



MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

November 16, 2015

- 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. Schedule Public Hearing – MSHDA Grant P. 3

City Council will consider the recommendation to schedule a public hearing for Monday, December 7, 2015 to hear public comment on the Rental Rehabilitation Grant as required by MSHDA.

B. Proposed Traffic Control Order #100 P. 4

City Council will consider the recommendation to approve Traffic Control Order #100, which will allow for "NO PARKING" signs to be installed in the area north and south of the traffic island on the east and west side of the roadway on Ventura Way.

C. City Council Minutes P. 7

Work Session..... Monday, November 2, 2015

Regular Session..... Monday, November 2, 2015

D. City Bills P. 21

Regular Purchases\$ 419,869.42

Weekly Purchases –10/30/15..... \$ 5,342.91

Weekly Purchases – 11/06/15.....\$ 44,704.89

Total.....\$ 469,917.22

8) PRESENTATIONS AND RECOGNITIONS

A. 2015 Comprehensive Annual Financial Audit

Joe Verlin of Gabridge & Co., will present the 2015 Comprehensive Annual Financial Audit (CAFR) Report for the City of Marshall for the year ending June 30, 2015.

B. Sister City Presentation

C. Farmer's Market Presentation P. 26

9) INFORMATIONAL ITEMS

10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

11) OLD BUSINESS

Mayor:

Jack Reed

Council Members:

Ward 1 - Kari Schurig

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Michael McNeil

Ward 5 - Jon Gerten

At-Large - Kathy Miller



12) REPORTS AND RECOMMENDATIONS

A. Professional Engineering for North Drive Reconstruction and Monroe Street Paving P. 28

City Council will consider the recommendation to approve the proposal from Civil Engineers, Inc. of Battle Creek for Engineering Design Services in an amount, not to exceed, \$17,442 plus an additional \$1,970 for a total of \$19,412, should sidewalk on the north side of North Drive be deemed feasible. Construction Services will not be awarded as City Staff shall obtain the training to complete the Field Manager work required by MDOT. It is recommended to award construction staking in an amount, not to exceed \$9,996 as part of this contract.

B. Professional Engineering Services – Bridge Replacement on South Marshall Avenue P. 30

City Council will consider the recommendation to approve the fee from DLZ of Lansing for Professional Engineering Services in an amount not to exceed \$39,602.36.

C. MSHDA Grant Submission P. 36

City Council will consider the recommendation to approve the request for staff to apply for the Rental Rehabilitation Grant through Michigan State Housing Development Authority (MSHDA).

13) APPOINTMENTS / ELECTIONS

A. Marshall Farmer's Market Advisory Board P. 39

City Council will consider the recommendation to approve the appointment of Kevin Hershock to the Marshall Farmer's Market Advisory Board with a term expiring October 20, 2018.

B. Planning Commission Appointment

City Council will consider the recommendation to approve the appointment of Jim Dyer to the Planning Commission with a term expiring November 1, 2018.

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,

Tom Tarkiewicz
City Manager

November 16, 2015



ADMINISTRATIVE REPORT
NOVEMBER 16, 2015- CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Natalie Dean, Director/Assistant City Manager
Tom Tarkiewicz, City Manager

SUBJECT: Set public hearing for December 7, 2015 to Disseminate Information on Rental Rehabilitation Grant as required by MSHDA

BACKGROUND: Pertaining to the Rental Rehabilitation Grant being sought for three buildings downtown (131 W. Michigan, 102 E. Michigan, and 209 E. Michigan), MSHDA requires that the City legislative body hold a public hearing on the proposed activities. During the public hearing, staff will describe the proposed activities, how the grant will be funded, the date the application will be submitted and the requested amount of federal funds. Also according to MSHDA requirements, staff will discuss how the proposed activity will benefit people with low and moderate income renting apartments at any of these locations, and the general nature of the activities associated with this grant.

RECOMMENDATION: Staff recommends that City Council set a public hearing for December 7, 2015 to hear public comment and staff discussion on the Rental Rehabilitation grant as required by MSHDA.

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

CITY GOAL CLASSIFICATION:

GOAL AREA 3. HOUSING DEVELOPMENT

Goal Statement: Provide for progressive, diverse and unique housing opportunities.

Respectfully submitted,

Natalie Dean
Director/Assistant City Manager

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



ADMINISTRATIVE REPORT
November 16, 2015 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

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

SUBJECT: Proposed Traffic Control Order 100

BACKGROUND: The Marshall Fire Department has received several complaints in reference to the current parking situation on Ventura Way in the area of the traffic island. Residents are concerned that the current allowed parking will not provide enough space for emergency vehicles to enter or exit the subdivision.

Marshall Fire Department has conducted a traffic study to determine the space needs to get the largest fire apparatus through the area in a safe manner. It is determined that NO PARKING signs are needed to be placed before and after the traffic island on Ventura Way to allow safe entry and exit from the subdivision.

RECOMMENDATION: It is recommended that NO PARKING signs be installed in the area both north and south of the traffic island on the east and west side of the roadway to facilitate the space needed for safe operation of emergency vehicles entering and exiting the subdivision.

FISCAL EFFECTS: The costs for these changes will be the cost of sign purchases to the General Fund.

CITY GOAL CLASSIFICATION:

GOAL AREA 2. QUALITY OF LIFE

Goal Statement: To achieve and sustain a concentrated effort to promote a vibrant community atmosphere in the Marshall area.

Respectfully submitted,

James M. Schwartz
Police Chief

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

**City of Marshall, Michigan
Traffic Control Order**

Order Number: _____100_____Effective Date: _____11-16-2015_____

In according with the Uniform Traffic Code, as amended, adopted by the Marshall City Commission, April 13, 1959, as set forth under Section 2.53 thereof, it is hereby directed:

AMENDED:

Place NO PARKING signs on the east side of Ventura Way between the south corner of the driveway at 604 Ventura Way to 75 feet south of the traffic island. Place NO PARKING signs on the West side of Ventura Way beginning in the area in front of 604 Ventura Way south to approximately 75 feet south of the traffic island. This will allow the safe response of emergency vehicles into the Pristanchia Subdivision . The Marshall Fire Department was contacted and concerns were made by several residents in the subdivision that with the current parking there was no space for emergency vehicles to travel between the parked vehicles and the traffic island. The largest fire apparatus was taken to the subdivision and it was determined that no parking signs were needed for emergency entry. The NO PARKING signs will provide safe parking with any unforeseen consequences.

Permanent Order

City Traffic Engineer
James M. Schwartz

Date: _____

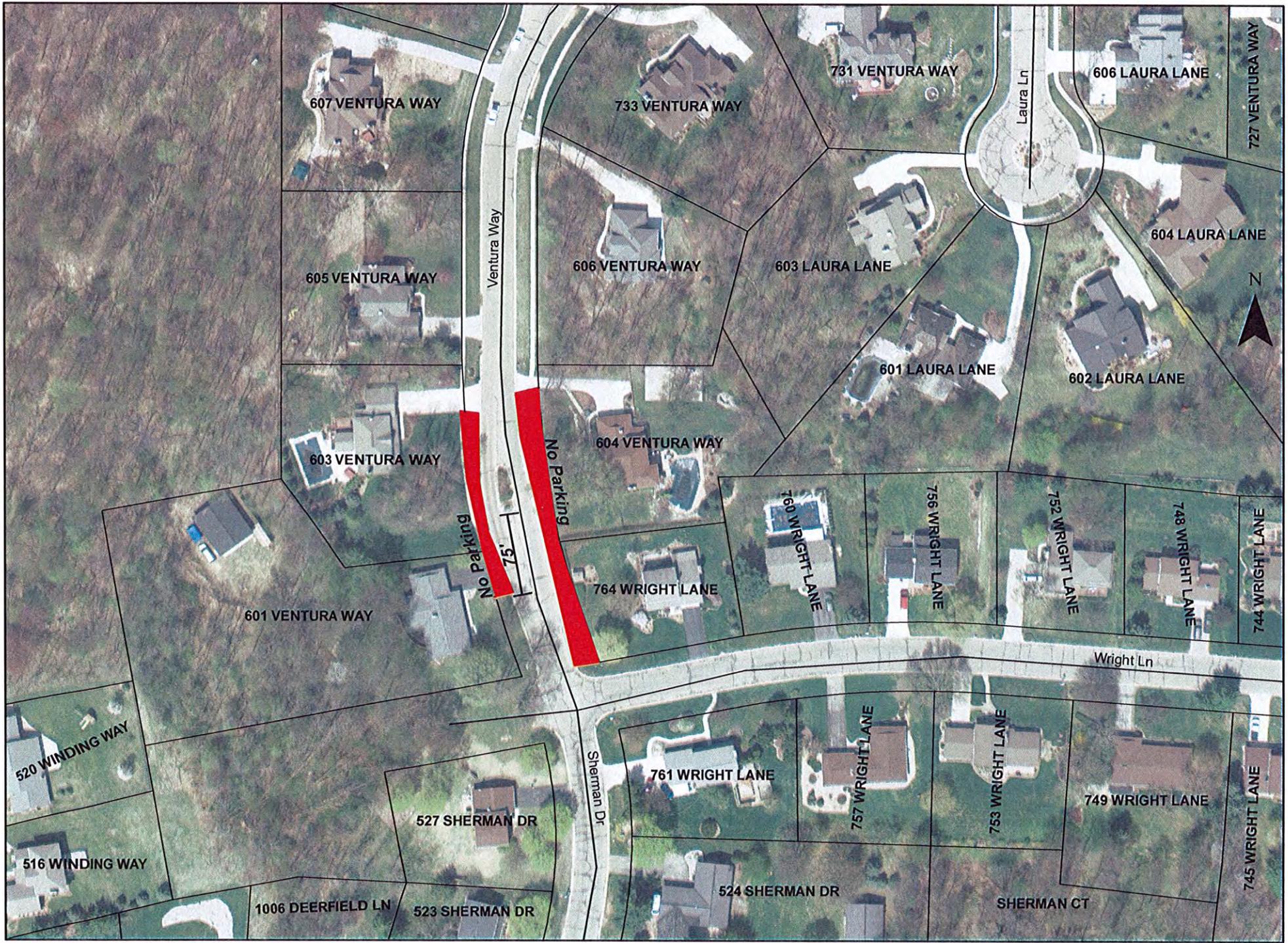
Temporary Order

City Traffic Engineer
James M. Schwartz

Date: November 16, 2015

Date: _____
Adopted by the Marshall City Council

pc: Street Superintendent
City Manager's Office



IN A WORK SESSION held Monday, November 2, 2015 at 6:00 P.M. in the Training Room of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order.

Present: Council Members: Gerten, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams.

Also Present: City Manager Tarkiewicz, Electric Utilities Director Rice, Public Safety Director Schwartz, City Treasurer Bartlett, and Finance Director Swisher.

Absent: None.

A. Director of Electric Utilities, Ed Rice, presented on the Fiber to the Premise (FTTP) Project.

The meeting was adjourned at 6:50 p.m.

Jack Reed, Mayor

Trisha Nelson, Clerk

CALL TO ORDER

IN REGULAR SESSION Monday, November 2, 2015 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 Reed.

ROLL CALL

Roll was called:

Present: Council Members: Gerten, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams.

Also Present: City Manager Tarkiewicz and Clerk Nelson.

Absent: None.

INVOCATION/PLEDGE OF ALLEGIANCE

Council Member McNeil gave the invocation and Mayor Reed led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Williams, supported Metzger, to approve the agenda with the addition of item 8B. Update on the Cronin Building, item 9C. Fiber to the Premise update, and item 12C. Request to appoint the City of Marshall Building Official and Inspector. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

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

- A. Approve the purchase of a 2016 Chevy Impala from Berger Chevrolet of Grand Rapids in the amount of \$24,829.50;
- B. Minutes of the City Council Work Session and Regular Session held on Monday, October 19, 2015;
- C. Approve city bills in the amount of \$ 704,367.93.

On a roll call vote – ayes: Gerten, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams; nays: none. **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITION

A. Recreation Department Annual Report:

Recreation Superintendent, Teri Trudeau, presented the Annual Report for the

Recreation Department.

Moved Miller, supported Schurig, to receive and place on file the 2014-2015 Recreation Department Annual Report. On a voice vote – **MOTION CARRIED.**

B. Cronin Building Update:

Steve Eyke and Gary Cooper provided an update on the Cronin Building renovation.

INFORMATIONAL ITEMS

A. Event Report – Veteran’s Day Ceremony:

City Manager Tarkiewicz provided an event report for the Veteran’s Day Ceremony on November 11, 2015.

B. Event Report – Marshall Christmas Parade:

City Manager Tarkiewicz provided an event report for the Marshall Christmas Parade to be held on Monday, November 30, 2015.

C. Fiber to the Premise Update:

Ed Rice, Director of Electric Utilities, provided an update regarding the Fiber to the Premise project.

Moved Williams, supported Miller, to support staffs efforts in the Fiber to the Premise project and move forward and put together a proposal and bring back to Council the beginning of 2016. On a voice vote – **MOTION CARRIED.**

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. P.A. 425 Conditional Land Transfer with Marshall Township-14998 North Old US 27:

City Manager Tarkiewicz provided background regarding the property at 14998 North Old US 27. The City received a request from The J Group, LLC, at 14998 North Old US 27 to enter into a Public Act 425 Conditional Land Transfer.

Mayor Reed opened the public hearing to hear public comment regarding the request for a P.A. 425 Conditional Land Transfer Agreement for 14998 North Old US 27.

Hearing no comment, the hearing was closed.

Moved Williams, supported Metzger, to approve the P.A. 425 Conditional Land Transfer Agreement with Marshall Township for 14998 North Old US 27. On a roll call vote – ayes: McNeil, Metzger, Miller, Mayor Reed, Schurig, Williams, and Gerten; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2015-28**

**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT
FOR CONDITIONAL TRANSFER OF PROPERTY**

WHEREAS, The J Group, LLC, owner of property commonly known as 14998 Old US 27 North, have petitioned the City of Marshall and Marshall Township for a Conditional Transfer of their property from Marshall Township into the City of Marshall; and

WHEREAS, on February 25, 2006 the City of Marshall entered into a Master 425 Agreement with the Township of Marshall; and

WHEREAS, on September 15, 2014 the City of Marshall extended this Master 425 Agreement with the Township of Marshall until 2026; and

WHEREAS, the Master 425 Agreement facilitates the provision of City services, including municipal sewer, water, police and fire protection to properties currently within Marshall Township according to terms acceptable to both the Township of Marshall and the City of Marshall,

NOW THEREFORE, BE IT RESOLVED, that the City Manager and the City Clerk are authorized to execute a Contract for Conditional Transfer of Property commonly known at 14998 Old US 27 North from the Township of Marshall to the City of Marshall.

IT IS FURTHER RESOLVED, that the Contract for Conditional Transfer shall be in the form of the attached document, subject to changes in form approved by the City Attorney.

As City Clerk I place my seal and sign my name that this is a true and accurate copy of the action taken by the Marshall City Council on November 2, 2015.

Trisha Nelson, City Clerk
CITY OF MARSHALL

Dated: _____

B. P.A. 425 Conditional Land Transfer with Marshall Township - Udell Property:

City Manager Tarkiewicz provided background regarding the Udell property. In 2011, the City/LDFA purchased the Udell Sisters property. The property straddles the Fredonia Township and Marshall Township lines. In 2014, the City annexed the Fredonia Township portion into the city. The LDFA would like to place the entire property into the LDFA, which will require a PA 425 Conditional Land Transfer agreement with Marshall Township.

Mayor Reed opened the public hearing to hear public comment regarding the request for a P.A. 425 Conditional Land Transfer Agreement for the Udell Property.

Hearing no comment, the hearing was closed.

Moved Metzger, supported Schurig, to approve the P.A. 425 Conditional Land Transfer Agreement with Marshall Township for the portion of the former Udell Sisters property owned by the City. On a roll call vote – ayes: Miller, Mayor Reed, Schurig, Williams, Gerten, McNeil, and Metzger; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2015-29**

**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT
FOR CONDITIONAL TRANSFER OF PROPERTY**

WHEREAS, the City of Marshall, owner of property commonly known as the Udell Sisters property south of the Brooks Airport, has requested a Conditional Transfer of their property from Marshall Township into the City of Marshall; and

WHEREAS, on February 25, 2006 the City of Marshall entered into a Master 425 Agreement with the Township of Marshall; and

WHEREAS, on September 15, 2014 the City of Marshall extended this Master 425 Agreement with the Township of Marshall until 2026; and

WHEREAS, the Master 425 Agreement facilitates the provision of City services, including municipal sewer, water, police and fire protection to properties currently within Marshall Township according to terms acceptable to both the Township of Marshall and the City of Marshall,

NOW THEREFORE, BE IT RESOLVED, that the City Manager and the City Clerk are authorized to execute a Contract for Conditional Transfer of Property commonly known as the Udell Sisters property south of the Brooks Airport from the Township of Marshall to the City of Marshall.

IT IS FURTHER RESOLVED, that the Contract for Conditional Transfer shall be in the form of the attached document, subject to changes in form approved by the City Attorney.

As City Clerk I place my seal and sign my name that this is a true and accurate copy of the action taken by the Marshall City Council on November 2, 2015.

Trisha Nelson, City Clerk
CITY OF MARSHALL

Dated: _____

C. P.A. 425 Conditional Land Transfer with Marshall Township – SpartanNash/Chemical Bank:

City Manager Tarkiewicz provided background regarding the SpartanNash/Chemical Bank property. The City received a request from SpartanNash/Chemical Bank at 15975 West Michigan Avenue at the northwest corner of West Michigan Avenue and West Drive to enter into a Public Act 425 Conditional Land Transfer.

Mayor Reed opened the public hearing to hear public comment regarding the request for a P.A. 425 Conditional Land Transfer for 15975 West Michigan Avenue.

Hearing no comment, the hearing was closed.

Moved Schurig, supported Gerten, to approve the P.A. 425 Conditional Land Transfer Agreement with Marshall Township for the SpartanNash/Chemical Bank property at 15975 West Michigan Avenue. On a roll call vote – ayes: Williams, Gerten, McNeil, Metzger, Miller, Mayor Reed, and Schurig; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2015-30**

**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT
FOR CONDITIONAL TRANSFER OF PROPERTY**

WHEREAS, SpartanNash/Chemical Bank, owner of property commonly known as 15975 West Michigan Avenue, have petitioned the City of Marshall and

Marshall Township for a Conditional Transfer of their property from Marshall Township into the City of Marshall; and

WHEREAS, on February 25, 2006 the City of Marshall entered into a Master 425 Agreement with the Township of Marshall; and

WHEREAS, on September 15, 2014 the City of Marshall extended this Master 425 Agreement with the Township of Marshall until 2026; and

WHEREAS, the Master 425 Agreement facilitates the provision of City services, including municipal sewer, water, police and fire protection to properties currently within Marshall Township according to terms acceptable to both the Township of Marshall and the City of Marshall,

NOW THEREFORE, BE IT RESOLVED, that the City Manager and the City Clerk are authorized to execute a Contract for Conditional Transfer of Property commonly known at 15975 West Michigan Avenue from the Township of Marshall to the City of Marshall.

IT IS FURTHER RESOLVED, that the Contract for Conditional Transfer shall be in the form of the attached document, subject to changes in form approved by the City Attorney.

As City Clerk I place my seal and sign my name that this is a true and accurate copy of the action taken by the Marshall City Council on November 2, 2015.

Trisha Nelson, City Clerk
CITY OF MARSHALL

Dated: _____

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Resolution to Provide for Notice of Intent to Issue Capital Improvement Bonds, Publication of "Right of Referendum", and Intent to Reimburse Expenditures from Bond Proceeds:

Moved McNeil, supported Miller, to approve the resolution providing Notice of Intent to Issue Capital Improvement Bonds and Intent to Reimburse Expenditures from Bond Proceeds. On a roll call vote – ayes: Metzger, Miller, Mayor Reed, Schurig, Williams, Gerten, and McNeil; nays: none. **MOTION CARRIED.**

**City of Marshall
County of Calhoun, State of Michigan**

RESOLUTION #2015-31

NOTICE OF INTENT RESOLUTION
CAPITAL IMPROVEMENT BONDS

A RESOLUTION TO PROVIDE FOR:

- Publication of a Notice of Intent to Issue Bonds and Right of Referendum for up to \$4,300,000 of bonds to construct a new electric distribution substation and to refund the 1999 Electric Revenue Bonds.
- When the Notice is published in *The Marshall Advisor/Chronicle*, voters will have a 45-day referendum period during which they could petition for referendum.
- Statement of Intent to reimburse expenditures from bond proceeds required by Internal Revenue Code for tax-exempt debt.

PREAMBLE

WHEREAS, the City of Marshall, County of Calhoun, State of Michigan (the "City") determines it to be necessary for the public health, safety and welfare of the City and its residents to construct a new electric distribution substation in the I-94/Brewer St. area, together with any appurtenances and attachments thereto and any related easement or site acquisition or site improvements (the "Capital Improvements"); and

WHEREAS, under the provisions of Section 517 of Act No. 34, Public Acts of Michigan, 2001, as amended ("Act 34"), a City may issue municipal securities to pay the cost of any capital improvement items within the limitations provided by law; and

WHEREAS, the City has previously issued its Electric Utility System Revenue Bonds, Series 1999 (the "1999 Bonds") for the purpose of paying the costs of acquiring and constructing improvements and extensions to the Electric Utility System, and the City could obtain net present value savings through refunding the 1999 Bonds; and

WHEREAS, the issuance by the City of bonds under Section 517 of Act 34 in an amount not to exceed Four Million Three Hundred Thousand Dollars (\$4,300,000) (the "Bonds") for the purposes of financing costs of acquisition and construction of the Capital Improvements and acquisition of the improvements financed with the 1999 Bonds through refunding the 1999 Bonds, appears to be the most practical means to that end; and

WHEREAS, the City intends to pay the principal of and interest on the Bonds from electric system revenues; and

WHEREAS, Act 34 requires that the aggregate outstanding balance of municipal securities issued under Section 517 of Act 34 by a City shall not exceed 5% of the state equalized valuation of the property assessed in that City, and after the issuance of the Bonds

the outstanding balance of all municipal securities issued under Section 517 of Act 34 by the City will not exceed this limit; and

WHEREAS, a notice of intent to issue the Bonds must be published in order to comply with the requirements of Section 517 of Act 34 and Section 5(g) of the Home Rule Cities Act, Act 279, Public Acts of Michigan, 1909, as amended; and

WHEREAS, the Internal Revenue Service has issued Treasury Regulation § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended, governing proceeds of debt used for reimbursement, pursuant to which the City must declare official intent to reimburse expenditures with proceeds of such debt before making the expenditures.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Clerk is hereby authorized and directed to publish a notice of intent to issue the Bonds in *The Marshall Advisor/Chronicle*, a newspaper of general circulation in the City.
2. The notice of intent shall be published as a one-quarter (1/4) page display advertisement as required by Section 517 of Act 34, and shall be in substantially the following form:

NOTICE TO ELECTORS AND TAXPAYERS
OF THE CITY OF MARSHALL
OF INTENT TO ISSUE BONDS SECURED BY THE
TAXING POWER OF THE CITY AND RIGHT OF REFERENDUM THEREON

PLEASE TAKE NOTICE that the City Council of the City of Marshall, County of Calhoun, State of Michigan, intends to issue and sell general obligation capital improvement bonds pursuant to Act 34, Public Acts of Michigan, 2001, as amended, in the maximum aggregate principal amount not to exceed Four Million Three Hundred Thousand Dollars (\$4,300,000) for the purposes of paying costs to construct a new electric distribution substation, together with any appurtenances and attachments thereto and any related easement or site acquisition or site improvements, and to acquire improvements financed with the Electric Utility System Revenue Bonds, Series 1999 through refunding the 1999 bonds if the refunding produces savings. The bonds may be issued in one or more series and may be combined with bonds issued for other purposes as shall be determined by the City Council. The bonds will mature in annual installments not to exceed the maximum permitted by law, with interest on the unpaid balance from time to time remaining outstanding on said bonds to be payable at rates to be determined at sale of the bonds but in no event to exceed such rates as may be permitted by law. Bond proceeds may be used for capitalized interest to the extent permitted by law.

SOURCE OF PAYMENT OF BONDS

The City intends to pay the principal of and interest on the bonds from the electric system revenues. A schedule of electric rates, fees and charges can be obtained at www.cityofmarshall.com. The rates, fees and charges may from time to time be revised to

provide sufficient system revenues to provide for the expenses of operating and maintaining the system, to pay the principal of and interest on the bonds, and to pay other obligations of the system.

In case of the insufficiency of these revenues, the principal of and interest on the bonds shall be payable from the general funds of the City lawfully available for such purposes including property taxes levied within existing charter, statutory and constitutional limitations.

RIGHT OF REFERENDUM

THE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A VALID PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS RESIDING WITHIN THE CITY IS FILED WITH THE CITY CLERK WITHIN FORTY-FIVE (45) DAYS AFTER PUBLICATION OF THIS NOTICE. If such petition is filed, the bonds may not be issued without an approving vote of a majority of the qualified electors of the City voting thereon.

THIS NOTICE is given pursuant to the requirements of Section 517 of Act 34, Public Acts of Michigan, 2001, as amended, and Section 5(g), Act 279, Public Acts of Michigan, 1909, as amended. Further information concerning the matters set out in this notice may be secured from the City Clerk's office.

Trisha Nelson
City Clerk, City of Marshall

3. The City Council does hereby determine that the foregoing form of notice of intent to issue the Bonds, and the manner of publication directed, is adequate notice to the electors of the City and is the method best calculated to give them notice of the City's intent to issue the Bonds, the purpose of the Bonds, the source of payment of the Bonds, the security for the Bonds, and the right of referendum of the electors with respect thereto. The City Council does hereby determine that the newspaper named for publication will reach the largest number of persons to whom the notice is directed.

4. The City may incur expenditures for the Capital Improvements prior to receipt of proceeds of the Bonds, and may advance moneys for that purpose from the general fund or funds of the City's electric system, to be reimbursed from proceeds of the Bonds when available. The Finance Director shall keep a specific record of all such expenditures.

5. The City hereby makes the following declaration of intent for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended:

(1) The City reasonably expects to reimburse itself for the expenditures described in (2) below with proceeds of debt to be incurred by the City.

(2) The expenditures described in this paragraph (2) are to pay certain costs associated with the Capital Improvements which were or will be paid subsequent to sixty (60) days prior to the date hereof or which will be paid prior to the issuance of the debt from the general fund or capital funds of the City or the City's electric system.

(3) As of the date hereof, the maximum principal amount of debt expected to be issued for reimbursement purposes, including reimbursement of debt issuance costs, is \$4,000,000 which debt may be issued in one or more series and/or together with debt for other purposes.

(4) A reimbursement allocation of the expenditures described in paragraph (2) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Capital Improvements are placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the debt to be issued for the Capital Improvements to reimburse the City for a capital expenditure made pursuant to this Resolution.

(5) The expenditures for the Capital Improvements are "capital expenditures" as defined in Treas. Reg. § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with the application of the definition of "placed in service" under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).

(6) No proceeds of the borrowing paid to the City in reimbursement pursuant to this Resolution will be used in a manner described in Treas. Reg. § 1.150-2(h) with respect to abusive uses of such proceeds, including, but not limited to, using funds corresponding to the proceeds of the borrowing in a manner that results in the creation of replacement proceeds (within Treas. Reg. § 1.148-1) within one year of the reimbursement allocation described in paragraph (4) above.

6. The City hereby requests that Bendzinski & Co., Registered Municipal Advisors with the Municipal Securities Rulemaking Board, continue to serve the City as Municipal Advisor for the Bonds to advise the City on the marketing and sale of the Bonds.

7. The City hereby requests Miller, Canfield, Paddock and Stone, P.L.C. to continue as bond counsel to the City for the Bonds. The City Council acknowledges that Miller, Canfield, Paddock and Stone, P.L.C., represents many municipal bond underwriters, banks, and financial institutions in connection with matters unrelated to issuance of the Bonds by the City.

8. The officers, administrators, agents and attorneys of the City are authorized and directed to take all other actions necessary and convenient to facilitate sale of the Bonds.

9. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Marshall, County of Calhoun, State of Michigan, at a Regular meeting held on November 2, 2015 at 7:00 o'clock p.m., Eastern Time, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act 267.

I further certify that the following Members were present at said meeting: Gerten, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams and that the following Members were absent: None.

I further certify that Member McNeil moved for adoption of said resolution and that Member Miller supported said motion.

I further certify that the following Members voted for adoption of said resolution: Metzger, Miller, Mayor Reed, Schurig, Williams, Gerten and McNeil and that the following Members voted against adoption of said resolution: None.

City Clerk

B. Snow Removal for the Marshall Regional Law Enforcement Center:

Moved Schurig, supported McNeil, to approve the bid for the snow removal services from New Horizon Property Management of Marshall in the amount not to exceed \$15,000 per year for a 2-year contract. On a roll call vote – ayes: Gerten, McNeil, Metzger, Miller, Mayor Reed, Schurig, and Williams; nays: none. **MOTION CARRIED.**

C. Request to appoint the City of Marshall Building Official and Inspector:

Moved Williams, supported Schurig, to adopt the resolution to authorize Tim Musser to act as the City of Marshall's Building Official and Building Inspector. On a voice vote - **MOTION CARRIED.**

**CITY OF MARSHALL
RESOLUTION #2015-32**

**RESOLUTION TO APPOINT TIM MUSSER AS THE CITY OF MARSHALL'S
BUILDING OFFICIAL AND INSPECTOR**

THE CITY OF MARSHALL ORDAINS:

Whereas; As part of the administration of the State Construction Code and as required under 1986 PA 54, the City of Marshall is required to have an appointed Building Official and Inspector.

Whereas; As of November 9, 2015, the City of Marshall has retained the services of Tim Musser to act as Building Official and Building Inspector and administer and enforce building codes and associated ordinances in the City of Marshall.

Whereas; To provide continuity of services it would be beneficial to appoint Tim Musser as the City of Marshall's Building Official and Inspector.

Therefore, it is resolved; That the City of Marshall appoints Tim Musser as the City of Marshall's Building Official and Inspector.

This Resolution is declared to be effective immediately upon publication.

Adopted and signed this 2nd day of November, 2015.

Jack Reed, Mayor

Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of an ordinance approved by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on November 2, 2015, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available by said Act.

Trisha Nelson, City Clerk

APPOINTMENTS/ELECTIONS

A. Marshall Area Farmer's Market Advisory Board:

Moved Miller, supported Williams, to approve the appointment of Shannon Aikins to the Marshall Area Farmer's Market Advisory Board with a term expiring October 20, 2018. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 8:17 p.m.

Jack Reed, Mayor

Trisha Nelson, City Clerk

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
9044684527	AIRGAS USA LLC	OXYGEN IND		37.17
346171	ALL PRO SOUND SALES	AV CABLE	2016.142	74.00
346170	ALL PRO SOUND SALES	AV CABLE	2016.142	148.00
346164	ALL PRO SOUND SALES	AV CABLE	2016.142	85.00
345858	ALL PRO SOUND SALES	HDMI CABLES	2016.142	326.00
345857	ALL PRO SOUND SALES	HDMI CABLES	2016.142	652.00
345850	ALL PRO SOUND SALES	AV CABLES	2016.142	326.00
345590	ALL PRO SOUND SALES	PROJECTORS/AUDIO	2016.142	1,028.00
345674	ALL PRO SOUND SALES	PROJECTORS AND AUDI FOR CONFERENCE ROOM	2016.142	2,401.50
345591	ALL PRO SOUND SALES	PROJECTORS AND AUDI FOR CONFERENCE ROOM	2016.142	1,980.00
7117	ALL RAILROAD SERVICES	2015 ELECTRIC LINE CLEARANCE- TREE TRIM	2016.041	2,140.95
7117A	ALL RAILROAD SERVICES	2015/2016 ELECTRIC LINE CLEARANCE - TRE	2016.127	2,233.05
151010600	AMBS CALL CENTER	ANSWERING SERVICE		318.60
13-930338	ARROW UNIFORM	CUST #010198-03		143.71
13-930335	ARROW UNIFORM	CUST #010198-02		54.25
13-930340	ARROW UNIFORM	CUST #010198-05		20.00
13-930339	ARROW UNIFORM	CUST #010198-06		31.23
13-930332	ARROW UNIFORM	CUST #010198-01		27.47
13-930336	ARROW UNIFORM	CUST #010198-04		62.42
388-106025-01	AUSTIN-BATTERIES PLUS	BATTERIES		102.46
225-382305	AUTO VALUE MARSHALL	EMERY CLOTH		7.69
225-381912	AUTO VALUE MARSHALL	OIL & FILTERS		124.78
225-381542	AUTO VALUE MARSHALL	SERPENTINE BELT, BELT TENSIONER		105.28
225-381714	AUTO VALUE MARSHALL	FILTER, REEL, SUPPLIES		44.77
225-381715	AUTO VALUE MARSHALL	10MJ-10FJX-10MJ		14.69
225-381709	AUTO VALUE MARSHALL	SERPENTINE BELT		35.39
225-381710	AUTO VALUE MARSHALL	MICRO-V BELTS		(38.39)
225-381639	AUTO VALUE MARSHALL	ROLO DISCS		18.49
225-381613	AUTO VALUE MARSHALL	TARP STRAP ASST		27.98
111115	BAILEY EXCAVATING INC	FINAL - JEFFERSON/MADISON STREET IMPROV	2016.025	234,514.62
16763	BDN	PRE-DEMO ASBESTOS/LEAD INSPECTION	2016.108	23,500.00
12210	CARL COMMUNICATIONS	INSTALLATION OF AUDIO AND VIDEO EQUIPME	2016.166	2,300.00
94667	CARR BROTHERS & SONS	SCREENED TOPSOIL		331.20
101615	COLLINS PROFESSIONAL	STUMP GRINDING	2016.164	2,000.00
OPMN000574	COLOSSUS, INC	SEPTEMBER 2014 SRVCS		1,000.00
OPMN000582	COLOSSUS, INC	OCTOBER 2014 SRVCS		1,000.00
MN0000002356	COLOSSUS, INC	SEPTEMBER 2015 SRVCS		1,000.00
MN0000002840	COLOSSUS, INC	NOVEMBER 2015 SRVCS		1,000.00
IN64993	CORNERSTONE OFFICE SY	CITY HALL COPER CONTRACT		253.78
IN64992	CORNERSTONE OFFICE SY	PSB COPIER CONTRACT		316.25
9952	COURTNEY & ASSOCIATES	OCTOBER SERVICES		250.00
284581	COURY, JAMES	WELDED WIRE		59.99
664670005	CRYSTAL FLASH ENERGY	FUEL NL 310		519.22
664670004	CRYSTAL FLASH ENERGY	DYED DIESEL		929.03
475287	DARLING ACE HARDWARE	GLOVES, DOOR VIEWER, GLUE COVE		24.95
475260	DARLING ACE HARDWARE	JUNCTION BOX		29.98
475334	DARLING ACE HARDWARE	PNTBRSH, WIRE BRUSH		13.47
475199	DARLING ACE HARDWARE	ULTRA DAWN, SHOWER CURTAIN, SHOWER LINE		13.47
475710	DARLING ACE HARDWARE	KEYS		1.99
475551	DARLING ACE HARDWARE	HP ULTRA 5 GAL MIX		175.98
475539	DARLING ACE HARDWARE	BACKPACK BLOWER		399.96
475550	DARLING ACE HARDWARE	BACKPACK BLOWER		399.96
102315	DEFOREST BROTHERS CON	CONCRETE DRIVEWAY & SIDEWALK SECTIONS	2016.090	8,500.00
INV23284	DORNBOS SIGN INC	SGNS		951.20
3154441	EDWARDS INDUSTRIAL SA	SUPPLIES		3.97
262729	ELHORN ENGINEERING CO	CARUS 4500	2016.019	3,320.00
S101619593.001	ETNA SUPPLY	PIPE		16.27
S101615269.001	ETNA SUPPLY	PIPE		35.64
MIMA162770	FASTENAL COMPANY	TISSUE		27.57
MIMA162821	FASTENAL COMPANY	SUPPLIES		7.90
MIMA62963	FASTENAL COMPANY	T-ROD, PIPE PEAR HNGRS		9.45
MIMA162717	FASTENAL COMPANY	JANITORIAL SUPPLIES		47.55
MIMA162686	FASTENAL COMPANY	WELDING GLASSES		49.52
MIMA162963	FASTENAL COMPANY	SUPPLIES		9.45
MIMA162743	FASTENAL COMPANY	CABLE TIES		5.09
MIMA162731	FASTENAL COMPANY	DRILL BIT		5.45
1062	FIELDS ELECTRIC LLC	RUN 220 CIRCUIT TO MINI SPLIT UNIT ON R		585.00
15-1033	FIRST DUE	INSULATED RUBBER FIRE LUG		187.50
15-944	FIRST DUE	INSULATED RUBBER FIRE LUG		375.00
102815-CH	FIVE STAR UNDERGROUND	SPRINKLER WINTERIZING AT CITY HALL		75.00
102815-REC	FIVE STAR UNDERGROUND	SPRINKLER WINTERIZING		75.00
102815-BF	FIVE STAR UNDERGROUND	BROOKS FOUNTAIN SPRINKLER WINTERIZING		75.00
102815-CP	FIVE STAR UNDERGROUND	CARVER PARK SPRINKLER WINTERIZING		75.00
102815-MA	FIVE STAR UNDERGROUND	MICHIGAN AVE SPRINKLER WINTERIZING		75.00
102815-PSB	FIVE STAR UNDERGROUND	PSB SPRINKLER WINTERIZING		75.00
102815-DT	FIVE STAR UNDERGROUND	DOWNTOWN SPRINKLER WINTERIZING		75.00
1596	GLGC PLUMBING COMPANY	INSTALL DRAIN LINE		535.00
1041	GRAHAM OUTDOOR SERVIC	2015 LAWN MOWING AT CITY BUILDINGS	2015.290	330.00
9871577939	GRAINGER	SUPPORT BRACE		47.85

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
20150610	GRP ENGINEERING INC	ENGINEERING SERVICES FOR BREWER STREET	2016.161	25,000.00
17252027	GUARDIAN ALARM	NEW COMMERCIAL FIRE ALARM AT MRLEC	2016.067	895.00
17254218	GUARDIAN ALARM	MONITORING AT MH - NOV 2015		36.31
937540	GWIN, DARWIN	MOW BROOKS NATURE AREA & DISPOSE OF GAR		150.00
937541	GWIN, DARWIN	BRUSH HOG PARKING LOT FOR TRICK OR TRAI		75.00
9628133	HACH COMPANY	RCC POCKET COLORIMETER W/CERT		265.99
1176	HARVESTER FLOWER SHOP	DOUG WEBB		45.50
77384	HERMANS MARSHALL HARD	SAWZALL BLADES		15.49
77355	HERMANS MARSHALL HARD	LEAF BAGS		26.97
77369	HERMANS MARSHALL HARD	CONNECTORS, HEAT SHRINK		15.75
77359	HERMANS MARSHALL HARD	ELECTRIC HEATER		99.99
77392	HERMANS MARSHALL HARD	REFLECTIVE PLATE, LETTERS		19.94
77401	HERMANS MARSHALL HARD	BATTERIES		17.99
7106	HOEKSTRA ROOFING COMP	PSB SERVICE CALL		549.15
12488	HUNTER PRELL COMPANY	RPR BACKFLOW ON PRESSURE WASHER		205.04
37114-IN	HYDROCOP	INSPECTION & REPORTING SERVICES - CROSS		395.00
2944187	IIX INSURANCE INFORMA	MOTOR VEHICLE REPORTS		41.55
MN0000002819	INTERACT PUBLIC SAFET	OCTOBER 2015 SRVCS		1,000.00
102015	ISAAC & SONS	APT #419 CLEANED		70.00
98904	J & K PLUMBING SUPPLY	COUPLING		6.84
98862	J & K PLUMBING SUPPLY	P TRAP		2.09
98876	J & K PLUMBING SUPPLY	SUPPLIES		20.01
98853	J & K PLUMBING SUPPLY	SUPPLIES		64.28
99027	J & K PLUMBING SUPPLY	MANSFIELD VALVE SEAL		4.92
103115	JIMMY'S JOHNS	SERVICES AT FARMERS MARKET		111.25
102515	K-MART	OCTOBER CHARGES		245.80
510113	KAR LABORATORIES INC	BIO-SOLIDS ANALYSIS		305.00
112	KATZ ROOFING AND SIDI	CITY HALL ROOF REPLACEMENT	2016.122	37,710.00
28956	LAKELAND ASPHALT CORP	BITUMINOUS AGGREGATES		108.58
28943	LAKELAND ASPHALT CORP	BITUMINOUS AGGREGATES		108.04
1037027	LEGG LUMBER	BLACKTOP PATCH		14.15
1036975	LEGG LUMBER	OSB		19.98
31231	MAIL MANAGEMENT INC	INK CARTRIDGE		228.00
31069	MAIL MANAGEMENT INC	FOLDER/INSERTER MAINTENANCE RENEWAL		830.00
15443	MARSHALL TIRE CITY	MISC PARTS FOR TRAILER		527.96
15462	MARSHALL TIRE CITY	TRUCK TIRE		203.04
7238	MARSHALL WELDING & FA	REBUILD LEAF LOADER	2016.154	19,090.00
IN09930	MESSICK'S LANCASTER T	LEAF LOADER PARTS	2016.168	1,727.81
R105002801:01	MIDWEST TRANSIT EQUIP	LIFT REPAIR FOR DART		93.75
1298005	MILLER CANFIELD PADDO	GENERAL EMPLOYMENT MATTERS		302.50
793	MUNETRIX LLC	LEVEL 3 MUNICIPAL LICENSE - YEAR 3 OF 3		1,652.05
1118C	MUNICIPAL ADVISORY CO	OVERLAPPING DEBT INFO FOR CALENDAR YEAR		100.00
6274337	MY ALARM CENTER	MONITORING SERVICES		129.75
79928-IN	ODB COMPANY	CLEAR URETHANE HOSE		566.39
560160	OFFICE 360	LETTER OPENER, DIVIDERS		13.36
554841B1	OFFICE 360	DATE STAMP		35.99
560991	OFFICE 360	PENS, MARKERS, INKARTGS, TONER, CLIPS		425.44
560961	OFFICE 360	LABELS		227.94
561259	OFFICE 360	CALENDAR		14.99
551511	OFFICE 360	TONER, NOTES, BATTERIES		339.95
566272	OFFICE 360	PENCILS, TONER		71.52
2744	PARRISH EXCAVATING	ROCK REMOVAL AT RICE CREEK DAM- PER PRO	2016.105	2,800.00
48235	PCS MOBILE	PANASONIC TOUGHPADS	2016.135	4,990.00
44658	PEERLESS MIDWEST INC	WELL TESTING AND #1 WELL CHECK VALVE RE	2016.155	3,104.00
5970558	POWER LINE SUPPLY	2 HOLE LUG		338.73
5970549	POWER LINE SUPPLY	MESSENGER DEAD END		121.35
5969728	POWER LINE SUPPLY	E295.5	2016.106	2,415.00
5969220	POWER LINE SUPPLY	TESTING GLOVES, GLOVES, SLEEVES		909.25
8970451	POWER LINE SUPPLY	LOW VOLT GLOVES		168.00
5969778	POWER LINE SUPPLY	100 AMP CUT-OUT	2016.159	2,351.50
5968512	POWER LINE SUPPLY	FR BEANIE HATS		56.25
6909	QUALITY ENGRAVING SER	SPONSOR PLAQUES		222.00
8593	R-S TRUCK & DIESEL, I	TRUCK #306 OIL LEAK REPAIR		1,493.39
16592	RC SYSTEMS INC.	SOFTWARE ANNUAL SUPPORT CONTRACT	2016.169	3,720.75
626306-00	RESCO	CREDIT FOR LIGHT POL FOUNDATION & INSTA		(4,056.70)
70577630	ROSE PEST SOLUTIONS	BEDBUGS - CANINE SERVICE		250.00
746060	SD MYERS	OIL TESTING- AT POWERHOUSE	2016.160	1,817.00
105274	SHAFFER REDI-MIX INC	LIMESTONE		570.00
1046	SMITH'S PAINTING & HO	PAINT #409		340.00
91919	SMORACY LLC	TEETH, NUTS		1,379.17
21063-1115	SPARTAN STORES	CUST # 021063 NOV CHARGES		523.28
17033	STANDARD PRINTING & O	TOWN CRIER NOVEMBER		355.78
17074	STANDARD PRINTING & O	BUSINESS CARDS FOR DE ST AUBIN & MUSSER		65.62
16536	STANDARD PRINTING & O	BUSINESS CARDS - TOM SCOTT		51.36
16849	STANDARD PRINTING & O	WALL SIGN		15.90
93544	TRI AIR TESTING INC	AIR ANALYSIS		164.00
79995	TROUP ELECTRONICS INC	RADIO SYSTEM MOVED, RPLCMNT RADIO		1,280.00
786189	USA BLUEBOOK	FLANGE GASKET, BEND FLANGE, BEND		90.17
787128	USA BLUEBOOK	DUCTILE IRON BEND		153.36

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APPROVAL LISTING FOR CITY OF MARSHALL
EXP CHECK RUN DATES 11/14/2015 - 12/25/2015
UNJOURNALIZED OPEN
BANK CODE: MAIN

Page: 3/3

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
790891	USA BLUEBOOK	DEEP SOCKET		48.01
778887	USA BLUEBOOK	POWER PILLOWS		127.56
530518	WALTERS-DIMMICK PETRO	5W40 SYNTHETIC		1,270.89
38159	WEST MICHIGAN LAWN SE	MH SPRINKLER SYSTEM SERVICE CALL		367.00
				419,869.42

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APPROVAL LISTING FOR CITY OF MARSHALL
 EXP CHECK RUN DATES 10/26/2015 - 10/30/2015
 UNJOURNALIZED OPEN
 BANK CODE: MAIN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
102515	BALLARD, FRANK R	INSPECTOR COMMISSION		2,071.50
10/29/2015	BEDIENT, JOHN	UB refund for account: 2701940000		214.04
203940621415	CONSUMERS ENERGY	1000 0916 3435		65.80
204741575739	CONSUMERS ENERGY	1030 1580 0248		136.33
204296606636	CONSUMERS ENERGY	1000 6710 1772		14.06
203940621414	CONSUMERS ENERGY	1000 0916 3203		39.63
204118611677	CONSUMERS ENERGY	1030 0915 7670		14.55
205987491728	CONSUMERS ENERGY	1000 0759 4680		19.81
204474577513	CONSUMERS ENERGY	1030 1352 1119		14.06
203940621416	CONSUMERS ENERGY	1000 0916 3708		15.11
601008595562	CONSUMERS ENERGY	1030 1852 0884		27.40
102515	CUNNINGHAM, DAVE	ELECTRIAL INSPECTOR COMMISSION		40.00
102515	DEVENEY, JAMES R	INSPECTOR COMMISSION		170.00
424	DOWNING, IZAC	UMPIRE FORFEIT FEE		48.00
10/26/2015	DRAKE, ROARY	UB refund for account: 100680008		41.34
10/27/2015	GOODSTEIN, RICHARD	UB refund for account: 1100500007		40.47
102515	GROSS, JOHN	INSPECTOR COMMISSION		740.00
10/27/2015	HARRINGTON, PAUL	UB refund for account: 3200230026		64.51
9421-1015	MARSHALL COMMUNITY CU	9421 - SEARS		72.90
102215	MCCOMB, GREG	HOTEL FOR FIRE CHIEF'S CONFERENCE		286.38
10/27/2015	MILLER, GREGORY & JEN	UB refund for account: 3101690004		25.88
102515	NICHOLS, JEFFREY S	INSPECTORS COMMISSION		697.60
102315	SCOTT, THOMAS	TRAVEL EXPENSE REIMBURSEMENT		115.63
38-6004708-MAR15	STATE OF MICHIGAN	38-6004708 ADDTNL SALES TAX MAR 2015		27.21
102315	VOSBURG, CHERYL	EXPENSE REIMBURSEMENT FOR TRICKS & TRAI		340.70
				5,342.91

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
10 15	21ST CENTURY CONCRETE	CONCRETE SLAB CONSTRUCTION FOR PAVILION	2016.165	2,400.00
10/30/15	BEEBE, ROSE	ENERGY OPTIMIZATION - FURNACE & A/C		615.00
11/05/2015	BYRD, JONATHAN	UB refund for account: 3101060024		70.79
103115	CALHOUN COUNTY TREASU	OCTOBER TRAILER FEES		80.00
083115	CALHOUN COUNTY TREASU	AUGUST TRAILER FEES		80.00
93015	CALHOUN COUNTY TREASU	SEPTEMBER TRAILER FEE		80.00
110515	CITY OF GRAND LEDGE	PORTION OF LEADERSHIP TRAINING WITH DR.		1,000.00
11/05/2015	CORK, BRENT	UB refund for account: 3005460028		29.81
103015	DADOW, JOHN & PATRICI	ENERGY OPTIMIZATION - FURNACE		165.00
11/05/2015	FRANTZ, TRACY	UB refund for account: 201520008		35.86
11/05/2015	HAMILTON, OLIVIA GARY	UB refund for account: 2301460008		48.12
102915	HOLIDAY INN EXPRESS -	ENERGY OPTIMIZATION - LED LIGHT BULBS		7,322.36
11/05/2015	JONES, JEREMIAH	UB refund for account: 3200400032		113.32
103015	JOSH LANKERD	TRAVEL EXPENSE REIMBURSEMENT		70.27
334891	LAKE MICHIGAN MAILERS	POSTAGE - ACCT #M323		500.00
103015	LEACH, DOUG	IMPACT SOCKETS FOR LINE DEPT		41.31
10688	LEWEY'S SHOE REPAIR	GREG MCCOMB'S BOOT ALLOWANCE		170.00
10-30-15	MACKENZIE, KATHERINE	ENERGY OPTIMIZATION - FURNACE		165.00
3507-1015	MARSHALL COMMUNITY CU	3507 - MCDONALD		728.14
3217-1015	MARSHALL COMMUNITY CU	3217 - SWISHER		303.80
S3852534.001	MEDLER ELECTRIC COMPA	RETURNED - COPPER WIRE		(448.26)
S3851994.001	MEDLER ELECTRIC COMPA	UNDERGROUND COPPER WIRE		224.63
S3851994.002	MEDLER ELECTRIC COMPA	COPPER WIRE		223.63
S3852505.001	MEDLER ELECTRIC COMPA	COPPER WIRE		320.34
S3852725.001	MEDLER ELECTRIC COMPA	600V FUSE		134.71
110215	PEERLESS MIDWEST INC	DEPOSIT REFUND LESS WATER & HYDRANT USA		151.00
11/05/2015	RAMSEY JR, ANTHONY	UB refund for account: 2900450032		9.61
249-004840070	REPUBLIC SERVICES #24	ACCT #3-0249-1022021		1,445.64
11/05/2015	RITCHIE, ERIC	UB refund for account: 2901330012		19.11
11/05/2015	SIMS, ALICE	UB refund for account: 1300440007		55.04
938134	STATE OF MICHIGAN	ANNUAL STATE FEES	2016.163	2,843.49
38-6004708-10-2015	STATE OF MICHIGAN	38-6004708 OCT 2015 SALES TAX		25,205.78
103015	TAYLOR, JEFF	BOOT ALLOWANCE		292.46
290218403	U.S. BANK EQUIPMENT F	COPIER CONTRACT		63.67
11/5/2015	WICKARD, KYLE	UB refund for account: 3005840030		65.27
11/2015	WILSON SR, HAROLD	UB refund for account: 800940033		27.48
11/05/2015	YOUSIE, IOSIF	UB refund for account: 2900840040		52.51
				44,704.89

Marshall Area Farmers' Market Annual Report to the City Council

Overview

- City Council Establishes Advisory Board October 20, 2014 to implement plan provided by study committee
- Organization activity and hiring of Market Manager early 2015
- Selected 125 West Green for new location
- Created a logo and branding materials including signage
- Market opened at new location on May 16, 2015
- Market closed on October 31, 2015

Accomplishments

- Secured \$29,000 in sponsorships, grants, and individual donations.
- Improved the site with addition of seating, bike rack, shed/office construction, electricity, water
- Secured vendors growing from previous year's estimate of 27 vendors to 69 vendors by season end.
 - 34 were contract vendors; 35 were daily vendors
 - 37 vendors were new
- Vendors completing the survey at year end reported
 - 63% reported that their sales increased a more than 25%
 - 36 % increased more than 50%
 - 9% reported that sales increased more than 100%
- Customers reported spending:
 - 42% spend \$25 or less a market visit (27 customers)
 - 42% spend \$26 to \$45 a market visit (27 customers)
 - 15% spend \$46 to \$85 a market visit (10 customers)
- 56% of the 67 customers surveyed report they shop the market every week. Another 30% shop twice a month.
- Designed and implemented an aggressive marketing & advertising plan. The most effective were:
 - Word-of-mouth
 - Ad-visor & Chronicle ads and features
 - Facebook. (Started with 833 likes and ended season with 2343)
 - Saw the site
 - Shopped the market previously
- Achieved an average customer count of 825 per day with 8 days exceeding 1100 customers.
- Surveys of both vendors and customers were conducted and very positive with satisfaction of most categories around rating market in the 85% bracket of those surveyed.

Improvements Needed

- Surveys indicate that customers suggest the following improvements:
 - Would like vendors to accept credit cards
 - Add seating
 - Add low income discount programs
 - Provide more entertainment

Financial

The report reflects the market season January 2015 through October 2015 and is unaudited.

Current positive balance set aside for 2016 market expenses to be incurred in city fiscal year budget.

\$1500 of the Marshall Community Foundation Funds have not yet been expensed.

Seasonal Income

Vendor Fees	7,842
Fund Raising	29,000
Merchandise Donations	767
Interest	7
TOTAL INCOME	37,615

Season Expenditures

Payroll	4,808
Supplies	2,308
Utilities	764
Marketing	4,881
Merchandise	769
Training	317
Capital Improvements	11,961
TOTAL EXPENDITURES	25,808
NET INCOME	11,807

Future Plans

- Research the programs available that provide discounts for low income families purchasing at farmers' markets.
- Explore option for a Winter Market to secure additional income for market
- Review last season and make any necessary adjustments and/or improvements to rules and/or procedures for improved efficiencies in the market management.
- Determine best use for remaining Foundation funds.
- Begin consideration / need for a pavilion.



ADMINISTRATIVE REPORT
November 16, 2015 City Council Meeting

REPORT TO: Honorable Mayor and City Council
FROM: Kristin Bauer, Director of Public Services
Tom Tarkiewicz, City Manager
SUBJECT: Professional Engineering Services North Drive
Reconstruction and Monroe Street Paving, MDOT
Small Urban Grant Project

BACKGROUND: The Michigan Department of Transportation (MDOT) Small Urban Grant program will be providing \$375,000 of grant funding and the City will be responsible for \$93,750 in matching construction funds. MDOT requires very specific requirements and all projects must go through the State's Local Agency Project (LAP) group. LAP's requirements change constantly making it difficult for municipalities to stay current with the requirements, thus using consultants becomes economical for these grant projects.

Request for Proposal's (RFP) were sent to six consultants with five returning proposals on November 9, 2015. Below is a breakdown of the RFP's received.

Firm	Design Engineering	Staking
C2AE Lansing	\$31,710	Unknown
CEI, Inc. Battle Creek	\$19,412	\$9,996
Wightman St. Joseph	\$30,280	\$6,300
Stantec Ann Arbor	\$36,284	\$14,400
Rowe Flint	\$26,900	\$5,000

RECOMMENDATION: It is recommended the City Council approve the proposal from Civil Engineers, Inc. (CEI) of Battle Creek for Engineering Design Services in an amount, not to exceed, \$17,442 plus an additional \$1,970 for a total of \$19,412, should sidewalk on the north side of North Drive be deemed feasible. Construction Services will not be awarded as

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

City Staff shall obtain the training to complete the Field Manager work required by MDOT. It is recommended to award construction staking in an amount, not to exceed \$9,996 as part of this contract.

FISCAL EFFECT: To appropriate an amount, not to exceed, \$19,412 from the Major Streets Capital Outlay budget 202-900-970.00 for Engineering Design Services and an additional amount for Construction Staking in an amount not to exceed \$9,996.

ALTERNATIVES: As suggested by Council.

CITY GOAL CLASSIFICATION:

GOAL AREA 4. INFRASTRUCTURE

Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

Respectfully Submitted,



Kristin Bauer, P.E.
Director of Public Services



Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
November 16, 2015 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council
FROM: Kristin Bauer, Director of Public Services
Tom Tarkiewicz, City Manager
SUBJECT: Professional Engineering Services – Bridge Replacement on South Marshall Ave over the Kalamazoo River

BACKGROUND: The Michigan Department of Transportation (MDOT) Local Bridge Advisory Board has approved grant funding (FY 2016) for the South Marshall Ave Bridge over the Kalamazoo River for total replacement. The grant will provide a maximum of \$2,530,000 in funds with the City responsible for matching 5% of the construction cost. The City must pay all expenses for design engineering and submit this project for review through the State's Local Agency Project (LAP) group.

In 2009, DLZ was approved by the City Council for design of this bridge in an effort to secure funding through another funding source. Currently we have design completed to 80%, however with changes in specifications, standards and other State Agency requirements some of the previous work has to be updated.

A proposal was requested from DLZ as much of the preliminary work can be reused. DLZ has provided a lump sum fee of \$39,602.36 to update the current drawings, update current flow models required by MDEQ, assist in obtaining all required clearance letters from various state and federal agencies, as well as other engineering assistance and design.

RECOMMENDATION: It is recommended the City Council approve the fee from DLZ of Lansing for Professional Engineering Services in an amount, not to exceed \$39,602.36.

FISCAL EFFECT: To appropriate an amount, not to exceed \$39,602.36 from the Major Streets Capital Outlay budget 202-900-970.00 for Professional Engineering Services.

ALTERNATIVES: As suggested by Council.

CITY GOAL CLASSIFICATION:

GOAL AREA 4. INFRASTRUCTURE

Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

Respectfully Submitted,

Kristin Bauer, P.E.
Director of Public Services

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.
Marshall, MI 49068
p 269.781.5183
f 269.781.3835
cityofmarshall.com



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

November 6, 2015

Ms. Kristin L. Bauer, P.E.
Director of Public Services
City of Marshall, Public Services Building
900 S. Marshall Avenue
Marshall, MI 49068

RE: Proposal for Professional Engineering Services
Bridge Replacement on S. Marshall Avenue over the Kalamazoo River

Dear Ms. Bauer:

Thank you for meeting with us September 29, 2015, to review the status of the design efforts completed in 2009 for the replacement of the S. Marshall Avenue over the Kalamazoo River Bridge. DLZ has a previous contract with the City of Marshall (City) from 2008 with budget remaining that we propose not using for this effort. We instead propose amending that contract to complete the bridge design and development of bid documents for the bridge replacement with coordination and bidding through the Michigan Department of Transportation's (MDOT) Local Agency Bridge (LAP) Program.

Our goal is to utilize as much of the early design efforts as possible. The plans and design will be updated to current Load and Resistance Factor Design (LRFD) and MDOT standards. The proposed structure will remain a three-sided culvert. Below is a description of proposed services and fees for the S. Marshall Avenue Bridge project based upon a proposed MDOT a November 2016 letting.

DESCRIPTION OF PROPOSED SERVICES

TASK I – SURVEY

The original topographic and hydraulic surveys were obtained in January 2009. We propose reusing the survey and hydraulic cross-sections obtained. We anticipate pick-up survey along the waterline at the bridge (to help determine the existing scour limits) and along S. Marshall Avenue (to determine recent HMA paving limits). We assume that the Right-of-Way (ROW) description will be given to DLZ to verify the ROW limits on the 2009 preliminary drawings. The surveyors will review the legal description or drawings provided by the City and will incorporate it into our survey base file.

TASK II – TYPE, SIZE, AND LOCATION (TS&L) PLAN

DLZ will update the 2009 TS&L Plans to current MDOT specifications and standards. If necessary, based upon the scour limits, the structure length may be increased to span the waterway opening. We will gather discharge flow information from the Michigan Department of Environmental Quality (MDEQ) in order to update the hydraulic and scour analyses. The HEC-RAS analysis files created in 2009 will be updated with the current flood event flows and corrected for any bridge opening modifications. The United States Army Corps of Engineers (USACE)/MDEQ Joint Permit Application will be revised to the current application, updated and submitted.



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Mr. Kristin L. Bauer, P.E.
City of Marshall
S. Marshall Avenue over the Kalamazoo River
November 6, 2015
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In February 2009, the State Historic Preservation Office (SHPO) stated that the proposed bridge replacement project will have an “adverse effect” on the structure, which appears to meet the criteria for listing in the National Register of Historic Places. MDOT stated in 2015 that because this bridge is receiving 100% state funding, SHPO coordination is not required. However, they recommend that the City and DLZ work with SHPO and attempt to satisfy their criteria as much as possible. DLZ has included three hours of coordination with SHPO to receive feedback on design recommendations to maintain a historical appearance of the new bridge during the TS&L plan phase. Any additional effort for SHPO coordination will be considered additional work. DLZ will halt work at the budgeted hours, notify the City, and seek approval by the City for continue work for an additional cost.

Because utilities are present in the project vicinity and critical to the success of the project, we propose holding a separate Utility Coordination Meeting during the TS&L phase. DLZ will prepare an agenda, invite attendees, and distribute meeting minutes.

DLZ assumes we will receive updated traffic counts from the City to use to verify that the proposed cross-section is adequate.

The TS&L submittal will satisfy the requirements established by MDOT LAP that includes (but are not limited to) plan and profile views of the bridge and roadway, structure cross-section, approach roadway cross-section, and hydraulic analysis of the proposed structure option. DLZ will submit to the City and MDOT a TS&L Plan for review by May 9, 2016.

TASK III – PRELIMINARY PLANS

During this stage of design, our staff will update the 2009 Preliminary Plans to include a Title Sheet, Project Information Sheet, Note Sheet, Detour Sheet, Plan of Site Sheet, Soil Boring Log Sheet, and Plan of Structure Sheets. The Preliminary Plans will be submitted to the City for review and comments prior to submittal to MDOT. Preliminary Plans will be distributed to all applicable parties.

The 2009 geotechnical drilling information will be utilized. Our subconsultant, Testing Engineers & Consultants, Inc., will re-evaluate the geotechnical recommendations based upon current American Association of State Highway and Transportation (AASHTO) and MDOT design criteria.

The Preliminary Plan submittal will include utility locations, contact information, and relocation information. This information will also be included in a Notice to Bidders for Utility Coordination. This information will be based upon the Utility Coordination Meeting held during the TS&L phase.

During this phase, our staff will prepare the Programming Application. A Categorical Exclusion (CE) checklist located on pages 4 and 5 of the Program Application will be used for environmental clearance. Our staff will prepare the CE checklist. Related to this, we have assumed based upon our 2009 investigation that there are no social or economic issues that require individual/specialized evaluations/analysis. Our qualified biologist will review Fish and Wildlife Service (FWS) and Michigan Natural Features Inventory (MNFI) websites and conduct a field visit to determine if federally listed endangered species or habitat exists within the vicinity of the project. A letter documenting the findings will be placed in the file. We assume no further FWS or



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
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Mr. Kristin L. Bauer, P.E.
City of Marshall
S. Marshall Avenue over the Kalamazoo River
November 6, 2015
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Michigan Department of Natural Resources (MDNR) coordination will be required. The City shall provide DLZ with any relevant Federal Energy Regulatory Commission (FERC) documents pertaining to the adjacent areas of the Kalamazoo River for DLZ's use in our determination of impacts from this project.

The Preliminary Plan submittal also includes a preliminary engineering cost estimate based on major items of work, special provisions, and the Frequently Used Special Provisions, Supplemental Specifications, and Notice to Bidders (FUSP/NB/SS) checklists. If necessary, any design exceptions will be prepared and submitted at this stage. Based on the anticipated project schedule, Preliminary Plans will be submitted to the City for review by June 6, 2016. This submittal will be posted on our FTP site with hard copies sent as requested. The Preliminary Plan submittal will be provided to MDOT by June 13, 2016.

Our staff will attend the GI Meeting with MDOT and the City. We will send invitations to the GI Meeting to the MDOT Transportation Service Centers (TSC), utilities, and any other parties. We will include copies of the plans and specifications.

TASK IV – FINAL PLANS

The final plan phase will incorporate any comments from the GI Meeting and the completion of the design plans, specifications, and engineer's estimate of cost. It will include the completed Program Application, design exceptions (none anticipated), coordination clauses, progress schedule, special provisions, engineer's estimate of cost, final plans, maintaining traffic provisions, and MDOT detour permit.

As a part of our Final submittal, we will review the Program Application ROW Attachment B and/or A that must be signed by the City. Our staff will verify all clearance letters and restrictions from the MDEQ, FWS, and SHPO are addressed. Tree removal restrictions are now in place to protect the Northern Long-Eared Bat as well as the Indiana Bat. The plans and Progress Clause will include any tree removal restrictions as well as any other project restrictions from the MDEQ, FWS, and SHPO.

We will verify all permit applications have been submitted and permits received. If the MDEQ/USACE Joint Permit has any work restrictions, our staff will include these items in the Progress Clause and the anticipated project construction schedule.

We have included eight hours of design effort to coordinate the relocated water main. We have also included eight hours of effort to incorporate SHPO comments into the Final Plan package. Any additional effort for water main and SHPO coordination will be considered additional work. DLZ will halt work at the budgeted hours, notify the City, and seek approval by the City for continuing work at an additional cost.

We assume any changes in the roadway HMA pavement cross-section will be provided by the City. No pavement design has been included in this proposal.

The Final Design package will be signed and sealed by a Professional Engineer registered in Michigan. We propose to submit the Final Plan submittal to the City on or before August 12, 2016, and to MDOT by August 19, 2016. This submittal will be posted on our FTP site with hard copies sent as requested.



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
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Mr. Kristin L. Bauer, P.E.
City of Marshall
S. Marshall Avenue over the Kalamazoo River
November 5, 2015
Page 4 of 4

Upon receipt of the draft proposal and any MDOT LAP review comments, we will revise the Final Plan submittal to resolve any comments. Our staff will forward the necessary revised documents to the MDOT LAP Staff Engineer who will prepare and process the final proposal package for the MDOT letting. The Final Deliverables (E-Proposal) will be submitted to MDOT in a timely manner.

While the project is in the advertisement period, we will work with the City and MDOT to coordinate the response to bidders inquiries or requests for additional information received by the MDOT LAP Staff Engineer.

TASK V – SERVICES DURING CONSTRUCTION

All shop drawings will be reviewed and approved by our staff. If there are any issues that arise during construction, our staff will assist the City in resolving them. We have included a total of 20 staff hours for construction phase services.

ADDITIONAL SERVICES

DLZ can load rate the as-constructed structure in accordance with National Bridge Inspection Standards (NBIS) and MDOT requirements. The load rating would be completed and the results added to the Structure Inventory and Appraisal (SIA) form, load rating assumption form and load rating summary form for the bridge. DLZ can complete the initial, post-construction bridge inspection of the as-constructed bridge in accordance with NBIS and MDOT requirements. Ms. Belill is a Qualified Team Leader (QTL) and has successfully completed MDOT workshops and National Highway Institute (NHI) training in bridge inspection. Ms. Belill can update the Bridge Safety Inspection Report, SIA, and load rating assumption and summary forms through MiB^{ridge}.

FEES

For performing the herein described services, DLZ proposes a lump sum fee of Thirty Nine Thousand Six Hundred Two and 00/100 Dollars (\$39,602.36). The enclosed Derivation of Cost Proposal is attached detailing the staff hours and hourly rates used to calculate this proposed fee.

We are pleased to submit this proposal and look forward to working with you on this project. If you have any questions or need additional information, please contact our office.

Very Truly Yours,

DLZ MICHIGAN, INC.

Manoj Sethi, P.E.
President

MS/tnb/elh

Enclosure

V:\Opportunities\Lansing\2015\Transportation\{LN15029222} South Marshall Rd. over Kalamazoo River\2015_11_06 Proposal letter.docx



DERIVATION OF COST PROPOSAL

MANHOUR ESTIMATION FOR DESIGN SERVICES

PROJECT NUMBER:	PROJECT DESCRIPTION: S. Marshall Ave over Kalamazoo River
PRIME CONSULTANT: DLZ	CLIENT: City of Marshall

DIRECT LABOR:

Classification	Person Hours	x	Hourly Rate*	=	Labor Cost
Project Manager	92		\$38.00		\$ 3,496.00
QM/QC Engineer	26		\$47.00		\$ 1,222.00
Bridge Engineer	102		\$35.00		\$ 3,570.00
Road Engineer	21		\$37.15		\$ 780.15
CADD Tech	88		\$28.85		\$ 2,538.80
Wetland Evaluator	16		\$47.15		\$ 754.40
Surveyor	12		\$43.85		\$ 526.20
Total Hours	357				
				Subtotal	\$ 12,887.55
					\$ 515.50
				Total Labor	\$ 13,403.05

*Labor escalation cost of 4% added for work in 2016.

OVERHEAD:

\$13,403.05	x	159.47%	=	Total Overhead	\$ 21,373.85
				Subtotal	\$ 34,776.90

DIRECT EXPENSES:

Geotechnical (TEC)	\$ 1,000.00
	Total Direct Expenses \$ 1,000.00

FIXED FEE:

\$34,776.90	x	11.0%	=	Total Fixed Fee	\$ 3,825.46
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TOTAL LUMP SUM COST \$ 39,602.36



ADMINISTRATIVE REPORT
November 16, 2015 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Natalie Dean, Director/Assistant City Manager
Tom Tarkiewicz, City Manager

SUBJECT: Request to apply for Rental Rehabilitation grant through Michigan State Housing Development Authority

BACKGROUND: Staff and the team at Revitalize, LLC have been working with three building owner's downtown over the past 6 months to get ready to file for the MSHDA rental rehabilitation grant on the upper floors of their buildings. The projects are outlined below as:

- John Costa, 131 W. Michigan Ave. (the old Chemical Bank building). The owner would like to create 2 apartments on the second floor.
- Mark Gibbs, 102 E. Michigan Ave. (above Paper & I and across Jefferson Street from the Cronin building). The owner would like to create 2 apartments on the second floor.
- Bill Mayhall & Partners, 209 E. Michigan Ave. (next door to law practice). The owners would like to create 2 apartments on the second floor and 1 apartment on the third floor.

The City applies for the MSHDA grant for the building owners and becomes the grantee if approved. The MSHDA grant would supply up to \$40,000 per apartment created (the owners fund at least 25% of the project) and the amount of this grant is projected to be \$280,000.

All apartments created will be one bedroom and approximately 800+ square feet, with the exception of the third floor apartment owned by Bill Mayhall and partners. This apartment is proposed to be 2 bedrooms and larger than the 1 bedroom apartments planned. Each of the projects will be coordinated with the State Historic Preservation Office (SHPO) to insure that all improvements meet historic guidelines.

Several communities in Michigan have used these funds to rejuvenate vacant spaces in their downtowns including Mason, Ionia, and Flint. If approved, work will begin immediately to begin the renovations. Once the newest round of projects is approved and completed, the City of Marshall will have 16 new apartments in its downtown, including 2 at the Stuart building, 7 at the Cronin Building, and the newest 7 units.

RECOMMENDATION: It is recommended that City Council approve the request for staff to apply for the Rental Rehabilitation Grant through MSHDA.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

FISCAL EFFECTS: None at this time.

CITY GOAL CLASSIFICATION:

GOAL AREA 3. HOUSING DEVELOPMENT

Goal Statement: Provide for progressive, diverse and unique housing opportunities.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,



Natalie Dean
Director/Assistant City Manager



Tom Tarkiewicz
City Manager

City of Marshall
RESOLUTION #2015 -
Approval of Submittal of MSHDA Grant Application

WHEREAS, affordable housing has been a goal of the City of Marshall, and is listed in the Master Plan and the Downtown Development Authority Plan, and;

WHEREAS, the City of Marshall, states that safe and affordable rental housing is a definite need in the City, and;

WHEREAS, the second, third, and fourth floors of the buildings located in the downtown are currently being under utilized, as it has been and continues to be very cost prohibitive to rehab these structures, and;

WHEREAS, if approved, a grant from the Michigan State Housing Development Authority would help to meet the housing needs in the City, while offering assistance to downtown property owners, and;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marshall supports the proposed Rental Rehabilitation Program for the downtown, and;

BE IT FURTHER RESOLVED that the City Council of the City of Marshall hereby approves the submission of the grant application to the Michigan State Housing Development Authority.

Ayes _____

Nays _____

Dated _____

Trisha Nelson, City Clerk

I, Trisha Nelson, hereby certify that the above Resolution No. ~~##~~ was adopted by the Marshall City Council at a Regular Meeting of the Council held on November 16, 2015.

Trisha Nelson, City Clerk

CITY OF MARSHALL BOARDS & COMMISSIONS APPLICATION

Your interest and willingness to serve the City of Marshall is appreciated. The purpose of this application is to provide the Mayor and Council with basic reference data and information pertaining to residents being considered for appointment to a City board or commission. The information supplied on this form will be available for the Mayor and Council and may be used for their deliberation concerning such appointments.

Date 10/30/15

Please type or print –

Name Kevin C. Hershock

Address 525 Brewer Street

Home Phone 269.274.3203 Work Phone _____

Fax Number _____ E-Mail Address khershock@gmail.com

How long have you lived in the City of Marshall? 17 years

Education B.S. Hillsdale College Primary Personal Interest Family

Please feel free to attach, for example, a resume, brief bio, hobbies, former committee work, etc.

Please indicate your choice(s) –

If you are interested in more than one, designate first choice (1), second choice (2), etc. (Please see reverse for information regarding each board and commission).

- | | |
|---|--|
| <p><input type="checkbox"/> Airport Board (3 yrs)</p> <p><input type="checkbox"/> Board of Review (2 yrs)</p> <p><u>4</u> District Library Board (3 yrs)</p> <p><u>2</u> Downtown Development Authority (4 yrs)</p> <p><input type="checkbox"/> Local Development Finance Authority (3 yrs)</p> | <p><u>3</u> Parks & Rec Advisory Board (3 yrs)</p> <p><input type="checkbox"/> Planning Commission (4 yrs)</p> <p><input type="checkbox"/> Sister City Committee (3 yrs)</p> <p><input type="checkbox"/> Zoning Board of Appeals (3 yrs)</p> <p><u>1</u> Farmer's Market</p> |
|---|--|

Kevin C. Hershock



525 Brewer Street • Marshall, Michigan, 49068 • Phone: 269.274.3203 • E-Mail: KHershock@gmail.com

To Whom It May Concern:

In response to your listing on the City of Marshall website, I am writing today to submit my resume for any available board position.

Currently, I am managing The Dark Horse Brewery, one of the largest and most successful breweries in the world. Through my work I hope to positively impact the local and world community. I hope to instill the importance of community in those that I encounter in order that they may live more fulfilling and passionate lives.

Previously, I founded Be A Number, an organization that allowed me to travel around the world and deliver clothing to children in need. Later, I established a bakery in the post-war zone of Gulu, Uganda in an effort to help desperate women provide for themselves. The bakery is still running and provides an income for approximately 11 women.

I hold a Bachelor of Science degree with a major in Physical Education from Hillsdale College. I have experienced many cultures and have explored many interests. I am thrilled about the opportunity to work passionately my with fellow community members. Please, feel free to contact me anytime to discuss this matter further.

Thank you very much for your time and consideration.

Kevin C. Hershock

Kevin C. Hershock

525 Brewer Street • Marshall, Michigan, 49068 • Phone: 269.274.3203 • E-Mail: KHershock@gmail.com

Objective

I desire an empowering position in a progressive work environment where I may use my experience and talents to make a positive contribution to my community and the world.

Experience

Dark Horse Brewery: Taproom Manager

August, 2014 – Present

- Work directly with the CEO and the Director of Taproom Operations to ensure the future success of the company.
- Support Taproom and Kitchen staff daily in order to create the best atmosphere for customers and employees.
- Manage customer complaints and handle any issues that arise inside of the service area.

BE A NUMBER: Founder and President

December, 2009 – June, 2015

- Donated clothing and spoke in The Pine Ridge Indian Reservation, SD., Detroit, MI., Dominican Republic, Battle Creek, MI. and Uganda, Africa.
- Immersed in Uganda, Africa for 4 months.
- Established a self-sustaining bakery in Uganda, Africa that employs 11 women.
- Built a brand through social media
- Developed, Coordinated and oversaw a Student Ambassador Program.

Hungry Howie's Pizza: Social Media and Catering Coordinator June, 2012 – January, 2015

- Increased web-site traffic growth through online ordering.
- Developed and monitored 18 Facebook and Twitter Accounts.
- Developed Social Media and YouTube Marketing campaign.
- Presented and sold products to businesses and factories in: Kalamazoo, Battle Creek, Marshall, Albion, and Belleville.

Starr Commonwealth: Youth Specialist

January, 2014 – August, 2014

- Worked closely with treatment team in constructing and maintaining treatment plans for individual youth and for the group.
- Assisted in organizing and supervising work assignments and group activities
- Performed home-life training and therapeutic activities for delinquent or neglected youth in a residential facility.
- Participated in activities involving therapeutic experiences for each youth and perform supportive record-keeping functions.

Hungry Howie's Pizza: General Manager

April, 2013 – January, 2014

- Directed and coordinated all of the day-to-day operations, which include: production, sales, scheduling, promotion, purchasing, and training.
- Reported directly to a supervisor and franchise owner.

Starr Commonwealth: Youth Specialist

November, 2012 – April, 2013

- See Above

Education

Hillsdale College Hillsdale, MI. Bachelor of Science Physical Education	2006 - 2010
Marshall High School Marshall, Michigan	2002 - 2006

Organizations

College Football	2006 - 2010
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- Developed excellent time management skills.
- Balanced a 40+-hour practice, training, competition, and travel schedule, in addition to academics.
- Received a Team Award and the All-G.L.I.A.C. Honorable Mention Award for Division II Football.

Alpha Tau Omega Fraternity	2006 - 2010
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- Served on the Executive Board.
- Coordinated and participated in campus and community-wide events that include: Charity Fundraisers, Alumni Banquets, and Community Service.