, 2013 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council
FROM: Carl Fedders, Director of Public Services
Tom Tarkiewicz, City Manager
SUBJECT: Design Services – Hughes Street

BACKGROUND: The City of Marshall is considered a small urban area and is eligible for grant funding for construction projects on the Major Street system from the Michigan Department of Transportation (MDOT). Recently MDOT identified that they under obligated their current program and asked small urban areas to submit a quick call for projects that have previously been identified as a potential need during the last three year cycle. Staff submitted Hughes Street from S. Marshall Avenue to S. Kalamazoo Avenue for funding and was awarded \$82,323 which was the last remaining dollars available. This represents approximately 40% of the estimated construction cost. It is anticipated that additional funds would be available as we get closer to construction which would come from bid savings from other MDOT funded projects.

Due the July deadline for plan submittals, staff is recommending Civil Engineers, Inc. (CEI) of Battle Creek for the design engineering with a not to exceed amount of \$19,700. These services were not competitively bid, but ordinance allows the Council to award such professional services without this requirement. CEI has completed a number of projects for the City of Marshall, most recently the North Drive and Pierce Drive Rehabilitation project. Staff has reviewed this quote and found it to be within industry standards for this type of project.

The Motor Vehicle Highway (MVH) Bond will fund this project. If approved, staff anticipates construction in the spring of 2014.

RECOMMENDATION: It is recommended that City Council approve the attached resolution authorizing staff to execute a purchase order with Civil Engineers, Inc. for \$19,700 for the Hughes Street Rehabilitation project design engineering services.

FISCAL EFFECTS: To appropriate \$19,700 from the Major Streets Capital Outlay expenditure budget line item 202-900-970.00.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Carl Fedders
Director of Public Services

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

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cityofmarshall.com

**CITY OF MARSHALL, MICHIGAN
RESOLUTION 2013-_____**

WHEREAS, the City of Marshall has a received a grant from the Michigan Department of Transportation; and

WHEREAS, the timing of the project would not allow for three informal to be received as required by the City of Marshall's Code of Ordinance, chapter 32.04; and

WHEREAS, Civil Engineers Inc. submitted a proposal of \$19,700; and

WHEREAS, the proposal submitted by Civil Engineer Inc. is within industry standard for design engineering services for this project; and

WHEREAS, the City of Marshall's Code of Ordinance chapter 32.07 allows exceptions to the informal competitive quote process for professional services; and

NOW THEREFORE BE IT RESOLVED that based upon a motion made by _____, and supported by _____ that the purchasing agent may execute a purchase order to Civil Engineer Inc. for a not to exceed amount of \$19,700 for design engineering services.

Voting for: _____

Voting Against: _____

Absent: _____

CERTIFICATION OF CITY CLERK/TREASURER

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 3rd day of June, 2013.

City Clerk

Date

CALL TO ORDER

IN REGULAR SESSION Monday, May 20, 2013 at 7:00 P.M. in the Council Chambers of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order by Mayor Dyer.

ROLL CALL

Roll was called:

Present: Council Members: Mayor Dyer, Mankerian, Metzger, Miller, Revore (arrived at 7:05 p.m.), and Williams.

Also Present: City Manager Tarkiewicz.

Absent: Council Member Reed.

Moved Metzger, supported Mankerian, to excuse the absence of Council Member Reed. On a voice vote – **MOTION CARRIED.**

INVOCATION/PLEDGE OF ALLEGIANCE

Kris Tarkiewicz of Family Bible Church gave the invocation and Mayor Dyer led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Miller, supported Mankerian, to approve the agenda with the addition of item 13B– Planning Commission Appointment. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

Ginger Williams commented on the process/decision regarding the Hospital Campus Overlay District Ordinance.

Martin Overhiser requested council to rescind the Ordinances and produce any new materials received regarding the HCOD since Friday.

CONSENT AGENDA

Moved Metzger, supported Williams, to approve the Consent Agenda:

- A. Schedule a public hearing for June 17, 2013 to hear public comment regarding the request to rezone 624 W. Mansion Street (former Shearman School) from Planned Unit Development (PUD) to Public/Semi Public (PSP);
- B. Schedule a public hearing for June 17, 2013 to hear public comment regarding the proposed changes to the City of Marshall Code of Ordinances, Chapter 91 Parks and Recreation;

- C. Schedule a public hearing for June 17, 2013 to hear public comment regarding the proposed text changes to §156.231: Wireless Communications Facilities and Services;
- D. Schedule a public hearing for June 17, 2013 to hear public comment regarding the proposed revisions to Chapters 70 through 76 of the City of Marshall Traffic Code and Section 150.086 (D) of the Marshall City Code;
- E. Schedule a public hearing for June 17, 2013 to hear public comment regarding the Rental Rehabilitation Grant through MSHDA;
- F. Approve minutes of the City Council Regular Session held on Monday, May 6, 2013;
- G. Approve city bills in the amount of \$ 862,940.87.

On a roll call vote – ayes: Mankerian, Metzger, Miller, Revore, Williams, and Mayor Dyer; nays: none. **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITIONS

None.

INFORMATIONAL ITEMS

An event report was provided for the Memorial Day Parade.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. East Prospect Street Vacation Request

Moved Miller, supported Metzger to recuse Council Member Williams from voting. On a voice vote – **MOTION CARRIED.**

Mayor Dyer opened the public hearing to hear public comment on the East Prospect Street Vacation Request.

Joanna Tarkiewicz of Oaklawn Hospital, the applicant, provided information regarding their plan and the benefits of closing East Prospect Street.

Carl Fedders stated the City would only lose \$300 in Act 51 monies from the State.

Martin Overhiser feels the request is unwarranted, unjustified, and that we are giving away public open space.

Chris Wettle feels Prospect Street should stay the same.

Joann Dickey urged the Council not to close Prospect Street.

Brian Munger feels the street should not be retired.

Deb Codde requested Council to not close the street.

Ginger Williams clarified there was a traffic study done in the area and the closing of Prospect Street would benefit citizens.

Mayor Dyer closed the public hearing.

Moved Miller, supported Metzger, to approve the resolution vacating East Prospect Street between North Madison Street and High Street, contingent on site plan approval.

Moved Miller, supported Metzger, to table the motion to vacate East Prospect Street. On a voice vote – **MOTION CARRIED.**

B. Fiscal Year 2014 Budget Adoption

Mayor Dyer opened the public hearing to hear public comment on the proposed FY 2014 Budget.

Finance Director Sandra Bird provided some background on the FY 2014 budget and the process to adopt.

Moved Williams, supported Metzger, to approve Budget Amendment 1 to the FY 2014 Proposed Budget. On a roll call vote – ayes: Metzger, Miller, Revore, Williams, Mayor Dyer, and Mankerian; nays: none. **MOTION CARRIED.**

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2013-24

City of Marshall Authorizing Resolution
To Amend FY 2014 Proposed Budget

Budget Amendment 1

Increase the General Fund Operating Millage Rate by 1.7000, Increase the General Fund Property Tax Revenue Budget by \$330,610 for the Proposed Millage Rate Increase, and Increase the General Fund Non-Departmental Transfers to Other Funds Expenditure Budget by \$330,610 for the Debt Service Payment for the Regional Law Enforcement Center Building and Fire Station/City Hall Renovations Project.

WHEREAS, the FY 2014 Proposed Budget includes projected General Fund Current Property Tax revenue based on a millage rate of 15.4629, and a 1.7000 rate increase would raise the millage rate to 17.1629, which is below the maximum

allowable of 18.7874. The new authorized millage rate would increase revenue by approximately \$330,610;

WHEREAS, by raising the current millage rate, approximately \$330,610 of additional revenue will be generated to pay for the debt service payment of the regional law enforcement building and fire station/city hall renovations project

THEREFORE, BE IT RESOLVED, to increase the General Fund millage rate by 1.7000 and increase Current Property Taxes revenue budget by \$330,610 for the additional revenue generated from the millage rate increase and to increase the Non-Departmental Transfers to Other Funds expenditure budget by \$330,610 for the project debt service payment.

As Amended, May 20, 2013

Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 20, 2013 and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

Trisha Nelson, City Clerk

Moved Williams, supported Metzger, to approve the FY 2014 proposed with the approved Budget Amendment. On a roll call vote – ayes: Miller, Revore, Williams, Mayor Dyer, Mankerian, and Metzger; nays: none. **MOTION CARRIED.**

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2013-22

THE CITY OF MARSHALL
GENERAL APPROPRIATION ACT AND TAX LEVY RESOLUTION
July 1, 2013 – June 30, 2014

THE CITY OF MARSHALL RESOLVES that the expenditures for the fiscal year, commencing July 1, 2013, and ending June 30, 2014, are hereby appropriated on a departmental and fund total basis as follows:

GENERAL FUND REVENUES

| | |
|----------------------------|--------------------|
| Taxes | \$3,538,055 |
| Licenses and Permits | 33,500 |
| Intergovernmental Revenues | 759,384 |
| Charges for Services | 78,600 |
| Fines and Forfeits | 118,075 |
| Interest | 20,000 |
| Miscellaneous | 259,950 |
| Other Financing Sources | 978,644 |
| Recreation | 401,923 |
| Composting | 62,254 |
| Airport | <u>170,440</u> |
| Total Revenues | \$6,420,825 |

GENERAL FUND EXPENDITURES

| | |
|---------------------------|--------------------|
| City Council | \$3,408 |
| City Manager | 129,981 |
| Assessor | 83,299 |
| Attorney | 65,000 |
| Human Resources | 63,512 |
| Clerk | 54,494 |
| Finance/Treasurer | 229,280 |
| City Hall | 84,971 |
| Chapel | 2,400 |
| Other City Property | 44,850 |
| Cemetery | 204,975 |
| Non-Departmental | 767,805 |
| Police | 1,468,223 |
| Crossing Guards | 17,782 |
| Dispatch | 109,000 |
| Fire | 797,859 |
| Inspection | 91,007 |
| Planning/Zoning | 94,713 |
| Streets | 1,098,415 |
| Engineering | 18,540 |
| PSB Operations | 103,347 |
| Community Development | 14,861 |
| Parks | 87,140 |
| Capital Improvements | 140,906 |
| Recreation | 410,623 |
| Composting | 57,560 |
| Airport | <u>170,440</u> |
| Total Expenditures | \$6,424,831 |

Fund balance reserves shall be decreased by (\$4,006) based on the FY 2014 revenues and expenditures for the General Fund budget. There is a \$4,006 planned use of fund balance for Recreation capital purchases.

The City Council does hereby levy a tax of 17.1629 mills for the period of July 1, 2013, through June 30, 2014 on all real and personal taxable property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Marshall and is levied pursuant to Section 8.01, Article 8 of the Charter of the City of Marshall.

The City Council does hereby levy a tax of .5000 mills for the period of July 1, 2013, through June 30, 2014, on all real and personal taxable property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Leaf, Brush and Trash Removal Services of the City of Marshall as authorized by a vote of the citizens on November 6, 2012.

The City Council does hereby levy a tax of .4840 mills for the period of July 1, 2013, through June 30, 2014, on all real and personal taxable property in the City of Marshall, according to the valuation of the same. This tax is levied to operate the Dial-A-Ride Transportation System in the City of Marshall as authorized by a vote of the citizens on August 5, 1975.

The City Council does hereby levy a tax of .9393 mills for the period of July 1, 2013, through June 30, 2014, on all real and personal taxable property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Recreation Department of the City of Marshall as authorized by a vote of the citizens on April 4, 1959.

The City Council does hereby levy a tax of 1.6129 mills for the period of July 1, 2013, through June 30, 2014, on all real and personal taxable property in the City of Marshall, according to the valuation of the same in a district known as the Downtown Development District. This tax is levied for the purpose of defraying the cost of the Downtown Development Authority.

| | <u>PROPOSED</u> <u>FY 2014</u> | <u>ACTUAL</u> <u>FY 2013</u> | <u>DIFFERENCE</u> |
|--|---|---|--------------------------|
| General | 17.1629 | 15.4629 | 1.7000 |
| Operating Leaf, Brush and Trash Removal Services | 0.5000 | 0.0000 | 0.5000 |

Marshall City Council, Regular Session
Monday, May 20, 2013
Unofficial

| | | | |
|--------------------------------|---------|---------|--------|
| Recreation | .9393 | .9393 | 0.0000 |
| Dial-A-Ride | .4840 | .4840 | 0.0000 |
| Downtown Development Authority | 1.6129 | 1.6129 | 0.0000 |
| TOTAL | 20.6991 | 18.4991 | 2.2000 |

The City Manager is authorized to make budgetary transfers within the appropriation centers established through this budget, and that all transfers between appropriations may be made by the City Manager in an amount not to exceed \$10,000 per year without prior Council approval pursuant to Section 19.2 of the provisions of the Michigan Uniform Accounting and Budgeting Act.

The City Council establishes the budget for the period of July 1, 2013, through June 30, 2014 for the following funds in the amounts set forth below:

ALL FUNDS REVENUES

| | |
|-------------------------------|---------------------|
| General Fund | \$6,090,215 |
| MVH-Major & Trunkline | 423,277 |
| MVH-Local | 326,067 |
| Leaf, Brush and Trash Removal | 98,811 |
| Local Development Finance | 460,566 |
| Downtown Development | 222,000 |
| Marshall Area Econ. Develop. | 653,619 |
| Special Projects | 20,373 |
| Marshall House | 581,660 |
| Electric | 13,708,310 |
| Dial-a-Ride | 359,690 |
| Wastewater | 1,587,500 |
| Water | 1,601,900 |
| Data Processing | 147,378 |
| Motorpool | 745,550 |
| Safety | 400 |
| Total Revenues | \$27,027,316 |

ALL FUNDS EXPENDITURES

| | |
|-------------------------------|-------------|
| General Fund | \$6,094,221 |
| MVH-Major & Trunkline | 442,156 |
| MVH-Local | 340,117 |
| Leaf, Brush and Trash Removal | 98,811 |
| Local Development Finance | 386,521 |
| Downtown Development | 246,253 |
| Marshall Area Econ. Develop. | 653,619 |
| Special Projects | 19,651 |
| Marshall House | 698,901 |
| Electric | 15,280,065 |
| Dial-a-Ride | 417,794 |

| | |
|---------------------------|---------------------|
| Wastewater | 1,839,032 |
| Water | 1,395,493 |
| Data Processing | 165,272 |
| Motorpool | 980,515 |
| Safety | <u>3,400</u> |
| Total Expenditures | \$29,061,821 |

Fund balance reserves shall be decreased by (\$2,034,505) based on the FY 2014 revenues and expenditures for All Funds.

Amendments:

Budget Amendment 1:

Increase General Fund millage rate by 1.7 mils, increase Property Tax revenue by \$330,610, and increase Non-Departmental Transfers to Other Funds expenditure by \$330,610 for the regional law enforcement building and fire station/city hall renovations project, authorized by Council at the May 20, 2013 Regular Council Meeting and Budget Public Hearing-Truth in Taxation.

As Amended May 20, 2013

The City Council of the City of Marshall did give notice of the time and place when a public hearing on adoption of the budget would be held in accordance with Public Act 43 of 1963, proof of publication of the Notice of Public Hearing is now on file, and which Public Hearing was duly held pursuant to said notice and in conformity therewith. A copy of the budget proposal was on file with the City Clerk and available for public inspection for at least one week prior to adoption of the budget; and

Further, the City Council of the City of Marshall did give notice of the time and place when a public hearing would be held in conformity with the provisions of Public Act 5 of 1982 authorizing a tax rate in excess of the present authorized tax rate for General Operating, Recreation, Dial-A-Ride and Downtown Development Authority tax levies, proof of publication of Notice of Public Hearing is now on file, and which Public Hearing was duly held pursuant to said notice and in conformity therewith; and

This Resolution shall take effect July 1, 2013.

Dated: May 20, 2013

Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a

resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 20, 2013 and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

Trisha Nelson, City Clerk

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Referendum on Reconsideration of Ordinance No. 2013-02 and 2013-03:

Moved Metzger, supported Miller, to rescind Ordinance Numbers 2013-02 and 2013-03. On a roll call vote – ayes: Revore, Mayor Dyer, Mankerian, Metzger, and Miller; nays: none. **MOTION CARRIED.**

Moved Miller, supported Metzger, to refer this matter back to the Planning Commission for consideration at their June meeting to receive any comment regarding the existing plan that had been adopted in Ordinances 2013-02 and 2013-03, to conduct a public hearing, and hear any public comment or proposed alternatives to that plan. On a voice vote – **MOTION CARRIED.**

Moved Metzger, supported Miller, to require the Planning Commission to report back to Council by the second City Council meeting in July. On a voice vote – **MOTION CARRIED.**

B. Marshall Area Economic Development Alliance – Partner Agreement:

Moved Williams, supported Metzger, to authorize the Clerk to sign the Management and Administrative Services Agreement with the Marshall Area Economic Development Alliance and the changes recommended by the Local Development Finance Authority. On a roll call vote – ayes: Mankerian, Metzger, Miller, Revore, Williams, and Mayor Dyer; nays: none. **MOTION CARRIED.**

C. Industrial Park Lift Station Rehabilitation:

Moved Miller, supported Metzger, to approve the recommendation to award Davis Construction the rehabilitation of the Industrial Road Lift Station at a cost of \$305,301. On a roll call vote – ayes: Williams, Mayor Dyer, Mankerian, Metzger, Miller, and Revore; nays: none. **MOTION CARRIED.**

D. Annual Compensation of Administrative Officials, Department Heads, and Salaried Personnel:

Moved Metzger, supported Mankerian, to approve the proposed FY 2014 wages for the administrative officials, department heads and salaried personnel. On a roll call vote – ayes: Miller, Revore, Williams, Mayor Dyer, Mankerian, and Metzger; nays: none. **MOTION CARRIED.**

APPOINTMENTS / ELECTIONS

A. Local Development Finance Authority:

Moved Williams, supported Mankerian, to approve the reappointment of Mark Oerther with a term expiring on June 2, 2014, John Tracy with a term expiring on June 2, 2016, Steve Dodge with a term expiring on June 2, 2017, J.P. Walters with a term expiring on June 2, 2015 and Wendee Woods with a term expiring on June 2, 2017 to the Local Development Finance Authority. On a voice vote – **MOTION CARRIED.**

B. Planning Commission:

Moved Miller, supported Mankerian, to appoint Lynne Meservey to the Planning Commission with a term expiring November 1, 2014. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 9:20 p.m.

James L. Dyer, Mayor

Trisha Nelson, City Clerk

User: ctanner

DB: Marshall

EXP CHECK RUN DATES 07/01/2012 - 06/06/2013

UNJOURNALIZED

OPEN

| INVOICE NUMBER | VENDOR NAME | DESCRIPTION | AMOUNT |
|----------------|-----------------------|---|-----------|
| 27064 | ABLE HEATING & COOLIN | SERVICE CALL, APT #107 | 105.00 |
| AA-14313 | AIM ASPHALT, INC | ASPHALT PATCHING | 2,800.00 |
| AA-11713 | AIM ASPHALT, INC | REPAIR TO PARKING LOT CAUSED BY SNOW HA | 3,675.00 |
| 1170413 | ALLIANCE ARCHITECTS | 2013 APARTMENT MODERNIZATION | 617.00 |
| 11-963495 | ARROW UNIFORM | CUST #010198-02 | 54.56 |
| 11-963497 | ARROW UNIFORM | CUST #010198-03 | 135.58 |
| 11-955901 | ARROW UNIFORM | CUST #010198-02 | 54.56 |
| 11-955903 | ARROW UNIFORM | CUST #010198-03 | 135.58 |
| 11-955897 | ARROW UNIFORM | CUST #010198-01 | 26.37 |
| 11-955902 | ARROW UNIFORM | CUST #010198-04 | 62.30 |
| 11-963496 | ARROW UNIFORM | CUST #010198-04 | 62.30 |
| 11-963498 | ARROW UNIFORM | CUST #010198-05 | 20.00 |
| 11-963491 | ARROW UNIFORM | CUST #010198-01 | 26.37 |
| 11-955904 | ARROW UNIFORM | CUST #010198-05 | 20.00 |
| 388-154151 | AUSTIN-BATTERIES PLUS | BATTERIES | 18.72 |
| 388-153142 | AUSTIN-BATTERIES PLUS | STATION BATTERY REPLACEMENT | 16,996.00 |
| 225-324415 | AUTO VALUE MARSHALL | START FLUID | 2.79 |
| 568 | BACK ALLEY CYCLE SHOP | SERVICE TO BIKES | 207.90 |
| 052413 | BAKER TOOL RENTAL & S | AUGER RENTAL | 70.00 |
| 120512 | BONNIE'S TAILORING | SEW PATCHES ON SHIRT | 4.00 |
| I0016610 | BROWN WOOD PRESERVING | UTILITY POLES | 11,069.00 |
| 56135 | C2AE | MARSHALL FIRE STATION AMNDMNT 1 | 6,000.00 |
| 72916 | CARON CHEVROLET OLDSM | TRANSMITTER & KEY | 35.53 |
| 2422 | CB HALL ELECTRIC COMP | ATHLETIC FIELD--SCOREBOARDS | 1,385.00 |
| 13-2430 | CB HALL ELECTRIC COMP | NEW BREAKER FOR POLICE A/C | 175.00 |
| 33813 | CENTEC CAST METAL PRO | US FLAGS | 235.40 |
| 130103-3 | CIVIL ENGINEERS INC | NORTH AND PIERCE REHABILITATION ENGINEE | 5,571.34 |
| 53020 | COGITATE INC | MMS STATE TRUNKLINE SUPPORT - JUNE | 155.00 |
| 85255 | COMPLETE ELECTRIC | REPAIR FOUNTAIN PUMP | 260.44 |
| 158007 | CONTRACT WELDING | SERVICE CALL - COMPACTOR | 297.50 |
| 82404 | CRT, INC | BACKUP DR APPLIANCE SERVICE | 339.00 |
| 661786003 | CRYSTAL FLASH ENERGY | DYED DIESEL FUEL | 1,127.62 |
| 661786002 | CRYSTAL FLASH ENERGY | GAS | 1,034.71 |
| 114398 | D & D MAINTENANCE SUP | TOILET TISSUE | 120.00 |
| 114399 | D & D MAINTENANCE SUP | JANITORIAL SUPPLIES | 125.00 |
| 427037 | DARLING ACE HARDWARE | MISC SUPPLIES | 9.79 |
| 427370 | DARLING ACE HARDWARE | BATTERIES | 7.99 |
| 428142 | DARLING ACE HARDWARE | ROLLER | 1.99 |
| 428526 | DARLING ACE HARDWARE | BALLAST | 32.99 |
| 427780 | DARLING ACE HARDWARE | OIL, PAINT BRUSHES, KNOBS, HINGES | 45.73 |
| 427644 | DARLING ACE HARDWARE | BLEACH | 11.96 |
| 427624 | DARLING ACE HARDWARE | SPRAYER | 27.99 |
| 427851 | DARLING ACE HARDWARE | TRIMMER LINE | 32.95 |
| 428640 | DARLING ACE HARDWARE | PAINT FOR FLOWER BOXES | 26.99 |
| 428488 | DARLING ACE HARDWARE | A.F. DIAMOND #1 LIGHT REPAIR | 8.99 |
| 428507 | DARLING ACE HARDWARE | TOGGLE COVER W/SNGL POLE | (3.99) |
| 428477 | DARLING ACE HARDWARE | TOGGLE COVER W/SNGL POLE, COMM SWITCH | 12.98 |
| 428372 | DARLING ACE HARDWARE | BOWL CLEANER, SOFTSOAP | 15.54 |
| 427700 | DARLING ACE HARDWARE | PUTTY KNIFE, RING WAX | 11.98 |
| 428865 | DARLING ACE HARDWARE | IRON OUT, BULBS, ROUNDUP | 43.97 |
| 428517 | DARLING ACE HARDWARE | CORN BROOM, FOGGER | 24.98 |
| 428300 | DARLING ACE HARDWARE | PAINT & SUPPLIES | 162.57 |
| 428606 | DARLING ACE HARDWARE | SOCKET, TAPE MEASURE, ETC | 38.93 |
| 21769 | DL GALLIVAN INC | COPIER CONTRACT | 310.50 |
| 12967 | DUKE'S SALES & SERVIC | JET POWER II | 320.00 |
| 3062795 | EDWARDS INDUSTRIAL SA | BY-PASS HOSE | 516.50 |
| 21038 | ELECTION SOURCE | SERVICE CONTRACT | 480.00 |
| N13-0951 | ENMET CORPORATION | CLEANED & RECALIBRATED GAS METER | 102.48 |
| 9456 | ERIC DALE HEATING & A | SERVICE CALL | 497.00 |
| S100740955.001 | ETNA SUPPLY | BUSHINGS, NIPPLES, TAPE | 18.49 |
| 052013 | EXACTITUDE LLC | HONOLULU HOUSE FENCE ASSEMBLY | 2,200.00 |
| MIMA145641 | FASTENAL COMPANY | HAND TOOLS | 284.21 |
| MIMA145506 | FASTENAL COMPANY | TOWELS | 140.89 |
| MIMA145630 | FASTENAL COMPANY | THREAD LOCK | 12.28 |
| MIMA145711 | FASTENAL COMPANY | FLAT STEEL | 52.06 |
| MIMA145736 | FASTENAL COMPANY | TRAFFIC CONES | 573.50 |
| 204336 | FIRE EXTINGUISHER SER | SCBA HYDROTEST, EDDY CURRENT TEST | 50.00 |
| 1395 | GOODWIN'S PLUMBING, L | SERVICE CALL @ STUART'S LANDING | 112.06 |
| 8298487 | HACH COMPANY | RUST REMOVER | 393.95 |
| 412952-1 | HASTINGS FIBER GLASS | BOLT CUTTER | 130.80 |
| 67680 | HERMANS MARSHALL HARD | FOUNTAIN SUPPLIES | 17.86 |
| 67732 | HERMANS MARSHALL HARD | ANCHORS, TROWELS | 30.25 |
| 67660 | HERMANS MARSHALL HARD | LAWN BAGS | 48.95 |
| 67737 | HERMANS MARSHALL HARD | SNAP SPRINGS | 11.45 |
| 68772 | HERMANS MARSHALL HARD | BRUSHES, CLIPS | 16.76 |
| 68780 | HERMANS MARSHALL HARD | KEYS | 3.98 |
| 68770 | HERMANS MARSHALL HARD | BUG SPRAY | 31.96 |

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DB: Marshall

EXP CHECK RUN DATES 07/01/2012 - 06/06/2013

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OPEN

| INVOICE NUMBER | VENDOR NAME | DESCRIPTION | AMOUNT |
|----------------|-----------------------|---|------------|
| 67674 | HERMANS MARSHALL HARD | BLEACH | 4.98 |
| 68823 | HERMANS MARSHALL HARD | WASP KILLER, CORD | 74.67 |
| 68789 | HERMANS MARSHALL HARD | 60.48 | 60.48 |
| 68799 | HERMANS MARSHALL HARD | BALL VALVES, NIPPLES, ADAPTR, TEE, CLAM | 77.76 |
| 391716-2013 | ICMA MEMBERSHIP PAYME | MEMBERSHIP - THOMAS TARKIEWICZ | 811.00 |
| RMS000285 | INTERACT PUBLIC SAFET | JULY RMS MAINTENANCE SUBSCRIPTION | 1,000.00 |
| 031213 | ISAAC & SONS | APT #424 | 70.00 |
| 82716 | J & K PLUMBING SUPPLY | HOSE ADPT SWIV, RUBBER HOSE WASHER | 7.18 |
| 82671 | J & K PLUMBING SUPPLY | METERING FAUCET | 89.29 |
| 82899 | J & K PLUMBING SUPPLY | BRONZE UNION 1" | 14.93 |
| 1703605-00 | J.O. GALLOUP COMPANY | SUPPLIES | 76.42 |
| 161617 | K & H CONCRETE CUTTIN | CORE DRILLING | 175.00 |
| 133124 | KAR LABORATORIES INC | CYANIDE ANALYSIS | 100.00 |
| 133122 | KAR LABORATORIES INC | MERCURY ANALYSIS | 260.00 |
| 81302 | KRUM PUMP & EQUIPMENT | PUMP REPAIR | 727.95 |
| 25861 | LAKELAND ASPHALT CORP | BITUMINOUS AGGREGATES | 868.32 |
| 25891 | LAKELAND ASPHALT CORP | BITUMINOUS AGGREGATES | 441.91 |
| 1 | LAKELAND ASPHALT CORP | NORTH DRIVE & PIERCE DR REHABILITATION | 119,593.74 |
| 1026594 | LEGG LUMBER | MAT'LS FOR FLOWER BOXES | 109.32 |
| 1026573 | LEGG LUMBER | PLYWOOD | 44.99 |
| 1026457 | LEGG LUMBER | GRAVEL MIX | 34.32 |
| 753465 | LEXISNEXIS SCREENING | 3 SCREENINGS | 41.25 |
| 3042 | LOU'S GLOVES INC | LAB GLOVES | 172.00 |
| 10 | MAGIC MAIDS | MAY CLEANING, APT #221 | 950.00 |
| 292519 | MARSHALL FEED & GRAIN | TORDON | 192.00 |
| 14290 | MARSHALL MEDICAL ASSO | BECERRA | 166.00 |
| 13-053 | MASA | MASA ADULT TEAM REGISTRATION | 2,009.00 |
| 8539201 | MICHIGAN MUNICIPAL LE | POLICY #5550390-13 | 57,222.00 |
| 13-015 | MUNICIPAL ANALYTICS L | WATER, WASTEWATER, AND ELECTRIC RATE AN | 5,980.00 |
| 052213 | MUSHROOM HOUSE | MYRTLE GROUNDCOVER | 90.00 |
| E10996 | MWEA | BUS TRIP FEE | 360.00 |
| 321549 | NORTH CENTRAL LABORAT | LABORATORY SUPPLIES BLANKET FOR FY2013 | 181.56 |
| 2598 | OERTHERS | PLANTS FOR CITY HALL | 165.18 |
| 052113 | PARRISH EXCAVATING | 2012 WATER MAIN IMPROVEMENTS | 81,253.55 |
| 052113A | PARRISH EXCAVATING | MANSION STREET WATER MAIN CONSTRUCTION | 7,152.12 |
| 5732224 | POWER LINE SUPPLY | CROSS ARM | 800.40 |
| 5732222 | POWER LINE SUPPLY | GUY MARKER | 79.04 |
| 5732221 | POWER LINE SUPPLY | CROSS ARM BRACE | 338.70 |
| 5732219 | POWER LINE SUPPLY | 25 KV PIN INSULATOR | 514.46 |
| 5732218 | POWER LINE SUPPLY | METER SOCKET | 203.25 |
| 5734318 | POWER LINE SUPPLY | EPOXILATOR | 409.50 |
| 5734317 | POWER LINE SUPPLY | ONE POINT CLEVIS | 120.30 |
| 5734316 | POWER LINE SUPPLY | 5/8 X 10 M BOLT | 49.00 |
| 5734315 | POWER LINE SUPPLY | MOULDING STAPLE | 260.00 |
| 5734314 | POWER LINE SUPPLY | T-BRACKET | 642.80 |
| 5734313 | POWER LINE SUPPLY | 1/2" LAG | 127.50 |
| 5734312 | POWER LINE SUPPLY | GRAY SPOOL | 54.32 |
| 5734311 | POWER LINE SUPPLY | WR 289 H TAP CONNECTOR | 128.00 |
| 5734310 | POWER LINE SUPPLY | 2" HUB | 259.20 |
| 5734309 | POWER LINE SUPPLY | CONTACT CLEANER | 310.80 |
| 5734227 | POWER LINE SUPPLY | RUBBER TESTING | 306.00 |
| 5734229 | POWER LINE SUPPLY | TOOL BATTERY | 453.30 |
| 5732220 | POWER LINE SUPPLY | CUTOUT | 6,333.12 |
| 5732261 | POWER LINE SUPPLY | BUG WRENCH | 38.90 |
| 5732263 | POWER LINE SUPPLY | BUG WRENCH | 33.86 |
| 17855 | PVP COMMUNICATIONS | SHOULDERCOM SPEAKER MIC | 409.23 |
| 404150 | PVS NOLWOOD CHEMICALS | POTASSIUM PERMANGANATE | 2,878.80 |
| 387 | QUALITY LAWN CARE | GRASS CUTTING AT AIRPORT | 899.00 |
| 26110 | RADIO SHACK | GIGAWARE USB SPEAKER NOTBK | 17.99 |
| 12068 | RADIO SHACK | 3' USB 2.0 EXT CABLE | 17.99 |
| 92627 | SHAFER REDI-MIX INC | FOR CEMETERY | 268.08 |
| 92617 | SHAFER REDI-MIX INC | CONCRETE FOR MONUMENT FOUNDATIONS | 1,887.72 |
| 175965 | STANLEY LAWN & GARDEN | PRIMER BULB, SPEED FEED SRM HEAD | 100.39 |
| 687597 | STANTEC CONSULTING MI | 2012 WATER MAIN IMPROVEMENTS | 7,278.68 |
| 7000637739 | STAPLES CONTRACT & CO | INK CRTDGS, PENS, LABELS, TONER | 342.42 |
| 7000563272 | STAPLES CONTRACT & CO | PAPER, CORK BOARD | 305.39 |
| 13-001614 | STATE OF MICHIGAN | RADIO SERVICE APRIL THRU SEPTEMBER | 7,000.00 |
| 517 | STREAMLINERS HOME LLC | TOUCH UP STAIN ON DOORS | 112.69 |
| 78921 | TROUP ELECTRONICS INC | RADIO REPAIR | 890.00 |
| 6062601 | TRUGREEN #2790 | 323 W MICHIGAN | 155.00 |
| 052113 | WAID, CRAIG | CUT 2 STUMPS AT REC FIELD | 80.00 |
| 1 | WMACP | MEMBERSHIP - JOSH LANKERD | 25.00 |
| 2 | WMACP | MEMBERSHIP - ADAM OTTJEPKA | 25.00 |
| 3 | WMACP | MEMBERSHIP - SCOTT MCDONALD | 25.00 |
| 4 | WMACP | MEMBERSHIP - KRISTOPHER AMBROSE | 25.00 |
| 5 | WMACP | MEMBERSHIP - JAMES1SCHWARTZ | 25.00 |

374,702.58

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EXP CHECK RUN DATES 05/17/2013 - 05/18/2013

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| INVOICE NUMBER | VENDOR NAME | DESCRIPTION | AMOUNT |
|--------------------|-----------------------|-----------------------------------|-----------|
| 269789463005-13 | A T & T | 269 789-4630 541 5 | 324.80 |
| 269789467105-13 | A T & T | 269 789-4671 266 9 | 177.99 |
| 269781444705-13 | A T & T | 269 781-4447 749 4 | 129.25 |
| 269781907005-13 | A T & T | 269 781-9070 573 1 | 44.22 |
| 269781981505-13 | A T & T | 269 781-9815 267 0 | 1,796.25 |
| 269 789-2806 635 7 | A T & T | 269789280605-13 | 63.52 |
| 269789261505-13 | A T & T | 269 789-2615 963 4 | 70.07 |
| 050913 | ADAM OTTJEPKA | EXPENSE REIMBURSEMENT | 15.30 |
| 051413 | AMERICAN BEAUTY TURF | SOD FOR CEMETERY | 258.00 |
| 287238047810X05111 | AT&T MOBILITY | ACCT #287238047810 | 48.61 |
| 21-040800-11 | BAUM, RICKY | REFUND UTILITY DEPOSIT | 16.30 |
| 15-001600-22 | BIRD, GORHAM & JAMIE | REFUND UTILITY OVERPAYMENT | 12.04 |
| 13-2429 | CB HALL ELECTRIC COMP | MAEDA SERVICE CALL | 290.60 |
| 603730 | COMMERCIAL OFFICE PRO | PENS, FLAGS, TONER, INDEX | 112.10 |
| 7-003400-12 | CORLESS, TROY | REFUND UTILITY DEPOSIT | 141.20 |
| 50913COM | CRT, INC | T-BRICKS | 11,000.00 |
| 426121 | DARLING ACE HARDWARE | PAINT FOR WELCOME CENTER | 31.99 |
| 7018274-0513 | EARTHLINK BUSINESS | ACCT #7018274 | 2,182.90 |
| 051013 | GILLETTE, JERRINE | REFUND SECURITY DEPOSIT | 314.00 |
| 050913 | KRIS AMBROSE | EXPENSE REIMBURSEMENT | 15.00 |
| 99007320387-0513 | LOWE'S | ACCT #9900 732038 7 | 839.14 |
| 3960-0513 | MARSHALL COMMUNITY CU | 3960 - SCHWARTZ | 510.00 |
| 2998-0513 | MARSHALL COMMUNITY CU | 2998 - DIXON | 469.39 |
| 4562-0513 | MARSHALL COMMUNITY CU | 4562 - HUESTIS | 212.52 |
| 3507-0513 | MARSHALL COMMUNITY CU | 3507 - MCDONALD | 133.74 |
| M 04-13 | MICHIGAN SOUTH CENTRA | APRIL NATURAL GAS PURCHASES | 4,890.77 |
| 7900044055829307-5 | NEOFUNDS BY NEOPOST | ACCT #7900 0440 5582 9307 | 3,000.00 |
| 27-017200-04 | OLSEN, LORI | REFUND UTILITY DEPOSIT | 7.76 |
| 051413 | PAAM | STEVEN KELLY - MICH ELDER JUSTICE | 15.00 |
| 051513 | REBECCA IVEY | BOOT ALLOWANCE | 300.00 |
| 050813 | SCHROEDER DEGRAW PLLC | MAEDA SERVICES | 2,947.50 |
| 18-009200-09 | SIGNOR, THANA | REFUND PAYMENT | 326.16 |
| 2013 | STATE OF MICHIGAN | 2013 UNCLAIMED PROPERTY | 869.72 |
| 9704183208 | VERIZON WIRELESS | ACCT #987146080-00001 | 76.02 |
| 9704340706 | VERIZON WIRELESS | ACCT #683169426-00001 | 88.37 |
| | | | 31,730.23 |

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EXP CHECK RUN DATES 07/01/2012 - 05/24/2013

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| INVOICE NUMBER | VENDOR NAME | DESCRIPTION | AMOUNT |
|-------------------|-----------------------|--|--------------|
| ALLMI550-0613 | ALLSTATE WORKPLACE DI | POLICY # ALLMI550 | 783.23 |
| Z1406436NE | AMERICAN MESSAGING | ACCT #Z1-406436 | 106.59 |
| 051813 | BEARDSLEE LAW OFFICES | SERVICES THROUGH MAY 18 | 2,281.50 |
| 7016312/0009-0613 | BLUE CROSS BLUE SHIEL | GROUP #007016312710/0009 | 8,563.21 |
| 7016312/0005-0613 | BLUE CROSS BLUE SHIEL | GROUP #007016312710/0005 | 1,769.26 |
| 7016312/0007-0613 | BLUE CROSS BLUE SHIEL | GROUP #007016312710/0007 | 52,287.76 |
| 7016312/0008-0613 | BLUE CROSS BLUE SHIEL | GROUP #007016312710-0008 | 65,803.46 |
| 052313 | BOYNE USA RESORTS | 06/24 AND 06/25/13, CHERYL VOSBURG | 524.86 |
| WCV 6091237 | BUCKENBERGER INSURANC | WC POLICY #WCV 6091237 1ST INSTALLMENT | 473.00 |
| 051613 | CLARK, TIM | EXPENSE REIMBURSEMENT | 18.76 |
| 604452 | COMMERCIAL OFFICE PRO | OFFICE SUPPLIES | 106.79 |
| 604452A | COMMERCIAL OFFICE PRO | CASH BAG | 25.47 |
| 1206 | CORNERSTONE INSPECTIO | INSPECTION SERVICES | 40.00 |
| 11320 | CRAFT CHIROPRACTIC CE | LIGHTING | 517.50 |
| 051613 | DAMON, KENNETH | BOTTOM FREEZER REFRIGERATOR | 25.00 |
| MI022820001-0613 | DELTA DENTAL PLAN OF | CUST #MI022820001 | 4,985.18 |
| 050613 | FEDDERS, CARL | OPTICAL ALLOWANCE | 71.00 |
| 051613 | FISHER, CHARLIE | EXPENSE REIMBURSEMENT | 18.76 |
| 052313 | FLYNN, ELIZABETH H. | OPTION TO PURCHASE REAL PROPERTY | 5,000.00 |
| 051713 | KAPPIS, VIRGINIA | REFUND MH SECURITY DEPOSIT & RENT | 461.00 |
| 042413 | LAMPKY, ELLEN | REFUND MH SECURITY DEPOSIT & RENT | 401.00 |
| 3648-513 | MARSHALL COMMUNITY CU | 3648 - KIESSLING | 894.48 |
| 7681-0513 | MARSHALL COMMUNITY CU | STATE LIQUOR LICENSE FOR BLUES FEST | 50.00 |
| 7681-0513A | MARSHALL COMMUNITY CU | 7681 - TARKIEWICZ | 857.72 |
| 4570-513 | MARSHALL COMMUNITY CU | 4570 - FEDDERS | 364.90 |
| 051713 | MCFADDEN, RODNEY | EXPENSE REIMBURSEMENT | 10.00 |
| 051613 | MORRIS EVANS | EXPENSE REIMBURSEMENT | 15.90 |
| 51613 | MORRIS EVANS | PARKING REIMBURSEMENT | 7.00 |
| 052313 | MWEA | CONFERENCE - CHERYL VOSBURG | 275.00 |
| 051013 | SEARS, THERESA | EXPENSE REIMBURSEMENT | 33.90 |
| 052413 | SEARS, THERESA | EXPENSE REIMBURSEMENT | 121.48 |
| 38-6004708-0513 | STATE OF MICHIGAN | 38-6004708, RETURN YEAR 12/2012 | 354.73 |
| 052213 | STATE OF MICHIGAN | 5 MUNICIPAL LICENSE PLATES | 65.00 |
| 051713 | TOM TARKIEWICZ | MAYOR'S PRAYER BREAKFAST | 20.00 |
| 051613 | TOM TARKIEWICZ | EXPENSE REIMBURSEMENT | 20.00 |
| | | | 147,353.44 |
| | | Prescription reimbursements | 35.00 |
| | | Total Cash Disbursement | \$147,388.44 |



ADMINISTRATIVE REPORT
June 3, 2013 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Sandra Bird, Finance Director
Tom Tarkiewicz, City Manager

SUBJECT: FY 2013 Year-End Budget Amendments

BACKGROUND: Public Act 2 of 1968, better known as the Uniform Budgeting and Accounting Act, requires an amendment to the adopted budget when it can be determined that the budget projections will be different than originally anticipated. Each May, the staff reviews the revenues and expenditures in order to develop an amended budget resolution to more closely reflect the actual operational costs and the use of cash reserves. The following is a summary of the recommended budget amendments:

General Fund

- Revenue: Property Taxes, State-shared Revenue and District Court Ordinance Fines for the motor carrier enforcement services are higher than projected.
- Revenue: Miscellaneous revenue is higher than projected due to the unbudgeted Marshall Community Foundation and Cronin Foundation reimbursement for the Shearman land purchase.
- Other City Property expenditures were increased for the Cronin Building.
- Non-departmental expenditures were higher than anticipated due to underestimating operating costs.
- Fire expenditures increased due to higher than projected overtime. No other fire department expenditure line items are being amended/reduced at this time; however, it is anticipated by the fiscal year end the actual expenditures will come in under budget to provide the savings to offset the overtime.
- Inspection and Planning & Zoning expenditures were lower than projected due to overestimating operating costs.
- Street and Cemetery expenditures are higher than projected due to underestimating operating costs.
- Capital Outlay expenditures were increased for the unbudgeted Shearman Park land purchase.

MVH-Local Streets

In July, 2012, Council authorized a decrease in General Fund contribution for local roads to balance the proposed mid-year amendments for funding the leaf, brush and trash removal services, Marshall Area Economic Development Alliance seed money and police/fire/city hall project costs for professional services.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

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cityofmarshall.com

Drug Law Enforcement

To establish a budget for Police Department revenue and costs incurred during the fiscal year.

Downtown Development Authority

Revenues and expenditures increased for the unbudgeted downtown tree project.

Marshall Area Economic Development Authority

To establish a budget for the newly form organization during the fiscal year.

Special Projects

Revenues and expenditures increased due to higher than anticipated grant awards.

Marshall House

Revenues decreased for lower than anticipated Federal Section 8 Grant Assistance, and expenditures decreased were reduced to help off-set the decrease in revenues.

Electric

Revenues decreased as a result of a 2008 utility bill error refunded to two commercial accounts.

Water

Expenditures decreased due to lower than anticipated capital projects.

Motor Pool

Expenditures decreased due to lower than anticipated contracted services.

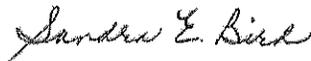
RECOMMENDATION:
2013 Budget.

To adopt the attached resolution to amend the FY

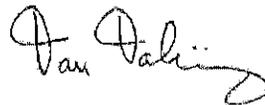
FISCAL EFFECTS:
Administrative Report.

As detailed by the information included in this

Respectfully Submitted,



Sandra Bird
Finance Director



Tom Tarkiewicz
City Manager

CITY OF MARSHALL, MICHIGAN
 RESOLUTION #2013-
THE CITY OF MARSHALL
AMENDED GENERAL APPROPRIATION ACT RESOLUTION
July 1, 2012 – June 30, 2013

THE CITY OF MARSHALL RESOLVES that the revenues and expenditures for the fiscal year, commencing July 1, 2012, and ending June 30, 2013, are hereby amended on a departmental and fund total basis as follows:

| <u>General Fund Revenues</u> | <u>Adopted</u> | <u>Amended Mid-Year</u> | <u>Amended June, 2013</u> | <u>Change</u> |
|---|-----------------------|------------------------------------|--------------------------------------|----------------------|
| Taxes | 3,102,960 | 3,102,960 | 3,164,160 | 61,200 |
| Licenses and Permits | 33,600 | 33,600 | 38,200 | 4,600 |
| Intergovernmental Revenues | 759,729 | 759,729 | 795,029 | 35,300 |
| Charges for Services | 63,800 | 63,800 | 67,800 | 4,000 |
| Fines and Forfeits | 63,320 | 63,320 | 88,320 | 25,000 |
| Interest | 10,000 | 10,000 | 10,000 | |
| Miscellaneous | 278,843 | 278,843 | 349,843 | 71,000 |
| Other Financing Sources | 1,108,644 | 1,108,644 | 1,108,644 | |
| Total Revenues | 5,420,896 | 5,420,896 | 5,621,996 | 201,100 |
| <u>General Fund Expenditures</u> | | | | |
| City Council | 3,777 | 3,757 | 3,757 | |
| City Manager | 120,350 | 120,287 | 120,287 | |
| Assessor | 77,528 | 77,279 | 77,279 | |
| Attorney | 55,000 | 55,000 | 60,000 | 5,000 |
| Human Resources | 62,535 | 62,477 | 62,477 | |
| Clerk-Treasurer | 292,532 | 292,377 | 292,377 | |
| City Hall | 85,526 | 85,136 | 85,136 | |
| Chapel | 2,850 | 2,850 | 2,850 | |
| Other City Property | 41,350 | 41,350 | 47,050 | 5,700 |
| Cemetery | 187,884 | 186,451 | 200,951 | 14,500 |
| Non-Departmental | 690,746 | 619,644 | 673,744 | 54,100 |
| Police | 1,493,600 | 1,489,267 | 1,489,267 | |
| Crossing Guards | 12,053 | 15,539 | 15,539 | |
| Dispatch | 201,934 | 201,934 | 201,934 | |
| Fire | 785,470 | 779,637 | 809,637 | 30,000 |
| Inspection | 90,163 | 89,657 | 84,657 | -5,000 |
| Planning/Zoning | 92,261 | 92,192 | 87,692 | -4,500 |
| Streets | 688,352 | 766,434 | 825,434 | 59,000 |
| Engineering | 19,776 | 19,196 | 19,196 | |
| Public Svcs. Build Operations | 108,976 | 108,746 | 108,746 | |
| Community Development | 14,556 | 14,556 | 14,556 | |

| | <u>Adopted</u> | <u>Amended Mid-Year</u> | <u>Amended June, 2013</u> | <u>Change</u> |
|--------------------------|----------------|-----------------------------|-------------------------------|---------------|
| Parks | 90,221 | 87,472 | 84,472 | -3,000 |
| Capital Improvements | 193,758 | 193,758 | 253,758 | 60,000 |
| Total Expenditures | 5,411,198 | 5,404,996 | 5,620,796 | 215,800 |
| GF Net Surplus/(Deficit) | 9,698 | 15,900 | 1,200 | -14,700 |

| GF - Recreation | | | | |
|------------------------|---------|---------|---------|-------|
| Revenues | 381,133 | 381,133 | 385,533 | 4,400 |
| Expenditures | 410,630 | 408,497 | 410,247 | 1,750 |
| Net Surplus/(Deficit) | -29,497 | -27,364 | -24,714 | 2,650 |

| GF - Composting | | | | |
|------------------------|---------|---------|---------|---------|
| Revenues | 24,200 | 24,200 | 20,450 | -3,750 |
| Expenditures | 58,504 | 57,714 | 67,714 | 10,000 |
| Net Surplus/(Deficit) | -34,304 | -33,514 | -47,264 | -13,750 |

| GF - Airport | | | | |
|-----------------------|---------|---------|---------|--------|
| Revenues | 165,028 | 165,028 | 175,028 | 10,000 |
| Expenditures | 165,028 | 164,481 | 175,028 | 10,547 |
| Net Surplus/(Deficit) | 0 | 547 | 0 | -547 |

| MVH-Major & Trunkline | | | | |
|----------------------------------|-----------|-----------|-----------|--------|
| Revenues | 1,953,400 | 1,953,400 | 2,003,400 | 50,000 |
| Expenditures | 1,701,179 | 1,700,497 | 1,705,997 | 5,500 |
| Net Surplus/(Deficit) | 252,221 | 252,903 | 297,403 | 44,500 |

| MVH-Local | | | | |
|-----------------------|-----------|-----------|-----------|----------|
| Revenues | 1,414,150 | 1,414,150 | 1,024,150 | -390,000 |
| Expenditures | 879,608 | 879,176 | 657,176 | -222,000 |
| Net Surplus/(Deficit) | 534,542 | 534,974 | 366,974 | -168,000 |

| Drug Law Enforcement | | | | |
|-----------------------------|---|---|-------|-------|
| Revenues | | | 6,590 | 6,590 |
| Expenditures | | | 6,360 | 6,360 |
| Net Surplus/(Deficit) | 0 | 0 | 230 | 230 |

| Local Develop. Finance Auth. | | | | |
|-------------------------------------|---------|---------|---------|--------|
| Revenues | 459,327 | 459,327 | 503,827 | 44,500 |
| Expenditures | 372,910 | 372,910 | 397,260 | 24,350 |
| Net Surplus/(Deficit) | 86,417 | 86,417 | 106,567 | 20,150 |

| | <u>Adopted</u> | <u>Amended Mid-Year</u> | <u>Amended June, 2013</u> | <u>Change</u> |
|---------------------------------------|----------------|-----------------------------|-------------------------------|---------------|
| <u>Downtown Develop. Auth.</u> | | | | |
| Revenues | 263,109 | 413,109 | 533,909 | 120,800 |
| Expenditures | 256,565 | 405,513 | 526,313 | 120,800 |
| Net Surplus/(Deficit) | 6,544 | 7,596 | 7,596 | 0 |

| | | | | |
|-----------------------|---|---|---------|---------|
| <u>MAEDA</u> | | | | |
| Revenues | | | 115,000 | 115,000 |
| Expenditures | | | 88,925 | 88,925 |
| Net Surplus/(Deficit) | 0 | 0 | 26,075 | 26,075 |

| | | | | |
|--------------------------------|--------|--------|---------|--------|
| <u>Special Projects</u> | | | | |
| Revenues | 20,373 | 20,373 | 108,845 | 88,472 |
| Expenditures | 17,873 | 17,873 | 107,313 | 89,440 |
| Net Surplus/(Deficit) | 2,500 | 2,500 | 1,532 | -968 |

| | | | | |
|------------------------------|---------|---------|---------|---------|
| <u>Marshall House</u> | | | | |
| Revenues | 594,500 | 594,500 | 566,000 | -28,500 |
| Expenditures | 670,172 | 668,338 | 585,538 | -82,800 |
| Net Surplus/(Deficit) | -75,672 | -73,838 | -19,538 | 54,300 |

| | | | | |
|------------------------|------------|------------|------------|----------|
| <u>Electric</u> | | | | |
| Revenues | 12,463,000 | 12,463,000 | 12,068,500 | -394,500 |
| Expenditures | 13,705,301 | 13,902,050 | 13,866,790 | -35,260 |
| Net Surplus/(Deficit) | -1,242,301 | -1,439,050 | -1,798,290 | -359,240 |

Electric expenditures exclude debt service

| | | | | |
|---------------------------|---------|---------|---------|--------|
| <u>Dial-A-Ride</u> | | | | |
| Revenues | 360,489 | 360,489 | 361,579 | 1,090 |
| Expenditures | 422,304 | 421,705 | 418,950 | -2,755 |
| Net Surplus/(Deficit) | -61,815 | -61,216 | -57,371 | 3,845 |

| | | | | |
|--------------------------|------------|-----------|-----------|---------|
| <u>Wastewater</u> | | | | |
| Revenues | 1,540,854 | 3,740,854 | 3,798,274 | 57,420 |
| Expenditures | 3,521,084 | 3,664,544 | 3,620,394 | -44,150 |
| Net Surplus/(Deficit) | -1,980,230 | 76,310 | 177,880 | 101,570 |

Wastewater expenditures exclude debt service

| | | | | |
|-----------------------|-----------|-----------|-----------|----------|
| <u>Water</u> | | | | |
| Revenues | 1,414,534 | 3,054,534 | 3,037,844 | -16,690 |
| Expenditures | 1,844,631 | 3,583,320 | 3,104,760 | -478,560 |
| Net Surplus/(Deficit) | -430,097 | -528,786 | -66,916 | 461,870 |

Water expenditures exclude debt service

| | <u>Adopted</u> | <u>Amended Mid-Year</u> | <u>Amended June, 2013</u> | <u>Change</u> |
|------------------------|----------------|-----------------------------|-------------------------------|---------------|
| Data Processing | | | | |
| Revenues | 139,752 | 139,752 | 145,152 | 5,400 |
| Expenditures | 164,751 | 164,605 | 170,005 | 5,400 |
| Net Surplus/(Deficit) | -24,999 | -24,853 | -24,853 | 0 |

| | | | | |
|-----------------------|-----------|----------|----------|---------|
| Motorpool | | | | |
| Revenues | 691,700 | 691,700 | 664,025 | -27,675 |
| Expenditures | 1,002,521 | 893,698 | 815,998 | -77,700 |
| Net Surplus/(Deficit) | -310,821 | -201,998 | -151,973 | 50,025 |

| | | | | |
|-----------------------|--------|--------|--------|---|
| Safety | | | | |
| Revenues | 600 | 600 | 600 | 0 |
| Expenditures | 3,472 | 3,472 | 3,472 | 0 |
| Net Surplus/(Deficit) | -2,872 | -2,872 | -2,872 | 0 |

RESOLVED, the use of prior year's fund balance reserves is not reflected in a Fund's revenue figure above, and that the source of funding for a Fund's Net Loss/(Deficit) shall be the use of prior year's fund balance reserves;

This Resolution shall take effect upon adoption.
Dated June 3, 2013

Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on June 3, 2013 and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

Trisha Nelson, City Clerk



ADMINISTRATIVE REPORT
June 3, 2013 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: James Schwartz, Police Chief
Tom Tarkiewicz, City Manager

SUBJECT: Resolution Supporting the Application for a D.O.J.
Byrne Grant to Support a School Resource Officer

BACKGROUND: The City of Marshall with support from the Marshall Public Schools are looking at funding options for a police officer to assign to the Marshall Public Schools. This officer will be assigned as a School Resource Officer (SRO) to facilitate all law enforcement functions related to the Marshall Public Schools.

This position has been considered for the past 2 years. Conversations have taken place and the need for a SRO are evident. This officer will be trained to deal with juvenile type crimes along with regular training to address the needs of the public.

There is a Community Oriented Policing (COPS) grant available to fund this position for the next three years. There is a sliding scale of matching funds that is associated with this grant. The grant will cover 62% of all costs associated with salary and benefits of an officer for 3 years. The matching portion of the grant is 38%. In the fourth year it is the responsibility of the grantee to retain the officer for a minimum of one year.

RECOMMENDATION: As the Chief of Police, it is my recommendation and the recommendation of the Marshall Public School Administration to apply for this grant. The cost of the officer for the three year period is \$201,748. The grant will cover \$125,000 and the matching amount is \$76,748.

FISCAL EFFECTS: The matching funds will be negotiated between the City of Marshall and the Marshall Public Schools. The amount should not have any fiscal effect to the current and proposed adopted budgets.

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,

James Schwartz
Police Chief

Tom Tarkiewicz
City Manager

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Marshall, MI 49068

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cityofmarshall.com

**CITY OF MARSHALL, MICHIGAN
RESOLUTION NO. ##-_____**

**RESOLUTION FOR SUPPORT TO APPLY FOR FUNDS UNDER THE
UNITED STATES DEPARTMENT OF JUSTICE COPS BYRNE GRANT**

WHEREAS, the City of Marshall Police Department has the responsibility to identify, protect, and respond to calls for service at the Marshall Public Schools; and

WHEREAS, the City of Marshall Police Department has limited funds and ability to provide a police officer to the Marshall Public Schools; and

WHEREAS, it is the desire of the City of Marshall to pursue funding under the Department of Justice Community Policing Byrne Justice Grant; and

WHEREAS, the Marshall City Council supports the purpose of the grant to promote cooperation between the Marshall Public Schools and to facilitate a safe environment for students and faculty to promote education, officer/student relationships and community support;

NOW THEREFORE, BE IT RESOLVED, that the Marshall City Council hereby resolves and authorizes the City Clerk to sign all contracts associated with this grant and the City Manager to sign the grant application(s).

AYES, Council members:

NAYES, Council members:

ABSTAIN, Council members:

RESOLUTION DECLARED ADOPTED.

CERTIFICATE

The foregoing is a true and a complete copy of the resolution adopted by the City Council and the City of Marshall at a regular meeting on June 3, 2013. Public notice was given and the meeting was conducted in full compliance with the Michigan Open Meetings Act (PA 267, 1976, as amended). Minutes of the meeting will be available as required by the Act.

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed seal of said City of Marshall, this 3rd day of June A.D.2013

Trisha Nelson, CLERK