



**CITY COUNCIL
WORK SESSION AGENDA
Monday, March 3, 2014
6:00 PM – 6:45 PM
City Hall**

- A. AMP CEO Marc Gerken**
Mr. Gerken will discuss AMP and the services provided to the City
- B. Other items**
- C. Future Work Sessions**
None planned.
- D. Future topics**
CTV service
Goals

323 W. Michigan Ave.

Marshall, MI 49068

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cityofmarshall.com



MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

March 3, 2014

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) INVOCATION- Kris Tarkiewicz, Family Bible Church
- 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. Dial-A-Ride Transit Application for State Financial Assistance P. 4
City Council will consider the recommendation to adopt the Resolution of Intent to authorize the City of Marshall to seek financial assistance from the State of Michigan for DART.
- B. Title VI Non-Discrimination Plan P. 23
City Council will consider the recommendation to adopt the Title VI Program as required by the Federal Transit Administration in order to continue receiving Federal assistance for DART.
- C. City Council Minutes P. 36
Regular Session.....Tuesday, February 18, 2014
- D. City Bills P. 40

Regular Purchases	\$377,926.61
Purchased Power.....	\$834,802.31
Weekly Purchases –2/14/14.....	\$ 593,870.19
Weekly Purchases –2/21/14.....	\$ 230,610.91
Total	\$ 2,037,210.02

8) PRESENTATIONS AND RECOGNITIONS

- A. Big Brother Big Sisters
Amy Kuchta, Executive Director for Big Brothers Big Sisters, will give a presentation about the program.
- B. Police Department Promotion
Chief Schwartz will introduce Josh Lankerd as the newly promoted Lieutenant for the Marshall Police Department.

9) INFORMATIONAL ITEMS

- A. Event Report – Rueben Race P. 46

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



10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Michigan Department of Natural Resources Trust Fund Grant Program

P. 47

City Council will hear public comment on the proposed application to the MDNR for the development of Shearman Park.

11) OLD BUSINESS

12) REPORTS AND RECOMMENDATIONS

A. New Freedom Grant Applications

P. 49

City Council will consider the recommendation to support the submittal of grant applications to MDOT for approximately \$21,940 in Federal operating assistance, as well as approximately \$66,000 in Federal and State capital assistance to purchase a bus.

B. Michigan Recreation Passport Grant Program Authorization Resolution

P. 60

City Council will consider the recommendation to adopt the resolution authorizing the submittal of the grant application for the Sand Volleyball Court renovations through the DNR Recreation Passport Grant Program.

C. Goal Setting Work Session

City Council will be requested to establish a date for a Goal Setting Work Session.

13) APPOINTMENTS / ELECTIONS

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 black ink, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
March 3, 2014 - CITY COUNCIL MEETING

TO: Mayor Dyer and City Council Members

FROM: Jerry Hutchison, DART Manager
Natalie Dean, Director of Community Services
Tom Tarkiewicz, City Manager

SUBJECT: Dial-A-Ride Transit Application for State Financial Assistance for 2014-2015 Fiscal Year

BACKGROUND: As required by Michigan Public Act 51, Marshall Dial-A-Ride Transit must submit an annual application to the State of Michigan for financial assistance for transit operations and adopt a Resolution of Intent signifying the City of Marshall's desire to participate in the Comprehensive Transportation Fund (CTF).

The application submitted to the State of Michigan includes the following information:

- Proposed revenues and expenditures for fiscal year 2014-2015, covering the period of October 1, 2014 – September 30, 2015.
- Coordination Plan. This report lists other transit providers in the area and describes the efforts for coordinating transit services.
- Federal & State Certifications. Various certifications required as a condition of receiving Federal and State funding.
- Local Bus Capital Assistance. Includes an inventory of DART's current fleet, and documentation of ADA accessibility. Marshall DART is not requesting capital assistance funds in the attached 2015 application.
- Operational Data. This refers to projected ridership figures, as well as vehicle miles and hours of service.

For the 2015 State of Michigan fiscal year, Marshall Dial-A-Ride Transit has proposed a preliminary budget with funding sources of \$62,788 (16%) estimated Federal Section 5311 grant funds, \$142,293 (36.26%) estimated State funds, \$129,144 estimated local funds (millage and fund balance to offset budget shortfall), \$50,000 estimated fare revenues, and \$8,200 estimated other funds (*Delinquent Property Tax \$200, Interest Income \$1,000, RTAP training funding \$2,000, and Advertising \$5,000*, and with total estimated eligible expenses of \$392,425 and estimated ineligible expenses of \$44,847 (*\$42,742 for depreciation, \$2,000 for RTAP funds, and \$105 for Association dues*) for 2015.

RECOMMENDATION: It is recommended that the Council adopt the attached Resolution of Intent to authorize the City of Marshall to seek financial

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assistance from the State of Michigan for its public transportation service, DART.

FISCAL EFFECTS: None at this time. This action pertains to just the submittal phase of the application process for Federal and State operating assistance in the amount of \$205,081, but it is not the final contract for these funds.

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,



Tom Tarkiewicz
City Manager



Natalie Dean
Director Community Services



Jerry Hutchison
DART Manager

RESOLUTION OF INTENT

*The approved Resolution of Intent to apply for financial assistance for
Fiscal Year 2015 under act 51 of the Public Acts of 1951, as amended*

WHEREAS, pursuant to Act No. 51 of the public Acts of 1951, as amended (Act 51), it is necessary for the City of Marshall, (hereby known as THE APPLICANT) established under Act 279 to provide a local transportation program for the state fiscal year of 2015 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for THE APPLICANT, to name an official representative for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past state fiscal year; and

WHEREAS, the performance indicators for this agency have been reviewed and approved by the governing body; and

WHEREAS, THE APPLICANT has reviewed the proposed balanced (surplus) budget and funding sources of estimated federal funds \$62,788, estimated state funds \$142,293, estimated local funds \$129,144 (millage and fund balance to offset budget shortfall), estimated fare box revenues \$50,000, and estimated other funds \$8,200 with total estimated eligible expenses of \$392,425.

NOW THEREFORE, be it resolved that THE APPLICANT hereby makes its intentions known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints the DART Manager as the Transportation Coordinator for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or Department for its administration of Act 51 for 2015.

I, Trisha Nelson, Clerk of **THE APPLICANT**, does hereby certify that I have compared this Resolution adopted by the APPLICANT, at the meeting of March 3, 2014, with the original minutes now on file and of record in the office and that this Resolution is true and correct.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed seal of said City this 3rd day of March, 2014

SIGNATURE

Marshall, City of

**900 S. Marshall
Marshall, Mi 49068**

(269)-987-2288

Nonurban City

Regular Service

Annual Budgeted

2015

Operating Revenue: \$50,000

Total Eligible Expenses: \$392,425

Local Share: \$185,344

**Comments: Operating Assistance application for FY 2015, covering the period of October 1, 2014 -
September 30, 2015.**

Marshall, City of
Nonurban City
Regular Service
Annual Budgeted
2015

Revenue Schedule Report

Code	Description	Amount
401 :	Farebox Revenue	
40100	Passenger Fares (-)	\$50,000
406 :	Auxiliary Trans Revenues	
40615	Advertising (-)	\$5,000
407 :	NonTrans Revenues	
40799	Other NonTrans Revenue (Explain in comment field) (- Delinquent property taxes, penalties and interest)	\$200
409 :	Local Revenue	
40910	Local Operating Assistance (- Millage and fund balance)	\$129,144
411 :	State Formula and Contracts	
41101	State Operating Assistance (-)	\$142,293
413 :	Federal Contracts	
41301	Section 5311 Operating (-)	\$82,788
41398	RTAP (-)	\$2,000
414 :	Other Revenue	
41400	Interest Income (-)	\$1,000

Total Revenues: \$392,425

**Marshall, City of
Nonurban City
Regular Service
Annual Budgeted
2015**

Expense Schedule Report

Code	Description	Amount
601 :	Labor	
50101	Operators Salaries & Wages (-)	\$160,692
50102	Other Salaries & Wages (- Transit Manager)	\$26,642
502 :	Fringe Benefits	
50200	Fringe Benefits (- Social Security, Hospitalization, Life Insurance, Workers Comp.)	\$68,080
50201	Pensions (-)	\$16,035
50202	Other Post-Employment Benefits (- Retiree health Insurance)	\$13,477
503 :	Services	
50302	Advertising Fees (-)	\$800
50305	Audit Costs (-)	\$800
50399	Other Services (Explain in comment field) (- Data Processing, Employee Physicals, License Renewal, Equipment and Vehicle Maintenance)	\$33,200
504 :	Materials and Supplies	
50401	Fuel & Lubricants (-)	\$30,000
50402	Tires & Tubes (-)	\$3,000
50499	Other Materials & Supplies (-)	\$1,250
505 :	Utilities	
50500	Utilities (- Telephone)	\$800
506 :	Insurance	
50603	Liability Insurance (-)	\$4,981
509 :	Misc Expenses	

**Marshall, City of
Nonurban City
Regular Service
Annual Budgeted
2015**

Expense Schedule Report

Code	Description	Amount
60902	Travel, Meetings & Training (- RTAP funded)	\$2,000
50903	Association Dues & Subscriptions (-)	\$700
512 :	Operating Leases & Rentals	
51200	Operating Leases & Rentals (-)	\$10,478
513 :	Depreciation	
51300	Depreciation (-)	\$42,742
550 :	Ineligible Expenses	
55007	Ineligible Depreciation (-)	\$42,742
55009	Ineligible Percent of Association Dues (-)	\$105
574 :	Ineligible Expenses	
57402	Ineligible RTAP (-)	\$2,000

Total Expenses: \$437,272

Total Ineligible Expenses: \$44,847

Total Eligible Expenses: \$392,425

**Marshall, City of
Nonurban City
Regular Service
Annual Budgeted
2015**

Non Financial Schedule Report

Public Service

Code	Description	Weekday DR	Saturday DR	Sunday DR	Total
610	Vehicle Hours	7,827	0	0	7,827
611	Vehicle Miles	66,029	0	0	66,029
615	Unlinked Passenger Trips - Regular	14,477	0	0	14,477
616	Unlinked Passenger Trips - Elderly	8,899	0	0	8,899
617	Unlinked Passenger Trips - Persons w/Disabilities	2,042	0	0	2,042
618	Unlinked Passenger Trips - Elderly Persons w/Disabilities	6,367	0	0	6,367
622	Total Demand-Response Unlinked Passenger Trips	31,805	0	0	31,805
625	Days Operated	255	0	0	255

Total Passengers: 31,805

Vehicle Information

Code	Description	Quantity
655	Total Demand-Response Vehicles	5
658	Demand-Response Vehicle w/ Lifts	5
658	Total Transit Vehicles	5

Total Vehicles: 5

Miscellaneous Information

Code	Description	Quantity DR
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FY 2015 5333(b) LABOR WARRANTY

INSTRUCTIONS: Complete and save this form in PTMS

Marshall, City of _____ is applying for Section 5311, 5311(f),
NAME OF APPLICANT (Legal organization name)
and/or 5339 funding under Federal Transit Law, as amended, for fiscal year 2015. We will be bound by the provisions of this
special 5333(b) [former 13(c)] labor warranty for the period of the grant.

(Note: Do not include school bus transportation providers and their unions.)

Does a union represent the applicant's employees? Yes No
If yes, list union representation below. (Only list that has duties connected to the transit operation)

Union: Teamsters 214

Does agency use a third party transportation provider? Yes No
If Yes, indicate third party transportation provider and their Union representation provider or none. (Agency hired by
the applicant to perform public transportation services)

Third Party: _____	Union: _____	None <input type="checkbox"/>
_____	_____	None <input type="checkbox"/>
_____	_____	None <input type="checkbox"/>
_____	_____	None <input type="checkbox"/>
_____	_____	None <input type="checkbox"/>
_____	_____	None <input type="checkbox"/>
_____	_____	None <input type="checkbox"/>

Are there other surface transportation providers in your area? Yes No
If yes, indicate other surface transportation providers and their union representation or none. (Providers serving the
general public including public agencies, private providers, and/or nonprofit providers and their unions in your jurisdiction area)

Provider: <u>Community Action</u>	Union: _____	None <input checked="" type="checkbox"/>
<u>LifeCare Ambulance</u>	_____	None <input checked="" type="checkbox"/>
<u>Mobility Transport</u>	_____	None <input checked="" type="checkbox"/>
_____	_____	None <input type="checkbox"/>
_____	_____	None <input type="checkbox"/>
_____	_____	None <input type="checkbox"/>
_____	_____	None <input type="checkbox"/>

TYPED/PRINTED NAME AND TITLE Gerald P. Hutchison	SIGNATURE OF APPLICANT	DATE 1/4/14
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Michigan Department
of Transportation
3076 (10/13)

FY 2015 CONTRACT CLAUSES CERTIFICATION

INSTRUCTIONS: Complete and save this form in PTMS, and attach a signed copy in PTMS

I acknowledge that I have reviewed a copy of the ~~Contract Clauses~~ dated ~~October 1, 2013~~, I understand that the nature of the project will determine which requirements of the contract clauses apply and I will comply with all applicable clauses for all FTA-funded contracts for FY 2015.

NAME OF PERSON AUTHORIZED TO SIGN A CONTRACT OR PROJECT AUTHORIZATION

Natalie Dean (Huestis)

LEGAL ORGANIZATION NAME *

City of Marshall

TITLE OF AUTHORIZED SIGNER

SIGNATURE OF AUTHORIZED SIGNER **

DATE

Community Services Director

01/13/14

* If the organization has a master agreement with MDOT, the organization name must match the name as it appears on the master agreement. Organizations with multiple contracts must submit multiple contract clauses certifications.

** If the organization has a master agreement with MDOT, the signature must be the same as the authorized signer of the master agreement or an individual with legal authority to sign a project authorization for the organization. Your agency can change, add or remove an authorized signer at any time by completing a signature resolution.

FY 2015 COORDINATION PLAN FOR LOCAL BUS OPERATING ASSISTANCE

INSTRUCTIONS: Complete and save this form in PTMS

All agencies applying for Local Bus Operating Assistance must submit a coordination plan. (If an agency also is applying for Specialized Services Operating Assistance, only the Specialized Services coordination plan is required.)

Organizations must ensure that the level and quality of service will be provided without regard to race, color or national origin and that there is no disparate impact on groups protected by Title VI of the Civil Rights Act of 1964 and related statutes and regulations.

NAME OF APPLICANT (legal organization name)

City of Marshall

TRANSIT PROVIDER/PURCHASER AND COORDINATION EFFORTS

List all transit providers/purchasers in your area. Describe efforts for coordinating transit services with each of these agencies, including any purchase of service arrangements, training, maintenance, and dispatching services, etc. Also include a description of the process used to ensure coordination efforts are being pursued (i.e., LAC meetings, public hearings, etc.).

The following organizations are based in Battle Creek, but provide services throughout Calhoun County.

Community Action - Provides transportation service throughout Calhoun County, including the Marshall area.

Life Care Ambulance - Provides emergency and non-emergency patient transportation.

Mobility Transport - Provides demand-response transportation for mobility challenged individuals.

These organizations provide transportation services throughout Calhoun County. Marshall DART operates solely within the Marshall area. Marshall DART will explore opportunities for greater coordination with these other transit providers. Marshall DART will also hold LAC meetings and publish transit information in the local newspapers, as well as on its website.

FUTURE TRANSIT OBJECTIVES

Describe your future objectives regarding coordination/consolidation of transit services:

Marshall DART will continue to provide safe and reliable transportation to Marshall area residents. Pending the availability of additional funding, Marshall DART will explore the possibility of expanding services to residents of Albion and Battle Creek.

FY 2015 FTA CERTIFICATIONS AND ASSURANCES

INSTRUCTIONS: Complete and save this form in PTMS

This form is required for all agencies applying for FTA funds, except for urban agencies that receive all of their FTA funds directly from FTA. For details, review the current Certification and Assurances for FTA Assistance.

NAME OF APPLICANT (Legal organization name)
Marshall, City of

The Applicant agrees to comply with the applicable requirements of Groups 1-15. Those requirements that do not apply to you or your project will not be enforced.

<u>Group</u>	<u>Description</u>
01.	Required Certifications and Assurance for Each Applicant.
02.	Lobbying.
03.	Private Sector Protections.
04.	Procurement and Procurement System.
05.	Rolling Stock Reviews and Bus Testing.
06.	Demand Responsive Service.
07.	Intelligent Transportation Systems.
08.	Interest and Finance Costs and Leasing Costs.
09.	Transit Asset Management and Agency Safety Plans.
10.	Alcohol and Controlled Substances Testing.
11.	Bus/Bus Facilities Program.
12.	Urbanized Area Formula Programs and Job Access and Reverse Commute (JARC) Program.
13.	Seniors/Elderly/Individuals with Disabilities Programs and New Freedom Program.
14.	Rural/Other than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs.
15.	Public Transportation on Indian Reservations and "Tribal Transit Programs."

FTA and MDOT intend that the certifications and assurances the Applicant has selected on this form should apply, as required, to each project for which the Applicant seeks FTA assistance during fiscal year 2015.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document, and acknowledges that the provisions of the program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. 3801 et seq., and implemented by DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31 apply to any certification, assurance, or submission made to FTA. The criminal fraud provisions of 18 U.S. C. 1001 may apply to any certification, assurance, or submission made in connect with any program administered by FTA.

NAME AND TITLE OF AUTHORIZED OFFICIAL Natalie Dean (Huestls), Community Services Dir.	SIGNATURE OF AUTHORIZED OFFICIAL	DATE 1/13/14
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FY 2015 STATE CERTIFICATIONS AND ASSURANCES

INSTRUCTION: Complete and save this form in PTMS

This form is required for all agencies applying for Regular Services, Section 5311 JARC, Section 5310, and/or Section 5317 funds.

NAME OF APPLICANT (legal organization name)
City of Marshall

THE APPLICANT AGREES TO COMPLY WITH THE APPLICABLE REQUIREMENTS SELECTED BELOW:

A. This organization has the necessary operational lifts on its vehicles as required by Act 51, [Section 10e(17) and 10e(18)] of the Public Acts of 1951, as amended, and the Americans with Disabilities Act of 1990. The organization also certifies that the lifts are maintained and cycled on a regularly scheduled basis.



B. This organization has proof of vehicle insurance on file.



The applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in statements submitted herein with this document. The truthfulness and accuracy of this document will enable the applicant to receive state funding.

NAME AND TITLE OF AUTHORIZED OFFICIAL	SIGNATURE OF AUTHORIZED OFFICIAL	DATE
Gerald P. Hutchison		01/04/14

FY 2015 TITLE VI INFORMATION
INSTRUCTIONS: Complete and save this form in PTMS

NAME OF APPLICANT (legal organization name)

City of Marshall

All FTA funds recipients, except for urban agencies that receive all of their FTA funds directly from FTA, must submit the following information that covers the period since your last MDCOT application. First-time applicants should submit information for the previous fiscal year.

1. List any active lawsuits or complaints naming the applicant that allege discrimination based on race, color or national origin **with respect to service or other transit benefits.** The list should include: the date lawsuit or complaint was filed; a summary of the allegation, and the status of the lawsuit or complaint, including whether the parties to the lawsuit have entered into a consent decree.
If none, so state.
RESPONSE:

None

2. Summarize all civil rights compliance review activities conducted **with regard to your transportation program.** The summary should include: the purpose or reason for the review; the name of the agency or organization that performed the review; the findings and recommendations of the review; and a report on the status and/or disposition of such findings and recommendations.
If none, so state.
RESPONSE:

The State of Michigan Bureau of Transportation has reviewed and approved Marshall Dial-a-Ride's updated Title VI Plan.

3. Has your Title VI Coordinator/EEO Officer changed during the reporting period or since your last Title VI Plan was approved?

NO

YES

If yes, please provide the name and contact information for the new coordinator/EEO Officer.

4. Has your organization had any projects and/or service change that have Title VI, Limited English Proficiency (LEP), or Environmental Justice (EJ) impacts? Service change includes service expansion/ reduction, route and/or hour changes, etc. If yes, please complete the following items: NO YES

a. Provide a brief description of these projects/service changes.

b. What did you do to ensure that populations affected by the project and/or service change had meaningful access to and involvement in the development process?

c. What is the number or percentage of LEP or EJ populations affected by the project and/or service change?

5. During this reporting period, how were your employees educated about Title VI and their responsibility to ensure non-discrimination in any of your programs, services, or activities?

They received notices informing them about the Title VI requirements. New bus drivers also received copies of Marshall Dial-a-Ride's Title VI Plan.

FY 2015 VEHICLE ACCESSIBILITY PLAN UPDATE

INSTRUCTIONS: Complete and save the form in PTMS

NOTE: To be completed only by agencies providing demand-response (D-R) service with a vehicle(s) obtained with state or federal funds. Report total D-R vehicles used for all programs.

NAME OF APPLICANT (legal organization name)

City of Marshall

1. TOTAL D-R FLEET ANTICIPATED FOR APPLICATION YEAR
(including locally funded vehicles) 6

2. TOTAL ANTICIPATED D-R FLEET ACCESSIBLE OR LIFT-EQUIPPED
(including locally funded vehicles) 6

3. HAS THE AGENCY MADE ANY CHANGES IN VEHICLE INVENTORY DESCRIBED IN NO. 1 AND NO. 2 ABOVE SINCE THE LAST ACCESSIBILITY PLAN UPDATE WAS SUBMITTED? YES NO
(If "yes", explain changes and reasons for those changes below.)

Pending available funding, Marshall Dial-a-Ride will purchase a bus in FY 2016 to provide service between the cities of Marshall and Albion. This bus will be funded under the New Freedom program. Acquisition of this bus is necessary to ensure the availability of enough buses to cover all DART services.

4. HAS THE AGENCY MADE ANY CHANGES IN THE FOLLOWING SINCE THE LAST ACCESSIBILITY PLAN UPDATE WAS SUBMITTED? (If "yes", please explain changes below.)

A. FARE STRUCTURE YES NO

Proposed new service between the cities of Marshall and Albion will require establishing a bus fare. This has not yet been determined.

B. SERVICE AREA INFORMATION YES NO

Service area information will be developed and distributed throughout the two communities.

C. SERVICE AVAILABILITY INFORMATION YES NO

Service availability information will be developed and distributed throughout the two communities.

D. SERVICE HOURS/DAYS OF OPERATION YES NO

The proposed new service between the cities of Marshall and Albion will operate on Monday, Wednesday, and Friday of each week. Service hours will be between 8am - 5pm. The schedule may have 6-8 round trips daily.

E. LOCAL ADVISORY COUNCIL COMPOSITION YES NO

5. HAS THE AGENCY MADE ANY OTHER CHANGES IN ITS VEHICLE ACCESSIBILITY PLAN SINCE THE LAST SUBMISSION OF AN ACCESSIBILITY PLAN OR ANNUAL UPDATE? YES NO
(If "yes" please explain changes and reasons for changes below.)

NOTE: The Local Advisory Council (LAC) established by the agency must review and be given opportunity to comment on this Accessibility Plan Update prior to submission with the annual application. Please attach minutes of the LAC, signed by the LAC chairperson or an authorized substitute, indicating LAC review of this form. Also attach a copy of the agency's response to the LAC comments.

6. PLEASE INDICATE THE NUMBER OF TIMES PER YEAR THE AGENCY'S LAC MEETS:

ANNUALLY

QUARTERLY

MONTHLY

OTHER _____

7. LAC MEMBER LIST (List below the members of your agency LAC. Mail a separate page of additional names if necessary.) The list should reflect the membership in the minutes; if not, explain any discrepancies.

NOTE: MDOT Administrative Rule 202 requires that the applicant agency shall establish an LAC composed of a minimum of three members. No LAC member shall be a staff or board member of the applicant agency. The applicant agency shall ensure all of the following: 1) 60% of the LAC membership represents persons who are 65 years of age or older and persons who have disabilities within the service area; 2) the LAC membership includes people who have diverse disabilities and the elderly who are users of public transportation; and 3) the applicant agency has approved at least one member, or 12% of the membership, jointly with the area agency on aging.

1. CHAIRPERSON'S NAME Marian Johnson		AFFILIATION (Name of organization, if any)	
THIS MEMBER REPRESENTS:			
<input type="checkbox"/> Persons with Disabilities	<input checked="" type="checkbox"/> Persons 65 years and older	<input type="checkbox"/> Neither of these groups	
THIS MEMBER IS:			
<input type="checkbox"/> Jointly appointed by an area agency on aging	<input checked="" type="checkbox"/> A user of public transportation	<input type="checkbox"/> Neither of these groups	
2. NAME Moreen Hecox		AFFILIATION (Name of organization, if any)	
THIS MEMBER REPRESENTS:			
<input checked="" type="checkbox"/> Persons with Disabilities	<input type="checkbox"/> Persons 65 years and older	<input type="checkbox"/> Neither of these groups	
THIS MEMBER IS:			
<input type="checkbox"/> Jointly appointed by an area agency on aging	<input checked="" type="checkbox"/> A user of public transportation	<input type="checkbox"/> Neither of these groups	
3. NAME Carl Gibson		AFFILIATION (Name of organization, if any)	
THIS MEMBER REPRESENTS:			
<input type="checkbox"/> Persons with Disabilities	<input checked="" type="checkbox"/> Persons 65 years and older	<input type="checkbox"/> Neither of these groups	
THIS MEMBER IS:			
<input checked="" type="checkbox"/> Jointly appointed by an area agency on aging	<input type="checkbox"/> A user of public transportation	<input type="checkbox"/> Neither of these groups	
4. NAME		AFFILIATION (Name of organization, if any)	
THIS MEMBER REPRESENTS:			
<input type="checkbox"/> Persons with Disabilities	<input type="checkbox"/> Persons 65 years and older	<input type="checkbox"/> Neither of these groups	
THIS MEMBER IS:			
<input type="checkbox"/> Jointly appointed by an area agency on aging	<input type="checkbox"/> A user of public transportation	<input type="checkbox"/> Neither of these groups	
5. NAME		AFFILIATION (Name of organization, if any)	
THIS MEMBER REPRESENTS:			
<input type="checkbox"/> Persons with Disabilities	<input type="checkbox"/> Persons 65 years and older	<input type="checkbox"/> Neither of these groups	
THIS MEMBER IS:			
<input type="checkbox"/> Jointly appointed by an area agency on aging	<input type="checkbox"/> A user of public transportation	<input type="checkbox"/> Neither of these groups	
6. NAME		AFFILIATION (Name of organization, if any)	
THIS MEMBER REPRESENTS:			
<input type="checkbox"/> Persons with Disabilities	<input type="checkbox"/> Persons 65 years and older	<input type="checkbox"/> Neither of these groups	
THIS MEMBER IS:			
<input type="checkbox"/> Jointly appointed by an area agency on aging	<input type="checkbox"/> A user of public transportation	<input type="checkbox"/> Neither of these groups	
7. NAME		AFFILIATION (Name of organization, if any)	
THIS MEMBER REPRESENTS:			
<input type="checkbox"/> Persons with Disabilities	<input type="checkbox"/> Persons 65 years and older	<input type="checkbox"/> Neither of these groups	
THIS MEMBER IS:			
<input type="checkbox"/> Jointly appointed by an area agency on aging	<input type="checkbox"/> A user of public transportation	<input type="checkbox"/> Neither of these groups	
8. NAME		AFFILIATION (Name of organization, if any)	
THIS MEMBER REPRESENTS:			
<input type="checkbox"/> Persons with Disabilities	<input type="checkbox"/> Persons 65 years and older	<input type="checkbox"/> Neither of these groups	
THIS MEMBER IS:			
<input type="checkbox"/> Jointly appointed by an area agency on aging	<input type="checkbox"/> A user of public transportation	<input type="checkbox"/> Neither of these groups	
9. NAME		AFFILIATION (Name of organization, if any)	
THIS MEMBER REPRESENTS:			
<input type="checkbox"/> Persons with Disabilities	<input type="checkbox"/> Persons 65 years and older	<input type="checkbox"/> Neither of these groups	
THIS MEMBER IS:			
<input type="checkbox"/> Jointly appointed by an area agency on aging	<input type="checkbox"/> A user of public transportation	<input type="checkbox"/> Neither of these groups	

**Michigan Public Transit Facts
Vehicle Listing Report**

Marshall, City of										
Vehicle Identification Number (VIN)	State ID	Local ID	Status	Type	Seat Qty.	Lift Qty.	Year	Mileage	Repl. Req.	Repl. Fund.
1FDDE45P19DA26666	71-5033	Dart 12	ASSIGNED	LghtDty-Cutaway	17	2	2009	63,175	--	--
1FDDE46P00DA26872	71-5034	Dart 10	ASSIGNED	LghtDty-Cutaway	10	2	2009	57,098	--	--
1FDDE4FS3BDB26801	71-5670	Dart 14	ASSIGNED	LghtDty-Cutaway	18	2	2011	31,987	--	--
1GB9G5AG0A1107903	71-5272	Dart 13	ASSIGNED	LghtDty-Cutaway	20	2	2010	57,740	--	--
1GBJG31K081216798	71-5273	Dart 11	ASSIGNED	LghtDty-Cutaway	18	2	2010	66,537	--	--



ADMINISTRATIVE REPORT
MARCH 3, 2014 - CITY COUNCIL MEETING

TO: Mayor Dyer and City Council Members

FROM: Tom Tarkiewicz, City Manager
Natalie Dean, Director of Community Services
Jerry Hutchison, Transit Manager

SUBJECT: Dial-a-Ride Title VI Program of the Civil Rights Act of 1964

BACKGROUND: Per the Michigan Department of Transportation, one of the requirements to receive federal assistance is that City Council is to adopt a program based on Title VI of the Civil Rights Act of 1964. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

The City of Marshall is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.A. The plan template was developed by the Michigan Department of Transportation to guide the City of Marshall in its administration and management of Title VI-related activities. Tracy Hall, Human Resource Coordinator is the primary contact for any complaints lodged in violation of the adopted program.

Marshall Dial-a-Ride's Title VI program was last updated in 2010. Recent requirements added to the existing program by the FTA necessitated the current update.

RECOMMENDATION: Adopt the Title VI Program as required by the Federal Transit Administration in order to continue receiving Federal assistance for Marshall Dial-a-Ride.

FISCAL EFFECTS: Loss of \$59,646 in Federal assistance if the Program is not adopted.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Tom Tarkiewicz
City Manager

Natalie Dean
Community Services Director

Jerry Hutchison
Transit Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Title VI Program

City of Marshall: Marshall Dial-A-Ride

Date Adopted: March 3, 2014

I. Program Statement

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

City of Marshall is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B. This Title VI Program has been developed in accordance with this updated circular.

This program was developed to guide the City of Marshall in its administration and management of Title VI-related activities.

II. Title VI Coordinator Contact Information

Tracy Hall, Human Resources Coordinator, (269) 781-5183, 323 W Michigan Ave, Marshall, Michigan 49068

III. Title VI Information Dissemination

Title VI information notices are publicly displayed in Marshall's City Hall, in the Dial-a-Ride office in the City's Public Service Building, and on all City buses. The name of the Title VI coordinator is available on the City of Marshall website, at www.cityofmarshall.com. Additional information relating to nondiscrimination obligation can be obtained from the City of Marshall Title VI Coordinator.

All MDART employees shall be provided a copy of the Title VI Program and will be required to sign the Acknowledgement of Receipt (see Appendix A). During New Employee Orientation, new MDART employees shall be informed of the provisions of Title VI.

IV. Subcontracts and Vendors

All subcontractors and vendors who receive payments from City of Marshall where funding originates from any Federal assistance are subject to the provisions of Title VI of

the Civil Rights Act of 1964 as amended. Written contracts shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of the contract. The City's Purchasing Agent shall be responsible for monitoring subcontractors and vendors for compliance with the DOT Title VI regulations involving contracts with Federal assistance..

V. Record Keeping:

The Title VI Coordinator will maintain permanent records, which may include, but are not limited to, signed acknowledgements of receipt from the employees indicating the receipt of the of City of Marshall Title VI Program, copies of Title VI complaints or lawsuits and related documentation, and records of correspondence to and from complainants, and Title VI investigations.

There have been no transit-related Title VI investigations, complaints, or lawsuits filed with the City of Marshall since the submission of the MDART's last Title VI program.

VI. Title VI Complaint Procedures

How to file a Title VI Complaint?

The complainant may file a signed, written complaint up to one hundred and eighty (180) days from the date of the alleged discrimination. The complaint should include the following information:

- Your name, mailing address, and how to contact you (i.e., telephone number, email address, etc.)
- How, when, where and why you believe you were discriminated against. Include the location, names and contact information of any witnesses.
- Other information that you deem significant

The Title VI Complaint Form (see Appendix B) may be used to submit the complaint information. The complaint may be filed in writing with Tracy Hall at the following address:

City of Marshall
Attn: Tracy Hall
323 W Michigan Ave
Marshall, Michigan 49068

NOTE: City of Marshall encourages all complainants to certify all mail that is sent through the U.S. Postal Service and/or ensure that all written correspondence can be tracked easily. For complaints originally submitted by facsimile, an original, signed copy of the complaint must be mailed to the Title VI Coordinator as soon as possible, but no later than 180 days from the alleged date of discrimination.

What happens to the complaint after it is submitted?

All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by City of Marshall will be directly addressed by City of Marshall. City of Marshall shall also provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, City of Marshall shall make every effort to address all complaints in an expeditious and thorough manner.

A letter of acknowledging receipt of complaint will be mailed within seven days (Appendix C). Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information may result in the administrative closure of the complaint.

How will the complainant be notified of the outcome of the complaint?

City of Marshall will send a final written response letter (see Appendix D or E) to the complainant. In the letter notifying complainant that the complaint is not substantiated (Appendix E), the complainant is also advised of his or her right to 1) appeal within seven calendar days of receipt of the final written decision from City of Marshall, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the FTA. Every effort will be made to respond to Title VI complaints within 60 working days of receipt of such complaints, if not sooner.

In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Ave., SE
Washington, DC 20590

VII. Limited English Proficiency (LEP) Plan

Marshall Dial-A-Ride (MDART) has developed a Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to MDART services as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English. This plan details procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, and information for future plan updates. In developing the plan while determining the MDART's extent of obligation to provide LEP services, the MDART undertook a U.S. Department of Transportation four factor LEP analysis which considers the following:

- 1) The number or proportion of LEP persons eligible in the MDART service area who may be served or likely to encounter an MDART program, activity, or service;**

MDART examined the 2010 US Census report and was able to determine that approximately 4%, or 274 people out of the population of approximately 6,854 within MDART's service area spoke a language other than English. Of the 274 people, none indicated that they spoke English less than "well".

- 2) The frequency with which LEP individuals come in contact with MDART service;**

MDART assesses the frequency at which staff and drivers have or could possibly have contact with LEP persons. This includes documenting phone calls and verbally surveying drivers. To date, there have been no requests for English speaking services, including the need for interpreters or translation of MDART documents.

- 3) The nature and importance of the program, activity, or service provided by MDART to the LEP population;**

Demand-response services provided by MDART are important to persons living in the City of Marshall, including the limited LEP community. MDART provides vital mobility and independence to persons who cannot drive and/or cannot afford a personal automobile.

- 4) The resources available to MDART and overall costs to provide LEP assistance.**

A brief description of these considerations is provided in the following section. MDART has very limited financial resources to implement or provided services beyond those listed.

VIII. Language Assistance Plan

MDART will implement the following LEP procedures. Implementation of these procedures or recommendations is based upon results of the four factor analysis which indicates a very low percentage of persons in the Marshall area that speak other languages or do not speak English at least "well". The lack of financial resources also effects the consideration and implementation of LEP procedures.

- Census Bureau "I Speak Cards" will be placed in MDART's office and buses
- MDART will consider adding translation software to its website if there becomes a need
- At MDART sponsored meetings, speak with each attendee to determine the attendee's ability to speak and understand English
- Have Census Bureau "I Speak Cards" at MDART meetings

- Survey drivers at the beginning of each fiscal year regarding their experience on having any direct contact with LEP individuals

IX. Public Participation Plan/Community Outreach

As an agency receiving federal financial assistance, we have made or are making the following community outreach efforts. Based upon the 2010 Census figures that indicate the absence of LEP individuals or minority persons in the Marshall area, MDART has not targeted its outreach efforts specifically to these two groups. MDART will continue to make all relevant service information available to all individuals in the Marshall area that wish to use its services.

When new service or fare increase is proposed, it is taken before the Local Advisory Council (LAC) to provide the opportunity for public input. All are welcome to attend the meeting. Meetings are scheduled once a year unless otherwise needed.

Citizens may call the Transit Manager at (269) 781-3985 to lodge a complaint or make a comment. Drivers are provided business cards of the Transit Manager to hand out to customers.

MDART submits to the Michigan Department of Transportation annually an application for funding. The application requests funding for both capital and operating assistance. Part of the annual application is a public notice, which includes a 30-day public comment period.

MDART service, fare, and grant information is posted on its website.

The above referenced outreach efforts have been made since MDART's previous Title VI program submission.

X. Racial Composition of Non-Elected Committees and Councils

The City of Marshall has a 3 member appointed Local Advisory Council (LAC). The primary function of the LAC is to review and comment upon Vehicle Accessibility Plans developed by MDART as part of applications submitted to the Michigan Department of Transportation (MDOT).

Table Depicting Membership of Committees & Councils, Broken Down by Race

Body	Caucasian	Latino	African American	Asian American	Native American
LAC	100%	0%	0%	0%	0%

Due to very few minority residents residing within the City of Marshall, MDART does not currently have any minority representation on its LAC. Data from the 2010 US Census indicates that 96% of the population are Caucasian, with the remaining 4% consisting of African-American and Asian residents. If the membership of the LAC drops below the established minimum number of members, MDART will seek the help of organizations such as the Chamber of Commerce and the City of Marshall to help identify minority residents that may wish to serve on the LAC. MDART will also put information regarding its LAC and an invitation for minority participation on its website.

XI. Title VI Equity Analysis

At this time, the City of Marshall is not planning to construct a facility for transit-related vehicle storage, maintenance, operations, or other use. The City of Marshall will comply with the requirement to conduct a Title VI equity analysis if the City does plan to construct such a facility in the future.

**Appendix A
Program**

Acknowledgement of Receipt of Title VI

I hereby acknowledge the receipt of the City of Marshall Title VI Program. I have read the plan and am committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.A.

Your signature

Print you name

Date

Appendix B TITLE VI COMPLAINT FORM

Title VI of the 1964 Civil Rights Act requires that "No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance." If you feel you have been discriminated against in transit services, please provide the following information in order to assist us in processing your complaint and sent it to:

City of Marshall
Attn: Tracy Hall
323 W Michigan Ave
Marshall, Michigan 49068

Please print clearly:

Name: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: _____ (home) _____ (cell) _____ (message)

Person discriminated against: _____

Address of person discriminated against: _____

City, State, Zip Code: _____

Please indicate why you believe the discrimination occurred:

- _____ race or color
- _____ national origin
- _____ income
- _____ other

What was the date of the alleged discrimination? _____

Where did the alleged discrimination take place? _____

Please describe the circumstances as you saw it: _____

Please list any and all witnesses' names and phone numbers:

What type of corrective action would you like to see taken?

Please attach any documents you have which support the allegation. Then date and sign this form and send to the Title VI Coordinator at:

City of Marshall
323 W Michigan Ave
Marshall, Michigan 49068

Your signature

Print you name

Date

APPENDIX C Letter Acknowledging Receipt of Complaint

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against the City of Marshall alleging _____.

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning _____, or write to me at this address.

Sincerely,

Tracy Hall
Title VI Coordinator

APPENDIX D Letter Notifying Complainant that the Complaint Is Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

The matter referenced in your letter of _____ (date) against the Agency's Name alleging Title VI violation has been investigated.

(An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of the program. ***(If a hearing is requested, the following sentence may be appropriate.)*** You may be hearing from this office, or from federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

Tracy Hall
Title VI Coordinator

APPENDIX E Letter Notifying Complainant that the Complaint Is Not Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

The matter referenced in your complaint of _____ (date) against the Agency's Name alleging _____ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964, had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal financial assistance.

The Agency's Name has analyzed the materials and facts pertaining to your case for evidence of the city's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated, and that I am closing this matter in our files.

You have the right to 1) appeal within seven calendar days of receipt of this final written decision from City of Marshall, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration at

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor - TCR
1200 New Jersey Ave., SE
Washington, DC 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to call me.

Sincerely,

Tracy Hall
Title VI Coordinator

CALL TO ORDER

IN REGULAR SESSION Tuesday, February 18, 2014 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, Reed, and Revore.

Also Present: City Manager Tarkiewicz and Clerk Nelson.

Absent: Council Members Miller and Williams.

Moved Metzger, supported Mankerian, to excuse the absence of Council Members Miller and Williams. On a voice vote – **MOTION CARRIED.**

INVOCATION/PLEDGE OF ALLEGIANCE

Dennis Croy of Marshall Wesleyan Church gave the Invocation and Mayor Dyer led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Metzger, supported Reed, to approve the agenda with the addition of item 8A – Marshall Rotary Day Proclamation and appointments to the Board of Review and Local Advisory Committee under item 13. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

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

- A. Schedule a public hearing for Monday, March 3, 2014 to hear comments on the proposed application to the MDNR for the development of Shearman Park;
- B. Approve minutes of the City Council Regular held on Monday, February 18, 2014;
- C. Approve city bills in the amount of \$ 404,320.68.

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

PRESENTATIONS AND RECOGNITIONS

A. Marshall Rotary Day Proclamation:

Moved Mankerian, supported Reed, to approve the proclamation for the Marshall Rotary Club in honor of their 90th Anniversary. On a voice vote – **MOTION CARRIED.**

MARSHALL ROTARY DAY PROCLAMATION

WHEREAS, The Marshall Rotary Club was founded on February 29, 1924 in Marshall, Michigan thus becoming a part of the world's first and one of the largest non-profit humanitarian service organizations; and

WHEREAS, there are over 1.2 million Rotary club members comprised of professional and business leaders in over 34,000 clubs in 200 countries and geographic areas; and

WHEREAS, the Rotary motto "Service Above Self" inspires members to provide humanitarian service, encourage high ethical standards, and promote good will and peace in the world; and

WHEREAS, For the past 90 years The Marshall Rotary has funded numerous projects and sponsored volunteers with community expertise to provide medical supplies, health care, clean water, food production, job training, and education to millions in need, particularly in developing countries; and

WHEREAS, Rotary in 1985 launched The **PolioPlus** program and polio cases have dropped by 99 percent since 1988, and the world stands on the threshold of eradicating the disease; and

WHEREAS, The Marshall Rotary has spearheaded numerous Community projects in Marshall such a building the Community Band Shell at Stuart's Landing and funding the Marshall Community Band summer concerts; and

WHEREAS, The Rotary Club of Marshall and its members have supported many programs that compliment the education of our Children through scouting, art programs, literacy to all and after-school activities as well as the restorations of the Brooks Memorial Fountain and the Franke Center for the Arts; and

NOW THEREFORE, The Marshall City Council, does hereby proclaim Tuesday, February 25, 2014 as Marshall Rotary Day, and encourage all citizens to join me in recognizing Rotary for its 90 years of service to improving the human condition in Marshall and around the world;

IN WITNESS WHEREOF, I, James L. Dyer, Mayor of the City of Marshall have hereunto set my hand and caused the Official Seal of the City of Marshall to be affixed this 25th day of February 2014.

Mayor James L. Dyer
City of Marshall

INFORMATIONAL ITEMS

A. Explanation of City of Marshall Utility Bill Charges:

Carl Fedders, Director of Public Services, provided a report describing the various charges listed on City utility bills.

B. Winter Maintenance Costs:

Carl Fedders provided a report summarizing the Winter Maintenance costs to date.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

None.

APPOINTMENTS / ELECTIONS

A. Local Advisory Committee Appointment:

Moved Metzger, supported Mankerian, to reappoint Carl Gibson to the Local Advisory Committee with a term expiring February 1, 2017. On a voice vote – **MOTION CARRIED.**

B. Board of Review Appointments:

Moved Reed, supported Mankerian, to approve the appointment of Julie Staab, Dennis Sheridan, and Kevin Bartlett to the Board of Review and Gerald Lehmann as the alternate to the Board of Review with terms expiring January 1, 2016. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

COUNCIL AND MANAGER COMMUNICATIONS

CLOSED SESSION

Moved Metzger, supported Reed, to convene into Closed Session under section 8A of the Michigan Open Meetings Act to discuss the periodic personnel evaluation of the City Manager. On a roll call vote – ayes: Revore, Mayor Dyer, Mankerian, Metzger, and Reed; nays: none. **MOTION CARRIED**

Moved to Closed Session at 7:50 p.m.

Moved to Open Session at 8:30 p.m.

City Manager provided an update to City Council regarding the Marshall Regional Law Enforcement Center.

ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

James L. Dyer, Mayor

Trisha Nelson, City Clerk

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
19895	A & D LIGHTING SUPPLY	MOGAL BASE OUTDOOR MERCURY VAPOR	26.98
29+106	ABLE HEATING & COOLIN	MH SERVICE CALL	906.19
193553	ABLE HEATING & COOLIN	HONEYWELL ZONE VALVES	550.00
29741-2014	AGA	MEMBERSHIP - ID #29741	127.50
9916233323	AIRGAS USA LLC	CYLINDER RENTAL	84.48
G71622	AIS CONSTRUCTION EQUI	BUTTON HORN	60.90
SLS 10014331	ALEXANDER CHEMICAL CO	CHLORINE & SULFUR DIOXIDE	879.00
SLS 10014332	ALEXANDER CHEMICAL CO	CHLORINE	623.00
X026864	ALL-TRONICS INC	PANIC BUTTON INSTALLATION	2,379.00
28794	ARISTA TRUCK SYSTEMS,	SENDING UNIT	92.50
12-759578	ARROW UNIFORM	CUST #010198-05	23.52
12-759576	ARROW UNIFORM	CUST #010198-04	50.54
12-759571	ARROW UNIFORM	CUST #010198-01	21.64
12-759577	ARROW UNIFORM	CUST #010198-03	153.20
12-759575	ARROW UNIFORM	CUST #010198-02	56.09
12-752038	ARROW UNIFORM	CUST #010198-02	56.09
12-752040	ARROW UNIFORM	CUST #010198-03	153.20
12-752041	ARROW UNIFORM	CUST #010198-05	23.52
12-752034	ARROW UNIFORM	CUST #010198-01	21.64
12-752039	ARROW UNIFORM	CUST #12-752039	50.54
388-164180	AUSTIN-BATTERIES PLUS	AA BATTERIES	12.48
388-104849-01	AUSTIN-BATTERIES PLUS	18V BATTERY FOR DRILL	59.99
225-343096	AUTO VALUE MARSHALL	BI-LEVEL BRUSH	34.98
225-342345	AUTO VALUE MARSHALL	.030 10# SPOOL	36.79
225-341669	AUTO VALUE MARSHALL	CERAMIC PADS	(43.39)
225-342300	AUTO VALUE MARSHALL	HEADLAMP	20.78
225-342293	AUTO VALUE MARSHALL	WATER FILTER	5.68
225-342939	AUTO VALUE MARSHALL	HYD FITTINGS, REEL	29.70
225-341845	AUTO VALUE MARSHALL	24-48V 2T HIGN HOR	48.57
225-342984	AUTO VALUE MARSHALL	HEADLAMPS	28.78
225-342625	AUTO VALUE MARSHALL	360 SWIVEL COUP	49.99
225-342656	AUTO VALUE MARSHALL	PEAK 50/50 EXTN	65.34
225-342638	AUTO VALUE MARSHALL	PEAK FLEET A/F	31.98
225-342500	AUTO VALUE MARSHALL	WIZARDS WASH	46.59
225-341874	AUTO VALUE MARSHALL	ALTERNATORS RETURNED	(428.98)
225-342109	AUTO VALUE MARSHALL	COLD WEATH GLV, OIL	56.47
225-342542	AUTO VALUE MARSHALL	BUSHINGS	15.59
225-342550	AUTO VALUE MARSHALL	WIRE ACCESSORIES	9.27
225-342631	AUTO VALUE MARSHALL	CLAMP T BOLT	11.37
225-342630	AUTO VALUE MARSHALL	OIL FILTER	30.45
225-341520	AUTO VALUE MARSHALL	PAINT FOR SIGN TRAILER	70.28
225-341424	AUTO VALUE MARSHALL	PAINT, WAX & GREASE, MSK TP, BATTERIES	80.25
225-341832	AUTO VALUE MARSHALL	PAINT, SPONGE PAD, SCOTCH-BRITE	53.38
225-342498	AUTO VALUE MARSHALL	CAR WASH	6.59
225-342699	AUTO VALUE MARSHALL	LOADED BALLMOUNT	35.09
207157-IN	BEAVER RESEARCH CO	EZI-ACTION PUMP, KLEEN & GLOW	165.05
P02291	BOBCAT OF LANSING	BELT	134.39
628413	BOSHEARS FORD SALES I	ALTERNATOR	220.50
95875288	BSN SPORTS	BASEBALL/SOFTBALL EQUIPMENT	1,534.52
105297	BUD'S WRECKER SERVICE	#322 FLOW TRUCK	250.00
14713994	BURNDY LLC	REPAIR OF CRIMPING TOOL	210.05
57411	C2AE	ARCHITECTURAL SERVICES FOR FIRE STATION	19,052.54
2014	CALHOUN COUNTY MUNICI	MEMBERSHIP DUES - TRISHA NELSON	25.00
13-53-003-913-00	CALVERT BETH ET AL	REFUND TAX OVERPAYMENT P/N 13-53-003-91	100.00
79245	CARON CHEVROLET	INDICATOR ASM	15.38
88445	CARR BROTHERS & SONS	SCREENINGS (CLASS II SAND)	90.00
7302	COBAN TECHNOLOGIES	ADD-ON ADAPTOR PLATE	85.00
53781	COGITATE INC	MMS STATE TRUNKLINE SUPPORT	155.00
626979	COMMERCIAL OFFICE PRO	CRTDG, PHOTOCONDUCTOR KIT	393.65
629289	COMMERCIAL OFFICE PRO	RIBBON, AIRDUSTER, DVD-R, TAPE ROLL	110.22
IN38818	CORNERSTONE OFFICE SY	STONENET	21.90
9120	CROSSTOWN COMMUNICATI	BUS ADVERTISING	250.00
84538	CRT, INC	V5 ESSENTIALS SUPPORT	65.00
84265	CRT, INC	BACKUP DR APPLIANCE SERVICE LESS DEPOSIT	17.00
84551	CRT, INC	UTILITY BILLING PRINTER	2,296.00
661048001	CRYSTAL FLASH ENERGY	OFF-ROAD DIESEL FUEL	2,021.53
661035002	CRYSTAL FLASH ENERGY	DYED DIESEL FOEL	1,479.63
11107	CPT EQUIPMENT LLC	SET OF 4 MOBILE HOIST COLUMNS	30,395.00
48724	CULVER COMPANY	SAFETY TIPS BOTTLES	1,446.48
3-13445	CUMMINS BRIDGEWAY	GUARDIAN UNIT @ POWERHOUSE	1,362.78
119330	D & D MAINTENANCE SUP	TOWEL DISPENSER	38.00
118968	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES	190.64
442093	DARLING ACE HARDWARE	SUPPLIES FOR SIGN TRAILER	35.44
442166	DARLING ACE HARDWARE	SWIVEL HASP FOR SIGN TRAILER	13.98
442497	DARLING ACE HARDWARE	BALL PEIN HAMMERS	233.90
442276	DARLING ACE HARDWARE	CATCH DRAW LOCK, HINGE	9.48
442616	DARLING ACE HARDWARE	SPRING SNAP, CABLE FERREL	18.42
442548	DARLING ACE HARDWARE	PAINT & ROD THREAD 3/8X72STL FOR SIGN T	45.93
442769	DARLING ACE HARDWARE	HOSE, CONNECTORS, NIPPLE, ELEMENT	43.01

User: ctanner

EXP CHECK RUN DATES 03/06/2014 - 03/06/2014

DB: Marshall

UNJOURNALIZED

OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
442560	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS FOR SIGN TRAILER	6.72
441973	DARLING ACE HARDWARE	PAINT MARKER	3.99
442863	DARLING ACE HARDWARE	SOCKET POLE WHITE	2.99
441817	DARLING ACE HARDWARE	SCOOP DHDL WSTRN POLY #12	27.99
442496	DARLING ACE HARDWARE	BALL PEIN HAMMERS	317.88
441606	DARLING ACE HARDWARE	DOUBLE-CUT KEYS, ENGRAVER	27.97
442265	DARLING ACE HARDWARE	BULBS FOR SIGN	14.48
442020	DARLING ACE HARDWARE	TUB SPOUT & DIVERTER	15.99
442203	DARLING ACE HARDWARE	EDUCATION BOARD SUPPLIES	15.26
442943	DARLING ACE HARDWARE	RUBBER CEMENT/GLUE	2.99
442849	DARLING ACE HARDWARE	PUMP	99.99
442934	DARLING ACE HARDWARE	MOTOMIX, PRO GAS, GRILL PARTS	133.96
442489	DARLING ACE HARDWARE	SPRAY PAINT	13.96
442942	DARLING ACE HARDWARE	ADAPTER, CORD POWER BLOCK	17.96
14-7373	DIXON ENGINEERING, IN	500 K TOWER INSPECTION	2,200.00
191	DR LAB SERVICES	ANNUAL LAB EQUIPMENT SERVICE	1,120.00
11432	ERIC DALE HEATING & A	BOILER REPAIR & INSPECTION	116.00
MIMA151087	FASTENAL COMPANY	JANITORIAL SUPPLIES	633.26
MIMA151134	FASTENAL COMPANY	OCTO DRUM DOLLY, TISSUE	221.00
MIMA151180	FASTENAL COMPANY	SUPPLIES	3.78
MIMA150921	FASTENAL COMPANY	GREASE	38.07
MIMA150533	FASTENAL COMPANY	SHOP TOWELS	28.18
MIMA150670	FASTENAL COMPANY	SUPPLIES	106.21
209916	FIRE EXTINGUISHER SER	ANNUAL EXT INSPECTION	133.00
816812	FIRST ADVANTAGE	JANUARY SERVICES	123.75
013114	FIRST CONTRACTING INC	GENERAL CONSTRUCTION AT MH	8,343.00
123113	FIRST CONTRACTING INC	GENERAL CONSTRUCTION AT MH	82,435.50
14-119	FIRST DUE FIRE SUPPLY	55 GAL DRUM SILV-EX	1,165.41
14-120	FIRST DUE FIRE SUPPLY	INSULATED RUBBER FIRE LUG	349.90
14-121	FIRST DUE FIRE SUPPLY	HEM PATCH	66.31
1350	FREDS AUTOMOTIVE REPA	2011 CROWN VIC - OIL CHG, TIRE ROTATION	48.95
1338	FREDS AUTOMOTIVE REPA	2011 TAHOE - OIL CHANGE	59.66
1373	FREDS AUTOMOTIVE REPA	2011 CROWN VIC OIL CHANGE, TIRE ROTATIO	40.95
2980	FUG	TABLECLOTH W/CITY OF MARSHALL LOGO	282.00
19739	GATEWAY ENTERPRISES I	HARDWARE KIT, PC BOARD, ROLL STOP	255.44
9359205821	GRAINGER	FLEXIBLE TUBING	197.40
9340098731	GRAINGER	KNOCKOUT PLUGS	12.05
72652	HERMANS MARSHALL HARD	SCREWS, SPRAY NOZZLE	7.75
72627	HERMANS MARSHALL HARD	SHOVEL HANDLE	16.49
72913	HERMANS MARSHALL HARD	PKG SHIMS	2.99
72683	HERMANS MARSHALL HARD	HANDLES	18.99
504409	HUSKIE TOOLS INC	RPR OF COMPRESSION TOOL	245.41
87432	J & K PLUMBING SUPPLY	SMART DUMBELL WRENCH	10.91
87750	J & K PLUMBING SUPPLY	COUP GALV 3/4 X 1/2 REDUCING	1.47
87716	J & K PLUMBING SUPPLY	BALL VALVE, FLUX, ELBOWS, COUPLINGS, FU	57.94
87749	J & K PLUMBING SUPPLY	BRASS BUSHING, NIPPLE	5.61
87736	J & K PLUMBING SUPPLY	WASHER, NIPPLE, COUPLING, TEE, SAND CLO	89.48
87817	J & K PLUMBING SUPPLY	HEX BUSHING, CAP, BRASS BUSHING, NUTS,	10.96
87770	J & K PLUMBING SUPPLY	BRASS NIPPLES, TEFLON TAPE, FULL PORT	46.12
87779	J & K PLUMBING SUPPLY	UNION COUPLER, ELBOW	13.56
87783	J & K PLUMBING SUPPLY	TUBE, CUTTER	46.01
87786	J & K PLUMBING SUPPLY	SUPPLIES	33.91
400785	KAR LABORATORIES INC	MERCURY ANALYSIS	260.00
139378	KAR LABORATORIES INC	MERCURY ANALYSIS	260.00
400786	KAR LABORATORIES INC	CYANIDE ANALYSIS	100.00
400524	KAR LABORATORIES INC	CYANIDE ANALYSIS	100.00
400659	KAR LABORATORIES INC	BIO GAS POTENTIAL	295.00
29559	KINGS RADIATOR INC	RADIATOR, CHARGE AIR COOLER	1,500.00
12303	LANSING ELECTRIC MOTO	40 HP BLOWER MOTORS	1,789.99
103568	LARRY'S FLOOR COVERIN	REPLACE FLOORING W/APT TURNSOVERS	1,740.62
201372.00-2140151	LAWSON-FISHER ASSOCIA	INFLOW DESIGN FLOOD SUPPLEMENTAL REPORT	4,900.00
1029327	LEGG LUMBER	2 X 4 - 8' TREATED FOR SIGN TRAILER	32.64
1029400	LEGG LUMBER	PREMIUM 2 X 4 X 8, FURRING STRIP FOR SI	16.54
1520265-20140131	LEXISNEXIS RISK DATA	JANUARY 2014	148.05
20	MAGIC MAIDS	FEBRUARY REMODEL CLEANUPS, CLEAN #408	125.00
19	MAGIC MAIDS	FEBRUARY SERVICES	1,400.00
2263	MARSHALL TIRE CITY	INSTALL 4 NEW TIRES ON 2011 CAPRICE	1,027.96
2264	MARSHALL TIRE CITY	2011 TAHOE - INSTALL 4 NEW TIRES	1,004.01
6552	MARSHALL WELDING & FA	TRUCK #308 REPAIR	863.73
2013163	MAXIMUM AMMUNITION LL	LED TACTICAL HELMET LIGHT	880.00
WLW14-152	MICHIGAN DEPT OF AGRI	WHEEL LOAD WEIGHER CALIBRATION	145.00
020114	MICHIGAN MUNICIPAL LE	MEMBERSHIP RENEWAL 04/1/14--03/31/15	4,329.00
1237716	MILLER CANFIELD PADDO	GENERAL EMPLOYMENT MATTERS	550.00
91484667	MOTOROLA	BATTERIES	705.00
1403015	MUNIMETRIX SYSTEMS CO	CLERKS INDEX SOFTWARE SUPPORT	499.00
E12283	MWEA	OPERATORS DAY - J. ZEBOLSKY	85.00
333591	NORTH CENTRAL LABORAT	LAB SUPPLIES	1,052.86
333103	NORTH CENTRAL LABORAT	LAB SUPPLIES	1,453.58
333951	NORTH CENTRAL LABORAT	LAB SUPPLIES	19.31

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
334127	NORTH CENTRAL LABORAT	LAB SUPPLIES	929.18
450846	NYE UNIFORM COMPANY	EMBROIDERING	284.65
452451	NYE UNIFORM COMPANY	PANTS, SHIRT	136.47
449862	NYE UNIFORM COMPANY	DEF TECH MKIII	267.02
58486	O'LEARY WATER CONDI	WATER DELIVERED	18.00
021214	OMEGA DRYWALL & PAINT	PAINT #227, #408	300.00
144	PALM TREES	FLOOR HOCKEY T-SHIRTS	1,115.50
5802702	POWER LINE SUPPLY	GLOVES	1,008.00
5802643	POWER LINE SUPPLY	RAIN SUIT FOR LUCAS TICE	164.20
5802649	POWER LINE SUPPLY	RAIN PANTS FOR EARL LUIB	64.50
5802208	POWER LINE SUPPLY	TESTING OF RUBBER GOODS	460.00
5799543	POWER LINE SUPPLY	ELECTRIC METER GLOVES	21.00
5799821	POWER LINE SUPPLY	METER PHASING KIT	1,346.79
5799820	POWER LINE SUPPLY	HASTINGS FIBERGLASS CLEANER	158.32
5799707	POWER LINE SUPPLY	MAST CLAMP	137.90
5801481	POWER LINE SUPPLY	LARGE BOLTRD DEADHEAD	397.70
5799814	POWER LINE SUPPLY	PRIMARY & SECONDARY GLOVES	572.00
5801480	POWER LINE SUPPLY	E237 CUTOOTS W/O DOOR FOSEHOLDER & BRAC	2,766.60
6173	QUALITY ENGRAVING SER	SPONSOR PLAQUES	201.00
13-6235	QUALITY EXCAVATORS, I	SNOW HAULING FROM MICHIGAN AVE	2,145.00
56292	QUALITY FIRST AID & S	CLEAN & SANITIZE CABINETS, 1ST AID SUPP	901.12
8969	RADIO COMMUNICATIONS	CAMERA SYSTEM	67.50
8970	RADIO COMMUNICATIONS	INSTALL GPS SYSTEM & EXT ANTENNA FOR CA	230.00
8996	RADIO COMMUNICATIONS	GPS ANTENNA, CABLE & INSTALL	210.00
8995	RADIO COMMUNICATIONS	GPS ANTENNA, WIFI, CABLE & INSTALL	300.00
8994	RADIO COMMUNICATIONS	REPROGRAM & REINSTALL BDA	278.26
21795	RADIO SHACK	BATTERIES	83.93
021314	REDMOND, KEVIN	MAINTENANCE SERVICES AT MH	33.75
021114	REDMOND, KEVIN	MAINTENANCE SERVICES AT MH	90.00
8030	REDSTONE ARCHITECTS I	MRLEC ARCHITECT FEES	149,973.75
74543	ROOT SPRING SCRAPER C	PLOW BLADES, SHOCK SPRING, TRIP SPRING,	1,001.30
70508059	ROSE PEST SOLUTIONS	PEST CONTROL	55.00
18015	RS TECHNICAL SERVICE	MAINTENANCE CHLORINATOR	1,756.29
18015A	RS TECHNICAL SERVICE	CHLORINATOR MAINTENANCE	369.26
17215	SPECTRUM ENGINEERING	ELECTRIC SYSTEM STUDY	3,000.00
17239	SPECTRUM ENGINEERING	AIRPORT LINE SWGR REPLACEMENT	500.00
17244	SPECTRUM ENGINEERING	POWER FACTOR CORRECTIVE SOLUTIONS	2,576.00
17243	SPECTRUM ENGINEERING	ELECTRIC SYSTEM STUDY	3,637.50
29807	STANDARD PRINTING & O	ENERGY OPTIMIZATION PROGRAM POSTER	32.00
29759	STANDARD PRINTING & O	TOWN CRIER	336.72
29242	STANDARD PRINTING & O	THERMAL PAPER	162.35
764882	STANTEC CONSULTING MI	CONSTRUCTION ENGINEERING SERVICES	660.00
7001059666	STAPLES CONTRACT & CO	COPIER TONER	124.09
7001059662	STAPLES CONTRACT & CO	OFFICE SUPPLIES	126.60
856614	STATE OF MICHIGAN	IND SW ANNUAL PERMIT FEE	260.00
183247-00	TOLEDO PE SUPPLY CO.	FLOOR TAPE	53.88
537767	UNDERGROUND PIPE & VA	HYDRANT FLUSHER	140.00
425946	WALTERS-DIMMICK PETRO	5W40 SYNTHETIC MOTOR OIL	2,504.63
436	WARD DIESEL FILTER SY	'NO SMOKE' REGENERATED FILTER	295.00
410400	WESCO DISTRIBUTION IN	SWITCHGEAR #2 NEW CIRCUIT CIP PROJECT	1,861.04
			377,926.61



MICHIGAN SOUTH CENTRAL POWER AGENCY

720 HBRRING ROAD • LITCHFIELD, MICHIGAN 49252
 PHONE (517) 542-2346 • FAX (517) 542-3049
 www.msopa.net

ORIGINAL INVOICE

MARSHALL CITY ELECTRIC DEPARTMENT
 323 WEST MICHIGAN AVENUE
 MARSHALL, MICHIGAN 49068
 Attn: Mr. Tom Tarkiewicz

Invoice Date: 20-Feb-14
 Due Date: 28-Feb-14
 Service From: 01-Jan-14
 To: 31-Jan-14

Peak Demand 17,323 kw
 Total Energy Received 9,900,123 kWh
 Hydro Generation 78,926 kWh
 Net Billing kWh's 9,821,197 kWh

Area	Entitlement %	Operating and Maintenance Costs	Debt Service Costs and Capacity Credits	Total
PROJECT 1-ENDICOTT	24.0%	1,089,917.91	-	1,089,917.91
PROJECT 2	24.0%	-	-	-
PRAIRIE STATE	16.7%	68,850.45	33,060.18	101,910.63
MENOMINEE HYDRO	24.0%	28,693.86	-	28,693.86
OCONTO FALLS HYDRO	24.0%	7,229.76	-	7,229.76
AFEC	12.3%	(3,126.27)	29,790.75	26,664.48
AMP CONTRACTS	11.1%	61,827.11	-	61,827.11
CVEC	0.0%	-	-	-
MISO PURCHASES	8.2%	24,417.46	-	24,417.46
MISO SALES	13.8%	(256,576.94)	-	(256,576.94)
TRANSMISSION	25.4%	(117,564.42)	-	(117,564.42)
MISO	16.3%	(24,541.89)	-	(24,541.89)
SUBSTATION	34.4%	3,043.28	-	3,043.28
ADMINISTRATION	16.3%	31,317.57	-	31,317.57
MEMBER	12.3%	1,562.30	-	1,562.30
MEMBER HYDRO	0.0%	-	-	-
CAPACITY	12.3%	-	-	-
RATE STABILIZATION		(130,898.39)		(130,898.39)
TOTAL COST	\$	784,151.77	62,850.93	847,002.70
	\$/kWh	0.07984	0.00640	0.08624
CREDITS	\$	(12,200.40)	-	(12,200.40)
	\$/kWh	(0.00124)	0.00000	(0.00124)
NET COST	\$	771,951.38	62,850.93	834,802.31
	\$/kWh	0.07860	0.00640	0.08500

Pay this amount \$ 834,802.31

Any amounts due and not paid by the due date shall bear interest at the rate of 1% per month until paid.

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
269789280602-14	A T & T	269 789-2806 635 7	(21.73)
269781907002-14	A T & T	269 781-9070 573 1	48.16
269789261502-14	A T & T	269 789-2615 963 4	(23.99)
269789463002-14	A T & T	269 789-4630 541 5	(126.54)
269781444702-14	A T & T	269 781-4447 749 4	155.33
269781981502-14	A T & T	269 781-9815 267 0	2,538.26
269789467102-14	A T & T	269 789-4671 266 9	(76.53)
74311	ALL-TRONICS INC	NEC TELEPHONE SYSTEM - 50%	33,708.00
021014	AUTO ZONE INC #2265	P/N 13-53-004-924-04 TAX OVERPAYMENT	3,289.70
013114-2	CALHOUN COUNTY TREASU	01/01/14--01/31/14 2013 WINTER AD VALO	42,732.26
013114	CALHOUN INTERMEDIATE	01/01/14--01/31/14 2013 WINTER AD VALO	120,225.92
020514	EGNATUK, ALEC	EXPENSE REIMBURSEMENT	62.64
12814	EGNATUK, ALEC	MILEAGE REIMBURSEMENT FOR MDEQ SEMINAR	45.92
020614	HACKWORTH, MICHAEL	DONUTS	15.40
13-53-000-261-00	HOELTZEL, BETTY	REFUND TAX OVERPAYMENT 13-53-000-261-00	404.41
020814	JACOB WASHBURN	LUNCH WHILE OUT CLEARING HYDRANTS	21.30
012814	JOHN HACKER	MEAL	10.00
021314	JOSH LANKERD	BOOT ALLOWANCE	144.00
013114	KELLOGG COMMUNITY COL	01/01/14--01/31/14 2013 WINTER AD VALO	70,624.42
31-071000-04	KOWALSKE, MELISSA	REFUND UTILITY DEPOSIT	64.96
99007320387-0214	LOWE'S	ACCT #9900 732038 7	2,378.25
5157-0214	MARSHALL COMMUNITY CU	5157 - FEDDERS	122.72
7681-0214	MARSHALL COMMUNITY CU	7681 - TARKIEWICZ	91.27
013114	MARSHALL DISTRICT LIB	01/01/14--01/31/14 2013 WINTER AD VALO	15,476.07
013114	MARSHALL FIREFIGHTER	01/01/14--01/31/14 2013 WINTER AD VALO	18,833.81
013114	MARSHALL PUBLIC SCHOO	01/01/14--01/31/14 2013 WINTER AD VALO	278,266.57
021314	MICHIGAN FIRE INSPECT	NFPA TESTING	300.00
021014	MIDEAST APWA BRANCH	MIKE HACKWORTH - MISS DIG LAWS MEETING	10.00
7900044055829307-2	NEOFUNDS BY NEOPOST	ACCT #7900 0440 5582 9307	3,000.00
012814	ROBERT SIEGEL	MEAL	10.00
12-001900-09	SOBEL, KIMBERLY	REFUND UTILITY OVERPAYMENT	70.52
10040764-0214	WOW! BUSINESS	ACCT #010040764	1,360.90
13934621-0214	WOW! BUSINESS	ACCT #01394621	29.36
012214	YARGER, ALISON	TRAVEL EXPENSE	9.53

593,800.89

Prescription reimbursements 69.30

Total Cash Disbursements \$593,870.19

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
2697892806	A T & T	269 789-2806 635 7 (CK RECEIVED FOR THI	21.73
26978946710	A T & T	269 789-4671 266 9 (CK RECEIVED FOR CRED	76.53
2697892615	A T & T	269 789-2615 963 4 (CK RECEIVED FOR CRED	23.99
2697894630	A T & T	269 789-4630 541 5 (CK RECEIVED FOR CRED	126.54
020414	AARON AMBLER	PARKING @ OPERATORS DAY	6.00
6100458-000-0214	AD-VISOR & CHRONICLE	ACCT #06100458-000	293.85
Z14064360B	AMERICAN MESSAGING	ACCT #Z1-406436	97.99
287238047810X0214	AT&T MOBILITY	ACCT #287238047810	46.12
7016312710-0009-03	BLUE CROSS BLUE SHIELD GROUP	#007016312710-0009 MARCH	15,182.11
7016312710-0007-03	BLUE CROSS BLUE SHIELD GROUP	#007016312710/0007 MARCH	52,416.00
7016312710-0008-03	BLUE CROSS BLUE SHIELD GROUP	#007016312710-0008 MARCH	64,101.13
7016312710-0005-03	BLUE CROSS BLUE SHIELD GROUP	#007016312710-0005 MARCH	1,907.48
17-014200-13	BRANIGER, JESSICA	REFUND UTILITY DEPOSIT	150.00
30-059600-25	BURCH, BRITTANY	REFUND UTILITY DEPOSIT	63.40
EQUAL-2014-0000000	CALHOUN COUNTY TREASURY	ASSESSMENT SERVICES FEBRUARY	2,298.00
021814	CALHOUN COUNTY TREASURY	MTT#437656 ADJ (2012), P/N 13-53-002-720	1,658.68
13-53-002-216-00	DAUS, KEVIN & DUPEE, D	REFUND TAX OVERPAYMENT 13-53-002-216-00	1.00
021714	DELAPAS, JOE	2 MEALS	20.00
7018274-0214	EARTHLINK BUSINESS	ACCT #0007018274	2,270.36
31-039300-04	FACE, DARCI	REFUND UTILITY OVERPAYMENT	83.96
021814	FISHER, CHARLIE	SCHOOL LUNCH	17.70
1117576	GRIFFIN PEST SOLUTIONS	900 S MARSHALL AVE	46.00
1117575	GRIFFIN PEST SOLUTIONS	323 W MICHIGAN AVE	33.00
021514	HUEPENBECKER, JOHN	MEAL	10.00
2-012400-06	JZTAR ENTERPRIZES	REFUND UTILITY OVERPAYMENT	114.19
012614	K-MART	JANUARY CHARGES	562.19
ERI,055-0314	KANSAS CITY LIFE INSUR	GROUP #ERUMI550 MARCH	714.23
82130231059095-0214	LOWES BUSINESS ACCOUNT	ACCT # 821 3023 105909 5	952.29
1773-0214	MARSHALL COMMUNITY CU	1773 - MCCOMB	794.37
4562-0214	MARSHALL COMMUNITY CU	4562 - HUESTIS	1,247.00
9421-0214	MARSHALL COMMUNITY CU	9421 - SEARS	82.90
2998-0214	MARSHALL COMMUNITY CU	2998 - DIXON	51.18
5165-0214	MARSHALL COMMUNITY CU	5165 - TRUDEAU	599.37
S3536819.002	MEDLER ELECTRIC COMPAN	FUSE HOLDERS	192.31
S3536819.001	MEDLER ELECTRIC COMPAN	FUSE HOLDERS	192.31
021214	MEINERT, PATRICIA	ENERGY OPTIMIZATION - FURNACE & THERMOST.	165.00
7-004900-15	MILLER, CONNIE	REFUND UTILITY DEPOSIT	39.86
8026	REDSTONE ARCHITECTS INC	ARCHITECT FEES FOR LAW ENFORCEMENT CENTE	82,620.79
30-055000-32	STEPHEN JONES	REFUND UTILITY DEPOSIT	52.03
245753991	U.S. BANK EQUIPMENT FII	ACCT #1241430 COPIER CONTRACT	139.72
INV062329	UNITED LABORATORIES	TRIUMPH PINT PACK, LUBRICANT, LUBE	524.32
9719367078	VERIZON WIRELESS	ACCT #987146080-00001	460.32
9719536666	VERIZON WIRELESS	ACCT #683169426-00001	104.84
13-53-300-442-00	WEBERLING SERVICE LLC	REFUND TAX OVERPAYMENT	50.12
			230,610.91

EVENT REPORT

EVENT: Rueben Race

EVENT LOCATION: Various

SPONSOR: Pastrami Joe's

EVENT DATE: Saturday, March 15th

EVENT TIMEFRAME: 8am – 11am

MDOT PERMIT REQUIRED: YES NO

MDOT PERMIT GRANTED: YES NO

LANE CLOSURE TIMEFRAME: None

EVENT STREETS AFFECTED: See below. Only Jefferson will be closed to traffic. There will be periodic traffic disruption at major intersections. These areas will be monitored by police personnel.

DETOUR DETAIL: None

EVENT DETAIL:

5K race to benefit the Fountain Clinic

1. Begin by running North on Jefferson
2. Turn right onto Mansion Street (east)
3. Turn left onto East Drive
4. Take a slight right onto Hill Road
5. Turn left onto Wooded Lane
6. Turn right onto East/North Drive
7. Cross over Marshall Avenue at 4-way stop
8. Turn right into High School teacher parking lot, run a circle around lot and back south on Madison. (making a loop)
9. Turn right onto Division
10. Turn left onto Mansion
11. Finish with a right onto Jefferson, ending in front of Clinic.

COUNCIL NOTIFICATION DATE: March 3, 2014



ADMINISTRATIVE REPORT
March 3, 2014 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Carl Fedders, Director of Public Services
Tom Tarkiewicz, City Manager
Cheryl Vosburg, Environmental Programs Coordinator

SUBJECT: Michigan Natural Resources Trust Fund Grant Program
Shearman Park Development Project Application

BACKGROUND: At the February 17, 2014 Council meeting, a public hearing was established to hear comments concerning an application to the Michigan Department of Natural Resources Trust Fund for development of Shearman Park. The project cost is estimated at \$445,700. The grant request is in the amount of \$300,000 from the MDNR and the City's share will be \$145,700, to be included in the 2015-2016 budget year.

These improvements were included in the Capital Improvement Plan and will be incorporated into the fiscal year 2015-16 budget. It is anticipated that other grant contributions will be solicited. The anticipated timeline for park development is the summer of 2015.

RECOMMENDATION: After hearing comments made at the public hearing, it is recommended that the City Council adopt the attached resolution authorizing City staff to apply to the MDNR for \$300,000 grant for development of Shearman Park.

FISCAL EFFECT: None at this time.

ALTERNATIVES: As suggested by Council.

Carl Fedders
Director of Public Services

Tom Tarkiewicz
City Manager

Cheryl Vosburg
Environmental Coordinator

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2014-_____**

**City of Marshall Authorizing Resolution for the
Michigan Natural Resources Trust Fund Grant Application**

Upon motion made by _____; seconded by _____, the following Resolution was adopted:

“RESOLVED, that the City of Marshall, Michigan, does hereby support submittal of an application to the Michigan Department of Natural Resources for a Michigan Natural Resources Trust Fund Grant to be used for the development of Shearman Park in the City of Marshall; and that the City of Marshall does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide One Hundred Forty Five Thousand Seven Hundred (\$145,700) dollars to match the grant if awarded by the Department of Natural Resources.

The following aye votes were recorded: _____

The following nay votes were recorded: _____

STATE OF MICHIGAN
COUNTY OF CALHOUN

I, Trisha Nelson, Clerk of the City of Marshall, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Michigan Natural Resources Trust Fund Grant Application, which Resolution was adopted by the City Council of the City of Marshall at a meeting held on March 3, 2014.

Signature

Title

Date



ADMINISTRATIVE REPORT
March 3, 2014 - CITY COUNCIL MEETING

TO: Mayor Dyer and City Council Members
FROM: Jerry Hutchison, DART Manager
Natalie Dean, Director of Community Services
Tom Tarkiewicz, City Manager
SUBJECT: New Freedom Grant Applications

BACKGROUND: The New Freedom program is a competitive formula grant program that provides both federal operating and capital assistance to help reduce barriers to transportation services and expand mobility options available to individuals, including those with disabilities. The program is administered by the Michigan Department of Transportation (MDOT) on behalf of small urban and rural bus systems such as Marshall Dial-a-Ride (DART).

The City Manager and City staff met with representatives of the City of Albion to discuss the need for transportation service between Albion and Marshall and the possibility of Marshall providing service to this community. Attendees at this initial meeting agreed that there was a desperate need for a transportation service that would enable Albion residents to access needed medical and other services provided in Marshall. Also, the proposed service would provide access to Marshall residents for services available in Albion, such as the Secretary of State office, Department of Social Services, and AMTRAK service.

A preliminary service plan assumes that the service between Albion and Marshall would operate Monday, Wednesday, and Friday of each week, with eight (8) round trips a day between the hours of 7am – 6pm. Service would not be implemented before October 1, 2014, the start of MDOT's FY 2015, and only when contracts for grant funds are approved by MDOT.

MDOT will not consider any request for funding if the request does not include a commitment by the local community to provide a 50 % match of estimated operating costs of the proposed service. City staff will be having further meetings with the City of Albion to determine possible funding sources and Albion's desire and ability to secure the necessary local funds to move ahead with this project.

RECOMMENDATION: Support the submittal of grant applications to MDOT for approximately \$21,940 in Federal operating assistance, as well as approximately \$66,000 in Federal and State capital assistance to purchase a bus.

FISCAL EFFECTS: Fifty percent (50%) of the cost of the proposed bus service will be covered by Federal funds. The remaining 50% is considered a local match and will be covered through Albion funding sources. Fare box revenues generated by the ridership of the proposed service will go into DART's operational budget.

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,

Tom Tarkiewicz
City Manager

Natalie Dean
Director Community Services

Jerry Hutchison
DART Manager

323 W. Michigan Ave.
Marshall, MI 49068
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f 269.781.3835
cityofmarshall.com

**FY 2015 PROJECT SUMMARY – NEW FREEDOM
(SECTION 5317)**

**INSTRUCTIONS: Complete a separate project summary for each capital and operating project
Complete and save the form in PTMS**

NAME OF APPLICANT (legal organization name)

City of Marshall

PROJECT NAME

Albion/Marshall Connector Service

CATEGORY OF PROJECT (e.g., New Freedom operating; New Freedom capital such as bus, equipment, marketing, planning, and/or mobility management). You must also submit capital and/or operating requests in PTMS.

New Freedom Operating Assistance

<input type="checkbox"/> CONTINUATION	AMOUNT OF FEDERAL FUNDS REQUESTED FOR THE PROJECT \$21,940.00	LOCAL MATCH (if other than capital) \$21,940.00
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SOURCE OF LOCAL MATCH FUNDS FOR OPERATING (be specific – identify each source and \$ amount)
TO BE DETERMINED

WAS THIS SERVICE OFFERED/AVAILABLE PRIOR TO AUGUST 10, 2005? Yes No

FOR APPLICANTS WITH PARATRANSIT SERVICE, EXPLAIN HOW THIS PROPOSED PROJECT/SERVICE GOES BEYOND WHAT IS REQUIRED BY ADA?

Not Applicable

GENERAL AREA SERVED: An urbanized area with population between 50,000 and 199,999
 A non-urbanized area with population below 50,000

SPECIFIC AREA TO BE SERVED CITY(IES) COUNTY(IES) REGION OTHER. If other, describe _____

TOTAL POPULATION OF AREA TO BE SERVED

8,750

ESTIMATED NUMBER OF INDIVIDUALS WITH DISABILITIES TO BE SERVED BY THIS PROJECT

1,173

ESTIMATED NUMBER OF RIDES (one way trips) TO BE PROVIDED FOR INDIVIDUALS WITH DISABILITIES AS A RESULT OF THE NEW FREEDOM PROJECT

12,199

PROJECT DESCRIPTION

The proposed service will provide accessible transportation to Albion residents, including those requiring dialysis treatments and other medical services, to health service providers in Marshall. Marshall Dial-a-Ride (DART) anticipates providing eight (8) trips on an hourly basis, three (3) days per week between the two communities. Actual schedules and operational details will be finalized in the months leading up to an expected implementation date of March 1, 2015.

PROJECT NEEDS/GOALS AND OBJECTIVES

1. To provide needed transportation to Albion residents requiring dialysis treatments in Marshall.
2. To enhance the availability of transportation for Albion residents wishing to access medical services in Marshall.
3. To improve transportation options for low income individuals and persons with disabilities.

PROGRAM OUTREACH (include letter(s) of support for new projects)

Marshall DART will contact those agencies in both communities in order to identify the transportation needs, determine the scope of services, and disseminate information to potential customers. Input will be sought from agencies, including the Cities of Albion and Marshall, Calhoun County Senior Services, Oaklawn Hospital in Marshall, and others.

IF THIS IS A CONTINUATION PROJECT, PLEASE DESCRIBE THE SUCCESS OF THE PROJECT/SERVICE

Not Applicable

RELATIONSHIP OF PROJECT TO COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN

TITLE OF COORDINATED PLAN FROM WHICH PROJECT IS DERIVED

Calhoun County Coordinated Public Transit-Human Service Agency Plan

SPECIFIC STRATEGY PROJECT RELATES TO: PAGE NUMBER AND SECTION WHERE THE SPECIFIC STRATEGY IS STATED
Identification of sources of funding to assist low-income individuals with transportation needs, page 12.

HOW DOES PROJECT ADDRESS THE IDENTIFIED STRATEGY?

Funding for this project would provide the necessary resources to expand transportation services to low income individuals and person with disabilities in the Albion area, many of whom require medical services not available in Albion. Albion residents do not have access to regular public transportation services in order to meet their needs.

ARE THERE MULTIPLE PROVIDERS FOR THIS PROJECT/SERVICE?

NO

YES, if yes, please describe how the project/service provides for the coordination among the various providers

Community Action, a human service agency based in Battle Creek, currently provides limited transportation service to the Albion area. Community Action does not have the resources to meet all transportation needs. Community Action currently primarily serves senior citizens and persons with disabilities. Services funded under the New Freedom program and provided by Marshall DART would enhance services currently provided by Community Action by making accessible transportation available to a wider segment of the Albion population, particularly low income residents and persons with disabilities.

IDENTIFY HOW THE PROJECT WILL BE COORDINATED WITH PUBLIC AND/OR PRIVATE TRANSPORTATION AND SOCIAL SERVICE AGENCIES AND IDENTIFY THOSE AGENCIES.

Marshall DART will partner with Community Action in providing transportation services. Marshall DART will work with Community Action, Calhoun County Senior Services, the City of Albion and other human service organizations to coordinate and schedule needed transportation services to Albion residents. Transportation services provided by Marshall DART will supplement services provide by Community Action, allowing that agency to service a greater number of customers.

PROJECT IMPLEMENTATION PLAN AND TIMELINE

Proposed services will begin March 1, 2016, pending delivery of a new bus. Marshall DART will finalize operational details and notification of services to affected parties and agencies prior to the expected implementation date.

IDENTIFY PERFORMANCE MEASURES TO BE USED IN TRACKING EFFECTIVENESS OF THE PROJECT AND YOUR PLAN FOR MONITORING AND EVALUATING THIS PROJECT.

Marshall DART will use traditional performance factors to measure and evaluate the effectiveness of the proposed services. Possible performance measures may include passengers per trip, cost per passenger, cost per mile, and revenue to cost ratio. Marshall DART will monitor the proposed service on a quarterly basis, collecting and maintaining financial and operational data that will be used in reporting on the project's efficiency and effectiveness.

ADDITIONAL INFORMATION

**FY 2015 PROJECT SUMMARY – NEW FREEDOM
(SECTION 5317)**

**INSTRUCTIONS: Complete a separate project summary for each capital and operating project
Complete and save the form in PTMS**

NAME OF APPLICANT (legal organization name)

City of Marshall

PROJECT NAME

Albion/Marshall Connector Service

CATEGORY OF PROJECT (e.g., New Freedom operating; New Freedom capital such as bus, equipment, marketing, planning, and/or mobility management). You must also submit capital and/or operating requests in PTMS.

New Freedom Capital

<input type="checkbox"/> CONTINUATION	AMOUNT OF FEDERAL FUNDS REQUESTED FOR THE PROJECT \$52,800.00	LOCAL MATCH (if other than capital)
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SOURCE OF LOCAL MATCH FUNDS FOR OPERATING (be specific – identify each source and \$ amount)

Not Applicable

WAS THIS SERVICE OFFERED/AVAILABLE PRIOR TO AUGUST 10, 2005? Yes No

FOR APPLICANTS WITH PARATRANSIT SERVICE, EXPLAIN HOW THIS PROPOSED PROJECT/SERVICE GOES BEYOND WHAT IS REQUIRED BY ADA?

Not Applicable

GENERAL AREA SERVED: An urbanized area with population between 50,000 and 199,999
 A non-urbanized area with population below 50,000

SPECIFIC AREA TO BE SERVED CITY(IES) COUNTY(IES) REGION OTHER. If other, describe

TOTAL POPULATION OF AREA TO BE SERVED
8,750

ESTIMATED NUMBER OF INDIVIDUALS WITH DISABILITIES TO BE SERVED BY THIS PROJECT
1,173

ESTIMATED NUMBER OF RIDES (one way trips) TO BE PROVIDED FOR INDIVIDUALS WITH DISABILITIES AS A RESULT OF THE NEW FREEDOM PROJECT
12,199

PROJECT DESCRIPTION

The acquisition of a new bus will enable Marshall DART to provide accessible transportation to low-income residents of Albion and persons with disabilities that require medical services, such as dialysis treatments.

PROJECT NEEDS/GOALS AND OBJECTIVES

The acquisition of a new bus will enable Marshall DART to meet its operational goals and objectives. Marshall DART does not have enough vehicles to expand its services to Albion. Marshall DART currently only has one (1) spare bus .

PROGRAM OUTREACH (include letter(s) of support for new projects)

Please refer to letters of support provided under the New Freedom " Operating Assistance " application.

IF THIS IS A CONTINUATION PROJECT, PLEASE DESCRIBE THE SUCCESS OF THE PROJECT/SERVICE
Not Applicable

RELATIONSHIP OF PROJECT TO COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN

TITLE OF COORDINATED PLAN FROM WHICH PROJECT IS DERIVED

Calhoun County Coordinated Public Transit-Human Service Agency Plan

SPECIFIC STRATEGY PROJECT RELATES TO: PAGE NUMBER AND SECTION WHERE THE SPECIFIC STRATEGY IS STATED

Identification of sources of funding to assist low-income individuals with transportation needs, page 12.

HOW DOES PROJECT ADDRESS THE IDENTIFIED STRATEGY?

Funding for this project, the acquisition of a new bus, will provide Marshall DART with an accessible bus with which to expand services to senior citizens, persons with disabilities, and low-income individuals in the Albion area.

ARE THERE MULTIPLE PROVIDERS FOR THIS PROJECT/SERVICE?

NO

YES, If yes, please describe how the project/service provides for the coordination among the various providers

Please refer to Operating Assistance application.

IDENTIFY HOW THE PROJECT WILL BE COORDINATED WITH PUBLIC AND/OR PRIVATE TRANSPORTATION AND SOCIAL SERVICE AGENCIES AND IDENTIFY THOSE AGENCIES.

Please refer to Operating Assistance application.

PROJECT IMPLEMENTATION PLAN AND TIMELINE

October 1, 2014 ----- Execution of Project Authorization

October 2, 2014 ----- Order bus on MIDeal

February 1, 2015 ----- Marshall DART takes delivery of bus

March 1, 2015 ----- Put bus in service

IDENTIFY PERFORMANCE MEASURES TO BE USED IN TRACKING EFFECTIVENESS OF THE PROJECT AND YOUR PLAN FOR MONITORING AND EVALUATING THIS PROJECT.

Not Applicable

Please refer to Operating Assistance application.

ADDITIONAL INFORMATION



Area Agency on Aging

Tel: (269) 966-2450

Fax: (269) 441-0963

MI Choice Waiver Program

Tel: (269) 966-2475

Fax: (269) 441-0961

Community Services

Tel: (269) 441-0924

Fax: (269) 441-0967

Aging and Disability Resource Line: (269) 441-0973

Care management, in-home and community-based services
for older adults and individuals with disabilities, and their caregivers

- Medicaid/Medicare Assistance
- Transportation

January 27, 2014

Mr. Jerry Hutchison, Manager
City of Marshall DART
Town Hall
323 W. Michigan Ave.
Marshall, MI 49068

Dear Mr. Hutchison:

Region 3B Area Agency on Aging, which serves Barry and Calhoun counties, is pleased to provide this letter of support for an application to the Michigan Department of Transportation to support expanded transportation in Calhoun County, with a focus on Albion and Marshall.

Our agency's mission is to promote health, independence and choice for seniors, adults with disabilities and caregivers. We provide care management, information and assistance, and Medicare/Medicaid assistance, as well as fund programs including transportation services.

Transportation continues to be a challenge, especially in Albion. There is not sufficient funding to provide the level of services needed. A major need for our seniors and individuals with disabilities is transportation to locations outside of the Albion for work and health care as there is no hospital in Albion and limited primary/specialty care available. The New Freedom program funding would allow more of those in need of transportation to access services -- the impact for those with health needs is significant and cannot be stated strongly enough.

We currently fund transportation for seniors and specialized needs in Albion through a grant to Community Action. A primary barrier to this service is lack of scheduled routes and availability for transportation for work and health care related services. Also, for those who have children, Calhoun County Senior Transportation cannot transport individuals with children. This can be difficult for a grandparent raising a grandchild who may need to go to Marshall for the medical appointments.

Because of this need, our agency has set aside program development funding to assist with launching this initiative if the New Freedom funding is awarded. This effort involves tremendous collaboration between the City of Marshall and Albion and agencies like mine who understand the importance of this need for Albion seniors, low-income families and individuals, and persons with disabilities. I hope you will give it strong consideration.

Sincerely,

Karla Ann Fales, CMBN/HcM
Chief Executive Officer

Gerald Hutchison

From: Art Kale [arthurkale@gmail.com]
Sent: Wednesday, February 05, 2014 7:06 PM
To: Gerald Hutchison
Cc: Dan Bishop; Carl Gibson; Karla Fales; Harry Bonner
Subject: Marshall transportation.docx

Dear Mr. Hutchison;

As the County Commissioner for District 7 and the Chairman for the Calhoun County Board of Commissioners, I fully support your application for Federal and State grant funding to provide much needed transportation services to residents in both Albion and Marshall.

The Great Recession has had a significant impact in our community of Albion. Virtually every major employer (except Albion College) has closed, including our hospital. The result is extremely high unemployment and a demographic that includes seniors, the handicapped and low income citizens with no local access to health care. The best option is for these people to try and get to Marshall for their health care, providing they can find the transportation.

Without available transportation, many of our citizens are unable to get the health care that some take for granted. Access to transportation would allow these citizens to be proactive in their health care and minimize the need for any Emergency Room visit.

I am a huge proponent of collaborative efforts and partnering to reduce costs and maximize services. This seems like a great opportunity to do both. Please do not hesitate to contact me, if I can be of any assistance.

Regards,

Art Kale
Chairman
Calhoun County Board of Commissioners
District 7
Cell: 517-206-0871

January 23, 2014

Dear Jerry,

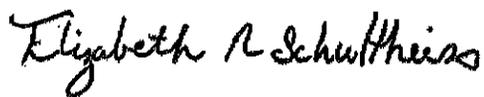
I am writing this letter in support of the New Freedom grant application being submitted to expand transportation services to Albion, Michigan. As you know Albion is a very distressed community with no public transportation. Efforts to address this issue have not been successful to date, so we are very excited about the potential of partnering with Marshall.

In rural Michigan access to services can be very challenging a route between Albion and Marshall would serve both communities. Albion does not have a hospital or free clinic, and many of our residents, especially those with chronic illnesses must find transportation to Marshall to receive care. Marshall does not have a Secretary of State Office or Department of Human Services, but Albion does. This partnership would provide significant access and support to our most vulnerable citizens.

The Albion Community Foundation is particularly interested in seeing this project move forward. It would allow our community to leverage resources more strategically while increasing services to our citizenry. One of our donor advised fund holders is already willing to commit a \$4,000 matching grant to support a pilot program that would run during summer of 2014, and we are committed to helping work with other funders and local service providers to help secure the additional funding necessary for the pilot program, as well as the grant match.

Access to care is a major issue in our community. I strongly encourage your support of this proposal which will help a rural, distressed community. Should you have any questions, or if you would like to speak with me further, please do not hesitate to contact me at 517-629-3349.

Sincerely,



Elizabeth N. Schultheiss
Executive Director



Phone: 517-629-3349 Fax: 517-629-8027

Strengthening the greater Albion area by cultivating community assets to enhance our quality of life.



City of Albion

William L. Rieger Municipal Building
112 West Cass Street • Albion, Michigan 49224
(517) 629-5535 • Fax (517) 629-2238

January 23, 2014

Gerald Hutchison
Marshall Dial-A-Ride

RE: Albion Transportation Services

Dear Mr. Hutchison;

The City of Albion wishes to wholeheartedly support your application for Federal and State grant funding to provide much needed transportation services to residents in both Albion and Marshall. Many of our senior citizens, handicapped residents and low income residents must obtain their health care in Marshall due to the fact that health care services are limited in Albion. Due to the lack of reliable transportation services, many of our residents do not get the health care they need. As such, our residents suffer many unnecessary emergency room visits because they let their health needs suffer to the point they become emergencies. With the availability of partnering with the City of Marshall for transportation services, we can provide our residents with access to health care at an affordable price.

Albion has the closest Secretary of State office to Marshall. By Marshall resident having access to a reliable transportation system, they can come to Albion for all their Secretary of State business.

As we continue to partner in providing transportation services, I am confident we will increase the quality of life for all our residents.

Daniel Bishop

City Manager

"Our Main Street is Superior"



ADMINISTRATIVE REPORT

March 3, 2014 - CITY COUNCIL MEETING

TO: Mayor Dyer and City Council

FROM: Teri Trudeau, Recreation Superintendent
Natalie Dean, Director of Community Services

SUBJECT: Michigan Recreation Passport Grant Program
Authorization Resolution

BACKGROUND: PA 32 of 2010 created the Local Public Recreation Facilities Fund to be used for the development of public recreation facilities for local units of government. Money for this fund is derived from the sale of the Recreation Passport which replaces the resident Motor Vehicle Permit (MVP) or window sticker - for state park entrance. The passport will be required for entry to state parks, recreation areas and boating access sites. A grant application will be submitted for the Sand Volleyball Court renovations project in the amount of \$16,000. If successful this project would take place in the 2015-2016 fiscal year.

In order to utilize these funds the city must support the application through the attached resolution and commit to providing 25% of the total project cost and to complete the project by June 30, 2018.

The sand volleyball renovations were included in the Fiscal Year 2017 Capital Improvement Plan as a Priority 3. If approved, the anticipated timeline for the renovations is the fall of 2015, ahead of schedule.

RECOMMENDATION: Staff recommends that City Council adopt the attached resolution.

FISCAL EFFECTS: None at this time.

Respectfully submitted,


Teri Trudeau, Superintendent
Recreation Department


Natalie Dean, Director
Community Services

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2014-_____**

**City of Marshall Authorization Resolution for the
DNR Recreation Passport Grant Program**

Upon motion made by _____; seconded by _____,
the following Resolution was adopted:

WHEREAS, City Council of the City of Marshall supports the submission of an application titled, "Sand Volleyball Courts Renovation" to the Recreation Passport Grant Program for the renovation of the sand volleyball courts located at the Marshall Athletic Field; and,

WHEREAS, the proposed application is supported by the City of Marshall's Capital Improvement Plan 2013-2019; and,

WHEREAS, the City of Marshall has made a financial commitment to the project in the amount of \$4,000 matching funds, in cash and/or force account; and,

NOW THEREFORE, BE IT RESOLVED that City Council of the City of Marshall hereby authorizes submission of a Recreation Passport Grant Program Application for \$16,000, and further resolves to make available its financial obligation amount of \$4,000 (25%) of total \$16,000 project costs, during the 2015-2016 fiscal year.

AYES:
NAYES:
ABSENT

MOTION APPROVED.

I HEREBY CERTIFY, that the foregoing is a Resolution duly made and passed by City Council of the City of Marshall at their regular meeting held on March 3, 2014, at 7:00 p.m. in Council Chambers, City Hall, with a quorum present.

Trisha Nelson, City Clerk

Date