



**MARSHALL CITY COUNCIL AGENDA**

**MONDAY – 7:00 P.M.**

**September 19, 2016**

- 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. **Donation Collection Box Fees** **P. 3**  
 City Council will consider the recommendation to adopt the resolution approving the \$35.00 annual permit fee for Donation Collection Boxes.
- B. **Schedule Public Hearing – Addition of Language to Temporary Business Ordinance** **P. 5**  
 City Council will consider the recommendation to schedule a public hearing for Monday, October 3, 2016 to hear comments regarding the addition of language to the Temporary Business Ordinance.
- C. **City Council Minutes** **P. 7**  
 Regular Session..... Tuesday, September 6, 2016
- D. **City Bills** **P. 14**  
 Regular Purchases .....\$ 187,901.23  
 Weekly Purchases – 9/2/16 .....\$ 30,500.50  
 Weekly Purchases – 9/9/16 .....\$ 1,842,414.77  
 Total.....\$ 2,060,816.50

**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

**8) PRESENTATIONS AND RECOGNITIONS**

**A. Introduction of New Fire Lieutenant**

Chief Schwartz will introduce Rob Elizondo as the new Fire Lieutenant with the Fire Department.

**9) INFORMATIONAL ITEMS**

**10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION**

**11) OLD BUSINESS**



**12) REPORTS AND RECOMMENDATIONS**

**A. Cronin OPRA**

**P. 19**

City Council will consider the recommendation to adopt the resolution amending the original application completion date for the Cronin Building Development project from December 31, 2016 to December 31, 2017.

**B. Engineering Services for Hydro Dam Options**

**P. 22**

City Council will consider the recommendation to approve awarding the dam engineering services contract to the low bidder – Stantec Consulting Services in the amount of \$54,000 and have the City Clerk sign the contract.

**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 cursive script, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz  
City Manager



**ADMINISTRATIVE REPORT**  
**SEPTEMBER 19, 2016 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and City Council Members  
**FROM:** Natalie Dean, Assistant City Manager/Director  
Tom Tarkiewicz, City Manager  
**SUBJECT:** Approve fees for §156.224 Donation Collection Boxes

**BACKGROUND:** On July 18, 2016, City Council approved changes to §156.003 and §156.224 regarding Donation Collection Boxes. A portion of that ordinance allows City Council to set the non-refundable fees for annual permits (§156.224 (C) (3) (e)).

Staff is asking Council to consider a fee of \$35.00 for this annual permit fee for both profit and non-profit businesses alike. The amount is based upon logical costs associated with the required regulations on Donation Collection Boxes. The breakdown of this cost includes:

Price of sticker	\$5.00
Staff administrative time per application	\$10.00
Staff time to inspect boxes	\$20.00

**RECOMMENDATION:** Staff recommends that Council approve the \$35.00 annual permit fee for Donation Collection Boxes.

**FISCAL EFFECTS:** The amount of revenue collected for Donation Collection Boxes is minimal.

**CITY GOAL CLASSIFICATION:**

**GOAL AREA I. ECONOMIC DEVELOPMENT**

**Goal Statement:** Sustain and intensify the economic vitality of the Marshall area.

**ALTERNATIVES:** As suggested by Council.

Respectfully submitted,

Natalie Dean  
Assistant City Manager  
Director of Community Services

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  
RESOLUTION #2016 –**

**RESOLUTION ESTABLISHING DONATION COLLECTION BOX FEES**

**WHEREAS**, City of Marshall deems it necessary and appropriate to periodically review fees as certain costs are incurred in providing a service, and the intent is to set fees at an amount to recover those costs and still remain competitive with surrounding municipalities; and

**WHEREAS**, the City of Marshall now wishes to establish those fees in accordance with City policy;

**NOW THEREFORE, BE IT RESOLVED**, that the following fees in accordance with §156.224 shall be established and effective immediately;

Donation Collection Box permit fee	\$35.00 Annually
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A copy of this Schedule as amended from time to time, shall be maintained by the Marshall City Clerk.

AYES:

NAYES:

ABSTAIN:

RESOLUTION DECLARED ADOPTED.

I, Trisha Nelson, being duly sworn as the Clerk for the City of Marshall, hereby certify that foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on September 19, 2016, and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available

\_\_\_\_\_  
Trisha Nelson, Clerk



**ADMINISTRATIVE REPORT**  
**SEPTEMBER 19, 2016 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and City Council Members

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

**SUBJECT:** Schedule Public Hearing for Additional Language to  
Temporary Business Ordinance

**BACKGROUND:** With the passage of the Zoning Ordinance on September 6, 2016, Mobile Food Vending is now regulated in section 4.51. In order to avoid confusion with the Temporary Business ordinance, staff is recommending that additional language be added to the "Exemptions" section in §120.06. The suggestion is that line item (B) "*Mobile food vending shall follow the requirements in 4.51 of the Zoning Ordinance*" be added to the Temporary Business ordinance. This will direct customers to the appropriate regulations and permit system.

**RECOMMENDATION:** Staff recommends that Council set a public hearing for October 3, 2016 to hear comments regarding the addition of language to the Temporary Business ordinance.

**FISCAL EFFECTS:** There will be no fiscal changes associated with this action.

**CITY GOAL CLASSIFICATION:**

**GOAL AREA I. ECONOMIC DEVELOPMENT**

**Goal Statement:** Sustain and intensify the economic vitality of the Marshall area.

**ALTERNATIVES:** As suggested by Council.

Respectfully submitted,

Natalie Dean  
Assistant City Manager  
Director of Community Services

Tom Tarkiewicz  
City Manager

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f 269.781.3835

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**CITY OF MARSHALL  
ORDINANCE #2016-**

AN ORDINANCE TO AMEND CITY OF MARSHALL CODE, CHAPTER AND SECTION 120.06 TO INCLUDE SUBSECTION (B). THE CITY OF MARSHALL ORDAINS:

**Section 1.** That chapter and section **§120.06, Temporary Business: Exemptions** of the Marshall City Code, is hereby amended to **Add new subsection (B) as:**

“Mobile food vending shall follow the requirements in 4.51 of the Zoning Ordinance.”

**Section 2.** This Ordinance [or a summary thereof as permitted by MCL 125.3401] shall be published in the *Marshall Chronicle*, a newspaper of general circulation in the City of Marshall qualified under state law to publish legal notices. This Ordinance shall be recorded in the Ordinance Book and such recording shall be authenticated by the signatures of the Mayor and the City Clerk.

**Section 3.** This Ordinance is declared to be effective immediately upon publication.

Adopted and signed this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Jack Reed, MAYOR

\_\_\_\_\_  
Trisha Nelson, CITY CLERK

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of an ordinance approved by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on October 3, 2016, 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

**CALL TO ORDER**

IN REGULAR SESSION Tuesday, September 6, 2016 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**

Gail Monsma of First Presbyterian Church gave the invocation and Mayor Reed led the Pledge of Allegiance.

**APPROVAL OF THE AGENDA**

**Moved** Gerten, supported Schurig, to approve the agenda as presented. As presented. On a voice vote – **MOTION CARRIED.**

**PUBLIC COMMENT ON AGENDA ITEMS**

Christine Schauer, Calhoun County Treasurer, expressed to Council she was available for any questions that may arise regarding the First Right of Refusal.

**CONSENT AGENDA**

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

- A. Adopted the resolution authorizing the City Manager to designate in writing the representative for AMP related activities for the City of Marshall;
- B. Adopt the resolutions to allow the Assistant City Manager/Director of Community Services to sign the Master Agreement to allow for future funding of projects for the City of Marshall Dial-a-Ride and the Albion-Marshall Connector;
- C. Minutes of the City Council Regular Session held on Monday, August 15, 2016;
- D. Approve city bills in the amount of \$ 1,413,802.03.

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

## **PRESENTATIONS AND RECOGNITION**

None.

## **INFORMATIONAL ITEMS**

Director of Public Safety Schwartz provided event reports for the Marshall Public Schools Homecoming Parade.

## **PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION**

### **A. Zoning/Sign Ordinance:**

Natalie Dean provided background regarding the process of the Zoning Ordinance. The Planning Commission held a public hearing on July 20, 2016 and recommended that Council approve the zoning ordinance as submitted. City Council held a work session on August 15, 2016, staff went over the details on the six new sections to the ordinance and some amendments were suggested at that time.

Mayor Reed opened the public hearing to hear public comment on the Zoning/Sign Ordinance.

Richard Lindsey, on behalf of Oaklawn Hospital, thanked everyone for their hard work on the ordinance and encouraged Council to adopt the ordinance with the suggested amendments.

Hearing no further comment, the hearing was closed.

**Moved** Miller, supported Metzger, to approve the revised Zoning Ordinance, draft June 24, 2016, as recommended by the Planning Commission.

Based upon the extensive review of the proposed ordinance submitted by the Planning Commission, there are at least ten areas identified by members of the City Council that require minor modification or clarification to achieve the joint goal of the Planning Commission and City Council to update our Zoning Ordinance to address developing trends in land use and to provide a substantially more useful, and user friendly ordinance, based upon the Clear Zoning concept.

I propose that each motion be considered independently, and acted upon, before a final vote on the entire ordinance, as amended, should any of these proposals be adopted by the Council.

### **Motion 1**

**Moved** Miller, supported Williams, to amend the Matrix at page xiv, to remove the category of "urgent care." On a voice vote – **MOTION CARRIED.**

**Motion 2**

**Moved** Miller, supported Schurig, to amend Section 2.2 at pg. 2-5 to Change the definition of "Adult Day Care Facility" to add "and/or" between the words impaired and elderly, so the definition will read in its entirety as follows: *A facility which provides daytime care for any part of a day but less than 24 hours for functionally impaired and/or elderly persons through a structured program of social and rehabilitative or maintenance services in a supportive group setting other than the client's home.* On a voice vote – **MOTION CARRIED.**

**Motion 3**

**Moved** Miller, supported Williams, to amend Section 2.2 at pg. 2-24 to Change the definition of Retail Business, by deleting Business and replacing it with Establishment, so the definition will read, in its entirety as follows: Retail Establishments. A business having as its primary function the supply of merchandise or wares to the end consumer. Includes but is not limited to general merchandise and specialty shops, including home medical equipment sales and home health care services, pharmacies, and stores selling furniture, electronics, appliances, home improvement products, and other consumer goods. On a voice vote – **MOTION CARRIED.**

**Motion 4**

**Moved** Miller, supported Gerten, to amend Section 3.1.10 pg. 3-24 ix to in the B-4 district only, to change the phrase "fitness and recreation centers" to "health club and recreation centers." On a voice vote – **MOTION CARRIED.**

**Motion 5**

**Moved** Miller, supported Williams, to amend Section 3.1.10 pg. 3-24 to add as a permitted use "adult day care facility." On a voice vote – **MOTION CARRIED.**

**Motion 6**

**Moved** Miller, supported Gerten, to amend Section 3.1.10 pg. 3-24 to add as a permitted uses "assembly hall" and "club." On a voice vote – **MOTION CARRIED.**

**Motion 7**

**Moved** Miller, supported Metzger, to amend Section 4.50 (4) pg. 4-23; Signage.; to add the following language to the end of sub-paragraph A; Private-use charging stations are exempt from signage requirements.; and amend the existing language by adding "commercial" before charging station, so that this section will read as follows:

- A. Each commercial charging station space shall be posted with signage approved by the City of Marshall indicating the charging station space is only for use by electric vehicles for charging purposes. Days and hours of operations shall be included if time limits or tow away provisions are to be enforced. Private-use charging stations are exempt from signage requirements

On a voice vote – **MOTION CARRIED.**

**Motion 8**

**Moved** Miller, supported Schurig, to amend Section 4.50 (3)(B) pg. 4-23, by striking the words “solar panel” and capitalizing “Canopies” so the section will read as follows: Solar panel Canopies are permitted; these canopies shall cover only the electric vehicle charging space or spaces. Canopies must provide a clearance height of not less than 14 feet. On a voice vote – **MOTION CARRIED.**

**Motion 9**

**Moved** Miller, supported McNeil, to amend Section 4.51 (3) pg. 4-24, by striking the word “once” and replacing it with “three days” so the section will read as follows: Duration. A mobile food vending unit may be allowed to park at an approved location up to once three days per week if the applicant has satisfied all of the requirements of this Section. A vendor may seek a new approval for a location on a different property in the City within the same calendar year. On a voice vote – **MOTION CARRIED.**

**Motion 10**

**Moved** Miller, supported Williams, to amend Section 4.54 pg. 4-29 to add to the Introduction “A small residential system supplying not more than 5 kw is exempt from this chapter. Small wind energy residential systems must meet accessory structure requirements for the district.” SO it will now read in its entirety: A small residential system supplying not more than 5 kw is exempt from this chapter. Small wind energy residential systems must meet accessory structure requirements for the district. Wind energy conversion systems shall be permitted as a special land use in the POSD, FS, I-1 and I-2 districts subject to the following: On a voice vote – **MOTION CARRIED.**

**Restatement of the motion:**

**Moved** Miller, supported Metzger, to approve the revised Zoning Ordinance, draft June 24, 2016, as recommended by the Planning Commission, as amended. On a roll call vote – ayes: McNeil, Metzger, Miller, Mayor Reed,

Schurig, Williams, and Gerten; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL  
ORDINANCE 2016-07**

AN ORDINANCE TO UPDATE, AMEND AND RE-FORMAT CHAPTER 156: ZONING AND RELATED ZONING MAP AND CHAPTER 152: SIGN ORDINANCE AND ADOPT THE PROPOSED ZONING AND SIGN REGULATIONS UPDATE FOR THE CITY OF MARSHALL FOR THE PURPOSES OF INCORPORATING CLEARZONING FORMATTING AND CLARIFYING CERTAIN PROVISIONS.

THE CITY OF MARSHALL ORDAINS:

**Section 1.** That the Zoning Ordinance, along with the corresponding Zoning Map and Sign Ordinance Updates as presented to the Marshall City Council on September 6, 2016 and recommended for approval by the Marshall City Planning Commission at its regular meeting on July 20, 2016 is hereby adopted as the complete Zoning Ordinance, Zoning Map, and Sign Ordinance to be incorporated into the Marshall City Code.

**Section 2.** This Ordinance [or a summary thereof as permitted by MCL 125.3401] shall be published in full in the *Marshall Chronicle*, a newspaper of general circulation in the City of Marshall qualified under state law to publish legal notices. This Ordinance shall be recorded in the Ordinance Book and such recording shall be authenticated by the signatures of the Mayor and the City Clerk

**Section 3.** This Ordinance is declared to be effective immediately upon publication.

Adopted and signed this 6<sup>th</sup> day of September, 2016.

\_\_\_\_\_  
Jack Reed, MAYOR

\_\_\_\_\_  
Trisha Nelson, CITY CLERK

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

ordinance approved by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on September 6, 2016, 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.

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Trisha Nelson, CITY CLERK

### **OLD BUSINESS**

None.

### **REPORTS AND RECOMMENDATIONS**

#### **A. Consumer's Energy Agreement:**

**Moved** Gerten, supported Williams, to approve the agreement with Consumer's Energy regarding the Marshall House dog run area located at 310 E. Spruce Street. On a roll call vote – ayes: Metzger, Miller, Mayor Reed, Schurig, Williams, Gerten, and McNeil; nays: none. **MOTION CARRIED.**

#### **B. Vehicle Purchase Budget Amendment:**

**Moved** Williams, supported Metzger, to approve a budget amendment in the amount of \$137,409, increasing Capital Outlay – Motor Pool line item 661-898-970.00 for FY 2017. On a roll call vote – ayes: Miller, Mayor Reed, Schurig, Williams, Gerten, McNeil, and Metzger; nays: none. **MOTION CARRIED.**

#### **C. Kalamazoo River/Lake Allegan Watershed Cooperative Agreement:**

**Moved** Williams, supported Gerten, to authorize the Clerk to sign the Kalamazoo River/Lake Allegan Watershed Cooperative Agreement for the Reduction of Phosphorus Loading. On a voice vote – **MOTION CARRIED.**

#### **D. Calhoun County Treasurer – 2016 First Right of Refusal:**

**Moved** Metzger, supported McNeil, to authorize the City Manager to submit the First Right of Refusal under PA 123 of 1999 for public purpose conditioned upon negotiations with the County Land Bank for a development agreement for the former Golden Rule parcels that is acceptable to the City Manager and the City Attorney. On a roll call vote – ayes: Schurig, Williams, Gerten, McNeil,

Metzger, Miller, and Mayor Reed; nays: none. **MOTION CARRIED.**

**APPOINTMENTS/ELECTIONS**

**A. Zoning Board of Appeals Appointment:**

**Moved** Schurig, supported Williams, to approve the appointment of Victor Potter to the Zoning Board of Appeals with a term expiring March 10, 2019. On a voice vote – **MOTION CARRIED.**

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Richard Lindsey, Marshall School Board President, spoke regarding a successful first day of school for the Marshall District and thanked everyone involved for their support.

Electric Superintendent Ed Rice provided an update on the substation project.

**COUNCIL AND MANAGER COMMUNICATIONS**

**ADJOURNMENT**

The meeting was adjourned at 8:13 p.m.

\_\_\_\_\_  
Jack Reed, Mayor

\_\_\_\_\_  
Trisha Nelson, City Clerk

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
216080079	ALERT-ALL CORP	STICK-ON BADGES		250.00
SLS 10050532	ALEXANDER CHEMICAL CORP	CHLORINE	2017.030	968.00
1487	ALL RELIABLE SERVICES	(2016 LINE CLEARANCE- TREE TRIMMING CONTR	2017.089	3,604.40
1474	ALL RELIABLE SERVICES	(2016 LINE CLEARANCE- TREE TRIMMING CONTR	2017.089	3,812.80
160800760	AMBS CALL CENTER	ANSWERING SERVICE		395.64
957709-0816	ARKADIN INC	PHONE CONFERENCING		23.11
14-765164	ARROW UNIFORM	CUST #010198-03		153.28
14-765161	ARROW UNIFORM	CUST #010198-02		54.25
14-765162	ARROW UNIFORM	CUST #010198-04		55.42
14-765166	ARROW UNIFORM	CUST #010198-06		31.23
14-765167	ARROW UNIFORM	CUST #010198-05		30.02
14-765157	ARROW UNIFORM	CUST #010198-01		27.47
14-765168	ARROW UNIFORM	CUST #010198-05		490.50
14-772550	ARROW UNIFORM	CUST #010198-02		54.25
14-772553	ARROW UNIFORM	CUST #010198-03		153.28
14-772556	ARROW UNIFORM	CUST #010198-05		30.02
14-772555	ARROW UNIFORM	CUST #010198-06		31.23
14-772551	ARROW UNIFORM	CUST #010198-04		55.42
14-772547	ARROW UNIFORM	CUST #010198-01		27.47
388-106554-02	AUSTIN-BATTERIES PLUS	1000 W HPS BULBS		359.96
388-198728	AUSTIN-BATTERIES PLUS	12V BATTERIES		49.90
388-106623-01	AUSTIN-BATTERIES PLUS	LIGHT BULBS		54.90
388-199238	AUSTIN-BATTERIES PLUS	BULBS		82.75
225-398638	AUTO VALUE MARSHALL	AIR FILTERS		109.98
225-396087	AUTO VALUE MARSHALL	6 CUTOFF WHEEL		57.80
225-398075	AUTO VALUE MARSHALL	MINI FUSES, FEMALE MAXI		26.05
225-397543	AUTO VALUE MARSHALL	BLECHE WHT		3.19
225-397639	AUTO VALUE MARSHALL	12V 360 CCA, CORE CREDIT		71.99
103128	BINDER PARK ZOO	ADMISSION FEES		325.00
800320	BOSHEARS FORD SALES IN	2017 FORD EXPLORER INTERCEPTOR - POLICE-	2017.072	27,468.00
85249	BOSHEARS FORD SALES IN	11 FORD E350		32.68
84426	BOSHEARS FORD SALES IN	11 FORD E450		32.68
84829	BOSHEARS FORD SALES IN	09 FORD E450		749.52
85245	BOSHEARS FORD SALES IN	15 FORD E450		32.68
85235	BOSHEARS FORD SALES IN	11 FORD E350		52.10
82239136	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES		29.16
82240450	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES		13.09
82249799	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES		104.32
82247072	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES		702.76
700003456-0916	BRONSON HEALTHCARE	GROWRIGHT		110.00
97847	CARR BROTHERS & SONS	TROMMEL RENTAL	2017.088	3,000.00
3294	CB HALL ELECTRIC COMP	RECEPTACLE IN COPY ROOM		135.00
STREETS20170000001	CITY OF BATTLE CREEK	QUARTERLY TRAFFIC SIGNAL MAINT		228.56
151102-6	CIVIL ENGINEERS INC	NORTH DR. SURVEYING	2016.303	2,891.25
9962	COURTNEY & ASSOCIATES	MONTHLY RETAINER - AUGUST		250.00
91705	CRT, INC	SMARTNET 1 YEAR		48.00
91560	CRT, INC	CLOUD STORAGE MONTHLY BILLING		777.14
91703	CRT, INC	RECPRO UPDATE		699.00
91790	CRT, INC	SMARTNET		203.00
91789	CRT, INC	SMARTNET		55.00
91787	CRT, INC	POWER SUPPLY FOR MARSHALL2		78.00
91804	CRT, INC	3 YEAR MESSAGING GATEWAY RENEWAL	2017.084	6,360.00
91810	CRT, INC	CLOUD STORAGE		817.32
53422467	CRYSTAL FLASH MARSHALL	DYED DIESEL		160.57
53468370	CRYSTAL FLASH MARSHALL	PREM NL E10		869.75
137034	D & D MAINTENANCE SUPP	JANITORIAL SERVICES @ PSB - AUGUST	2017.057	1,664.00
137035	D & D MAINTENANCE SUPP	JANITORIAL SERVICE @ PARKS		355.00
2009668	D.E. WILLIAMS SHIELDS	6" AC STYLE SHIELDS		360.00
492711	DARLING ACE HARDWARE	DRILL BIT TURBOMAX		2.99
492709	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		1.68
492624	DARLING ACE HARDWARE	ROPE		4.99
492577	DARLING ACE HARDWARE	ARBOR, HOLE SAW		67.98
491772	DARLING ACE HARDWARE	PAINT		71.98
491700	DARLING ACE HARDWARE	SANDSCREEN		17.90
491717	DARLING ACE HARDWARE	KEY, HAND SAW		11.97
492382	DARLING ACE HARDWARE	KEY		1.99
491804	DARLING ACE HARDWARE	CARPET TRIM NAILS		1.99
491979	DARLING ACE HARDWARE	PRMR + SEALER		21.99
492081	DARLING ACE HARDWARE	PAINT		62.99
492247	DARLING ACE HARDWARE	BATTERY, CHIME DOOR WIRELS		36.96
491375	DARLING ACE HARDWARE	PAINT		15.99
491852	DARLING ACE HARDWARE	BATTERIES, V BELT		21.98
491812	DARLING ACE HARDWARE	MOTOMIX HIGH PERF, GRND CONNECTOR		93.96
EXECUIN18709	DIGITAL HIGHWAY INC	MODEMS FOR NEW VEHICLES- POLICE AND FIRE	2017.081	1,087.10
EXECUIN18711	DIGITAL HIGHWAY INC	MODEMS FOR NEW VEHICLE - FIRE TRUCK	2017.081	754.10
IN30128	DL GALLIVAN INC	COPIER CONTRACT - REC DEPT		247.22
136184	DLZ	2015-2016 BRIDGE INSPECTIONS	2016.150	837.80
136182	DLZ	ENGINEERING SERVICES FOR S MARSHALL ST B	2016.180	661.36
INV28718	DORNBOS SIGN INC	SIGNS - HANDICAP & VAN ACCESSIBLE		43.20

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
91375	ERIC DALE HEATING & AIR	SERVICE BOILERS		184.00
MIBAT233649	FASTENAL COMPANY	SUPPLIES		77.82
MIBAT233988	FASTENAL COMPANY	PAPER TOWELS		151.16
MIBAT234053	FASTENAL COMPANY	PAPER TOWELS		40.09
216496	FIRE EXTINGUISHER SERV	EXTINGUISHER RECHARGE		29.00
11-27728	GARAGE DOORS UNLIMITED	SERVICE CALL @ KETCHUM PARK RESTROOM		95.00
109947618	GLOBAL EQUIPMENT COMP	LITTER PICKUP BAG ROLLS		180.35
1054	GRAHAM OUTDOOR SERVICE	2016 LAWN MOWING CONTRACT	2016.262	1,020.00
9216881707	GRAINGER	LATCH, U.S. FLAG		74.86
1	GRAND HOTEL	2016 MPARKS GRAND EXPERIENCE - TRIP OCTO2017	085	24,485.00
10089209	HACH COMPANY	AMMONIA		450.49
INV60354	HASELBRING CLARK	COPIER CONTRACT AT PSB		160.00
79501	HERMANS MARSHALL HARDW	GLOVES		9.99
79771	HERMANS MARSHALL HARDW	LEAF BAGS		9.79
79907	HERMANS MARSHALL HARDW	WASP SPRAY		9.98
79929	HERMANS MARSHALL HARDW	50W HP BULBS		64.48
79933	HERMANS MARSHALL HARDW	TIN SNIPS		17.49
79934	HERMANS MARSHALL HARDW	KNOB, SAW BLADE		25.28
79530	HERMANS MARSHALL HARDW	COACH BLACK		39.99
79870	HERMANS MARSHALL HARDW	ELBOWS, ADAPTERS, COUPLINGS, BUSHINGS		9.64
79818	HERMANS MARSHALL HARDW	TOOL BOX, UTILITY BOX, HOSE NOZZLE		33.77
75647	HERMANS MARSHALL HARDW	SPRAY PAINT		9.98
79884	HERMANS MARSHALL HARDW	SOCKET, DUSTER		27.28
79904	HERMANS MARSHALL HARDW	BROOMS, ANGLE, CHAIN		113.50
79840	HERMANS MARSHALL HARDW	ANCHORS, SCREWS, SHELF BRACKETS, WALL PL		19.15
79836	HERMANS MARSHALL HARDW	SHELF BRACKETS, TOGGLE BOLTS, WASHERS, B		19.25
79794	HERMANS MARSHALL HARDW	BOX FANS		59.98
79838	HERMANS MARSHALL HARDW	FLASHLIGHTS		143.82
79853	HERMANS MARSHALL HARDW	ANCHORS, PKG BITS		8.21
79858	HERMANS MARSHALL HARDW	ZIP TIES, SILICONE		15.48
75653	HERMANS MARSHALL HARDW	WEED & GRASS KILLER		29.99
79842	HERMANS MARSHALL HARDW	PAINT & SUPPLIES		28.68
57894	HILTON DEVELOPMENT GRO	MOBILELOCK MONTHLY SERVICE - SEPT 2016		19.95
2016-17	HURON VALLEY ASSOC OF	TIM MUSSER - MEMBERSHIP REGISTRATION		95.00
40026-IN	HYDROCORE	CROSS CONNECTION CONTROL PROGRAM		395.00
MN0000006530	INTERACT PUBLIC SAFETY	ONLINE RMS - OCTOBER 2016		1,200.00
104031	J & K PLUMBING SUPPLY	SUPPLIES		11.36
104005	J & K PLUMBING SUPPLY	P TRAP		2.09
103621	J & K PLUMBING SUPPLY	FLUSHOMETER CLOSET VALVE		122.81
103798	J & K PLUMBING SUPPLY	SUPPLIES		8.64
104039	J & K PLUMBING SUPPLY	SUPPLIES		78.15
103931	J & K PLUMBING SUPPLY	SUPPLIES		1.53
103919	J & K PLUMBING SUPPLY	SUPPLIES		13.90
103910	J & K PLUMBING SUPPLY	SUPPLIES		59.89
104048	J & K PLUMBING SUPPLY	MEGALOC		4.76
A96242	JACK DOHENY SUPPLIES	ELBOW WELDMENT		630.59
20160808-053	JEANETTE M. DYER	DESIGN INVC, ALLEGRA INVCS FOR STICKERS,		324.92
6510	JS BUXTON	LIME	2017.031	1,152.75
305835	JUSTICE FENCE	SERVICE CALL AT MRLEC		690.00
090316	K-MART	AUGUST CHARGES		334.54
611093	KAR LABORATORIES INC	CYANIDE ANALYSIS		100.00
S105070500.001	KENDALL ELECTRIC INCOR	RDT SWITCHES		966.06
571847	KENNEDY INDUSTRIES INC	FLUORIDE SCALE AND ENGINEERING	2017.013	8,499.00
30239	LAKELAND ASPHALT CORP	BITUMINOUS AGGREGATES		221.52
1040022	LEGG LUMBER	411 S MULBERRY - OSB, SCREWS		31.97
1040712	LEGG LUMBER	80 # GRAVEL MIX		26.94
1040669	LEGG LUMBER	FLAT SCR MOULD		8.00
1040135	LEGG LUMBER	80# GRAVEL MIX		44.90
1040854	LEGG LUMBER	80# SAND MIX		24.95
1040586	LEGG LUMBER	1 X 4 PINE		21.67
1040829	LEGG LUMBER	CAULK GUN, FLASHING, SILICONE CAULK, 2X4		28.05
11821-11847	LEWEY'S SHOE REPAIR	BOOT ALLOWANCES - SWOPE & ELIZONDO		429.90
61	MAEDA	MAEDA MEMBERSHIP DUES		200.00
369944	MARSHALL ANIMAL CARE C	OFFICE VISIT FOR BINGO		161.90
3453C11831	MARSHALL MEDICAL ASSOC	ELIZONDO, SWOPE, VANDENBURG, WEBB, YODER		452.00
082616	MARSHALL PUBLIC SCHOOL	TRANSPORTATION TO MARSHALL LANES		105.20
16-104	MASA	2016 FALL TEAM REGISTRATIONS		525.00
S4016023.001	MEDLER ELECTRIC COMPAN	MARKING PAINT		130.42
S4009661.001	MEDLER ELECTRIC COMPAN	LED OUTDOOR LIGHT		194.05
M 08-16	MICHIGAN SOUTH CENTRAL	NATURAL GAS - AUGUST		1,683.71
R105003596:01	MIDWEST TRANSIT EQUIPM	2009 FORD E450		666.41
R105003927:01	MIDWEST TRANSIT EQUIPM	2008 CHEVY XPRESS CUTAWAY		741.28
R105003813:01	MIDWEST TRANSIT EQUIPM	2010 CHEVY XPRESS CUTAWAY		5,159.37
R105003994:01	MIDWEST TRANSIT EQUIPM	2008 CHEVY XPRESS CUTAWAY		2,399.04
R105004100	MIDWEST TRANSIT EQUIPM	2009 FORD E450		237.40
X105004574:01	MIDWEST TRANSIT EQUIPM	BATTERY		289.38
1331977	MILLER CANFIELD PADDOC	IRE KATHLEEN SMITH GRIEVANCE		2,172.50
131609	MODERN DINOSAUR FARM	POTATOS, EGGS, HYSSOP		52.25
568998	NYE UNIFORM COMPANY	PANTS		58.98

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
569004	NYE UNIFORM COMPANY	POLO SHIRTS		120.48
564359	NYE UNIFORM COMPANY	FIRE DEPT EMBLEMS		225.00
567612	NYE UNIFORM COMPANY	SHIRTS, BELT		152.55
567609	NYE UNIFORM COMPANY	SHIRTS		108.00
567608	NYE UNIFORM COMPANY	SHIRTS, BELTS		307.72
567611	NYE UNIFORM COMPANY	SHIRTS		84.70
75571	O'LEARY WATER CONDITIONING	AUG & SEP COOLER RENTAL, WATER		61.00
4788-140188	O'REILLY AUTO PARTS	ABSORBENT		29.96
701602	OFFICE 360	PAPER, TONER, MARKERS		50.89
701602B1	OFFICE 360	TONER		79.99
706529	OFFICE 360	SHT PROTECTOR		13.99
708175	OFFICE 360	TABS, MAILER, INK CART		72.32
699424	OFFICE 360	PAPER, TONER		165.83
1	PARRISH EXCAVATING	SHEARMAN PARK - GRADING/SIDEWALK	2017.018	14,603.80
56065810	POWER LINE SUPPLY	FOCUS ELECTRIC METERS #EA0100WX-E000 / O	2017.077	2,211.52
56066146	POWER LINE SUPPLY	OKOINITE WIRE FOR BREWER STREET SUBSTATION	2017.025	26,546.93
56065809	POWER LINE SUPPLY	METER SOCKETS		87.20
56065808	POWER LINE SUPPLY	AEL LIGHTING- LED ROADWAY LIGHTS 150 &	2017.060	1,729.16
56067462	POWER LINE SUPPLY	KIT HARDWARE FOR BREWER SUBSTATION		29.64
213116	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE	2017.033	4,234.92
874	QUALITY LAWN CARE	LAWN CARE AT AIRPORT		3,340.00
9710	R-S TRUCK & DIESEL, INC.	CHECK ENGINE OIL LEAK - '04 C7500 TRUCK		817.08
11155	RADIO COMMUNICATIONS	SERVICE PA, REPLCD PA & BATTERY CONTACTS		190.95
1049	RED HEADED HONEY	HONEY		75.00
654853-00	RESCO	CURVED WASHERS		67.50
A04120-IN	RI-TEC INDUSTRIAL PRODUCTS	BLASTER, CAMO COLLAPSIBLE CAN HOLDER		100.00
71042568	SAFETY-KLEEN	PARTS WASHER SOLVENT		194.92
090616	SERVICEMASTER OF KALAMAZOO	APT #102		485.00
21063-0916	SPARTAN STORES	AUGUST CHARGES		368.11
18836	SSI SURVEYING SOLUTIONS	LINE SURVEY/STAKING		460.00
19971	STANDARD PRINTING & OFFICE	WALL SIGN		15.90
19972	STANDARD PRINTING & OFFICE	TOWN CRIER		384.15
8040357769	STAPLES ADVANTAGE	CONDIMENT ORGANIZER		20.39
8040647182	STAPLES ADVANTAGE	SHELVING, FILE HANGERS, MONITORS, EARPLUGS		522.32
8040357769-2	STAPLES ADVANTAGE	CUISINART PROGRAMMABLE		65.00
97914857	STATE INDUSTRIAL PRODUCTS	CLEANERS, HOSE, BKT EQUIP		768.10
127260-0916	THOMAS NEIDLINGER MD	BRADSHAW, BURGH DORF, HACKER, HACKWORTH,		425.00
42163	USA BLUEBOOK	LMI PUMP WALL MOUNT ASSY		64.95
39120	USA BLUEBOOK	K-9 SUPPLIES - TRANSFER PIPET		65.02
530348985	UTILITIES INSTRUMENTATION	PEARL STREET -UPGRADE RELAYING / QUOTE #	2016.306	6,400.00
				187,901.23

APPROVAL LIST FOR CITY OF MARSHALL  
 EXP CHECK RUN DATES 09/02/2016 - 09/02/2016  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
14570911-0816	A T & T	ACCT #145970911		65.00
082516	BROWN, RICHARD	ENERGY OPTIMIZATION - LED BULB		5.00
081716	CAIN-DEROUIN, JULIE	MAA CONFERENCE TRAVEL EXPENSES		1,423.20
315122516116064	CAPITAL ONE COMMERCIA	ACCT #6004-3004-9900-5848		62.46
080216	CITY OF MARSHALL	PETTY CASH REIMBURSEMENT		36.00
REFUND	COCHRANE, TODD	REFUND 11 MONTHS OF ANNUAL LEASE		58.63
203140100147	CONSUMERS ENERGY	1000 0033 5602		273.11
83116COM	CRT, INC	T-BRICKS	2017.083	11,000.00
08/31/2016	DURANTE, LORAINÉ	UB refund for account: 3204940030		62.80
082516 GRAYBAR	GRAYBAR ELECTRIC	ENERGY OPTIMIZATION - LED LIGHTING AT L		9,307.20
1382301	GRIFFIN PEST SOLUTION	900 S MARSHALL		46.00
1382429	GRIFFIN PEST SOLUTION	1201 ARMS ST		42.00
082516	GROSS, JOHN	INSPECTION COMMISSIONS		400.00
08/31/2016	GUERRA, OLIVIA	UB refund for account: 1600570012		87.79
442	HOFFMAN, BARB	REFUND - MACKINAC TRIP		300.00
3064242	IIX INSURANCE INFORMA	MOTOR VEHICLE REPORTS		41.55
082416	LENZ, HEIDI	CDL & TESTING FEES		145.98
082616	MARSH, JACK	ENERGY OPTIMIZATION - FURNACE		150.00
9167-0816	MARSHALL COMMUNITY CU	9167 - MCCOMB		295.31
9421-0816	MARSHALL COMMUNITY CU	9421 - SEARS		142.82
4562-0816	MARSHALL COMMUNITY CU	4562 - DEAN		6.00
08/31/2016	MARSHALL INSURANCE GR	UB refund for account: 200940010		28.09
082416	MESERVEY, LYNNE	WOOD CRATES		10.59
083016	MESERVEY, LYNNE	FARM TO TABLE SUPPLIES		229.62
M 07-16	MICHIGAN SOUTH CENTRA	JULY NATURAL GAS PURCHASES		4,321.18
082516	MURRAY, ERIC	ENERGY OPTIMIZATION - LED BULB		5.00
082516	NICHOLS, JEFFREY S	INSPECTION COMMISSIONS		930.00
082216	RAMEY, CHRISTY	REIMBURSEMENT FOR POSTAGE		6.80
080716	REED, LISA	FARM TO TABLE SUPPLIES		31.19
082316	SMITH, EMILIE B	REFUND		73.00
08/31/2016	SULLIVAN, JOSHUA	UB refund for account: 3005940028		22.65
311704241	U.S. BANK EQUIPMENT F	LEXMARK CONTRACT		131.59
082616	VALENTINE, RYAN & SAR	ENERGY OPTIMIZATION - LED BULBS		59.97
443	WALLACE, JASON	REFUND - COED SOFTBALL		20.00
08/26/16	WAYNE PATTERSON TRUCK	REFUND OF DEPOSIT LESS WATER & HYDRANT		138.00
10040269-0816	WOW! BUSINESS	ACCT #010040269		509.00
10058364-0816	WOW! BUSINESS	ACCT #010058364		32.97
				30,500.50

User: ctanner  
DB: Marshall

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
106591	AD-VISOR & CHRONICLE	AUGUST ADS		517.07
2016 SMR #1	CALHOUN COUNTY TREASU	2016 SUMMER DIST #1 08/01/16--08/31/16		771,690.03
083116	CALHOUN COUNTY TREASU	AUGUST TRAILER FEES		80.00
2016 SMR #1	CALHOUN INTERMEDIATE	2016 SUMMER DIST #1 08/01/16--08/31/16		245,589.95
601009692704	CONSUMERS ENERGY	1030 1852 0884		26.91
3105195	DAIKIN APPLIED	ANNUAL MAINT AGREEMENT FOR AIR HANDLING	2016.203	3,742.00
755161548	GORDON FOOD SERVICE I	FOOD & SUPPLIES - JEFF RHODES'S RETIREM		222.23
090116	GUILFORD, JIM	ADDITIONAL PAINTING IN LOBBY @ PSB		75.00
398080	HUB INTERNATIONAL MID	AGENCY FEE 2ND OF 4 INSTALLMENTS		6,208.00
090116	JACKSON, DAVID	ENERGY OPTIMIZATION - FURNACE, A/C		315.00
2016 SMR #1	KELLOGG COMMUNITY COL	2016 SUMMER DIST #1 08/01/16--08/31/16		117,098.09
OCT CONFRNCE	MAFC	GREG MCCOMB - FALL CONFERENCE REGISTRAT		225.00
4868-0816	MARSHALL COMMUNITY CU	4868 - RICE		219.45
2016 SMR #1	MARSHALL DISTRICT LIB	2016 SUMMER DIST #1 08/01/16--08/31/16		108,302.95
2016 SMR #1	MARSHALL PUBLIC SCHOO	2016 SUMMER DIST #1 08/01/16--08/31/16		578,279.01
082916	MCDONALD, SCOTT	COMMUNITY BREAKFAST FOR 3		21.75
249-005199909	REPUBLIC SERVICES #24	ACCT #3-0249-1022021		1,101.94
46871943	WEX BANK	ACCT # 0470-00-462076-1		8,573.97
13934621-0816	WOW! BUSINESS	ACCT #013934621		35.29
14226414-0816	WOW! BUSINESS	ACCT #014226414		91.13
				1,842,414.77



**ADMINISTRATIVE REPORT  
SEPTEMBER 19 2016- CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and City Council Members  
**FROM:** Jon B. Bartlett, Finance Director  
Tom Tarkiewicz, City Manager  
**SUBJECT:** Project completion date extension for the Obsolete Property Exemption Application, 101 W. Michigan Ave., Cronin Building Development LLC.

**BACKGROUND:** The City has designated all real property and improvements at 101 W Michigan Ave as an Obsolete Property Rehabilitation District (OPRD) under the Obsolete Property Rehabilitation Act (OPRA). Under the OPRA Act, Cronin Building Development LLC, has filed an application with the City Clerk and the matter was set for public hearing and approved by Council on May 16, 2016. The City Clerk has filed the application and the resolution with the state. Cronin Building Development LLC, in its original application, stated that the project would be completed by December 31, 2016. Due to unforeseen circumstances and delays, the project completion date is now projected to be December 31, 2017. The City and Cronin LLC have also requested the same date extension from MEDC.

**RECOMMENDATION:** Staff recommends that City Council adopt the attached resolution amending the original application completion date for the Cronin Building project from December 31, 2016 to December 31, 2017.

**FISCAL EFFECTS:** None at this time.

**ALTERNATIVES:** As suggested by Council.

**CITY GOAL CLASSIFICATIONS:**

**GOAL AREA I. ECONOMIC DEVELOPMENT**

**Goal Statement:** Sustain and intensify the economic vitality and activity of the Marshall area.

**GOAL AREA 3. HOUSING DEVELOPMENT**

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

Respectfully submitted,

Tom Tarkiewicz  
City Manager

Jon B. Bartlett  
Finance Director

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

**CITY OF MARSHALL  
RESOLUTION #2016-**

**RESOLUTION TO APPROVE AN EXTENSION FOR THE OBSOLETE  
PROPERTY REHABILITATION EXEMPTION CERTIFICATE APPLICATION  
CRONIN BUILDING DEVELOPMENT LLC**

**WHEREAS**, the City of Marshall legally established the Obsolete Property Rehabilitation District (Cronin Building Obsolete Property Rehabilitation District #001) on April 20, 2015, after a public hearing held on April 20, 2015; and

**WHEREAS**, the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) does not exceed 5% of the total taxable value of the City of Marshall; and

**WHEREAS**, the application was approved at a public hearing as provided by section 4(2) of Public Act 146 of 2000 on May 16, 2016; and

**WHEREAS**, Cronin Building Development LLC, in the original application stated a project completion date of December 31, 2016; and

**WHEREAS**, Cronin Building Development LLC, has determined that due to unforeseen circumstances, completion of the project will not be completed until December 31, 2017; and

**WHEREAS**, Cronin Building Development LLC, respectively asks the Marshall City Council to grant an extension (and amend the application) for a project completion date of December 31, 2017.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Marshall, that Cronin Building Development LLC, is granted a project completion date extension; extending the original application completion date from December 31, 2016 to the new estimated completion date of December 31, 2017 for the property located at 101 W. Michigan Ave. All other terms and provisions of Resolution 2016-22 remain in effect.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Marshall, County of Calhoun, Michigan at a regular meeting held on September 19, 2016.

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Trisha Nelson  
Clerk, City of Marshall

Ms. Natalie Dean  
Assistant City Manager  
City Of Marshall  
323 W. Michigan Ave.  
Marshall, MI 49068

August 31, 2016

Ms. Dean,

We wish to request an extension of the dates for completion of the Cronin Building at 101 W. Michigan Avenue in Marshall, Michigan; MEDC grant # MSC 214047-CDF. The extension requested is to include the dates for obtaining funding for the job creation component-the restaurant portion of the development.

A combination of factors have delayed our progress on this project. Our goal from the beginning has been to hire as many local sub-trades and personnel as possible; this has resulted in delays as we searched for the appropriate contractors. In some cases they intended to sign with us but rethought the scope of the work and declined causing us to look a second time for a trade. In one unfortunate incident, a sub-contractor for a critical line trade was hired but on the day of commencement we learned the owner had to leave for extended cancer treatment in Chicago. We attempted to contact him to suggest he have his crew continue with the project with us supervising for him so he would have the cash flow from our job but were unable to negotiate the project with him. This caused significant delay; not only because of the late start but in finding another company within the boundaries of our budget required several weeks of rebidding. Once another contract was signed, there was a delay in start time as the contractor was already committed to other projects.

The economy has rebounded significantly since our agreement with the city on this project, which means that trades are very busy, and finding contractors at the pre-recovery budget price has been increasingly difficult. The majority of contractors are busy with numerous contracts so timing is difficult, at best. The people we are hiring are very good and also very busy.

Some unforeseen structural issues have also caused delays. An entire corner of the building proved unstable once we opened the wall and could see the brick. This required the removal and rebuilding of the south-east corner from the footing to the roof and created time set-backs in negotiating contracts and completing work. The abatement of lead and asbestos took longer than forecasted, as asbestos was removed prior to our buying the building. However, then we found it had not been complete necessitating time for testing and set-up for removal and retesting. There was no way to foresee this issue until the project started and the brick could be viewed.

Focusing on these type of issues necessary in the first phase of the building has set us behind in our fundraising efforts for the second phase which is the first floor buildout. We are presently pursuing funding sources and are confident of success but wish to ask for an extension for both the completion of the MEDC work and the fund raising. We will be able to complete the fundraising/job creation portion by February 28, 2017 and the entire project will be completed by December 31, 2017.

We appreciate the City's cooperation in all our efforts and will keep you informed of progress.

Sincerely yours,



Gary Cooper

Urban Concepts LLC  
Cronin Building Development LLC



**ADMINISTRATIVE REPORT**  
**SEPTEMBER 19, 2016 - CITY COUNCIL MEETING**

**REPORT TO:** Honorable Mayor and Council Members

**FROM:** Ed Rice, Director of Electric Utilities  
Tom Tarkiewicz, City Manager

**SUBJECT:** Engineering Services for Hydro Dam Options

**BACKGROUND:** The City of Marshall operates a 124 year old hydroelectric facility on the Kalamazoo River. The facility is under the jurisdiction of the Federal Energy Regulatory Commission (FERC) who in 2012 changed the status of the dam from a significant hazard to a high hazard and ordered the City to perform a comprehensive dam inspection. The inspection identified three (3) deficiencies in the earthen embankment portion of the dam; 1) leaks; 2) significant tree growth with root systems, and 3) a low freeboard water condition which could cause overtopping resulting in a washout of the earthen embankment during a major rain event. Also identified was the risk to pedestrians on the Riverwalk during a dam failure. The 2012 FERC report indicated the City would be notified by the FERC of required dam remediation to correct the deficiencies. The notification occurred on June 30, 2015 with a request to submit a plan and schedule by August 20, 2015. The plan and schedule was submitted to the FERC on August 15, 2015. From September 2015 to January 2016 additional options and alternatives were explored with the intent to reduce the \$1.0 million estimated cost of the remediation. At a February 1, 2016 work session, the City Council was updated on the FERC requirements for the dam remediation and options to satisfy the requirements. This resulted in a Council request for additional information. On March 14, 2016 a City Council work session was convened with participation from representatives of the Michigan DNR and DEQ along with the Calhoun Conservation District (CCD). Resulting from the work session was a request by the City Council for more definitive cost estimates for dam remediation and dam removal. Therefore, on March 16, 2016 staff enlisted the services of a professional engineer (who is an expert on dam remediation/removal) to develop a Request for Proposal (RFP) for submission to qualified engineering and construction firms for conceptual studies and associated cost estimates for earthen embankment remediation and dam removal.

On April 19, 2016 city representatives met with representatives from the MDEQ, DNR and CCD to discuss details of the RFP options. The meeting attendees agreed that impoundment sediment core samples were necessary to be analyzed in preparation of either a permanent or temporary drawdown of the impoundment. The samples were analyzed by a certified laboratory on May 8, 2016 and determined to contain high levels of regulated contaminants.

On July 29, 2016 the RFP (containing the sediment analysis) was distributed to 15 qualified dam remediation and removal construction firms to provide conceptual cost estimates, plans and schedules for the following three (3) options: 1) Remediate the earthen embankment after a controlled six (6) to eight (8) drawdown of the impoundment; 2) Remediate the earthen embankment with no impoundment

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

drawdown by constructing a temporary dam around the earthen embankment and de-watering the earthen embankment; and 3) Permanently breach the dam and allow the river to return to a natural course.

Three (3) proposals were submitted as follows:

	<u>BID</u>
Stantec Consulting Services Ann Arbor, MI	\$54,000
Lawson-Fisher/Prien Newhof South Bend, IN/Grand Rapids, MI	\$94,981
DLZ Michigan, Inc. Lansing, MI	\$105,480

**RECOMMENDATION:** It is recommended by staff that the City Council approve awarding the dam engineering services contract to the low bidder – Stantec Consulting Services in the amount of \$54,000.00 and have the City Clerk sign the contract.

**FISCAL EFFECTS:** Funding to cover the expenditures for the study portion of the dam project will be obtained from the Professional Services Account (582-539-801.00) of the Electric Fund where the activity was budgeted.

**ALTERNATIVES:** 1) As suggested by City Council

**CITY GOAL CLASSIFICATION:**

**GOAL AREA 4. INFRASTRUCTURE**

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

Respectfully Submitted,



Edward E. Rice, P.E.  
Electric Utilities Director



Tom Tarkiewicz  
City Manager