



**CITY COUNCIL
WORK SESSION AGENDA
Monday, August 1, 2011
6:00 PM – 6:45 PM
Marshall House Apartments**

A. Marshall House Redecorating Project

B. Other Items

C. Future Work Sessions

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

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



MARSHALL CITY COUNCIL AGENDA
MONDAY – 7:00 P.M. AT MARSHALL HOUSE APARTMENTS
AUGUST 1, 2011

- 1) CALL TO ORDER
- 2) ROLL CALL
- 3) INVOCATION – Scott Loughrige, Cross Roads Church & Ministries
- 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. Set Public Hearing – Parking Ordinance

City Council will consider the recommendation to schedule a public hearing for Monday, August 15, 2011 to hear public comment on the proposed changes to Ordinance §73.19 for Overnight Parking Permits.

B. MDOT Master Agreements for Public Transportation Projects

City Council will consider the recommendation to approve the Master Agreement with the State of Michigan for passenger transportation related services and execution of Project Authorizations for any transportation related projects and/or programs.

C. City Council Minutes

Work Session..... Monday, July 18, 2011

Regular Session..... Monday, July 18, 2011

D. City Bills

Regular Purchases.....\$ 188,799.30

Weekly Purchases – 7/15/11.....\$ 145,212.81

Weekly Purchases – 7/22/11.....\$ 11,979.78

Total\$ 345,991.89

8) PRESENTATIONS AND RECOGNITIONS

9) INFORMATIONAL ITEMS

A. Event Report – Marshall Music Faire

B. Event Report – Marshall Community Movie Night

C. Event Report – Young Eagle Event

D. Event Report – Zarzuela Birthday Party

E. Event Report – Hispanic Heritage Festival

10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

11) OLD BUSINESS

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



12) REPORTS AND RECOMMENDATIONS

A. Local Revenue Sharing Board Distribution

City Council will consider the allocation of the funding from the proceeds from the Firekeeper's Local Revenue Sharing.

B. City Visioning, Goals, Objectives and Tasks

City Council will determine how to receive community input and direct staff to proceed with the plan.

C. Michigan Municipal League Foundation Shared Services Initiative Grant – Police Facility

City Council will consider the recommendation to allow staff to retain the Redstone Group of Bloomfield Hills for the Police Facility Feasibility Study funded 50% from the Michigan Municipal League Foundation Shared Public Services Initiative Grant.

13) APPOINTMENTS / ELECTIONS

A. Parks and Recreation Board Appointments

City Council will consider the recommendation to reappoint Randal Eshuis and Kristine Boley-Morse to the Parks and Recreation Board with terms expiring July 1, 2014.

B. Brooks Nature Area Advisory Board Appointments

City Council will consider the recommendation to reappoint Randal Eshuis and Janet Schoenmeyer to the Brooks Nature Area Advisory Board with terms expiring August 15, 2014.

14) PUBLIC COMMENT ON NON-AGENDA ITEMS

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

15) COUNCIL AND MANAGER COMMUNICATIONS

16) ADJOURNMENT

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Tom Tarkiewicz", is written over a horizontal line.

Tom Tarkiewicz
City Manager

August 1, 2011

Page 2



ADMINISTRATIVE REPORT
August 1, 2011 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

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

SUBJECT: Proposed Ordinance 73.19 for Overnight Parking Permits Allowed Under Certain Circumstances

BACKGROUND: The City of Marshall currently has an ordinance which prohibits any parking on any roadway within the City of Marshall between 2:00 am - 6:00 am. There are several residential owners that have contacted the City of Marshall requesting direction on an appeal process to allow parking on the roadway during these times. Reasons for appeal would be because of parking restriction and liabilities on their property.

To allow on street parking during prohibited times would need guidelines and rules to be effective. The property owner would need to provide proof of need to allow parking on the roadway. This would include no approved parking area acceptable to current codes and restrictions, limited parking ability due to limited lot size and possibly medical or life quality needs.

What this ordinance would not allow is parking on the roadway for convenience. This won't allow for additional parking due to apartments at residences or apartment complexes. This will not allow on street parking for residents that have multiple vehicles (more than documented drivers residing at the resident).

The fees shall be consistent with those charged for parking permits in city owned parking lots. Currently they are \$5.00 per year. By applying and filling out the application, this will allow city staff to notify vehicle owner to remove the vehicles in cases of emergency or schedules roadway work.

RECOMMENDATION: As the Police Chief and Traffic Engineer for the City of Marshall it is the recommendation that the Council establish a Public Hearing for the attached Ordinance and Rules for August 15, 2011.

FISCAL EFFECTS: The fees will be placed in the general fund.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

James M. Schwartz
Police Chief

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

PROPOSED CHANGE TO ORDINANCE 73.19

Ordinance §73.19 currently reads as follows:

§73.19 PARKING LIMITED BETWEEN 2:00 A.M. AND 6:00 A.M.

- (A) It shall be unlawful for any person to park, allow to be parked or allow to remain parked, any motor vehicle on any paved surface of any public street of the city between the hours of 2:00 a.m. and 6:00 a.m.
- (B) The Traffic Engineer shall erect signs giving notice of the provisions of this section.
- (C) Specific blocks of specific streets may be permitted as exceptions to the foregoing general provisions in division (A), when so designated by the Traffic Engineer with the consent of the City Council.
- (D) Vehicles parked in violation of division (A) shall be subject to immediate impoundment, in addition to being ticketed, if, in the opinion of the Director of Public Works or his or her designee, the vehicle or vehicles are interfering or will interfere with the performance of necessary street maintenance service, including, but not limited to street cleaning or snow plowing operations.

II. The following is the proposed Ordinance §73.19 submitted for approval by the City Council:

§73.19 PARKING LIMITED BETWEEN 2:00 A.M. AND 6:00 A.M.

- (A) Except as provided in this section, It shall be unlawful for any person to park, allow to be parked or allow to remain parked, any motor vehicle on any paved surface of any public street of the city between the hours of 2:00 a.m. and 6:00 a.m.
- (B) The Traffic Engineer shall erect signs giving notice of the provisions of this section.
- (C) Specific blocks of specific streets may be permitted as exceptions to the foregoing general provisions in division (A), when so designated by the Traffic Engineer with the consent of the City Council.

- (D) Parking on any public street in the City between the hours of 2:00 a.m. and 6:00 a.m. may be permitted for a period of up to three (3) days upon notification to, and approval of, the Marshall Police Department.
- (E) Parking between 2:00 a.m. and 6:00a.m. may be permitted if the Traffic Engineer finds that, by reason of lack of space, it is impossible for the occupants of a residence to park the vehicles owned by them on the occupied premises. In such cases, a permit for parking on the street may be issued by the Traffic Engineer for a period of time not to exceed one year. For the purpose of regulating and supervising parking under this subsection, an inspection shall be made in each case in which a parking permit is requested. Parking permits issued under this subsection shall be limited to two per residence and shall be issued to the registered owner of a vehicle. Permits shall not be transferrable. Each permit shall be affixed to the front windshield of the vehicle in a location readily visible. There will be an annual fee in the amount established by resolution for each permit issued. All permits will expire each December 31, and must be renewed prior to such date. Applications for temporary permits for construction, medical services, or similar purposes may be granted for periods of up to 60 days.
- (F) Vehicles parked in violation of division (A) shall be subject to immediate impoundment, in addition to being ticketed, if, in the opinion of the Chief of Police or Director of Public Services or his or her designee, the vehicle or vehicles are interfering or will interfere with the performance of necessary street maintenance service, including, but not limited to street cleaning or snow plowing operations.
- (G) Vehicle owners holding a permit issued pursuant to division (D) must, upon notice, immediately remove the vehicle from a public street if, in the opinion of the Chief of Police or Director of Public Services or his or her designee, the vehicle is interfering or will interfere with the performance of necessary street maintenance service, including, but not limited to street cleaning or snow plowing operations.

PROPOSED RULES FOR ORDINANCE 73.19

The Traffic Engineer proposes the following system of overnight parking permits effective as of October 01, 2011:

1. Motorists may apply to the office of the City of Marshall Clerk-Treasurer for overnight parking permit for their vehicles. Overnight Parking Permits shall be issued for each vehicle enrolled in the program upon the completion and submission of forms created by the Traffic Engineer.
2. The cost of the Overnight Parking Permit will be Five (\$5) Dollars per year. Each Overnight Parking Permit shall expire on December 31 of the year issued. Any applicant applying for a permit after January 31 of any year shall be charged Five (\$5) Dollars for the remainder of the calendar year.
4. Temporary authorization shall be issued by the City of Marshall Police Department upon request by telephone at (269) 781-0911. Temporary authorization shall be issued at no charge to the requesting party. Temporary authorization shall not be issued for the same vehicle for more than three consecutive nights.
5. Replacement of Overnight Parking Permits shall be issued upon the payment of Five (\$5) Dollars to the Clerk-Treasurer. Overnight Parking Permit fees shall not be refunded.
6. Overnight Parking Permits shall be displayed in the lower portion of the rear-window of the vehicle, passenger side.

An Ordinance to Amend City of Marshall Code, Chapter 73: Parking Regulations

The City of Marshall Ordains:

1. That Section 73.19 is hereby amended to read as follows:

§73.19 PARKING LIMITED BETWEEN 2:00 A.M. AND 6:00 A.M.

- (A) Except as provided in this section, It shall be unlawful for any person to park, allow to be parked or allow to remain parked, any motor vehicle on any paved surface of any public street of the city between the hours of 2:00 a.m. and 6:00 a.m.
- (B) The Traffic Engineer shall erect signs giving notice of the provisions of this section.
- (C) Specific blocks of specific streets may be permitted as exceptions to the foregoing general provisions in division (A), when so designated by the Traffic Engineer with the consent of the City Council.
- (D) Parking on any public street in the City between the hours of 2:00 a.m. and 6:00 a.m. may be permitted for a period of up to three (3) days upon notification to, and approval of, the Marshall Police Department.
- (E) Parking between 2:00 a.m. and 6:00a.m. may be permitted if the Traffic Engineer finds that, by reason of lack of space, a hardship is created for the occupants of a residence in the parking of vehicles owned by them on the occupied premises. In such cases, a permit for parking on the street may be issued by the Traffic Engineer for a period of time not to exceed one year. For the purpose of regulating and supervising parking under this subsection, an inspection shall be made in each case in which a parking permit is requested. Parking permits issued under this subsection shall not exceed two per residence and shall be issued to the registered owner of a vehicle. Permits shall not be transferrable. Each permit shall be affixed to the front windshield of the vehicle in a location readily visible. There will be an annual fee in the amount established by resolution for each permit issued. All permits will expire each December 31, and must be renewed prior to such date. Applications for temporary permits for construction, medical services, or similar purposes may be granted for periods of up to 60 days.
- (F) Vehicles parked in violation of division (A) shall be subject to immediate impoundment, in addition to being ticketed, if, in the opinion of the Traffic Engineer or his or her designee, the vehicle or vehicles are interfering or will interfere with the performance of necessary street maintenance service, including, but not limited to street cleaning or snow plowing operations.
- (G) Vehicle owners holding a permit issued pursuant to division (E) must, upon notice, immediately remove the vehicle from a public street if, in the opinion of the Traffic Engineer or his or her designee, the vehicle is

interfering or will interfere with the performance of necessary street maintenance service, including, but not limited to street cleaning or snow plowing operations. Vehicles not removed as required in this section shall be subject to immediate impoundment.

(H) the Traffic Engineer is authorized, with the consent of City Council by motion, to establish procedures for the issuance of permits for parking overnight on municipal streets.

2. That section §73.48 SCHEDULE OF FINES PAYABLE TO PARKING VIOLATIONS BUREAU, is hereby amended to add the following:

	Paid in Seven days <u>or less</u>	Paid after <u>Seven days</u>	Paid after <u>30 days</u>
Overnight parking Without a valid permit:	\$10.00	\$20.00	\$50.00

3. 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.

4. This Ordinance is declared to be effective immediately upon publication.

Adopted and signed this ____ day of _____, 2011.

James Dyer, MAYOR

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 an ordinance approved by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on August 15, 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 by said Act.

Sandra Bird, CLERK-TREASURER



ADMINISTRATIVE REPORT
August 1, 2011 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Natalie Huestis, Director of Community Services
Tom Tarkiewicz, City Manager

SUBJECT: MDOT Master Agreements for Public Transportation Projects

BACKGROUND: Every five years the City of Marshall's Master Agreement with the state of Michigan Department of Transportation must be renewed in order to receive state and federal funding for Dial-A-Ride. Attached is the standard MDOT contract for your review. The contract will cover fiscal years 2012 through 2016 and must be approved by resolution. The resolution will authorize the Clerk-Treasurer to sign the contracts.

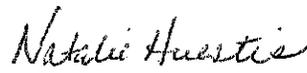
RECOMMENDATION: Approve Master Agreement 2012-0128 with the State of Michigan for passenger transportation related services (Dial-A-Ride) and execution of Project Authorizations for any transportation related projects and/or programs.

FISCAL EFFECTS: Will allow the City of Marshall to apply to state and federal funding to support Dial-A-Ride services.

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

**CERTIFIED SIGNATURE RESOLUTION FOR
MDOT MASTER AGREEMENT**

WHEREAS, the City of Marshall has the authority to contract with the Michigan Department of Transportation for State and/or Federal funds for passenger transportation related service; and

WHEREAS, the City of Marshall does hereby approve Master Agreement No. 2012-0128,

NOW, THEREFORE, be it resolved that the City Clerk-Treasurer of the City of Marshall be authorized and directed to execute said Agreement for and on behalf of the City of Marshall.

CERTIFICATE

The undersigned duly qualified Board Secretary of the City of Marshall certifies the forgoing is a true and correct copy of a resolution adopted at a legally convened meet of the City Council held on August 1, 2011.

Signature

Printed Name

Title

Date

Combined Master Agreement Resolution

WHEREAS, the City of Marshall has the authority to contract with the Michigan Department of Transportation for State and/or Federal funds for passenger transportation related service; and

WHEREAS, the City of Marshall does hereby approve Master Agreement No. 2012-0128.

NOW, THEREFORE, be it resolved that the Clerk-Treasurer of the City of Marshall be authorized and directed to execute said Agreement for and on behalf of the City of Marshall.

Project Authorization Resolution

WHEREAS, this resolution shall also approve execution of Project Authorizations for all programs City of Marshall and/or Project Authorizations for any amount determined by the City of Marshall with the Michigan Department of Transportation which are issued under Master Agreement No. 2012-0128

NOW, THEREFORE, that the City Clerk Treasurer is authorized to enter into and execute on behalf of the City of Marshall all such Project Authorizations with the Michigan Department of Transportation for passenger transportation related service for the Agreement period.

CERTIFICATE

The duly qualified Clerk-Treasurer of the City of Marshall certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the City Council held on August 1, 2011.

Signature

Printed Name

Title

Date

IN A WORK SESSION Monday, June 20, 2011 at 6:00 P.M. in the Council Chambers of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order by Mayor Dyer.

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

Also Present: City Manager Tarkiewicz.

Absent: Council Member Booton.

A. City Manager Tarkiewicz presented the FY 2012 Strategic Visioning and Goals for the City of Marshall.

The meeting was adjourned at 6:55 p.m.

James L. Dyer, Mayor

Sandra Bird, Clerk-Treasurer

CALL TO ORDER

IN REGULAR SESSION Monday, July 18, 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: Mayor Dyer, Mankerian, Metzger, Miller, Traver, and Williams.

Also Present: City Manager Tarkiewicz.

Absent: Council Member Booton.

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

INVOCATION/PLEDGE OF ALLEGIANCE

Brandon Crawford of Grace Baptist Church gave the invocation and Mayor Dyer led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Metzger, supported Mankerian, to approve the agenda with the addition of the Michigan South Central Power Agency invoice in the amount of \$609,690.35. On a voice vote: **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

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

- A. Approve the purchase of a 17 seat passenger bus using the State of Michigan Extended Purchase Program from Mobility Transportation Services out of Canton, Michigan in the amount of \$61,181.00;
- B. Approve minutes of the City Council Regular Session held on Wednesday, July 6, 2011;
- C. Approve city bills in the amount of \$885,780.66.

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

PRESENTATIONS AND RECOGNITIONS

A. Fourth Quarter Investment Portfolio:

Moved Miller, supported Mankerian to accept the Fourth Quarter Investment Portfolio for the City of Marshall and place on file. On a voice vote – **MOTION CARRIED.**

B. Proclamation – National Bowling Week:

Mayor Dyer presented a proclamation to Sue Hutchings of Marshall Lanes to proclaim National Bowling Week in the City of Marshall.

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.

James L. Dyer, Mayor

INFORMATIONAL ITEMS

City Manager Tarkiewicz provided an event report on the Annual Home Tour to be held in the City of Marshall.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Public Hearing – Standard Printing & Office Supply:

Mayor Dyer opened the public hearing to hear public comment regarding the approval of an Industrial Facilities Tax Exemption Certificate for Standard Printing & Office Supply.

Jim Pardoe of Standard Printing & Office Supply provided some background on the improvements to the business, which will enhance the businesses digital production.

Hearing no further comment the hearing was closed.

Moved Miller, supported Metzger to approve the Industrial Facilities Tax Exemption Certificate for Standard Printing & Office Supply. On a roll call vote – ayes: Mankerian, Metzger, Miller, Traver, Williams, and Mayor Dyer; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2011-26**

**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: Mayor Dyer, Mankerian, Metzger, Miller, Traver, and Williams.

NAYS: None.

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

B. Public Hearing – LDFA Development/TIF Plan Amendment:

Mayor Dyer opened the public hearing to hear public comment regarding the proposed amendment to the LDFA Development/TIF Plan Amendment and the LDFA/TIF Expansion.

Mike Hindenach, Manager of Marshall Economic Development provided some information regarding the LDFA/TIF Plan Amendment and the Expansion.

Hearing no further comment the hearing was closed.

Moved Williams, supported Mankerian to approve the proposed amendment to the LDFA Development/TIF Plan. On a roll call vote – ayes: Metzger, Miller, Traver, Williams, Mayor Dyer, and Mankerian; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2011-27**

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: Mayor Dyer, Mankerian, Metzger, Miller, Traver, and Williams.

NAYES: None.

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

C. Public Hearing – LDFA/TIF Expansion:

Moved Traver, supported Williams to approve the proposed expansion to the LDFA district. On a roll call vote – ayes: Miller, Traver, Williams, Mayor Dyer, Mankerian, and Metzger; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2011-28**

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: Mayor Dyer, Mankerian, Metzger, Miller, Traver, and Williams.

NAYES: None.

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

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Michigan Gas Utilities Easement:

Moved Miller, supported Metzger, to authorize the Clerk-Treasurer to sign the corporate gas easement agreement and easement release with Michigan Gas Utilites for parcel 15-311-015-00. On a roll call vote – ayes: Traver, Williams, Mayor Dyer, Mankerian, Metzger, and Miller; nays: none. **MOTION CARRIED.**

B. Sale of Used Snorkel Truck:

Moved Metzger, supported Williams to approve the recommendation for the sale of the 1980 Snorkel truck to the Village of Union City for \$3,000. On a roll call vote – ayes: Williams, Mayor Dyer, Mankerian, Metzger, Miller, and Traver; nays: none. **MOTION CARRIED.**

C. City Council Meeting Location Change:

Moved Miller, supported Mankerian to approve the August 1, 2011 Council Work Session and Regular Session be held at the Marshall House Apartments, 200 East Spruce Street, Marshall, MI 49068. On a voice vote – **MOTION CARRIED.**

APPOINTMENTS / ELECTIONS

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

COUNCIL AND MANAGER COMMUNICATIONS

None.

ADJOURNMENT

The meeting was adjourned at 7:45 p.m.

James L. Dyer, Mayor

Sandra Bird, Clerk-Treasurer

VENDOR APPROVAL SUMMARY REPORT

Date: 07/28/2011

Time: 2:08pm

Page: 1

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
A & D LIGHTING SUPPLY	7002	SUPPLIES FOR MH	429.20	0.00
ALL-TRONICS INC	9157	REPAIR FOB PAD	553.40	0.00
ALL-TRONICS, INC	6691	906 S MARSHALL	117.00	0.00
AMERICAN MESSAGING	6657	ACCT #Z1-406436	94.91	0.00
AMERICAN WATER WORKS ASSOC	7049	CUST #00269636, A. AMBLER	295.00	0.00
ARROW ENERGY	5884	100 LL Fuel	33,126.82	0.00
ARROW UNIFORM	6839	CUST #010198-05	287.08	0.00
AUTO VALUE MARSHALL	21340	RADIATOR HOSE	3,137.61	0.00
BEAVER RESEARCH CO	8357	HYPER BONDING AGENT	23.50	0.00
BIRCHLER ARROYO ASSOCIATES	9497	HOSPITAL OVERLAY CONSULTING	4,200.00	0.00
BOSHEARS FORD SALES INC	7117	M-2 2006 FORD CROWN VIC	835.93	0.00
BUD'S WRECKER SERVICE	400226	DART BUS	425.00	0.00
CBCINNOVIS	6459	JUNE SERVICES	8.25	0.00
CIVIC SYSTEMS LLC	3314	SEMI-ANNUAL SOFTWARE SUPPORT	4,911.00	0.00
COGITATE INC	8443	MMS TRUNKLINE SUPPORT	140.00	0.00
COMPLETE ELECTRIC	7244	BALL BEARINGS, SEAL, REPAIR	257.82	0.00
CORNERSTONE OFFICE SYSTEMS	8563	COPIER CONTRACT	459.56	0.00
CRYSTAL FLASH ENERGY	6176	DYED DIESEL FUEL	1,626.07	0.00
CUTTER'S TOOL & GRINDING	2322	CHIPPER KNIVES SHARPENING	180.00	0.00
D & D MAINTENANCE SUPPLY	7271	JANITORIAL SUPPLIES	162.61	0.00
D C BYERS COMPANY	7158	HERITAGE ROUTE MUSEUM PROJECT	39,740.00	0.00
DAMRON BROTHERS ASPHALT	6238	ADDITIONAL PAVING	7,950.00	0.00
DARLING ACE HARDWARE	7281	GLOVES, HOSE	295.84	0.00
DEFORREST BROTHERS CONSTRUCTION	7288	SIDEWALK REPLACEMENT	3,279.52	0.00
EDWARDS INDUSTRIAL SALES	7332	RPR JACKHAMMER	48.60	0.00
EMERGENCY VEHICLE SERVICES INC	3896	VALVE PACK & SLACK ADJUSTERS	1,886.34	0.00
ENGLEWOOD	7338	Electrical controls for #2 eng	1,614.92	0.00
ESRI INC	6293	GIS MAINTENANCE	2,045.90	0.00
FASTENAL COMPANY	5789	SHOP TOWELS	110.94	0.00
FIDLAR TECHNOLOGIES INC	400302	CITATION TICKETS	620.50	0.00
FIRE PROGRAMS	6439	SUPPORT & UPGRADE-ONE YEAR	595.00	0.00
FIRST DUE FIRE SUPPLY	400183	GLOVES, CXF-51 CARBON BLEND	404.00	0.00
LEE FRIEND	6059	MOTORCYCLE GLOVES	26.00	0.00
I & H PAINTING COMPANY	400301	REPAIR TO MAGIC MUSEUM	1,300.00	0.00
ID SUPPLY FACILITIES MAINT	9781	SMOKE ALARM TESTERS	59.92	0.00
IRMAN'S MARSHALL HARDWARE	7446	PLUNGER	400.36	0.00
ISLAND BUS COMPANY	5874	RUBBER WHEELS - DART 11	41.95	0.00
INVERTERS R US	5889	POWER INVERTER	923.00	0.00
IRVIN'S HARDWARE	4331	CHAIN SAW	399.99	0.00
ISAAC & SONS	7484	APT 417	70.00	0.00
ITRON INC	3132	MAINT CONTRACT, AUG--OCT	804.77	0.00
J & K PLUMBING SUPPLY	3351	SUPPLIES	72.43	0.00
JOHN D BRUNDAGE &	6437	MAY SERVICES	3,700.00	0.00
JO'S BUXTON	8962	LIME	1,161.75	0.00
JUSTICE FENCE	7498	RIVERWALK RAILS	213.00	0.00
JEMA INCORPORATED	300427	2010 ENERGY OPTIMIZATION AUDIT	769.00	0.00
JACKELAND ASPHALT CORPORATION	7526	BITUMINOUS AGGREGATES	196.02	0.00
JAUTENSLAGER-LIPSEY	7532	SERVICE A/C UNIT	105.00	0.00
JAWSON-FISHER ASSOCIATES PC	2291	JUNE SERVICES	4,001.90	0.00
JEWEL'S SHOE REPAIR	7538	RESOLE BOOTS-AMBROSE&KNAUF	130.00	0.00
JEXISNEXIS OCC HEALTH SOLUTION	300324	CLINIC COLLECTION	13.50	0.00
JRSHALL COUNTRY CLUB	5033	JR GOLF CAMP	749.00	0.00
JRSHALL CUTTING EDGE LAWN CARE	7270	MULCH	136.00	0.00
JRSHALL MEDICAL ASSOCIATES	7571	YOST & STEVENSON	356.00	0.00
JRSHALL TIRE	3771	M-3 TIRES	327.92	0.00
JRSHALL TOWNSHIP FIRE DEPT	400272	RADIO UPGRADE	12,344.00	0.00
JRMASTER-CARR	6133	FUSES	20.45	0.00
JRDLER ELECTRIC COMPANY	7604	MISC SUPPLIES-ATHLETIC FIELD	645.75	0.00
JRFOA	300128	MEMBERSHIP--SANDRA BIRD	274.00	0.00
JRILLER CANFIELD PADDOCK &	7683	JUNE SRVCS--PATROL OFFICERS	4,591.13	0.00
JRSSION CAR WASH	217915	JUNE CHARGES	55.00	0.00
JRSC INDUSTRIAL SUPPLY CO	6831	CREDIT - EYEWASH STATION	-239.78	0.00
JRUNICIPAL SUPPLY CO.	7701	GASKET & BOLT PACK	85.00	0.00
JRUZZALL GRAPHICS	7707	PAYROLL LASER CHECKS	187.12	0.00
JRPA OF MARSHALL	2939	GREASE GUN	35.99	0.00
JRPFOLK SOUTHERN CORPORATION	4673	R/W RICE CREEK TRAIL	450.00	0.00
JRORTH CENTRAL LABORATORIES	7727	LAB SUPPLIES	18.29	0.00

VENDOR APPROVAL SUMMARY REPORT

Date: 07/28/2011

Time: 2:08pm

Page: 2

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
OVERHEAD DOOR OF BATTLE CREEK	7746	SERVICE - FIRE DEPT DOOR	214.00	0.00
PEERLESS MIDWEST INC	6571	Raw water pump for #2 Engine	6,346.75	0.00
POWER LINE SUPPLY	7821	25 KV PIN INSULATOR	5,566.86	0.00
PRECISION LAWN CARE	300237	JULY SERVICES	1,270.00	0.00
QUALITY AUTO CARE	7798	CLEAN POLICE CAR	30.00	0.00
QUALITY ENGRAVING SERVICE	7800	RETIREMENT PLAQUE-MCCORMACK	71.33	0.00
RADIO SHACK	7811	PK4 15A CERAMIC	3.29	0.00
SAFETY-KLEEN	7849	PARTS WASHER SOLVENT	226.54	0.00
STANDARD PRINTING & OFFICE	7903	DELIVERY	325.73	0.00
STATE OF MICHIGAN	2301	UIA #0804670	7,801.16	0.00
STATE OF MICHIGAN	300238	SEX OFFENDER REGISTRATION FEE	25.00	0.00
KIP SUNDBERG	21402	BOOT ALLOWANCE	201.40	0.00
TRI-COUNTY INTERNATIONAL TRUCK	8034	FLUID	34.36	0.00
URS CORPORATION	5893	TRAFFIC STUDY	19,590.29	0.00
USA BLUEBOOK	2460	GLOVES, PHASE MONITORS	327.34	0.00
VALIDITY SCREENING SOLUTIONS	21635	RISKE	13.00	0.00
WALBECK, MIKE	400303	STENCIL FOR FOUNTAIN	25.00	0.00
WALKER PARKING CONSULTANTS	8003	MARSHALL/OAKLAWN STUDY	70.40	0.00
WALTERS-DIMMICK PETROLEUM	8007	GREASE TUBES	77.61	0.00
WEST SHORE SERVICES	8022	ANNUAL INSPECTIONS & P.M.	2,025.00	0.00
WIL-MAC SALES AND SERVICE	8029	SERVICE CALL @ MH	267.46	0.00
Grand Total:			188,799.30	0.00

CHECK NUMBER SERIES AS OF FRIDAY, 07/22/11

	Beginning #	Ending #	Dated
PAYROLL-ACH	71219	71223	07/09/11-07/22/11
A/P & P/R-OTHER	88290	88457	07/09/11-07/22/11

VENDOR APPROVAL SUMMARY REPORT

Date: 07/15/2011

Time: 11:22am

Page: 1

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
A T & T	3176	269 781-6351 933 3	1,732.82	0.00
ALL YOU NEED GRAND RENTAL	6491	TENT RENTAL-BLUES FESTIVAL	1,201.00	0.00
BATTLE CREEK ENQUIRER	3637	ACCT #EN2212282	112.05	0.00
BLUE CROSS BLUE SHIELD OF MI	9629	GROUP #17902-012	84,316.79	0.00
BLUE CROSS BLUE SHIELD OF MI	9681	GROUP #17902-003	45,831.82	0.00
BOGAR THEATER	9200	PLAYGROUND TRIP #3	903.50	0.00
BROADSTRIPE	3293	ACCT #198-040293	172.98	0.00
CALHOUN COUNTY TREASURER	7177	JUNE 2011	80.00	0.00
COMMERCIAL OFFICE PRODUCTS	9769	CRDGS, MARKERS, TAPE, FLDERS	181.41	0.00
DARROW & SONS	400285	REFUND OVERPAYMENT-INV#1224	50.00	0.00
ED'S DECORATING	9873	APT #106	2,450.00	0.00
GLGC PLUMBING COMPANY LLC	217837	CONNECT WATER LINE	132.01	0.00
GRIFFIN PEST SOLUTIONS	400246	323 W MICHIGAN AVE	31.00	0.00
HAYEN ENTERPRISES INC	400290	UTILITY DEPOSIT REFUND	101.71	0.00
HOFFMAN BROS	2919	REFUND FIRE HYDRANT DEPOSIT	220.00	0.00
DIANE LARKIN	9373	MILEAGE FOR LIQUOR LICENSE	41.07	0.00
MARSHALL PUBLIC SCHOOLS	7573	JULY I.T. SERVICES	1,000.00	0.00
RODNEY MCPADDEN	4239	BOOT ALLOWANCE	130.00	0.00
MERGING MEDIA	9630	SOUND SYS & STAGE RENTALS	3,700.00	0.00
MICHIGAN-SHIGA SISTER-STATE	3373	N. METZGER TRIP TO JAPAN	1,400.00	0.00
MPTA	21545	ANNUAL TRANSIT CONFERENCE	155.00	0.00
TERESA & KELLY PATTERSON	400283	REFUND UTIL OVERPAYMENT	38.11	0.00
ISOLA PRATER	400289	REFUND DEPOSIT	19.00	0.00
QLT	8069	ACCT #269-781-3559	13.99	0.00
R. BRUTON ELECTRIC LLC	5861	MAT'L TO INSTALL 220 OUTLETS	185.00	0.00
MARK SARGENT	400287	REFUND DEPOSIT	193.00	0.00
RUS SMITH	400286	HANGAR RENT REIMBURSEMENT	50.00	0.00
TREVOR TRAVIS	100549	SCOREKEEPER	28.00	0.00
CLARA TUCKER	400288	REFUND DEPOSIT	423.00	0.00
CINDY UPRIGHT	400284	REIMBURSEMENT FOR SUPPLIES	10.05	0.00
VERIZON WIRELESS	217862	ACCT #683169426-00001	57.14	0.00
WILLI, MORGAN & HEALD, ERIC	400291	REFUND UTILITY DEPOSIT	30.41	0.00
Grand Total:			144,990.86	0.00

Prescription reimbursements 221.95

TOTAL CASH DISBURSEMENTS \$145,212.81

VENDOR APPROVAL SUMMARY REPORT

Date: 07/22/2011
 Time: 10:22am
 Page: 1

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
J. J. ADKINS	400298	REFUND UTILITY DEPOSIT	56.10	0.00
AT&T MOBILITY	400292	ACCT #287238047810	46.33	0.00
BROADSTRIPE	3293	ACCT #198-040293	146.01	0.00
QUENTIN BROOM JR	400299	REFUND UTILITY DEPOSIT	130.11	0.00
CHRISTOPHER ASHLEY	100802	UMPIRING	80.00	0.00
TIM CLARK	2209	MEALS	20.00	0.00
JERRY CLIFTON	21760	REFUND UTILITY OVERPAYMENT	114.90	0.00
COMMERCIAL OFFICE PRODUCTS	9769	PENCILS, PAPER	123.99	0.00
CONSUMERS ENERGY	8560	1000 0033 5602	772.25	0.00
CORNERSTONE INSPECTION SRVCS	300392	INSPECTIONS, OPEN ISSUED PRMTS	776.00	0.00
WILLIAM DAY	8268	MEAL	10.00	0.00
WILLIAM DOBBERTIEN	400296	REFUND UTILITY OVERPAYMENT	37.38	0.00
CODY DRUMM	25123	MEALS	32.73	0.00
HAYEN ENTERPRISES INC	400290	REFUND UTILITY OVERPAYMENT	28.05	0.00
RICHARD HAZEN	8851	REFUND UTILITY OVERPAYMENT	106.01	0.00
KIRK M HAUTAU	100648	UMPIRING	80.00	0.00
BILL LAVALLEY	400295	BALANCE DUE FOR BLUES FEST	100.00	0.00
DOUG LEACH	6060	MEALS	20.00	0.00
MARSHALL COMMUNITY CU	7558	2998 - DIXON	1,815.67	0.00
MARSHALL FIREFIGHTERS ASSOC	7562	2011 BLUES FEST TEAR DOWN	250.00	0.00
MARSHALL HARDWARE	400293	REFUND OVERBILLED ELECTRIC	907.24	0.00
RODNEY MCFADDEN	4239	MEALS	20.00	0.00
MEL'S ALLSPORT	9065	T-SHIRTS FOR BLUES FEST	3,090.00	0.00
STEVE MEYER	3325	MEALS	20.00	0.00
CNE COMMUNICATIONS	2729	ACCT #7018274	2,170.99	0.00
PASTRAMI JOE'S	9351	REFUND UTILITY OVERPAYMENT	9.00	0.00
PAW PAW WINE DISTRIBUTORS	400294	ALE - MARSHALL BLUES FEST	890.00	0.00
PNC MORTGAGE	400276	REFUND UTILITY OVERPAYMENT	10.66	0.00
ISOLA PRATER	400289	REFUND DUE	22.00	0.00
TOM TARKIEWICZ	6019	MMEA LUNCH, CHAMBER BRKFST	12.00	0.00
PCF BANK	400297	REFUND UTILITY OVERPAYMENT	34.63	0.00
LUCAS TICE	300431	MEALS	32.73	0.00
Grand Total:			11,964.78	0.00

Prescription reimbursements 15.00

Total cash disbursements \$11,979.78

EVENT REPORT

EVENT: Marshall Music Faire

EVENT LOCATION: Stuart's Landing

SPONSOR: Live Music & Festivals Inc.

EVENT DATE: August 27, 2011 (rain date August 28, 2011)

EVENT TIMEFRAME: 11am to 6pm

MDOT PERMIT REQUIRED: YES NO

MDOT PERMIT GRANTED: YES NO

LANE CLOSURE TIMEFRAME: None

EVENT STREETS AFFECTED: None

DETOUR DETAIL: None

EVENT DETAIL: Buy, sell, perform, dance, jam, and listen something for everyone. Got musical equipment, instruments, music books, CDs, anything musical you want to buy, sell, or trade this is the time and place.

COUNCIL NOTIFICATION DATE: August 1, 2011

EVENT REPORT

EVENT: Marshall Community Movie Night

EVENT LOCATION: Brooks Field

SPONSOR: Brooks Field Aviation Association (BFAA)

EVENT DATE: Saturday, August 6th

EVENT TIMEFRAME: 9pm – 11pm

MDOT PERMIT REQUIRED: YES NO

MDOT PERMIT GRANTED: YES NO

LANE CLOSURE TIMEFRAME: None

EVENT STREETS AFFECTED: None

DETOUR DETAIL: None

EVENT DETAIL: The Upcoming August 6th Community Movie Night being held at the Marshall Airport/Brooks Field (Marshall, MI) will high-lite WWII B-17 bomber pilot, Charles O. Dobbins Sr, a fifth generation Marshallite and descendant of Marshall Civil War Captain Deville Hubbard.

"Twelve O'clock High" will be shown in the main hangar. Admission is \$2 with some concessions available.

COUNCIL NOTIFICATION DATE: August 1, 2011

EVENT REPORT

EVENT: Young Eagle Event

EVENT LOCATION: Brooks Field

SPONSOR: EAA 1076

EVENT DATE: August 13th (rain date August 14th)

EVENT TIMEFRAME: 8 am to 1pm

MDOT PERMIT REQUIRED: YES NO

MDOT PERMIT GRANTED: YES NO

LANE CLOSURE TIMEFRAME: None

EVENT STREETS AFFECTED: None

DETOUR DETAIL: None

EVENT DETAIL: Students will have an opportunity to experience aviation by flying and variety of aircrafts. The EAA will be providing breakfast and lunch with powered flights and glider flights. We had a wonderful event last year and expect it will be equally as fulfilling again this year.

This is the second year for this event.

COUNCIL NOTIFICATION DATE: August 1, 2011

EVENT REPORT

EVENT: Zarzuela Birthday Party

EVENT LOCATION: North Hamilton Street

SPONSOR: Zarzuela, LLC.

EVENT DATE: August 6, 2011

EVENT TIMEFRAME: 4 pm to midnight

MDOT PERMIT REQUIRED: YES NO

MDOT PERMIT GRANTED: YES NO

STREET CLOSURE TIMEFRAME: 4 pm to midnight

EVENT STREETS AFFECTED: North Hamilton Street from Michigan Avenue to the alley will be closed. The owner will check with Oaklawn Hospital if they desire that all of the parking garage users to exit to Mansion Street versus some of the drivers using the alley.

DETOUR DETAIL: None

EVENT DETAIL: Hamilton Street and the east sidewalk will be used for serving food & beverage and a band stage will be installed for the first birthday party. The west sidewalk will be open for pedestrian traffic and the fire hydrant will have accessibility. The area will be fenced to meet the requirements of the Michigan Liquor Control Commission.

COUNCIL NOTIFICATION DATE: August 1, 2011

EVENT REPORT

EVENT: Hispanic Heritage Festival

EVENT LOCATION: Carver Park and Exchange Street

SPONSOR: New Latino Visions

EVENT DATE: September 24, 2011

EVENT TIMEFRAME: 12:00 noon to 11:00 p.m. ET

MDOT PERMIT REQUIRED: YES NO

MDOT PERMIT GRANTED: YES NO

STREET CLOSURE TIMEFRAME: 8:00 a.m. – 11:30 p.m.

EVENT STREETS AFFECTED: South Exchange Street from Michigan Avenue to Green Street

DETOUR DETAIL: None

EVENT DETAIL: New Latino Visions is requesting approval to hold their 2nd Annual Hispanic Heritage Festival in Marshall at Carver Park & Exchange Street on September 24th, 2011. This Festival will serve the double purpose of sharing the Hispanic Culture with Marshall residents and visitors; while introducing the historic treasures of the City of Marshall to Hispanic vendors, performers and visiting attendees that may not be familiar with what Marshall has to offer.

The Festival includes authentic foods, dance, and music including for-profit business booths, non-profit organization booths and authentic Hispanic food and merchandise vendors from all over Michigan. Children's events include educational components, as well as piñata breaking, Mexican Bingo, storytelling and arts and crafts activities. Plans include a tentative "Low Rider and Tricked Out Bicycles" show, Salsa Dance exhibition/competition, and Mariachi and Tejano Band performances.

The expected attendance to this first event could range from **300 to 1,000** total visitors spread over the course of the day-long festival. Admission is FREE.

New Latino Visions will work with the Main Street Manager and Tourism Council to contact local business to participate.

COUNCIL NOTIFICATION DATE: August 1, 2011



ADMINISTRATIVE REPORT
August 1, 2011 – City Council Meeting

TO: Honorable Mayor and City Council
FROM: Tom Tarkiewicz, City Manager
SUBJECT: Firekeeper's Local Revenue Sharing Board Allocation

BACKGROUND: The City has received two payments from the Firekeeper's Casino for 2009 and 2010, \$26,724.41 and \$84,508.17, respectively, for a total of \$111,232.58.

As your City Manager, I feel that we should fund a capital project to have a long term legacy to the Nottawaseppi Huron Band of Potawatomi. The Council may have other ideas on the allocation of the funds. I have reviewed the current Capital Improvement Plan and the following projects are suggested to be considered:

SOUTH KETCHUM PARK RESTROOM BUILDING	\$88,000
BROOKS NATURE AREA PAVILION	\$10,000
BROOKS NATURE AREA OBSERVATION DECK	\$66,000
N KETCHUM DOG PARK CONSTRUCTION	\$21,000
ATHLETIC FIELD DUGOUTS	\$41,000
PARK IDENTIFICATION SIGNS	\$12,000
FIRE FIGHTING PROTECTIVE CLOTHING*	\$8,500
NEW PLAYGROUND EQUIPMENT	\$45,000
BROOKS NATURE AREA DEVELOPMENT PLAN	\$7,000
DOWNTOWN TREE REPLACEMENT PROJECT	\$134,000
NORTH KETCHUM PARKING LOT PAVING**	\$20,000
JOINT POLICE BUILDING FEASIBILITY STUDY	\$21,171

*Budgeted in FY 2012 budget
**Submitted for a MDNR Passport Grant

RECOMMENDATION: It is recommended that the Council determine the projects which should be funded from the proceeds from the Firekeeper's Casino.

FISCAL EFFECTS: None at this time.

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
August 1, 2011 – City Council Meeting

TO: Honorable Mayor and City Council
FROM: Tom Tarkiewicz, City Manager
SUBJECT: City Visioning, Goals, Objectives and Tasks

BACKGROUND: At the July 18th Work Session, the Council and City Staff discussed the continuing development of the City Visioning, Goals, Objectives and Tasks. The preliminary document is attached.

The strategic planning process involves the following steps:

1. *Complete the summary notes, review and distribute.*
2. *Create One Year Action Plan (City Manager and Staff)
Create major Goal and objective statements and determine who leads in each objective for 2012, what should be done and when*
 - a. *Get community input*
 - b. *Council and staff finalize the strategic plan*
3. *Council review the elements of the strategic plan monthly*
4. *Council and Staff review the total plan status in six months*
5. *Council and Staff review the total plan. Discuss the one year status of the plan in March/April 2012. Identify objectives for the next year.*

We are now to the step of receiving community input.

RECOMMENDATION: It is recommended that the City Council determine how to receive community input and direct staff to proceed with the plan.

FISCAL EFFECTS: None at this time.

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

CITY GUIDING PRINCIPLES, GOALS & OBJECTIVES

On March 4 and 5, 2011 the Mayor, Members of the City Council, City Manager and senior staff met to discuss and identify a strategic vision and direction for the City of Marshall. More specifically, the participants created a "vision tour" for the City, major goals and objectives and actions to be taken in the first year of this five year plan.

VISION 2016: THE CITY OF MARSHALL MICHIGAN

The vision for the City of Marshall in 2016 will be shown with a vibrant downtown with more restaurants and performing arts venues, more nightlife, and a self funded parking system. The City will have a new Emergency Services Building, a renovated City Hall, a central Community, Recreation, & Senior Center with public restrooms with possibly the Chamber of Commerce. The City will have better road maintenance with bike lanes, Ketchum Park will be landscaped with a dog park & a walking track, and a more Citywide walkable sidewalk system. The City will have additional area employers with Oaklawn Hospital being the third largest employer without any job loss, a Community College or remote university location, The Brooks will have additional industrial development. The City will have better property maintenance, will have a rental housing code (Habitable and well maintained) and a Greening of the City. The City will have more effective communication – leading to a town that functions as “one”, a consensus to a plan between hospital and neighborhood, a tax structure that allows the City to benefit from development, a good economy which leads to enhanced downtown appearance & aesthetics.

CITY GOALS

GOAL AREA I. ECONOMIC DEVELOPMENT

Goal Statement: Above all else, we must measure the impact of our actions on the economic vitality of residents, businesses and industry.

GOAL AREA II. NEIGHBORHOODS

Goal Statement: To create and promote a safe and unified community within our neighborhoods and businesses

GOAL AREA III. INFRASTRUCTURE

Goal Statement: Provide the community with available funding options for enhancing the taxing structure. Preserve, rehabilitate, maintain and expand all city infrastructure assets (roads, buildings and utility systems) and identify and determine funding options. Determine a self funded downtown parking study supported by the community – let the community guide the effort.

GOAL AREA IV. COMMUNITY LIFE

Goal Statement: Engages, welcoming, safety, aesthetics, active lifestyles participation, coordination, cross generational

CITY OBJECTIVES

GOAL AREA I. ECONOMIC DEVELOPMENT

- Community College
- Industrial Park – Brooks
- Consensus plan – hospital and neighborhood
- Collaboration with schools and township
- More restaurants
- Broker for business – new and existing

Goal Statement:

Above all else, we must measure the impact of our actions on the economic vitality of residents, businesses and industry.

Objectives:

1. The City should Promote, collaborate, educate and serve as a broker for economic growth
2. Facilitate a consensus based neighborhood and hospital plan – put the plan in action
3. Continue collaboration with schools and township
4. Review public safety building options
5. Review waste hauling options
6. Industrial park – promote and market
7. Community College – make contacts with potential universities
8. Recruitment of restaurants
9. Study time required to obtain permits, zoning etc. Assess: How user friendly is the City?

Tasks to be completed by April 2012:

1. Create consensus neighborhood and hospital plan– put the plan in to action
2. Review public safety building options
3. Review waste hauling options

GOAL AREA II. NEIGHBORHOODS

- Code enforcement
- Habitable, safe rental stock
- Downtown fire safety
- Vibrant downtown

Goal Statement:

To create and promote a safe and unified community within our neighborhoods and businesses

Objectives:

1. Utilize existing database to identify owners
2. Develop plan and process for unified inspection as a "team" (non-threatening)
3. Reorganize codes to make user friendly
4. Develop cooperative with owners and renters
5. Promote safety awareness
6. Council meetings in quadrants "mobile council"
7. Rental contact placed on house or building

Tasks to be completed by April 2012:

1. Council meetings in quadrants "mobile council"
2. Inspection team and database use organized
3. Begin reorganization of codes
4. Create a plan of action on safety awareness

GOAL AREA III. INFRASTRUCTURE

- Funding of government income tax
- Downtown parking – self funded
- Renovated city hall
- Community Center (youth and seniors) – restrooms
- Better road maintenance
- Public safety building

Goal Statement:

Provide the community with available funding options for enhancing the taxing structure. Preserve, rehabilitate, maintain and expand all city infrastructure assets (roads, buildings and utility systems) and identify and determine funding options. Determine a self funded downtown parking study supported by the community – let the community guide the effort.

Objectives:

1. Blending property taxes with income taxes and other types of revenue on a fair and equitable basis
 - Prepare a tax and revenue feasibility study and present to the community for feedback
2. Prioritize projects and prepare long-term plan
 - Determine desired outcome for implantation and funding (goal one related)
3. Inform public of overall needs (Infrastructure/enforcement cost) and possible funding avenues
 - Present options to stakeholders

Tasks to be completed by April 2012:

1. Inform public of overall needs (Infrastructure/enforcement cost) and possible funding avenues
 - Present options to stakeholders

GOAL AREA IV. COMMUNITY LIFE

- Effective communications
- Walkability – paths/sidewalks/Riverwalk
- Dog park
- Ketchum Park landscaped
- Coordinated – more performing arts, another performing arts venue
- Walking track around skate park
- Bike lanes around town
- Green space aesthetics (Eaton)
- More night life
- Community garden

Goal Statement:

Engages, welcoming, safety, aesthetics, active lifestyles participation, coordination, cross generational

Objectives:

1. More precise, effective and engaging communication – multiple avenues to reach greater audience
2. Online call to action for community to ask questions or leave comments
3. Enhance walking paths, create biking lanes/friendliness, bike racks downtown near City Hall and fountain.
4. Dog Park: City owned and operated, volunteer management
Design and Construction (water, land, fence, waste management)
Ordinances?
5. Community Garden
Vegetable (Model after Detroit)
Floral (beautify town) Greenery (Eaton, etc.)

Tasks to be completed by April 2012:

1. Much improved communications (objectives 1 and 2) with continued feedback and changes moving the communications process forward.

Post 2012

2. Install bikes racks
Evaluation of current walking paths and a plan of possible new sidewalks and bike lanes paths to implement
3. Move skate park near athletic fields, build the dog park ant Ketchum Park and add walking path in Ketchum Park
4. Establish pilot community garden project volunteer based.

NEXT STEPS

The strategic planning process involves the following next steps:

1. Complete the summary notes, review and distribute.
2. Create One Year Action Plan (City Manager and Staff)
Create major Goal and objective statements and determine who leads in each objective for 2012, what should be done and when
 - a. Get community input
 - b. Council and staff finalize the strategic plan
3. Council review the elements of the strategic plan monthly
4. Council and Staff review the total plan status in six months
5. Council and Staff review the total plan. Discuss the one year status of the plan in March/April 2012. Identify objectives for the next year.

**FISCAL YEAR 2012
GOALS AND OBJECTIVES**

Goal Area:	ECONOMIC DEVELOPMENT	Champion:	Mayor
Goal Unit:	Consensus plan – hospital and neighborhood	Goal Leader:	Natalie Huestis
		Goal Team:	Tom Tarkiewicz
Goal Statement:	Above all else, we must measure the impact of our actions on the economic vitality of residents, businesses and industry.		

Goal Objective	City Goals:
A. Facilitate a consensus based neighborhood and hospital plan	Goal Area I

Task	Start	Completion	Status
A 1 - Receive report from HNC.		9/2011	
A 2 - Distribute report from HNC to interested parties and Boards.	10/12/11		
A 3 - Receive comments from interested parties and Boards.	10/12/11	1/16/12	
A 4 – Receive planning commission report.		1/16/12	
A 5 - Establish date for public forum.	1/16/12	1/16/12	
A 6 - Council takes action.	1/16/12	TBD	

**FISCAL YEAR 2012
GOALS AND OBJECTIVES**

Goal Area:	ECONOMIC DEVELOPMENT AND INFRASTRUCTURE	Champion:	James Schwartz
Goal Unit:	Review Public Safety Building	Goal Leader:	James Schwartz
		Goal Team:	City, County and State Units
Goal Statement:	Above all else, we must measure the impact of our actions on the economic vitality of residents, businesses and industry.		

Goal Objective	City Goals:
A. Review Emergency Services Building options with the Michigan State Police and the Calhoun County Sheriff's Office.	Goal Area I & III

Task	Start	Completion	Status
A 1 - MML request RFP for cooperative.	6/29/11	7/18/11	Complete
A 2 - Review RFP as presented.	7/18/11	7/28/11	
A 3 - Select consultant.	8/1/11		
A 4 - Meet with City, County and State representatives.			
A 5 - Determine funding source for RFP.			
A 6 - Work with consultant throughout the process.		12/1/11	

**FISCAL YEAR 2012
GOALS AND OBJECTIVES**

Goal Area:	ECONOMIC DEVELOPMENT AND INFRASTRUCTURE	Goal Leader:	Bob Kiessling
Goal Unit:	Review Public Safety Building	Goal Team:	Mark Burke, Sandra Bird, JB Taylor
Goal Statement:	Above all else, we must measure the impact of our actions on the economic vitality of residents, businesses and industry.		

Goal Objective	City Goals:
A. Review public safety building options.	Goal Area I & III

Task	Start	Completion	Status
A 1 - Continue to work with the Needs Assessment Committee.			On-going
A 2 - Assist with presentations by Committee.			On-going
A 3 - Continue to partner with MAFFA.			On-going
A 4 - Monitor MMLF SPSI Feasibility Study.		12/1/11	On-going
A 5 - Retain design architect for construction plans.	12/2011		
A 6 - Complete plans.		5/2012	
A 7 - Present ballot language to Council.	7/2012	7/2012	
A 8 - Establish millage vote date.	11/2012	11/2012	

FISCAL YEAR 2012 GOALS AND OBJECTIVES

Goal Area:	ECONOMIC DEVELOPMENT	Champion:	Mayor
Goal Unit:	Unified Residential Waste Hauling	Goal Leader:	Carl Fedders
		Goal Team:	Carl Fedders and Mike Hindenach
Goal Statement:	Above all else, we must measure the impact of our actions on the economic vitality of residents, businesses and industry.		

Goal Objective	City Goals:
A. Review waste hauling options.	Goal Area I

Task	Start	Completion	Status
A 1 - Staff collection of information from communities that do community waste hauling.			Complete
A 2 - Receive comments from interested parties and Boards.		3/21/11	Complete
A 3 - Determine areas for study, modification, or action.		12/2011	
A 4 - Hold public forum.		2/2012	
A 5 - Determine proper course of action.		3/2012	

**FISCAL YEAR 2012
GOALS AND OBJECTIVES**

Goal Area:	ECONOMIC DEVELOPMENT	Champion:	Mayor
Goal Unit:	Industrial Park-Brooks	Goal Leader:	Mike Hindenach
		Goal Team:	MEDC, Carl Fedders
Goal Statement:	Above all else, we must measure the impact of our actions on the economic vitality of residents, businesses and industry.		

Goal Objective	City Goals:
A. Industrial Park-Promote and Market.	Goal Area I
B. Promote, collaborate, educate and serve as a broker for economic growth.	Goal Area I

Task	Start	Completion	Status
A,B 1 - Enhance, Evaluate, and Execute The Brooks Marketing plan.			On-going
A,B 2 - Maintain website with GIS and site information.			On-going
A,B 3 - Respond to Client Information Requests within a 24 hour period.			On-going
A,B 4 - Annual report.			
A 1 - Maintain Certified Business Park standing.			On-going
B 1 - Conduct 20 retention visits with local companies.			On-going
B 2 - Aggressively support local businesses through the use of local, state, and federal incentive programs.			On-going

FISCAL YEAR 2012 GOALS AND OBJECTIVES

Goal Area:	NEIGHBORHOODS	Goal Leaders:	Mayor and Council
Goal Unit:	Council meetings in quadrants "Mobile Council".	Goal Team:	Tom Tarkiewicz
Goal Statement:	To create and promote a safe and unified community within our neighborhoods and businesses.		

Goal Objective	City Goals:
A. Council meetings in quadrants "Mobile Council".	Goal Area II

Task	Start	Completion	Status
A 1 - Determine schedule, locations and cost.	7/18/11	8/15/11	
A 2 - Determine if the meetings will be televised live or tape delay.			
A 3 - Secure venues.			
A 4 - Advertise meetings.			
A 5 - Review the process.			

**FISCAL YEAR 2012
GOALS AND OBJECTIVES**

Goal Area:	NEIGHBORHOODS	Champion:	Mayor
Goal Unit:	Ensure safety of businesses.	Goal Leader:	Natalie Huestis
		Goal Team:	Jim Schwartz, Bob Kiessling, JB Taylor
Goal Statement:	To create and promote a safe and unified sense within our business community.		

Goal Objective	City Goals:
A. Develop a non-threatening plan and process for unified inspection as a "team".	Goal Area II
B. Utilize existing database/DDA representatives to identify owners.	Goal Area II
C. Develop cooperation with owners and renters.	Goal Area II
D. Promote safety awareness.	Goal Area II

Task	Start	Completion	Status
A 1 - Inspection team organized.	7/2011	9/2011	On-going
B 1 - Database use organized.	9/2011	12/2011	
C 1 - Begin reorganization of codes.	9/2011		
D 1 - Create a plan of action on safety awareness.	7/2011	9/2/2011	On-going

FISCAL YEAR 2012 GOALS AND OBJECTIVES

Goal Area:	NEIGHBORHOODS	Champion:	Mayor
Goal Unit:	Neighborhood rental safety	Goal Leader:	Natalie Huestis
		Goal Team:	Jim Schwartz, Bob Kiessler, JB Taylor
Goal Statement:	To create and promote a safe and unified community within our neighborhoods and especially among our rental stock.		

Goal Objective	City Goals:
A. Utilize existing database to identify owners.	Goal Area II
B. Develop a non-threatening plan and process for unified inspection as a "team".	Goal Area II
C. Create a free and non-threatening rental registration program.	Goal Area II
D. Develop cooperation with owners, renters and City.	Goal Area II
E. Promote safety awareness.	Goal Area II

Task	Start	Completion	Status
A,E 1 – Identify the benefits.			
A,E 2 - Advertise the benefits of Rental Registration.	9/2011		
A,B 1 - Inspection team and database use organized.	9/2011		
C,E 1 - Create a plan of action on safety items in rental units.	9/2011		
A,C,D 1 - Give tags for homes with owner information and safety certificates to all who comply.	1/2012		
A,E 2 - Rental contact placed on house or building.	1/2012		

**FISCAL YEAR 2012
GOALS AND OBJECTIVES**

Goal Area:	INFRASTRUCTURE	Goal Leader:	Carl Fedders , Sandra Bird
Goal Unit:	Develop Plan for City Infrastructure Assets with Funding Options	Goal Team:	Budget Team
Goal Statement:	Preserve, rehabilitate, maintain and expand all city infrastructure assets (roads, buildings & utility systems) and identify and determine funding options.		

Goal Objective	City Goals:
A. Develop a 6-year capital asset plan for major city infrastructure assets (roads, buildings and utility systems), prioritizing projects and funding options and present to the community for feedback by April 2012.	Goal Area III
B. Prepare a tax and revenue feasibility study, blending property taxes and other types of revenue, for capital needs and operational sustainability and present options to the stakeholders by April 2012.	Goal Area III

Task	Start	Completion	Status
A,B 1 - Review Revenue Alternatives.	02/14/11	3/15/11	Completed
A,B 2 - Road report with recommended funding levels.	7/31/11	9/6/11	On-going
A,B 3 - Receive public comments on recommend funding options for road system capital improvements.	12/10/11	5/2012	On-going
A,B 4 - Utility rate study reviewed during budget process for confirmation of adequacy.	11/2011	12/10/11	On-going
A,B 5 - Revenue feasibility study.	2/28/12	4/2012	On-going
A,B 6 - City facilities plan to be developed by facilities manager.	7/2011	11/9/2011	On-going
A,B 7 - Obtain approval and support from community and council for presented capital asset plan.		5/2012	On-going
A,B 8 - Review/implement revenue options.	9/19/11		

**FISCAL YEAR 2012
GOALS AND OBJECTIVES**

Goal Area:	COMMUNITY LIFE	Champion:	Mayor
Goal Unit:	More precise, effective and engaging communication	Goal Leader:	Diane Larkin
		Goal Team:	Carl Fedders, Ryan Traver
Goal Statement:	Engages, welcoming, safety, aesthetics, active lifestyles participation, coordination, cross generational.		

Goal Objective	City Goals:
A. More effective communication between City and the general public with multiple avenues to reach a greater audience.	Goal Area IV

Task	Start	Completion	Status
A 1 - Develop strategy for broad-based outreach to community using multiple avenues / communication tools.	8/1/11	9/15/11	On-going
A 2 - Develop "call to action" component on city website for general questions and comments.	8/1/11	10/31/11	
A 3 - Develop social media communication tools and assign staff/volunteer administrators.	8/1/11	9/15/11	
A 4 - Develop and implement "Click Fix" program for reporting street repairs, blight issues, infrastructure work orders.	7/15/11	12/31/11	On-going
A 5 - Community presentation on interactive website and social networking tools – at city council work session/council meeting.	10/1/11	10/31/11	
A 6 - Press Release/Publicity to make public aware of new website features.	10/1/11	10/31/11	
A 7 - Continue monthly print newsletter in city utility mailings.	7/1/11	6/30/12	On-going
A 8 - City updates on MPACT public television, featuring monthly interviews with department heads and elected officials.	8/1/11	6/30/12	
A 9 - Monthly article in AdVisor/Chronicle with "Frequently Asked Questions" answered by City staff and elected officials.	8/1/11	6/30/12	

**FISCAL YEAR 2012
GOALS AND OBJECTIVES**

Goal Area:	INFRASTRUCTURE AND COMMUNITY LIFE	Champion:	Mayor
Goal Unit:	More precise, effective and engaging communication	Goal Leader:	Diane Larkin
		Goal Team:	Carl Fedders, Natalie Huestis, Andrew Groeneveld
Goal Statement:	Engages, welcoming, safety, aesthetics, active lifestyles participation, coordination, cross generational.		

Goal Objective	City Goals:
A. Create "Complete Streets" concept in Marshall – enhancing "walkability" and "bike friendly" aspects.	Goal Area III & IV

Task	Start	Completion	Status
A 1 - Research Walkability Audit opportunities.	8/1/11	9/15/11	
A 2 - Evaluate sidewalks and pedestrian crossings in CBD (Phase 1).	8/1/11	10/31/11	
A 3 - Develop grid overlay of the city and prioritize service areas in staged phases - with CBD being Phase 1.	8/1/11	9/15/11	
A 4 - Research Biking Audit programs.	9/15/11	10/31/11	
A 5 - Install new bike rack at City Hall – as first step in becoming "bike friendly".	9/15/11	10/31/11	



ADMINISTRATIVE REPORT
August 1, 2011 – City Council Meeting

TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager

SUBJECT: Michigan Municipal League Foundation Shared Services Initiative Grant-Police Facility

BACKGROUND: City Staff have been discussing with the County and the State, the possibility of a shared Police Services Facility. The Michigan State Police has announced the closing of the Battle Creek and Coldwater posts and the relocation to Marshall. The County has discussed a facility in Marshall for the Sheriff.

The Michigan Municipal League Foundation has a Shared Public Services Initiative Grant to provide a 50% grant to assist governmental units in analyzing the possibility of a joint facility. The City and County has applied for the 50% grant to fund a Joint Facilities Feasibility Study.

The City has received two RFPs for the Feasibility Study of the joint facility:

Plante Moran CRESA Southfield	\$50,000
Redstone Public Safety Consulting Group Bloomfield Hills	\$84,685

The two proposals take two very different approaches. The Plante Moran CRESA approach is from a business standpoint while the Redstone Group starts from an architectural point and then develops the business plan. The Redstone Group designed the shared facility for the City of Richmond and the Michigan State Police in Richmond. They are also part of the new Bay City Michigan State Police post which broke ground on July 5th.

The proposals also have a large difference in time spent by the Consultant. The Plante Moran CRESA spends 200 to 240 hours on the project while the Redstone Group spends 655 hours. Both Consultants will complete the Study in four months.

At this time, it is not sure if the State will be paying a portion of the cost. The MMLF SPSI will pay 50% of the Consultant cost. The range of City cost is from \$8,333 to \$21,171, as shown below.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

	<u>City/County share</u>	<u>City/County/State share</u>
PMC	\$12,500	\$8,333
Redstone	\$21,171	\$14,114

The City and County agreed that the Redstone Group is the most qualified and will deliver more to the project. To move the process along, City Staff is requesting that the Council approve the retaining of the Redstone Group and work with the State to determine if they will share in the study cost.

RECOMMENDATION: It is recommended that the Council allow staff to retain the Redstone Group of Bloomfield Hills for the Police Facility Feasibility Study funded 50% from the Michigan Municipal League Foundation Shared Public Services Initiative Grant.

FISCAL EFFECTS: The exact cost of the study will be determined when the Consultant is chosen and if the State participates in the study cost sharing. The range of City cost is \$14,114 to \$21,171 based on the Consultant chosen and if the State shares in the study cost. City Manager is requesting the Council to amend and authorize to increase the funding up to \$21,171 for the General Fund Non-Departmental Contracted Services expenditure budget line item 101-294-820.00 with the revenue source of use of prior year fund balance reserves for the police facility feasibility study.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,



Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
July 18, 2011 - CITY COUNCIL MEETING

TO: City Council
FROM: Mayor James L. Dyer
SUBJECT: Re-Appointment to the Parks and Recreation Board

BACKGROUND: The terms of Randal Eshuis and Kristine Boley-Morse expired on July 1, 2011 and have expressed the desire for re-appointment to the Parks and Recreation Board.

RECOMMENDATION: It is recommended that Randal Eshuis and Kristine Boley-Morse be re-appointed to the Parks and Recreation Board with terms expiring July 1, 2014.

FISCAL EFFECTS: None.

ALTERNATIVES: As suggested by City Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James L. Dyer", with a long horizontal flourish extending to the right.

James L. Dyer
Mayor

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: City Council

FROM: Mayor James L. Dyer

SUBJECT: Re-Appointment to the Brooks Nature Area
Advisory Board

BACKGROUND: The terms of Randal Eshuis and Janet Schoenmeyer will expire on August 15, 2011 and they both have expressed the desire for re-appointment to the Brooks Nature Area Advisory Board.

RECOMMENDATION: It is recommended that Randal Eshuis and Janet Schoenmeyer be re-appointed to the Brooks Nature Area Advisory Board with terms expiring August 15, 2014.

FISCAL EFFECTS: None.

ALTERNATIVES: As suggested by City Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James L. Dyer", with a long horizontal flourish extending to the right.

James L. Dyer
Mayor

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com