



**CITY COUNCIL
WORK SESSION AGENDA
Monday, July 18, 2011
6:00 PM – 6:45 PM
City Hall Conference Room**

A. Strategic Visioning and Goals

B. Other Items

C. Future Work Sessions

August 1	Marshall House Tour	at Marshall House
August 8	Powerhouse Issues	at PSB (5:00)
August 15	Medical Marihuana	City Hall
September 6	Annual Streets Report	City Hall

D. Future topics

Charter revisions
Hospital Neighborhood Committee report

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

JULY 18, 2011

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

7) CONSENT AGENDA

A. Dial-A-Ride Bus Purchase

City Council will consider the recommendation to approve the purchase of a 17 seat passenger bus using the State of Michigan Extended Purchase Program (MiDeal) from Mobility Transportation Services out of Canton, Michigan in the amount of \$61,181.00.

B. City Council Minutes

Regular Session..... Wednesday, July 8, 2011

C. City Bills

Regular Purchases.....	\$ 109,922.91
Weekly Purchases – 7/1/11.....	\$ 24,471.58
Weekly Purchases – 7/8/11.....	\$ 141,695.82
Total	\$ 276,090.31

8) PRESENTATIONS AND RECOGNITIONS

A. Fourth Quarter Investment Portfolio

City Council will receive and place on file the Fourth Quarter Investment Portfolio for the City of Marshall.

B. Proclamation – National Bowling Week

The Mayor will proclaim July 31 – August 6, 2011 as National Bowling Week.

9) INFORMATIONAL ITEMS

A. Event Report – Annual Home Tour

10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Public Hearing – Standard Printing & Office Supply IFT Application

City Council will consider the recommendation to approve an Industrial Facilities Tax Exemption Certificate for Standard Printing & Office Supply.

Mayor:

James Dyer

Council Members:

Ward 1 - Wayne Booton

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Ryan Traver

Ward 5 - Jody Mankerian

At-Large - Kathy Miller



B. Public Hearing – LDFA Development/TIF Plan Amendment

City Council will consider the recommendation to approve the proposed amendment to the LDFA Development/TIF Plan.

C. Public Hearing – LDFA/TIF Expansion

City Council will consider the recommendation to approve the proposed expansion to the LDFA district.

11) OLD BUSINESS

12) REPORTS AND RECOMMENDATIONS

A. Michigan Gas Utilities Easement

City Council will consider the recommendation to authorize the Clerk-Treasurer to sign the corporate gas easement agreement and easement release with Michigan Gas Utilities for parcel 15-311-015-00.

B. Sale of Used Snorkel Truck

City Council will consider the recommendation to approve the sale of the 1980 Snorkel truck to the Village of Union City for \$3,000.

C. City Council Meeting Location Change

City Council will consider the recommendation to establish the August 1, 2011 Council Work Session and Regular Session at the Marshall House Apartments, 200 East Spruce Street.

13) APPOINTMENTS / ELECTIONS

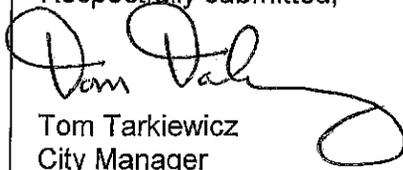
14) PUBLIC COMMENT ON NON-AGENDA ITEMS

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,


Tom Tarkiewicz
City Manager

July 18, 2011

Page 2



ADMINISTRATIVE REPORT
July 18, 2011 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members
FROM: Natalie Huestis, Director of Community Services
Tom Tarkiewicz, City Manager
SUBJECT: Dial-A-Ride Bus Purchase through MiDeal Program

BACKGROUND: The City of Marshall received two grants to purchase three buses in 2009. Staff purchased two of the buses using the Local Vehicle Purchase option in 2010. Due to the FTA procurement guidelines, staff will purchase the last bus through the State of Michigan Extended Purchase Program (MiDeal).

The new bus will use unleaded fuel, seat 17 ambulatory passengers plus two wheelchairs. The color of the bus will be white and the wheelchair lift will be in the front instead of in the back. This bus will replace DART 4 which is the last 2002 medium duty diesel bus in the DART fleet.

Mobility Transportation Services, out of Canton, Michigan was the low bidder. Champion Bus Company will manufacture the bus in Imlay City, Michigan. This purchase will preserve Michigan jobs. The bus will be funded through state grants and is a budgeted item. Staff expects to see a small reduction in fuel cost because the entire fleet will use unleaded gas instead of diesel and a reduction in maintenance cost for the first three years the bus is under warranty.

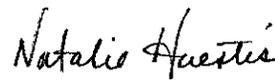
RECOMMENDATION: Staff recommends that Council approve the purchase of a 17 seat passenger bus using the State of Michigan Extended Purchase Program (MiDeal) from Mobility Transportation Services out of Canton, Michigan in the amount of \$61,181.00.

FISCAL EFFECTS: There is \$132,500 in the FY 2012 budget in the DART Fund Capital Outlay budgeted expenditure line item 588-538-970.00 for the proposed bus purchase.

ALTERNATIVES: As suggested by Council

Respectfully submitted,


Tom Tarkiewicz
City Manager


Natalie Huestis
Director of Community Services

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

CALL TO ORDER

IN REGULAR SESSION Wednesday, July 6, 2011 at 7:00 P.M. in Council Chambers of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order by Mayor Dyer.

ROLL CALL

Roll was called:

Present: Council Members: Booton, Mayor Dyer, Mankerian, Metzger, Traver, and Williams.

Also Present: City Manager Tarkiewicz.

Absent: Council Member Miller.

Moved Metzger, supported Williams to excuse the absence of Council Member Miller. On a voice vote: **MOTION CARRIED.**

INVOCATION/PLEDGE OF ALLEGIANCE

Richard Gerten of Family Bible Church gave the invocation and Mayor Dyer led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Metzger, supported Williams, to approve the agenda as presented. On a voice vote: **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Williams, supported Metzger, to approve the consent agenda:

- A. Schedule a public hearing for Monday, July 18, 2011 to hear public comments on the proposed application for an Industrial Facilities Tax Exemption Certificate for Standard Printing & Office Supply;
- B. Establish a work session for August 8, 2011 at 5:00 p.m. at the Public Services Building Training Room to discuss Power house issues;
- C. Approve minutes of the City Council Regular Session and Work Session held on Monday, June 20, 2011;
- D. Approve city bills in the amount of \$310,316.15.

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

PRESENTATIONS AND RECOGNITIONS

A. Strategic Goals Update:

City Manager Tarkiewicz provided an update on the Strategic Visioning process.

INFORMATIONAL ITEMS

None.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. FY 2012 Mid-Year Budget Amendment:

Moved Booton, supported Williams, to approve the resolution to amend the FY 2012 Adopted Budget and provide increased funding for the proposed FTE increase for the Public and Community Services reorganization plan and for the proposed Police department wage increase for the 12-hour shift change approved with FY 2012 Patrol and Command Union contracts. On a roll call vote – ayes: Mayor Dyer, Mankerian, Metzger, Traver, Williams, and Booton; nays: none. **MOTION CARRIED.**

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2011-25

City of Marshall Authorizing Resolution
To Amend FY 2012 Adopted Budget

Increase the General Fund, DART Fund, and Motor Pool Fund Expenditure Budgets to Provide Increased Funding for the Public and Community Services Reorganization Plan and for the Proposed Police Department Wages Increase for the 12-hour Shift Change Approved with FY 2012 Patrol and Command Unions' Contracts.

WHEREAS, City Council adopted the FY 2012 Budget at the May 16, 2011 meeting;

WHEREAS, City Council recently reviewed a Public and Community Services

reorganization plan presented and discussed at the June 20, 2011 Council Work Session;

WHEREAS, the Public and Community Services reorganization plan will provide improved customer service;

WHEREAS, the salaries for the DART Manager and the DPW Superintendent as presented require Council authorization per the City's Charter, Section 2.27;

WHEREAS, City Council approved the Police department wages increase for the 12-hour shift change approved with the FY 2012 Patrol and Command unions' Contract changes at the June 20, 2011 Regular Council meeting;

THEREFORE, BE IT RESOLVED, that the expenditure budgets in Table 1. be increased for the Public and Community Services reorganization plan and for the proposed police department wages increase for the 12-hour shift change approved with FY 2012 Patrol and Command unions' Contracts.

Table 1:

Account	Fund-Department	\$ Increase/(Decrease)
101-276-702.00	GF-Cemetery	(79)
101-265-702.00	GF-City Hall	(12,272)
101-371-702.00	GF-Inspection	(35,332)
101-774-702.00	GF-Parks	3,964
101-410-702.00	GF-Planning & Zoning	30,949
101-540-702.00	GF-PSB	11,909
101-441-702.00	GF-Streets	61,052
101-301-702.00	GF-Police	32,284
101-301-704.00	GF-Police OT	(7,000)
101-000-574.00	GF-Revenue Sharing	66,249
588-538-702.00	DART	(7,196)
661-898-702.00	Motor Pool	(158)

As Amended, July 6, 2011

 Sandra Bird, Clerk-Treasurer

I, Sandra Bird, being duly sworn as the Clerk-Treasurer for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on July 6, 2011 and that said

meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

Sandra Bird, Clerk-Treasurer

Moved Metzger, supported Mankerian to approve the salary of the DART Manager at \$37,000 and the salary of the DPW Superintendent at \$55,000. On a roll call vote – ayes: Mankerian, Metzger, Traver, Williams, Booton, and Mayor Dyer; nays: none. **MOTION CARRIED.**

B. Calhoun County Foreclosure Acquisition:

Moved Metzger, supported Williams to authorize City staff to submit a Public Use Plan for the property located on East Hughes Street and adopt the resolution. On a roll call vote – ayes: Metzger, Traver, Williams, Booton, Mayor Dyer, and Mankerian; nays: none. **MOTION CARRIED.**

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2011-24
City of Marshall Resolution

To Purchase Real Property from Calhoun County Tax Foreclosure

WHEREAS, the City of Marshall's Charter Section 2.21 allows the City Council to acquire real property; and

WHEREAS, the City has been notified by the Calhoun County Treasurer of a possible tax foreclosure of a possible sale of a property on East Hughes Street bearing parcel number 53-001-825-00, vacant real property west of Marshall Avenue on the north side of Hughes Street; and

WHEREAS, the County has established procedures for the acquisition of said real property;

THEREFORE, BE IT RESOLVED, that the City of Marshall shall submit a Public Use Plan for parcel number 53-001-825-00 to the Calhoun County Treasurer for possible acquisition of the vacant real property on East

Hughes Street. The consideration is unknown at this time but may include the cost of land survey, warranty deed and title search, subject to the terms and conditions contained within the County Policy.

Sandra Bird, Clerk-Treasurer

I, Sandra Bird, being duly sworn as the Clerk-Treasurer for the City of Marshall, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on July 6, 2011 and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

Sandra Bird, Clerk-Treasurer

APPOINTMENTS / ELECTIONS

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

COUNCIL AND MANAGER COMMUNICATIONS

None.

ADJOURNMENT

The meeting was adjourned at 7:32 p.m.

James L. Dyer, Mayor

Sandra Bird, Clerk-Treasurer

VENDOR APPROVAL SUMMARY REPORT

Date: 07/14/2011

Time: 9:24am

Page: 1

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
AIRGAS GREAT LAKES	4982	CYLINDER RENTAL	73.20	0.00
ALL-TRONICS, INC	6691	614 HOMER RD	72.00	0.00
ALTA EQUIPMENT COMPANY	3857	#412 ALTERNATOR	337.53	0.00
AMP INC	9714	TREE TRIMMING	12,214.24	0.00
ARROW UNIFORM	6839	CUST #010198-02	286.33	0.00
AUTO VALUE MARSHALL	21340	PEAK 50/50 EXTN	124.61	0.00
BATTERIES PLUS	6532	BATTERY	295.50	0.00
BATTLE CREEK LANDSCAPE SERVICE	6501	LAWN SPRINKLER ACTIVATION	138.55	0.00
BEDROCK EXCAVATING & GRAVEL	6817	SAND FOR VOLLEY BALL COURTS	600.00	0.00
BIDELMAN CONSTRUCTION LLC	11115	GAR HALL BASEMENT WALLS	1,600.00	0.00
BOSHEARS FORD SALES INC	7117	EVALUATION OF 1999 FORD VAN	756.99	0.00
CARR BROTHERS & SONS	7192	SCREENINGS	270.00	0.00
CLASSIC DRY CLEANING&TAILORING	5975	CLEANING & LAUNDRY & REPAIRS	403.40	0.00
CORNERSTONE INSPECTION SRVCS	300392	INSPECTIONS	1,104.00	0.00
COURTNEY & ASSOCIATES	7259	JUNE SERVICES	250.00	0.00
CRYSTAL FLASH ENERGY	6176	DYED DIESEL FUEL	1,486.58	0.00
DARLING ACE HARDWARE	7281	CHEMICALS FOR FOUNTAIN	1,523.40	0.00
DEFOREST BROTHERS CONSTRUCTION	7288	SIDEWALK REPLACEMENT	1,993.98	0.00
EJUSTICE SOLUTIONS LLC	300114	RECORDS MANGMNT SYSTEM	1,000.00	0.00
ELLIS IRRIGATION	6960	REPAIR TO FIELD #1	393.71	0.00
ENVIRONMENTAL RESOURCE ASSOC	7342	QA/QC SAMPLES	300.90	0.00
ERIC DALE HEATING & AIR COND	21467	INSTALL SLANT FIN COVERS -#101	1,920.00	0.00
GLGC PLUMBING COMPANY LLC	217837	CONNECT WATER LINE	132.01	0.00
GRAND RIVER BUILDERS	400229	GAR HALL, CAPITAL SCHL-3RD PAY	5,000.00	0.00
GRIFFIN PEST SOLUTIONS	400246	PEST CONTROL @ MH	80.00	0.00
HERMANS MARSHALL HARDWARE	7446	DOOR STOP	473.08	0.00
HUNTER PRELL COMPANY	7460	2011.02 Misc Drainage Correcti	16,810.30	0.00
IDEXX DISTRIBUTION CORP	7468	BACTI TEST SUPPLIES	1,137.86	0.00
J & K PLUMBING SUPPLY	3351	PVC CEMENT	67.83	0.00
JIMMY'S JOHNS	4235	FOR THE CRUISE & BBQ	420.00	0.00
JUSTICE FENCE	7498	RAIL ENDS, 1-5/8" SCH BLACK	213.00	0.00
KAR LABORATORIES INC	8817	CYANIDE ANALYSIS	295.00	0.00
LAKELAND ASPHALT CORPORATION	7526	BITUMINOUS AGGREGATES	1,004.96	0.00
LARRY'S FLOOR COVERING	7530	BOX COVE BASE	751.97	0.00
LESLIE O'DELL	9124	SERVICE	20.00	0.00
LEWEY'S SHOE REPAIR	7538	AMBROSE & KNAUF	499.95	0.00
LEXISNEXIS RISK DATA MNGMNT	400109	JUNE SERVICES	135.50	0.00
MARENGO TOWNSHIP	7555	P/N 13-15-311-015-00	313.22	0.00
MARSHALL CUTTING EDGE LAWCARE	7270	PRUNING & EDGING	327.60	0.00
MARSHALL LUMBERTOWN	7569	TREATED LUMBER	374.64	0.00
MARSHALL PUBLIC SCHOOLS	400203	SCHOOL USE	70.20	0.00
MARSHALL PUBLIC SCHOOLS	7573	ATHLETIC FIELD TRIP	546.81	0.00
MARSHALL WELDING & FABRICATION	7590	LYON LAKE #4 BRACKETS	1,012.00	0.00
MEDLER ELECTRIC COMPANY	7604	PVC CEMENT	243.73	0.00
MICHIGAN SOUTH CENTRAL	7614	JUNE GAS	4,656.70	0.00
ISC INDUSTRIAL SUPPLY CO	6831	CREDIT - EYEWASH STATION	-239.78	0.00
MUNICIPAL SUPPLY CO.	7701	INVENTORY	1,673.70	0.00
NEOFUNDS BY NEOPOST	400232	7900 0440 5582 9307	3,000.00	0.00
ORTH CENTRAL LABORATORIES	7727	SODIUM HYDROXIDE	105.71	0.00
ARTIN OVERHISER	5181	TRASH DISPOSAL--GAR HALL	36.71	0.00
ARCI PELFREY	2261	FLOWERS	25.00	0.00
OWER LINE SUPPLY	7821	GUY MARKERS	4,757.25	0.00
QUALITY LAWN CARE	8838	LAWN CARE @ MH	3,560.00	0.00
ADIO SHACK	7811	PHOTO DL123 2 PK	37.98	0.00
IGN WORLD	8199	MAPS FOR DOWNTOWN KIOSKS	260.00	0.00
IRENNET.COM	6429	LED LIGHTS KITS	764.21	0.00
SOE GROUP	5886	2400 Volt Switchgear Replaceme	9,493.60	0.00
T REGIS CULVERT INC	7902	Snow plow parts	2,775.00	0.00
TANDARD PRINTING & OFFICE	7903	THANK-YOU NOTES & ENVELOPES	267.08	0.00
TANLEY LAWN & GARDEN	7905	POLE SAW REPAIR	36.45	0.00
TANTEC CONSULTING MICHIGAN	9713	SRF - Project Plan	5,473.02	0.00
JMMIT POINTE	5891	MOWING THRU 06/30/2011	1,000.00	0.00
EMPORARY TATTOOS	400282	TATTOOS/STICKERS	253.68	0.00
RADEMASTER, INC.	300076	FIRE INSPECTION SOFTWARE	2,216.00	0.00
NIVERSAL ADVERTISING ASSOC	400178	COMMUNITY ADVISOR	177.50	0.00
RS CORPORATION	5893	TRAFFIC STUDY	10,208.22	0.00
EST MICHIGAN LAWN SERVICES	3205	SPRINKLER SYS SERVICE CA 10	1,490.30	0.00

VENDOR APPROVAL SUMMARY REPORT

Date: 07/14/2011

Time: 9:24am

Page: 2

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
YOU R SPECIAL, LLC	21522	APT #224	820.00	0.00
Grand Total:			109,922.91	0.00

CHECK NUMBER SERIES AS OF FRIDAY, 07/08/11

	Beginning #	Ending #	Dated
PAYROLL-ACH	71211	71218	06/25/11-07/08/11
A/P & P/R-OTHER	88146	88289	06/25/11-07/08/11

VENDOR APPROVAL SUMMARY REPORT

Date: 07/01/2011

Time: 9:58am

Page: 1

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
MORRIS ARVOY	400157	MARKETING CONSULTANT	3,000.00	0.00
CALHOUN COUNTY EQUALIZATION	7169	JUNE SERVICES	2,063.92	0.00
CENTURY 21 DREWS	400274	REFUND UTILITY DEPOSIT	87.36	0.00
CONSUMERS ENERGY	8560	1000 5436 9002	333.21	0.00
DELTA DENTAL PLAN OF MICHIGAN	7294	CUST #MI022820001	4,943.41	0.00
JAMES R DEVENEY	300006	INSPECTION COMMISSION	372.50	0.00
CARL PEDDERS	6811	BARRY'S RETIREMENT SUPPLIES	18.28	0.00
DARYL GANO	8148	INSPECTION COMMISSION	540.00	0.00
GRAND HOTEL	8211	MRPA Grand Hotel Trip Sept 27	9,400.00	0.00
GRIFFIN PEST SOLUTIONS	6272	619 HOMER RD	31.00	0.00
JOHN GROSS	300013	INSPECTION COMMISSION	190.00	0.00
ASHLEY & ANDREW HADLEY	400278	REFUND UTILITY DEPOSIT	32.52	0.00
EARL LUIB	3341	BOOT ALLOWANCE	120.88	0.00
MARSHALL COMMUNITY CU	7558	2113 - TRUDEAU	1,113.64	0.00
ROBERT MCCAIN	8267	BOOT ALLOWANCE	166.00	0.00
PNC MORTGAGE	400276	REFUND UTILITY DEPOSIT	32.06	0.00
DEBRA ROGERS	400277	REFUND UTILITY DEPOSIT	57.83	0.00
SPRINT	9628	ACCT #224843832	396.17	0.00
TERI TRUDEAU	6010	PLAYGROUND SUPPLIES	51.08	0.00
RYAN VALENTINE	217858	REIMBURSEMENT FOR CLEANUP	500.00	0.00
SHERRY WINTERS	6012	EXPENSE REIMBURSEMENT	7.25	0.00
JENNIFER WOOD	400156	PRESERVATION OF HISTORIC RECOR	1,000.00	0.00
ANGIE YAGER	400275	REFUND UTILITY DEPOSIT	14.47	0.00
Grand Total:			24,471.58	0.00

VENDOR APPROVAL SUMMARY REPORT

Date: 07/08/2011

Time: 11:03am

Page: 1

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
AD-VISOR & CHRONICLE	7557	JUNE SERVICES	311.65	0.00
BATTLE CREEK UNLIMITED, INC.	4558	JULY	13,750.00	0.00
BROADSTRIPE	3293	ACCT #198-040788	1,918.49	0.00
CALHOUN COUNTY CONS DISPATCH	7176	JULY--SEP 2011	55,476.50	0.00
CITGO	3724	FLBET #132271610	12,628.03	0.00
COMMERCIAL OFFICE PRODUCTS	9769	CRTDGS, STORAGE FILES	585.87	0.00
CONSUMERS ENERGY	8560	1000 0759 4250	5.00	0.00
CULLIGAN	736	ACCT #1155180	23.00	0.00
DEPPE ENTERPRISES, LLC	217816	FACADE IMPROVEMENT GRANT	600.00	0.00
ANDREW GROENEVELD	3495	BOOT ALLOWANCE FY 10/11	110.05	0.00
HAMPTON INN	400280	2011 BLUES FESTIVAL-ROOMS	176.40	0.00
REBECCA IVEY	4458	BOOT ALLOWANCES FY10/11	300.00	0.00
K-MART	7501	JUNE CHARGES	306.33	0.00
BARB KEITH	400279	CASH FOR BMF BAND	4,000.00	0.00
JOSH LANKERD	2321	EXPENSE REIMBURSEMENT	32.26	0.00
LOWES BUSINESS ACCOUNT	4837	821 3023 105909 5	2,314.86	0.00
MARSHALL TOWNSHIP FIRE DEPT	400272	DEPARTMENT MATCH	20,523.40	0.00
NICOLE CHRISTIAN PHOTOGRAPHY	400281	REFUND UTILITY DEPOSIT	12.28	0.00
JAMES NOWLIN	5153	BOOT REIMBURSEMENT FY11/12	60.36	0.00
REPUBLIC SERVICES #249	2096	ACCT# 3-0249-1022021	740.25	0.00
SPARTAN STORES	9656	JUNE CHARGES	238.71	0.00
STAPLES	8291	STORAGE CABINET CANCELED	958.60	0.00
STATE OF MICHIGAN	4872	38-6004708, 06/11, SALES TAX	26,548.78	0.00
SULLIVAN INSURANCE AGENCY	3559	BOND FOR LIQUOR LICENSE	75.00	0.00
Grand Total:			141,695.82	0.00



ADMINISTRATIVE REPORT
July 18, 2011 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Sandra Bird, Clerk-Treasurer
Tom Tarkiewicz, City Manager

SUBJECT: Investment Portfolio Report

BACKGROUND: Public Act 213 of 2007 requires local governments to perform their investment reporting quarterly to the governing body. The investments in the portfolio conform to the Investment Policy, approved June 3, 2002. The City's comprehensive written policy has been given the Association of Public Treasurers of the United States and Canada Investment Policy Certification.

The weighted average earnings yield of the portfolio for investments held and/or maturing from July 1, 2010 through June 18, 2012 was 1.428%. The weighted average of pooled cash as of June 30, 2011 was 0.312%. The weighted average of all investments during the fiscal year, including pooled cash, was 0.836%. The City's portfolio consisted of certificate of deposits, money market funds and pooled cash. The duration of investments typically range from 60-day CD's to 3-year agency notes, which is consistent with the investment policy. The duration is dependent on the time of the year and cash flow needs. The past year purchases have been for less than 2-year duration terms due to low market rates. The portfolio represents diversification by institution as well as by investment type, to the extent possible.

RECOMMENDATION: It is recommended the report be accepted in the form presented.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sandra Bird".

Sandra Bird
Clerk-Treasurer

A handwritten signature in cursive script that reads "Tom Tarkiewicz".

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
INVESTMENT PORTFOLIO
 June, 2011

Maturity Date	Investment	Purchase Date	Maturity Amount	Ref.	Current Value	Yield to Maturity	Average Interest Rate	Broker/ Bank	Investment Type	Rating
08/09/10	Flagstar Bank FSB Bloomfield	08/14/07	\$ 100,000.00		\$ 100,000.00	3.050%	0.107%	MBS	CD	
08/16/10	Mercantile Bank	08/14/08	\$ 100,000.00		\$ 100,000.00	3.10%	0.038%	MB	CD	
10/17/10	Chemical Bank - CD	10/17/09	\$ 95,000.00		\$ 95,000.00	1.740%	0.035%	CB	CD	
10/17/10	Chemical Bank - CD	10/17/09	\$ 95,000.00		\$ 95,000.00	1.740%	0.035%	CB	CD	
10/17/10	Chemical Bank - CD	10/17/09	\$ 92,482.29		\$ 92,482.29	1.740%	0.034%	CB	CD	
12/02/10	National City - CD	11/02/09	\$ 117,755.02		\$ 117,755.02	1.650%	0.041%	NC	CD	
04/22/11	CDARS-Flagstar	04/22/10	\$ 407,471.50		\$ 407,471.50	1.100%	0.093%	FB	CD	
05/25/11	CDARS-Flagstar	05/27/10	\$ 300,000.00		\$ 300,000.00	1.350%	0.086%	FB	CD	
FY 2011	Monarch Community Bank	12/18/09	\$ 250,000.00		\$ 240,000.00	2.000%	0.106%	MB	CD	
07/18/11	Southern Michigan Bank & Trust	12/18/09	\$ 100,000.00		\$ 100,000.00	1.754%	0.037%	SMBT	CD	
07/21/11	CDARS-Flagstar	04/21/11	\$ 411,941.36		\$ 411,941.36	0.350%	0.030%	FB	CD	
07/26/11	CD-Flagstar	01/25/10	\$ 500,000.00		\$ 500,000.00	1.760%	0.186%	FB	CD	
08/19/11	CDARS-Flagstar	08/19/10	\$ 250,000.00		\$ 250,000.00	1.400%	0.074%	FB	CD	
08/25/11	CDARS-Flagstar	05/26/11	\$ 304,038.88		\$ 304,038.88	0.350%	0.022%	FB	CD	
10/17/11	Chemical Bank - CD	10/17/10	\$ 95,000.00		\$ 96,666.26	1.190%	0.024%	CB	CD	
10/17/11	Chemical Bank - CD	10/17/10	\$ 95,000.00		\$ 96,666.26	1.190%	0.024%	CB	CD	
10/17/11	Chemical Bank - CD	10/17/10	\$ 92,482.29		\$ 94,104.37	1.190%	0.023%	CB	CD	
12/02/11	National City - CD	12/02/10	\$ 119,877.54		\$ 119,877.54	0.500%	0.013%	NC	CD	
12/18/11	Marshall Community CU	12/18/11	\$ 150,000.00		\$ 150,000.00	1.900%	0.060%	MCCU	CD	
02/16/12	Southern Michigan Bank & Trust	02/16/10	\$ 400,000.00		\$ 400,000.00	2.250%	0.190%	MCCU	CD	
02/20/12	CDARS-Flagstar	08/19/10	\$ 400,000.00		\$ 400,000.00	1.760%	0.149%	FB	CD	
FY 2012	Monarch Community Bank	06/18/11	\$ 257,548.95		\$ 257,548.95	0.550%	0.030%	MB	CD	
			\$ 4,733,597.83	a)	\$ 3,180,843.62		1.428%			

(Total Includes Matured Investments since 7/1/10)

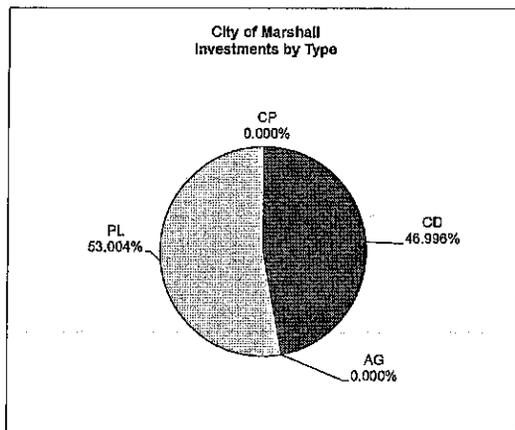
Pooled Cash:

N/A	Bank of America Cash	N/A	N/A		\$ 742.24	0.000%	0.000%	BoFA	PL	***
N/A	MBIA Class Account	N/A	N/A		\$ 576,149.74	0.475%	0.076%	MA	PL	
N/A	Flagstar Bank Gov't Banking Checking	N/A	N/A		\$ 295,091.33	0.550%	0.045%	FB	PL	
N/A	Flagstar Bank Liquid Asset Savings	N/A	N/A		\$ 1,056,810.47	0.630%	0.191%	FB	PL	
N/A	National City Cash	N/A	N/A		\$ 422.53	0.040%	0.000%	NC	PL	
				b)	\$ 1,929,216.41					
				c)	\$ 5,110,060.03					
N/A	BoFA General Checking A/C	N/A	N/A		\$ 1,647,692.90	0.000%	0.000%	BoFA	PL	***
N/A	BoFA Taxes Checking A/C	N/A	N/A		\$ 10,523.75	0.000%	0.000%	BoFA	PL	***
				d)	\$ 1,658,216.65		0.312%			

*** Note: Transferred accounts from Fidelity to Checking-0% interest to reduce overhit service charges on all Bank of America pooled cash accounts. Estimated annual service charges savings = \$31,000

Pooled Cash	b) + d)	\$ 3,587,433.06
Grand Total	c) + d)	\$ 6,768,276.68

0.83600%



Investment Key:

Commercial Paper	CP	\$ -
Certificate of Deposit	CD	\$ 3,180,843.62
Agency Notes	AG	\$ -
Pooled Cash	PL	\$ 3,587,433.06
		\$ 6,768,276.68



National Bowling Week Proclamation

Whereas, more than 2.5 million people belong to bowling leagues and

Whereas, more than 51 million people bowl casually each year and

Whereas, more than 6,000 people in Marshall Bowl at least once a year and

Whereas, Marshall Lanes is joining the effort of over 4,000 other bowling centers to help break the World's Record Day of Bowling on Saturday, August 6, with over 1 million games bowled, at Centers across the country in celebration of the United States Number One Participation Sport

Now therefore I, James Dyer, Mayor of the City of Marshall do hereby join with the Bowling Proprietor's Association, the United States Bowling Congress, Strike Ten Entertainment, the International Bowling Pro Shop and Instructors Association, the Professional Bowlers Association and Marshall Lanes and proclaim **July 31-August 6 National Bowling Week**.

Given under my hand and the Great Seal of the City of Marshall this 18th day of July in the Year of Our Lord Two Thousand and Eleven.

Mayor

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

EVENT REPORT

EVENT: Marshall Historical Society's 48th Annual Historic Home Tour

EVENT LOCATION: Multiple locations

SPONSOR: Marshall Historical Society

EVENT DATE: Saturday and Sunday, September 10th and 11th

EVENT TIMEFRAME: see detail

MDOT PERMIT REQUIRED: YES NO Banner

MDOT PERMIT GRANTED: YES NO **DATE:**

ROAD CLOSURE TIMEFRAME: Saturday 8am to 5pm and Sunday 9am to 5pm

ROAD CLOSURE DETAIL: N. Kalamazoo Avenue from Michigan Avenue to Mansion Street.

EVENT CLOSURE DETAIL: Closure will be used for a passenger loading area.

DETOUR DETAIL: No posted detours

EVENT DETAIL: Historic home tour.

1. 740 Verona
2. 404 W. Mansion
3. 148 ½ W. Michigan
4. 120 W. Mansion
5. 327 N. Kalamazoo
6. 327 N. Kalamazoo
7. 336 Division
8. 101 E. Mansion
9. 139 W. Michigan

PARKING PROHIBITION: Mansion Street from Sycamore Street to Kalamazoo Avenue

COUNCIL NOTIFICATION DATE: July 18, 2011



ADMINISTRATIVE REPORT
July 18, 2011 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager
Mike Hindenach, Manager, Marshall Economic Development

SUBJECT: Public Hearing for Standard Printing & Office
Industrial Facilities Tax Exemption Certificate Application

BACKGROUND: The City of Marshall has received a request from Standard Printing & Office Supply for an Industrial Facilities Tax Exemption Certificate. A public hearing was scheduled for this meeting. The requested twelve year abatement is to consider \$88,750 in personal property, which would retain sixteen jobs.

Legal Description for Property 003-026-00: MARSHALL CITY SEC 2 T3S-R6W BEG AT THE NE SEC COR-W 564.95 FT-S 33 FT TO POB-E 500.71 FT-S ALG W LINE KAL AVE 522.28 FT-W 509.89 FT-N 522 FT TO BEG. 6.04 AC

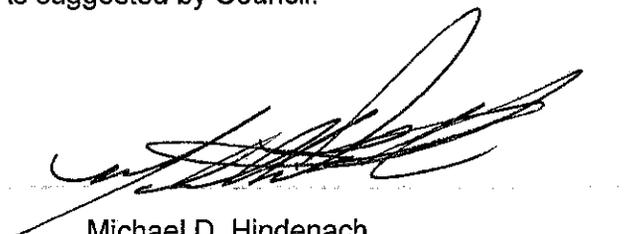
RECOMMENDATION: After hearing comments at the public hearing, it is recommended that the City Council approve an Industrial Facilities Tax Exemption Certificate for Standard Printing & Office Supply.

FISCAL EFFECTS: The anticipated tax revenue savings over the life of the certificate is approximately \$6,000 for Standard Printing & Office Supply, while the City of Marshall will forego approximately \$2,300.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,


Tom Tarkiewicz
City Manager


Michael D. Hindenach
Manager, Marshall Economic Development

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

RESOLUTION TO APPROVE APPLICATION OF
STANDARD PRINTING CO.
1600 S KALAMAZOO
INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR PERSONAL
PROPERTY COSTS

WHEREAS, pursuant to P.A. 198 of 1974, MCL 211.551 et seq., after a duly noticed public hearing held on December 5, 1988 the Council by Resolution established Industrial Development District No. 19 as requested; and

WHEREAS, Standard Printing Co. has filed an application for an Industrial Facilities Exemption Certificate with respect to personal property improvements and the acquisition and installation of new machinery and equipment within Industrial Development District 19; and

WHEREAS, in accordance with Act 334, P.A. 1993 amending Act 198, P.A. 1974, a written agreement shall be executed between the applicant and the City of Marshall allowing, under specific circumstances, the reduction and/or revocation of the certificate and recapture of the taxes abated; and

WHEREAS, before acting on said application, the City of Marshall held a hearing on July 18, 2011 in the Council Chambers of Town Hall, located at 323 West Michigan Avenue, Marshall, Michigan, at 7:00 p.m. at which hearing the applicant, public, Assessor and a representative of the affected taxing units were given written notice and were afforded an opportunity to be heard on said application; and

WHEREAS, the facility upgrades, did not begin earlier than six (6) months before June 28, 2011, the date of acceptance of the application for the Industrial Facilities Exemption Certificate; and

WHEREAS, the acquisition of the upgrades is calculated to and will, at the time of issuance of the certificate, have the reasonable likelihood to retain, create or prevent the loss of employment in the City of Marshall; and

WHEREAS, the granting of said certificate shall not have the effect of substantially impeding the operation of the City of Marshall, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Marshall; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of Marshall, after granting this certificate, will exceed 5% of an amount equal to the sum of the SEV of the local unit, plus the SEV of personal and real property thus exempted.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Marshall that:

1. The City Council find and determine that the granting of the Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974, shall not have the effect of substantially impeding the operation of the City of Marshall, or impairing the financial soundness of a taxing unit which levies ad valorem property taxes in the City of Marshall.
2. The application of Standard Printing Co, for an Industrial Facilities Exemption Certificate, with respect to real and personal property improvements described as purchase and install new production equipment to be acquired and installed within the Industrial Development District No. 19 is hereby approved.
3. That and IFEC Letter of Agreement, attached, be signed and submitted by Standard Printing Co. to the City of Marshall.
4. The Industrial Facilities Exemption Certificate, when issued, shall be and remain in force and effect for a period of twelve (12) years under the rules and regulations of Act 198 of Public Acts of 1974, as amended, for the new equipment from the date of approval by the State Tax Commission.

AYES:

NAYS:

Sandra Bird, Clerk-Treasurer

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 July 18, 2011.

Sandra Bird, Clerk-Treasurer

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Sandra Bird</i>	▶ Date received by Local Unit <i>6-28-11</i>
STC Use Only	
▶ Application Number	▶ Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

▶ 1a. Company Name (Applicant must be the occupant/operator of the facility) Standard Printing & Office Supply	▶ 1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 323110	
▶ 1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1600 S Kalamazoo Ave, Marshall, MI 49068	▶ 1d. City/Township/Village (indicate which) City of Marshall	▶ 1e. County Calhoun
▶ 2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))	▶ 3a. School District where facility is located Marshall Public Schools	▶ 3b. School Code 13110
▶ 4. Amount of years requested for exemption (1-12 Years) 12		

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Purchase and install new printing equipment to support the growth of the company

6a. Cost of land and building improvements (excluding cost of land).....	▶ \$0.00
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	Real Property Costs
6b. Cost of machinery, equipment, furniture and fixtures.....	▶ \$88,785.00
* Attach itemized listing with month, day and year of beginning of installation, plus total	Personal Property Costs
6c. Total Project Costs.....	▶ \$88,785.00
* Round Costs to Nearest Dollar	Total of Real & Personal Costs

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements ▶	_____	_____	▶ <input type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶	6/1/11	12/31/11	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

▶ 8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

▶ 9. No. of existing jobs at this facility that will be retained as a result of this project. **16** ▶ 10. No. of new jobs at this facility expected to create within 2 years of completion. **0**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	
b. TV of Personal Property (excluding inventory)	
c. Total TV	

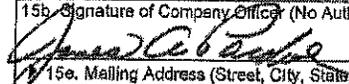
▶ 12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

▶ 12b. Date district was established by local government unit (contact local unit) **12/5/88** ▶ 12c. Is this application for a speculative building (Sec. 3(3))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name James A. Pardoe	13b. Telephone Number (269) 781-8201	13c. Fax Number (269) 781-7868	13d. E-mail Address jpardoe@spos.com
14a. Name of Contact Person James A. Pardoe	14b. Telephone Number (269) 781-8201	14c. Fax Number (269) 781-7868	14d. E-mail Address jpardoe@spos.com
▶ 15a. Name of Company Officer (No Authorized Agents) James A. Pardoe			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (269) 781-7868	15d. Date 6/28/11
15e. Mailing Address (Street, City, State, ZIP Code) 1600 S Kalamazoo, Marshall, MI 49068		15f. Telephone Number (269) 781-8201	15g. E-mail Address jpardoe@spos.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal



ADMINISTRATIVE REPORT
July 18, 2011 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Michael D. Hindenach, Manager, Marshall Economic Development
Tom Tarkiewicz, City Manager

SUBJECT: LDFA Development/TIF Plan Amendment

BACKGROUND: On March 16, 1992, the City Council approved Marshall Local Development Finance Authority (LDFA) Development/TIF plan. The plan was amended by City Council on June 16, 2005. The LDFA is requesting that City Council amend the current LDFA/TIF plan. The amended plan would allow the LDFA to utilize captured tax dollars in a limited, but more flexible manner. Changes allow for items such as airport improvements that support business purposes, directional and promotional signage outside of the LDFA district, Entrepreneur training and development, creation and continuation of a business revolving loan program, partnering with community marketing and promotional initiatives, transportation infrastructure outside of the LDFA district that supports the flow of goods to the district, etc.

RECOMMENDATION: After holding a public hearing to receive public comment, it is recommended that the proposed amended LDFA development/TIF Plan be approved.

FISCAL EFFECT: If growth progresses in a similar way as it has historically for the L. Alta Brooks Industrial Park, the general fund could see revenues of approximately \$350,000 by the year 2028. Projections were based upon the near 20 year history of the LDFA.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Michael D. Hindenach
Manager,
Marshall Economic Development

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 #2011-

WHEREAS, pursuant to Act 281, Public Act of Michigan, 1986, as amended ("Act 281") and a resolution of the City Council of the City of Marshall (the "City"), the Local Development Finance Authority of the City of Marshall (the "Authority") was created; and

WHEREAS, the Authority has previously approved a plan (the "Plan"), and

WHEREAS, it is necessary and advisable to adopt amendments to the Development Plan and Tax Increment Financing Plan for the District (the "Plan Amendments") to extend the duration of the Plan and

WHEREAS, the Board of Directors of the Authority, pursuant to Act 281, is authorized to approve the Plan Amendments.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Approval of Plan. The Board hereby adopts and approves the Plan Amendments except for the amending of the boundaries of the LDFA, a copy of which is on file with the Secretary of the Authority.
2. Deliver Resolution to City. The Secretary of the Authority is directed to deliver a certified copy of this resolution and the Plan Amendments to the City Clerk of the City of Marshall.
3. Repealer. All resolutions and parts of resolution in conflict with the provisions of this resolution are hereby repealed or amended to the extent of such conflict.

AYES:

NAYES:

RESOLUTION DECLARED ADOPTED.

Sandra Bird, CLERK-TREASURER

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the Local Development Finance Authority of the City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on July 18, 2011, 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.

Sandra Bird, CLERK-TREASURER



ADMINISTRATIVE REPORT
July 18, 2011 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Michael D. Hindenach, Manager, Marshall Economic Development
Tom Tarkiewicz, City Manager

SUBJECT: LDFA/TIF Expansion

BACKGROUND: On March 16, 1992, the City Council approved Marshall Local Development Finance Authority (LDFA) Development/TIF plan. The plan was amended by City Council on June 16, 2005. The LDFA is requesting that City Council expand the LDFA/TIF district to include the following two properties:

Quigley Property:

Marshall City, the West one-half (W ½) of the Southwest Quarter (SW ¼) of Section One (1), Town Three (3) South, Range Six (6) West, excepting lands conveyed to the State of Michigan for highway purposes.

Lafferty Property:

THE NE ¼ OF THE SE ¼ OF SEC 2, T3S, R6W (FREDONIA TWP) EXCEPTING THEREFROM BEGINNING AT THE E ¼ POST OF SEC 2, T3S, R6W FREDONIA TWP, CALHOUN COUNTY MICHIGAN; TH S 01DEG 17' 13" E ALONG THE E LINE OF SAID SEC 2, A DISTANCE OF 745 FT; TH N 89 DEG 59' 04" W PARALLEL WITH THE EAST AND WEST ¼ LINE, A DISTANCE OF 584.70 FT; TH N 01 DEG 17' 13" W 745.00 FT TO SAID E AND W ¼ LINE; TH S 89 DEG 59' 04" E ALONG SAID ¼ LINE, 584.70 FT TO POB.

The Quigley and Lafferty properties would become part of the LDFA/TIF district and share taxes with the taxing jurisdictions. (65% LDFA/35% Taxing Jurisdictions)

RECOMMENDATION: After holding a public hearing to receive public comment on the proposed expansion, it is recommended that council approve the expansion of the LDFA district.

FISCAL EFFECT: If growth progresses in a similar way as it has historically for the L. Alta Brooks Industrial Park, the general fund could see revenues of approximately \$350,000 by the year 2028. Projections were based upon the near 20 year history of the LDFA but are not broken out specifically by the expanded area.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Michael D. Hindenach
Manager,
Marshall Economic Development

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 #2011-

WHEREAS, pursuant to Act 281, Public Act of Michigan, 1986, as amended ("Act 281") and a resolution of the City Council of the City of Marshall (the "City"), the Local Development Finance Authority of the City of Marshall (the "Authority") was created; and

WHEREAS, the Authority has previously approved a plan (the "Plan"), and

WHEREAS, it is necessary and advisable to adopt amendments to the Development Plan and Tax Increment Financing Plan for the District (the "Plan Amendments") to extend the duration of the Plan and

WHEREAS, the Board of Directors of the Authority, pursuant to Act 281, is authorized to approve the Plan Amendments.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Approval of Plan. The Board hereby adopts and approves the boundary expansions as outlined within the Plan, a copy of which is on file with the Secretary of the Authority.
2. Deliver Resolution to City. The Secretary of the Authority is directed to deliver a certified copy of this resolution and the Plan Amendments to the City Clerk of the City of Marshall.
3. Repealer. All resolutions and parts of resolution in conflict with the provisions of this resolution are hereby repealed or amended to the extent of such conflict.

AYES:

NAYES:

RESOLUTION DECLARED ADOPTED.

Sandra Bird, CLERK-TREASURER

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Directors of the Local Development Finance Authority of the City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on July 18, 2011, 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.

Sandra Bird, CLERK-TREASURER



ADMINISTRATIVE REPORT
July 18, 2011 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

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

SUBJECT: Michigan Gas Utilities Corp Easement

BACKGROUND: Michigan Gas Utilities Corp (MGU) currently operates a pipeline that transports natural gas through an easement located on property owned by the City of Marshall and found in Marengo Township. MGU would like to relocate the existing pipe away from Marshall Academy and closer to the Enbridge and Vector pipelines.

The project is scheduled to begin on August 15th and be completed by October 7th.

Currently, the property is farmed by Adam Good which was approved in March of this year. MGU has reached an agreement with Mr. Good for the anticipated crop damage.

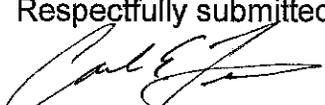
Attached to this report is a map with the location of the new easement along with the location of the other pipelines. The easement document and release of the current easement have been review by the City Attorney and is included.

Consolidation of the pipelines in one location will aid in the development of this property in the future.

RECOMMENDATION: It is recommended that the City Council authorize the Clerk-Treasurer to sign the corporate gas easement agreement and easement release with Michigan Gas Utilities for parcel 15-311-015-00.

FISCAL EFFECTS: None.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Carl Fedders
Director of Public Services


Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



CORPORATE GAS EASEMENT/MICHIGAN

THIS INDENTURE, made this _____ day of _____, 2011, between City of Marshall, hereinafter called "Grantor" for One and no/100 dollar (\$1.00) and/or other valuable consideration (exempt from transfer tax by reason of MCLA 207.526(a) and 207.505(a) paid by MICHIGAN GAS UTILITIES CORPORATION, a Delaware Corporation, 700 N. Adams Street, PO Box 19001, Green Bay, Wisconsin, 54307-9001, its successors and assigns and hereinafter called "Grantee", receipt whereof is hereby acknowledged, does hereby grant unto said Grantee, its successors and assigns, the perpetual right, permission, authority, privilege and easement, to construct, install, operate, maintain, remove, and replace necessary and usual appurtenant equipment, all for the purpose of transmitting gas upon, over, across, within, and/or beneath certain easement areas as shown below, or on attached Exhibit "A", on land owned by said Grantor in the Township of Marengo, County of Calhoun, State of Michigan, described as follows, to-wit:

See attachment "A"

The easement is described as follows:
See attachment "B"

The Grantee shall have the right to go upon the Grantor's property outside of the easement area for the purpose of gaining access to the easement area in the event direct access to the easement area is not possible. Grantee shall notify the Grantor, when possible, before going upon the Grantor's property, except in the event of an emergency.

The Grantee shall refill any trenches in which said gas lines are laid, promptly and properly tamp the same and restore the surface of the ground and if the Grantee shall at any future time open said trenches for the purpose of repairing, renewing, or removing said gas lines, it will, as soon as said work is done, restore the surface of the ground, and that all work performed by the Grantee on said land will be performed in a proper workmanlike manner, and that during the progress of the work, the Grantee will properly safeguard said trench.

The Grantee shall have the right to control all brush and trees within the easement area by cutting, trimming, chemically treating and/or other means as determined by the Grantee which in its judgement may interfere with or endanger said gas facilities.

The Grantor further grants to the Grantee, its successors and assigns, the perpetual right, privilege and easement to enter upon said strip of land for the purpose of laying, patrolling, repairing, renewing or removing the said facilities.

Return to:
Michigan Gas Utilities Corporation
Real Estate Dept.
P.O. Box 19001
Green Bay, WI 54307-9001

Parcel Identification Number (PIN)
15-311-015-00

The Grantor agrees that it will not construct any improvements, including buildings, concrete structures, or other objects, or change the grade more than four (4) inches over any gas lines without first securing the prior written consent of the Grantee. This agreement is to insure the conformance of the use of the easement with the Michigan Gas Safety Code and the Grantee's construction standards. The said Grantor further agrees that all costs incurred through the relocation of said facilities to avoid such buildings, concrete structures, or other objects or to obtain proper depth of land cover shall be borne by the Grantor.

The covenants herein contained shall bind the parties hereto and their respective heirs, executors, administrators, successors, and assigns.

IN WITNESS WHEREOF, the undersigned, has caused these presents to be executed in its corporate name by its proper officers duly authorized and its corporate seal to be hereunto affixed the day and year first above written.

City of Marshall
Corporate Name

Sign Name
Print Name and Title

STATE OF _____)
COUNTY OF _____)SS

Personally came before me this _____ day of _____, _____, the above-named _____ to me known to be the Grantor(s) who executed the foregoing instrument and acknowledged the same.

Sign Name _____
Print Name _____

Notary Public, State of _____
My Commission expires: _____
Acting in the County of _____

This instrument drafted by: William Cook
MICHIGAN GAS UTILITIES CORPORATION
700 N. Adams Street, Green Bay, Wisconsin, 54301

R/C #
LOCATION #

Attachement "A"

Property description – Marengo Township, Section 31, T2S-R5W, that part of SW fractional $\frac{1}{4}$ lying souwesterly of MLL-Homer Road, beginning 974 feet east of southwest corner, thence north 608 feet, thence north 83 deg east 665 feet to the center of said road, thence north 41 deg west 1790 feet in center of said road, thence south 51 deg west 672 feet to west southeast line, thence south 1610 feet to beginning. Excepting commencing at the east $\frac{1}{4}$ post of section 31 thence south 1049.4 feet, thence north 52 deg east 346.27 feet to point of beginning. Thence north 52 deg east 321.16 feet to centerline of Marshall/Homer Road, thence south 39 deg 57' 47" east along centerline 270.50 feet, thence south 51 deg 40' 06" west 321.10 feet, thence north 39 deg 57' 47" west 272.36 feet to point of beginning.

Attachement "B"

The easement is 50 feet wide, 25 feet on both sides of the new pipeline. The proposed route of the pipeline is: starting at the SW Corner of section 31, Marengo Township, thence N 666.3 feet, thence N52 deg 03 min E 130 feet to the point of beginning of the new pipeline; Thence N 76 deg 45 min E 205 feet, thence N 59 deg 41 min E 975 feet to the end of the new pipeline on this property.

LEASE

IT IS HEREBY AGREED, between Adam Good, 14754 G Drive North, Marshall, Michigan, party of the first part, and the City of Marshall, Michigan, a municipal corporation, party of the second part, whereby the party of the second part agrees to lease to the party of the first part the following parcels of land constituting forty-two (42) acres:

42 acres of tillable area on the property of 18130 Homer Road, Marshall Michigan as per attached map:

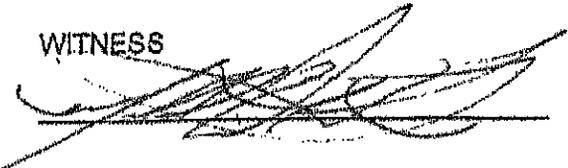
\$40.00 per acre for 42 acres = \$1,680.00

For a period of one (1) year commencing on January 1, 2011, and ending on December 31, 2011 subject to the following provisions:

1. First party shall pay as rental for said real estate the sum of One Thousand Six Hundred Eighty Dollars and 00/100 (\$1,680.00) payable on or before April 1, 2011.
2. The party of the first part hereby agrees that commercial fertilizer of an analysis to be in conformance with the needs of the soil and in an amount recommended by the Calhoun county Extension Service will be applied for each crop planted on the described parcel during the term of this agreement.
3. Second party reserves the right to use said premises for City purposes at any time during the term of this lease, after having given first party written notice of its intent to so use the premises at least sixty (60) days prior to converting the property to such use. In such event, second party shall refund to first party on a pro-rated basis that portion of the rental aid by first party unused to the date the property is converted for City purposes. Should the need arise for the development for City purposes for all or any portion of the parcel, after a crop has been planted and prior to harvesting of such crop, second party shall, at its option, either permit the harvest of the crop or pay to first part a reasonable sum for the loss of such crop; provided, however, that first party shall not plant any crops on any lands for City purposes, and if first party does plant any crops subsequent to such notice, the City will be held blameless for any loss or damage incurred by first party.

WITNESS OUR HANDS AND SEALS THE 4TH DAY OF March 2011

WITNESS

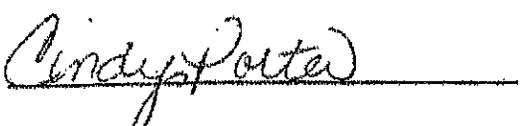


FIRST PARTY



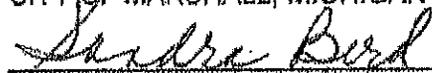
Adam Good

WITNESS



SECOND PARTY

CITY OF MARSHALL, MICHIGAN



Sandra Bird, Clerk/Treasurer

IT IS HEREBY AGREED
of the first part
part, where
follows:

Adam Good

Adam Good 09@LIVE.COM

(2109) 579-2269



ADMINISTRATIVE REPORT
July 18, 2011 – City Council Meeting

TO: Honorable Mayor and City Council
FROM: Tom Tarkiewicz, City Manager
SUBJECT: Sale of Used Snorkel Truck

BACKGROUND: Over the last several months, City Staff has tried to sell the 1980 Snorkel fire truck through an "on-line" auction process. Several bids were placed but all were withdrawn. The truck needs to be recertified at an estimated cost of \$5,000 and needs repairs to the water supply to the bucket platform at an estimated cost of \$8,000. Chief Kiessling contacted the three adjoining township fire departments to see if they had a desire to acquire the truck. They did not.

The Village of Union City has shown an interest in the truck. Union City does not have an aerial truck and had the unfortunate situation of a downtown fire which they had to depend on Coldwater and Leonidas to protect the adjoining buildings.

Union City has offered \$3,000 for the truck. Based on weight, the scrap value is estimated at \$5,000. By selling the truck to Union City, it places another aerial firefighting piece of equipment in the service area.

RECOMMENDATION: It is recommended that the City Council approve the sale of the 1980 Snorkel truck to the Village of Union City for \$3,000.

FISCAL EFFECTS: \$3,000 for the General Fund.

ALTERNATIVES: As suggested by City Council.

Respectfully submitted,


Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



ADMINISTRATIVE REPORT
July 18, 2011 – City Council Meeting

TO: Honorable Mayor and City Council
FROM: Tom Tarkiewicz, City Manager
SUBJECT: Establish August 1st Council Meeting at Marshall House

BACKGROUND: City Staff is requesting that the August 1, 2011 Council work session and regular meeting be held at the Marshall House Apartment Building at 6:00 PM and 7:00 PM, respectively. The work session will be a tour of the renovated and redecorated public areas and apartments. Staff will discuss the future redecorating plan.

RECOMMENDATION: It is recommended that the City Council establish the August 1, 2011 Council Work session and regular meeting at the Marshall House Apartment Building, 200 East Spruce Street.

FISCAL EFFECTS: None.

ALTERNATIVES: As suggested by City Council.

Respectfully submitted,

A handwritten signature in black ink that reads "Tom Tarkiewicz". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com