CITY OF
Marshall
Michigan

CITY COUNCIL
WORK SESSION AGENDA
Monday, April 2, 2012
6:00 PM – 6:45 PM
City Hall

A. **Board of Review and Assessing Update by John Hippensteel, City Assessor**

B. **Other Items**

C. **Future Work Sessions**
April 16th – Water and Wastewater Rates Annual Review

D. **Future topics**

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.

APRIL 2, 2012

1) **CALL TO ORDER**

2) **ROLL CALL**

3) **INVOCATION** – Kris Tarkiewicz, Family Bible Church

4) **PLEDGE OF ALLEGIANCE**

5) **APPROVAL OF AGENDA** – Items can be added or deleted from the Agenda by Council action.

6) **PUBLIC COMMENT ON AGENDA ITEMS** – Persons addressing Council are required to give their name and address for the record when called upon by the Mayor. Members of the public shall be limited to speaking for a maximum of five (5) minutes on any agenda item.

7) **CONSENT AGENDA**

A. Michigan Department of Treasury Grant

City Council will consider the recommendation to adopt the resolution authorizing acceptance of the State of Michigan Department of Treasury EVIP grant.

B. Schedule Public Hearing – Proposed 2012-2017 Parks and Recreation Master Plan

City Council will consider the recommendation to schedule a public hearing for Monday, April 16, 2012 to hear public comment on the proposed 2012 – 2017 Parks and Recreation Master Plan.

C. Outdoor Café Licenses

City Council will consider the recommendation to issue licenses to Schuler's Inc. and Pastrami Joe's to operate an outdoor restaurant/café. The license is effective May 1, 2012 and expires April 30th of the following year.

D. Marshall Area Farm Market

City Council will consider the request to allow the Marshall Area Farm Market to operate in the parking lot west of the Brooks Building/Oaklawn Dialysis Center on Saturday mornings from 8:00 a.m. to 12:00 p.m. beginning May 12, 2012 through October 27, 2012.

E. Lions Club White Cane Sale

City Council will consider the request from the Marshall Lions Club to hold their Annual White Cane Sales on Friday, May 4 and Saturday, May 5, 2012.

F. City Council Minutes

Regular Session.....Monday, March 19, 2012

G. City Bills

Regular Purchases.....$ 55,091.07

Weekly Purchases –3/16/12.....$ 147,593.70

Weekly Purchases –3/23/12.....$10,222.11

Total .....$ 212,906.88

Mayor:

James Dyer

Council Members:

Ward 1 - Wayne Booton

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Jack Reed

Ward 5 - Jody Mankerian

At-Large - Kathy Miller

CITY OF Marshall Michigan

8) **PRESENTATIONS AND RECOGNITIONS**

9) **INFORMATIONAL ITEMS**

A. **Event Report-Remote Control Plane Swap Meet**

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

11) **OLD BUSINESS**

12) **REPORTS AND RECOMMENDATIONS**

A. **FY 2013 Proposed Budget – Schedule Work Session**

City Council will consider the recommendation to schedule a work session to discuss the FY 2013 Proposed Budget.

B. **FY 2013 Compost Center Agreement**

City Council will consider the recommendation to authorize the Clerk-Treasurer to enter into the Community Compost Center Agreement including the proposed fees with Calhoun County, Calhoun County Road Commission and the Calhoun County Board of Public Works.

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

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
April 2, 2012 City Council Meeting

REPORT TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager

SUBJECT: Michigan Department of Treasury Grant

BACKGROUND: The City of Marshall, in cooperation with the Michigan Municipal League Foundation and Calhoun County funded a Shared Police Facility Feasibility Study. This study began in August of 2011 and is now complete. In January of 2012, the City received a $21,146 State of Michigan Department of Treasury EVIP grant. The State has now asked us to adopt the attached resolution.

RECOMMENDATION: It is recommended that the City Council adopt the attached resolution authorizing acceptance of the State of Michigan Department of Treasury EVIP grant.

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,

Tom Tarkiewicz,
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

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72 (Rev. 01-11)

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

ANDY DILLON
STATE TREASURER

January 20, 2012

Thomas Tarkiewicz
City Manager
City Of Marshall
323 West Michigan Avenue
Marshall, MI 49068

Dear Mr. Tarkiewicz:

Re: **Notification of Intent to Award - EVIP Grant FY 2012**

The Michigan Department of Treasury (Treasury) - Office of Revenue and Tax Analysis (ORTA) received your grant application for the Economic Vitality Incentive Program (EVIP) – Grant Program funding. We are pleased to inform you that the project your governmental unit submitted entitled ***Shared Police Facility Feasibility Study*** has been selected for a grant award in the maximum amount of ***$21,146.00***.

Intent to Award Approved Budget Amount

Below is the approved budget for your grant project. Please note, all feasibility studies were funded at 25% and infrastructure/equipment items were funded at 50%.

Budget Category	Application Budget Amount	Intent to Award Budget Amount	Comments
Kick off Meeting and data collection	$17,740.00	$4,435.00	Feasibility Study (25%)
Business case analysis	$38,710.00	$9,677.50	Feasibility Study (25%)
Implementation plan	$27,390.00	$6,847.50	Feasibility Study (25%)
Study plan	$ 845.00	$ 211.25	Feasibility Study (25%)
Adjustment	$ .00	$- 25.25	Adj to tie to grant request
Budget Total	**$84,685.00**	**$21,146.00**	

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2012-_____

City of Marshall Authorizing Resolution for the State of Michigan Department of Treasury Economic Vitality Incentive Program Grant Agreement for a Shared Police Facility Feasibility Study

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

"RESOLVED, that the City of Marshall, Michigan, does hereby accept the terms of the Agreement, in a letter dated January 20, 2012, as received from the Michigan Department of Treasury, and that the City of Marshall does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the study during the project.

2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times.

3. To provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreement.

4. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution."

The following aye votes were recorded:_____

The following nay votes were recorded:_____

STATE OF MICHIGAN
COUNTYOF CALHOUN

I, Sandra Bird, Clerk of the City of Marshall, Michigan, do hereby certify that the above is a true and correct copy of the Resolution relative to the Agreement with the Michigan Department of Treasury, which Resolution was adopted by the City Council of the City of Marshall at a meeting held on April 2, 2012.

_____
Signature

_____
Title

_____
Date

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
APRIL 2, 2012 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

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

SUBJECT: Set Public Hearing for April 16, 2012 to hear comments on the proposed 2012-2017 Parks and Recreation Master Plan.

BACKGROUND: Staff has completed the necessary steps to recommend for approval the 2012-2017 Parks and Recreation Master Plan. Staff began the process in November by gathering public input to help draft the main goals and objectives of the Parks and Recreation Departments. Staff utilized an online survey site to gather responses to 246 surveys which represents nearly 1,200 people. In addition to the survey, staff also solicited comments at various public meeting including the Brooks Nature Area Advisory Board, the Parks, Recreation, and Cemetery Board, and the Planning Commission.

Staff elected to employ a systems approach planning in the development of this document. The unique character of the facilities and population of the City of Marshall does not lend itself well to a comparison method of planning. The systems approach method incorporates information gained from citizens and a detailed recreation inventory to determine the parks and recreation needs of the community. Projects that have been previously identified by staff, boards and citizens, such as the community dog park and community ice rink, were targeted in the survey.

Two main ideas that were generated by the survey were a need to address the Shearman School Property and the growing need for additional non-motorized infrastructure.

Staff used the board's comments and the survey results to produce the attached document. The recommended plan incorporates the 2012 City Visioning, Objectives, and Task which were approved in January and identifies six goals that speak directly to the parks and recreation functions:

1. Maintain and enhance existing parks locations and facilities.
2. Engage the growing majority of older adults through improved activities and facilities that connect with the interest of this demographic group.
3. Improve and invest in non-motorized infrastructure to link city parks and open spaces, attract tourism, and coordinate with county, state and national initiatives.
4. Continue trend of park improvements lead by citizen groups.
5. Insure proper spacing of parks and open spaces throughout community and facilities to encourage use.
6. Utilize survey results in recreation program development.

Once the plan is approved the City of Marshall will be eligible for DNR grants.

RECOMMENDATION: It is recommended that City Council establish a public hearing for April 16, 2012 to gather public comment on the 2012- 2017 Parks and Recreation Master Plan.

FISCAL EFFECT: None at this time.

ALTERNATIVES: As suggested by Council.

Carl Fedders
Director of Public Services

Tom Tarkiewicz
City Manager

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CITY OF MARSHALL, MICHIGAN
RESOLUTION # 2012-

Parks and Recreation 2012-2017 Master Plan
For *City of Marshall*
Calhoun County

WHEREAS, the *City of Marshall* has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five year period covering the years 2012 through 2017, and

WHEREAS, the City of Marshall began the process of developing a community recreation and natural resource conservation plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, residents of the *City of Marshall* were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least two weeks, and

WHEREAS, a final public comment session was held on *April 16, 2012* at *City Hall* to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the *City of Marshall* has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the City of Marshall and all other residents of the planning area, and

WHEREAS, after the public meeting, the *City Council* voted to adopt said the 2012-2017 Parks and Recreation Master Plan.

NOW, THEREFORE BE IT RESOLVED the *City of Marshall* hereby adopts the *2012-2017 Parks and* Recreation Master Plan.

Yeas: _____

Nays: _____

Absent: _____

I, Sandra Bird, Clerk-Treasurer, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City of Marshall's City Council at a Regular/Special Meeting thereof held on the sixteenth day of April, 2012

_____
Sandra Bird, Clerk-Treasurer

Parks and Recreation
Master Plan
2012 - 2017

CITY COUNCIL

James Dyer – Mayor
Wayne Booton – Council Member Ward 1
Nick Metzger – Council Member Ward 2
Brent Williams – Council Member Ward 3
Jack Reed – Council Member Ward 4
Jody Mankerian – Council Member Ward 5
Kathy Miller – Council Member At-Large

PLANNING COMMISION

Susan Collins - Chair
Matt Davis – Vice Chair
Ken Oates
Tim Banfield
Julie Burke-Smith
David Revore
John Fleming
Keith Mengel

PARKS, RECREATION, and CEMETERY ADVISORY BOARD

Dave Fhaner - Chair
Randy Eshuis
Mark Gilbert
Mitchell McComb
Lee Sherman
Kristine Boley-Morse
Lisa Sands

BROOKS NATURE AREA ADVISORY BOARD

Dave Fhaner – Chair
Janet Schoenmeyer
Vicki Knickerbocker
Patty Hoch- Melluish
James Coury
Randy Eshuis

CITY STAFF

Tom Tarkiewicz - City Manager
Carl Fedders – Director of Public Services
Natalie Huestis – Director of Community Services
Teri Trudeau - Recreation Superintendent
Cheryl Vosburg – Environmental Coordinator

DRAFT

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DRAFT

Introduction

The City of Marshall is pleased to present the 2012-2017 Parks and Recreation Master Plan. Due to funding reductions and current economic climate in the state, staff has taken on the duties of drafting this document. To gather information regarding programming and park development, the City of Marshall utilized the online services of Survey Monkey along with providing an opportunity for those that did not have internet access to voice their opinion. The plan represents the best interpretation of the desires of the clients being served. The City of Marshall has continued to foster a community of participation that has attracted tourist and residents to the area. The plan, that is contained here, provides a road map that staff and elected officials will use to guide these services for the next five years.

Community Description

The City of Marshall was established in 1830 with the hopes of becoming the state capitol. Although this never came to fruition, the City of Marshall has been able to retain a large portion of their history through the Historic Landmark District. Today, the City of Marshall offers a diverse mix of facilities and programs through the Parks and Recreation Departments that lead to a higher standard of living compared to other communities.

The City of Marshall is approximately 6.2 square miles and is located along the interchange of interstate 94 and 69. Geographically, the city is located approximately 50 miles south of Lansing and is 40 miles east of Kalamazoo. The four townships that surround the City of Marshall include Marshall Township, Marengo Township, Eckford Township, and Fredonia Township. Appendix A contains the 2010 United States census results for the City of Marshall and the surrounding townships.

A comparison of these communities to state averages reveals that the areas population is older and less diverse. Over the span of the last ten years the area has seen a decrease in approximately 1% of its total population which is below the average for the majority of the communities in Michigan. It is believed this retention is due in part to the superior services and facilities offered by the City of Marshall.

The plan that follows takes into consideration the geographical area mentioned above and attempts to coordinate efforts for State and National projects and trends. It includes recommendations for the next five years for park acquisitions, facility improvements, and program development to better reach and serve the public.

Administrative Structure

According to the City of Marshall's Code of Ordinances, the Parks, Recreation, and Cemetery Board is composed of seven members serving three year terms. Appointed by the Mayor, board members are comprised of City and/or Township residents. The board acts in an advisory capacity to the City Council and staff, aiding in the formulation of rules, regulations, policies and the annual budget. The board contributed to the master plan by holding a public meeting to discuss the initial survey results and a second meeting to review the master plan draft and recommend changes prior Planning Commission review.

The City of Marshall Parks and Recreation Departments are recognized as separate operating units. A cooperative working environment allows for the sharing of staff, equipment and expertise as needed. The Department of Public Works (DPW) is responsible for maintaining the facilities and reports to the Director of Public Services (see Appendix B for organizational chart). The DPW currently has nine full time employees and two seasonal part-time employees. These positions are financed through the general fund budget. The majority of general fund revenue is derived through property tax collection. Over the past few fiscal years, the budget for the Parks Department has been approximately $90.000. The detailed budget includes the current

adopted budget, historical expenditures, and requested budget for fiscal year 2013 and a projection for fiscal year 2014 has been included in Appendix C. Following a national trend the City of Marshall has also begun to rely upon part time employees to fill the gaps left by attrition within the DPW.

In May of 2010 City Council voted unanimously to start an Adopt a Park program. In partnership with the DPW this program has improved our park system by encouraging community groups to take an active role in the care of our parks. The program has four main objectives: reduce litter, enhancement of the environment, beautification, and to foster broad-based community support. The program includes sixteen locations throughout the city eligible for adoption. Each location has specific needs; litter control, landscape maintenance, routine maintenance, facility and equipment improvement, and other improvements that the groups are willing to invest. Sponsors are required to report the number of people and hours volunteered. Currently seven of the sixteen areas have been adopted.

The Recreation Department staff encourages members of the community to participate in recreational activities by offering a wide variety of programming and reports to the Director of Community Services. The Recreation Department currently has three full time employees. Approximately 50% of the Department's operations are funded through a 0.9393 voter approved dedicated millage with the other 50% generated from user fees. The budget of $400,000 has remained consistent for several fiscal years. The detailed budget which includes the current adopted budget, historical expenditures, requested budget for fiscal year 2013 and a projection for fiscal year 2014 has been included in Appendix D. Also, following the national trend, the Recreation Department relies heavily on part-time employees, interns, contracted employees and a strong volunteer base to fill its staffing needs.

Appendix E contains the most recent capital improvement plan from both Parks and Recreation which was adopted by City Council in January of 2012.

Currently the City of Marshall does not have any affiliation with other agencies. This plan addresses that deficiency and suggests improvements.

Recreational Inventory

According to the City of Marshall Code of Ordinances there are six properties classified as parks. These areas are:

Carver Park

Carver Park, located near the intersection of East Michigan Avenue and Exchange Street, is the focal point on the east end of the Central Business District. The park is less than an acre and has a lighted fountain, park benches, landscaping, art exhibits and a drinking fountain. It is used for a number of activities and festivals and is adopted by the Marshall Garden Club who maintains the plantings in the large flower gardens.

Brooks Memorial Fountain

Brooks Memorial Fountain Park is located in the center of the traffic circle at West Michigan Avenue and Kalamazoo Avenue. This park provides an impressive entrance to the Central Business District. Although it is less than one acre, survey results rate Brooks Memorial Fountain Park as the second most used facility in Marshall. Amenities include a lighted fountain, park benches, public address system, and trash receptacles. On Saturday, May 16, 2009, Brooks Memorial Fountain was turned on for the first time after undergoing an extensive restoration with funds raised in eight months by the GIFT Committee (Give to the Fountain Today). The white pillared fountain gracing the center of the west-end park was a gift to the City by its revered citizen and patron Mayor Harold C. Brooks (1925-1931) in memory of his father, Charles Esselstyn Brooks. It was

dedicated by him on April 26, 1930. With its 96 color variations of red, amber, blue, green and white and its center spray rising to a majestic height of thirty feet, the Brooks Memorial Fountain is a cherished symbol of the community. Currently the park is adopted by the Marshall Area Garden Club who plants and maintains the showy flower gardens that greet the community and visitors from all directions.

Marshall Athletic Fields Complex

The Marshall Athletic Field Complex is a four acre facility located on West Michigan Avenue. Amenities include; two lighted adult softball diamonds with 8' outfield fencing and electronic scoreboards, two youth softball/baseball diamonds with 6'outfield fencing, a score shed at each field, three lighted sand volleyball courts with a covered pavilion, shower tower, concession stand/restroom building, garage/equipment storage building, two drinking fountains, two basketball hoops, a play structure paved accessible pathways to all four diamonds and a 200 space paved parking lot.

With vigilant planning and scheduling Marshall Recreation Department programs such as men's softball, women's softball, co-ed softball, youth pitch baseball, girl's pitch softball, supervisor pitch baseball, coaches pitch baseball, coaches pitch girls softball and t-ball call the Athletic Field Complex home.

In 2010-2011 these programs provided recreational experiences for 1,711 participants. Through the generous financial support of the Cronin Foundation, a local charitable organization, the 2010-2011 fiscal year, also saw the completion of improvements and renovations that began in 2007. These renovations have helped provide better facilities for Department programs, have vastly improved the visual appeal of the facility and have also contributed to the dramatic increase in facility rentals for tournaments. The Marshall Athletic Field Complex is sought out by multiple baseball/softball organizations as the ideal facility/location for their venues. It is estimated that the rental aspect of Recreation Department operations has added approximately 2,500 more participants as annual users of this facility. The increase in tournament rentals has also had a positive impact on the local economy. The Athletic Field Complex season is April – October.

Ketchum Park

Ketchum Park is a 25 acre facility located on the north and south sides of Rice Creek, from South Marshall Avenue to the eastern City limits. The Mill Race divides the park into what is known as North and South Ketchum. The north and south sections are connected by a pedestrian bridge, donated by the Marshall Rotary Club. This park is a favorite spot in the community and is used extensively for family reunions, company outings, and birthday parties. It has even been used on occasion for weddings and art venues.

North Ketchum includes; a small picnic shelter, picnic grills, picnic tables, restrooms, a small play structure and a 100' x 100' skate park. In 2009 YSIOALAYA, surfaced as a non-profit organization created specifically to improve the Marshall Skate Park. This third party group has been responsible for reinstating the skateboard committee, organizing a major fundraising campaign, expanding skateboard opportunities in Marshall through special events and has officially adopted the area. The fundraising efforts were a success and allowed for improvements, repairs and much needed additional equipment at the park. This has led to a significant increase in use. In December of 2011 the City of Marshall was awarded a grant in the inaugural year of the Passport

Grant Program. Funds are earmarked for installation of new doors and time locks on the restrooms, park signage and paving of the north parking lot.

South Ketchum includes; a large pavilion, picnic grills, picnic tables, a drinking fountain and Kids' Kingdom, a large wooden play structure. In 2009 South Ketchum underwent major physical changes as part of the dam removal project which diverted the flow of the Mill Race. Currently the space created by this project remains unstable with further leveling and construction needed. In 2005 South Ketchum benefited from the dedication of another third party organization. This group of local volunteers directed fundraising, community awareness, implemented a design contest with local students, researched companies specializing in community builds and ultimately was responsible for the construction of Kids' Kingdom. According to recent survey results these amenities at South Ketchum make it our third most frequented facility. South Ketchum is adopted by the Marshall High School Honor Society.

Stuarts Landing – Millpond Park

Stuarts Landing and Millpond Park, is located on the south side of the Kalamazoo River, near Homer Road. The park is a very popular for leisure activities and is the east entry to the Riverwalk. The 2 acre park includes paved parking, restrooms, picnic tables, and grills, benches, fishing dock, boat launch, gazebo and band shell. The park was originally developed and donated to the City of Marshall by the Stuart Family who continue to be involved in the park through the adopt a park program.

Brooks Nature Area (BNA)

The Brooks Nature Area is located along the shore of both Upper and Lower Brace (Stuart) Lake and was established as a Marshall City park on April 17, 2006. The City acquired this property in 1969, along with the land which later became the Brooks Industrial Park, from L. Alta Brooks, widow of Louis Brooks. Native prairie has been reestablished in an 88-acre section of the BNA through a partnership between the City of Marshall and the US Fish and Wildlife Service. Wildlife food plots are planted annually in four one-acre sections. The remaining 97 acres in the park are hedgerows, wetlands and wooded areas and offers picnic tables, scenic overlook benches, and bird houses. The Brooks Nature Area Advisory Board oversees the park and advises staff on improvements and currently is pursuing a deck installation that will overlook Brace Lake. A separate master plan is being developed for this impressive and important piece of park property. The park is currently adopted by the Stuart Lake Association.

In addition to the parks designated in the code of ordinances the City also maintains a number of other facilities.

The Riverwalk

The Riverwalk, identified as the most used park, consists of 1.5 miles of elevated boardwalk and paved a pathway which includes five pedestrian bridges, boat and canoe launches and scenic overlook areas. The Riverwalk follows both Rice Creek and the Kalamazoo River extending from Stuart's Landing to South Kalamazoo Avenue. The City of Marshall utilized Natural Resources Trust Fund Grants for this project. The Riverwalk is part of the North Country National Scenic Trail (Stuart's Landing listed on their website) and will partner with the Great Lakes to Lakes Trail project as this system develops. See Appendix F for a letter of support.

Other Open Spaces

Alcott Park, Weber Triangle, Garvin Property, and Cook Point are all open space-style parks, less than an acre, are scattered throughout the city. See Appendix G for a map of the above mentioned parks.

Accessibility Assessments

Below is a breakdown of the accessibility assessment using the following ranking system:

1 = none of the facilities/park areas meet accessibility guidelines
2 = some of the facilities/park areas meet accessibility guidelines
3 = most of the facilities/park areas meet accessibility guidelines
4 = the entire park meets accessibility guidelines
5 = the entire park was developed/renovated using the principals of universal design

Carver Park - 4
Brooks Memorial Fountain - 3
Marshall Athletics Fields Complex - 3
Stuarts Landing - 4
Brooks Nature Area -3
Ketchum Park - 3
Riverwalk - 5
Alcott Park - 1
Weber Triangle - 2
Garvin Property - 1
Cook Point – 2

DNR Recreation Grant Inventory

The City of Marshall has a history of utilizing grant money to fund acquisitions and development. Appendix H summarizes the DNR recreation grant history. A total of $867,900 has been awarded since 1980. Grants have been used to improve Ketchum Park, the Athletic Fields Complex, land acquisition and construction for the Riverwalk project. A comparison of the grant inventory elements and park descriptions shows that all of the elements listed still exist today.

School-Owned Facilities

Gordon Elementary School is 8 acres and serves the northeast section of the City. The outdoor recreation area is used year round for everything from free play on the equipment to winter sledding on the hill. The north side of the school includes; multiple climbers, swings, a large play structure, a softball field, a soccer field with goals and a fenced area containing 3 play structures, multiple climbers and balancing challenges. The south side of the school includes; 2 swing sets, a soccer field, a school age play structure rated for 5-12 years. A fenced in area geared for kindergarten students contains a geo-climber, swings and a small play structure. Indoor areas used for recreation include; a multi-purpose room and gymnasium.

Walters Elementary School is 10 acres and is located on the north side of the City adjacent to Marshall High School. The playground is located on the north or back side of the school and includes; a small soccer field with goals surrounded by a paved track, a pre-school age play structure rated for 2-5 years, a garden area with benches, gaga pit, swings, geo-climber, basketball court with 2 hoops and a school age play structure rated for 5-12 years. The outdoor play area is scheduled for upgrades in 2012. Indoor areas used for recreation include; a large cafeteria with stage, gymnasium with spectator seating and a wrestling room. Located just outside the cafeteria is an area with several picnic tables.

Hughes Elementary School is 7 acres and is located on the south side of the City. The west side of the school includes; a small paved track, soccer field with goals, and a basketball court with 2 hoops. The south side of the school includes; 2 large swing sets, a geo-climber, a "rocket" play structure and a school age play structure rated for 5-12 years. The east side of the school contains an additional large swing set, a basketball court with 2 hoops and a small play structure. Indoor areas used for recreation include; a multi-purpose room and a gymnasium with stage.

Marshall Middle School is a 7 acre facility and is located one block south of the central business district. Outdoor areas used for recreation are located on the south side of the school and include; a large play structure, a small play structure with swings, a softball field, basketball courts with 4 hoops, gaga pit and a large open space. Indoor areas used for recreation include; a large cafeteria, a full size gymnasium with spectator seating, balcony and a newly renovated auditorium with state of the art technology.

The Marshall High School site is 58 acres and is located on the north side of the City. Facilities used for both community recreation and High School sports include; 10 tennis courts with concession stand & restrooms, 3 mile cross country course, practice areas/open space, the indoor swimming pool, large cafeteria and gymnasium with spectator seating and balcony areas. Facilities used primarily for High School sports include; newly renovated varsity baseball field, Wise fast pitch field, soccer field, football field, weight room and the auditorium.

Marshall Academy is a K-12 tuition free charter public school located southeast of Marshall on Homer Rd. The facility is situated on 35 acres and includes plenty of open green space, a play structure, a geo-climber, a basketball hoop and a soccer/softball field. The school also has a full size gym with multi-purpose flooring.

Mar-Lee School is a K-8 tuition free public school located northeast of Marshall on H Drive. The facility is situated on approximately 10 acres and includes open green space, a play structure, a geo-climber, basketball hoops, a baseball field and a dirt track. Inside the facility is a full size gymnasium.

Other important facilities and activities

The Calhoun county fairgrounds are located in the south east section of the city and feature a 2,400 seat grandstand, a new modern stage/entertainment center, camping facilities, a historic church, a half mile horse track, and a number of opens spaces and buildings. The fairgrounds hold events throught the year and boast being Michigan's oldest fair.
There are two historic walks that guide pedestrians through The historic downtown area and through the histric neighborhoods throughout Marshall. The sidewalks are marked to help guide pedestrians along the designated routes and past museums and historic markers. There is also a designated walk that guides pedestrians thought Oakridge Cemetery which directs and informs them on the most important people from the City of Marshall's history.

Description of the Planning and Public Input Process

In order to formulate an effective master plan that represents the community's wishes, it is imperative their voice be heard. The City of Marshall prepared a schedule allowing community member's ample review and input throughout the process. In October, staff met to discuss the timeline for the master plan and techniques to be used to gather public input. The following schedule was proposed:

October 13, 2011 - Kickoff meeting
October 25, 2011 – Present draft survey tool to PRC Advisory Board and gather input
November 4, 2011 - Meeting to refine community survey
November 14, 2011 to January 13, 2012– Community survey
January 13, 2012 to January 18, 2012 – Consolidate community survey results
January 19, 2012 – Present survey results to Brooks Nature Area Advisory Board and gather input
January 24, 2012 – Present survey results to PRC Advisory Board and gather input
January 24, 2012 to February 21, 2012 – Create draft master plan
February 22, 2012 Distribute draft plan for review to City staff
February 28, 2012 - Present draft plan at PRC advisory board
March 7, 2012 - Present draft plan to Planning Commission
March 14, 2012 to April 6 – Incorporate public comment into plan
April 16, 2012 – Present plan to City Council for adoption.

The City of Marshall utilized the services of Survey Monkey in order to reduce the cost of direct mailing. The raw data from the survey is included in Appendix I. Citizens that did not have access to the internet were asked to call and request a hard copy of the survey. The survey was advertised a number of ways including the City's website, Recreation Department website, facebook, bill inserts, Recreation Department e-newsletter, newspaper ads, public comment at a City Council meeting, established email listings like Marshall Web News etc… and through organizations like the Chamber of Commerce and the Marshall Public Schools. In an effort to reach out to township residents a direct mail postcard was distributed as a reminder to complete the survey. Survey respondents are identified from the City of Marshall and its surrounding townships. The results represent a sampling of potential users of the parks and recreation services offered by the City of Marshall. This is illustrated in the survey by the 50/50 split of city residents to non-residents and similar characteristic to the 2010 census data for age. The 246 surveys returned represent nearly 1,200 people or 8% of the areas population.

In addition to the survey, staff also solicited comments during several public meetings. Staff utilized the Brooks Nature Area Advisory Board, the Parks, Recreation, and Cemetery Board, the Planning Commission, and City Council. Citizens were invited to comment on the process and the plan at all of these venues with special newspaper invitations to the Planning Commission meeting and the City Council meeting after the draft plan was made public.

Staff elected to employ a systems approach planning in the development of this document. The unique character of the facilities and population of the City of Marshall does not lend itself well to a comparison method of planning. The systems approach method incorporates information gained from citizens and a detailed recreation inventory to determine the parks and recreation needs of the community. Projects that have been previously identified by staff, boards and citizens such as the community dog park and community ice rink were targeted in the survey.

Goals

In January of 2012 City Council adopted the 2012 City Visioning, Goals, Objectives, and Tasks. The goals were divided into four areas:

- Retain and enhance the existing employment base of the surrounding community by attracting commercial and retail uses within the central business district consistent with its historic character; attracting cultural, entertainment and similar destination businesses citywide; attracting research and development uses to the Brooks Industrial Park and other industrial uses consistent with existing industrial businesses within the City, all of which is measured to assess the impact of our actions on the economic vitality of our residents, businesses and industry.

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

- 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.

- To achieve and sustain a concentrated effort by policymakers and community to promote the standard of living and economic health of Marshall.

While none of these goals speak directly to the parks and recreation functions it is possible for the action plans highlighted to help achieve all of these goals. Below are goal statements that will be used to help guide the action item adopted in this plan:

1. Maintain and enhance existing parks locations and facilities.
2. Engage the growing majority of older adults through improved activities and facilities that connect with the interest of this demographic group.
3. Improve and invest in non-motorized infrastructure to link city parks and open spaces, attract tourism, and coordinate with county, state and national initiatives.
4. Continue trend of park improvements lead by citizen groups.
5. Insure proper spacing of parks and open spaces throughout community and facilities to encourage use.
6. Utilize survey results in recreation program development.

Action Program

Goal 1

There are a number of activities to help the City of Marshall accomplish these goals and a number of projects can help accomplish multiple goals. From the survey results it is clear the most valuable park assets the City has are the Riverwalk, Brooks Memorial Fountain, and Ketchum Park.

The existing riverwalk was built with grant funding and there is a desire to extend this facility. The planned extension would occur from South Kalamazoo Avenue to the west. Any further construction shall be built to AASHTO standards with the goal of being included in the Great Lakes to Lakes trail. (See Appendix F for letter of support) This would clearly enhance the Riverwalk facility and the non-motorized recreation opportunities for the community.

Brooks Memorial Fountain has become the iconic symbol of the City of Marshall. The recent renovation revealed the City had not properly planned for large maintenance and technological upgrades necessary for this facility to remain in working order. Currently, the City designates a portion of the annual budget to address these concerns in the future. It is recommended this be continued and if excess revenue becomes available that the fund the considered.

Ketchum Park has a number of features that attracts families. The survey revealed two major concerns with South Ketchum in direct relation to users of Kid's Kingdom; restroom are not in close proximity to the play structure and there is not adequate parking. These public concerns should be a high priority as enhancements to this park are considered.

Goal 2

The population on a whole is growing older and Marshall appears to be leading that trend. The survey indicated an interest in travel for this segment of the population. Presently, the recreation department offers an annual bus trip to the Grand Hotel on Mackinac Island. As the number of Department staff has been reduced over the last two years additional travel opportunities may be investigated by partnering with privately run companies. The survey also indicated a slight interest in passive recreation/social gatherings. Currently, the Marshall House Apartments in cooperation with Community Action offers a congregate meal site w/ recreation opportunities year round on Monday, Wednesday, and Friday. "Senior Day" held on Thursdays at Maplewood of Marshall began in 2012 and includes; space for cards and other self-guided activities, refreshments, scheduled entertainment and soup/sandwich at noon. The recreation department will explore methods in which it may assist in the effort to inform the community about the events/activities that are on-going. The department may also assist these organizations with equipment and supplies.

Additional activities that older adults illustrated as desirable during the information gathering portion of the plan include shuffleboard, canoe rental, horse shoe pits, bike routes, and a dog park. These features should be considered when updating existing parks or developing new locations.

Goal 3

As part of the 2012 City Visioning, Goals, Objectives, and Task the City Council directed the staff to devise a non-motorized plan. The plan will identify the existing infrastructure, help to develop relationships with agencies responsible for that type of infrastructure improvement, select projects, and gather public input. In coordination with this plan the projects should link the City of Marshall's existing parks and open spaces while reviewing enhancements like a mountain bike trail. These improvements should be done in a way to help facilitate the anticipated trail way that will pass through Marshall.

Goal 4

The City of Marshall has a long history of community involvement. Through grass roots organization significant enhancements have been made throughout our local park system including; Kid's Kingdom, the skate park, the Athletic Field Complex and Brooks Memorial Fountain. As the City is faced with fewer staff and budgetary challenges this trend should be continued, encouraged and sought after with regards to the desire, documented by the survey to have a dog park or a community ice skating rink. .

Goal 5

Recently, the City of Marshall and the Marshall Public Schools reviewed the safety of their existing playground equipment. This review resulted in the removal of a number of features. In doing so, the distribution of equipment has become unbalanced throughout the community. The City can be geographically separated into four quadrants using the major roads that bisect the community. An inventory has revealed a deficiency in the North West and South West quadrants. It is recommended that these two quadrants receive priority consideration over the next five years with regards to open space purchases and equipment installation.

Goal 6

Recreation for a Lifetime.... the Department's slogan was adopted by the Advisory Board many years ago. What better way to ensure "Recreation for a Lifetime" than to examine comments and suggestions gathered in the survey which represents all age groups. As future program development is considered the following have been identified as being of interest in our community. Environmental programming (composting, recycling, nature walks), horseshoes, shuffleboard, outdoor activity clubs (running, walking, biking), adult & youth flag football, adult floor hockey, card/game leagues for older adults, yoga in the park, arts & crafts for teens, family trips (sporting events & museums), middle school dodge ball league, gymnastics, enrichment classes (pet training, How To, knitting/crocheting), summer pre-school camp, Gymboree for under 4, community gatherings for activities (biking, walking, Frisbee) and archery.

DRAFT

Appendix A - Census Data

Population	1990	2000	2010
Eckford Township	1,217	1,282	1,303
Fredonia Township	1,741	1,723	1,626
Marengo Township	1,801	2,131	2,213
Marshall Township	2,655	2,922	3,115
City of Marshall	6,891	7,459	7,088
Total	14,305	15,517	15,345

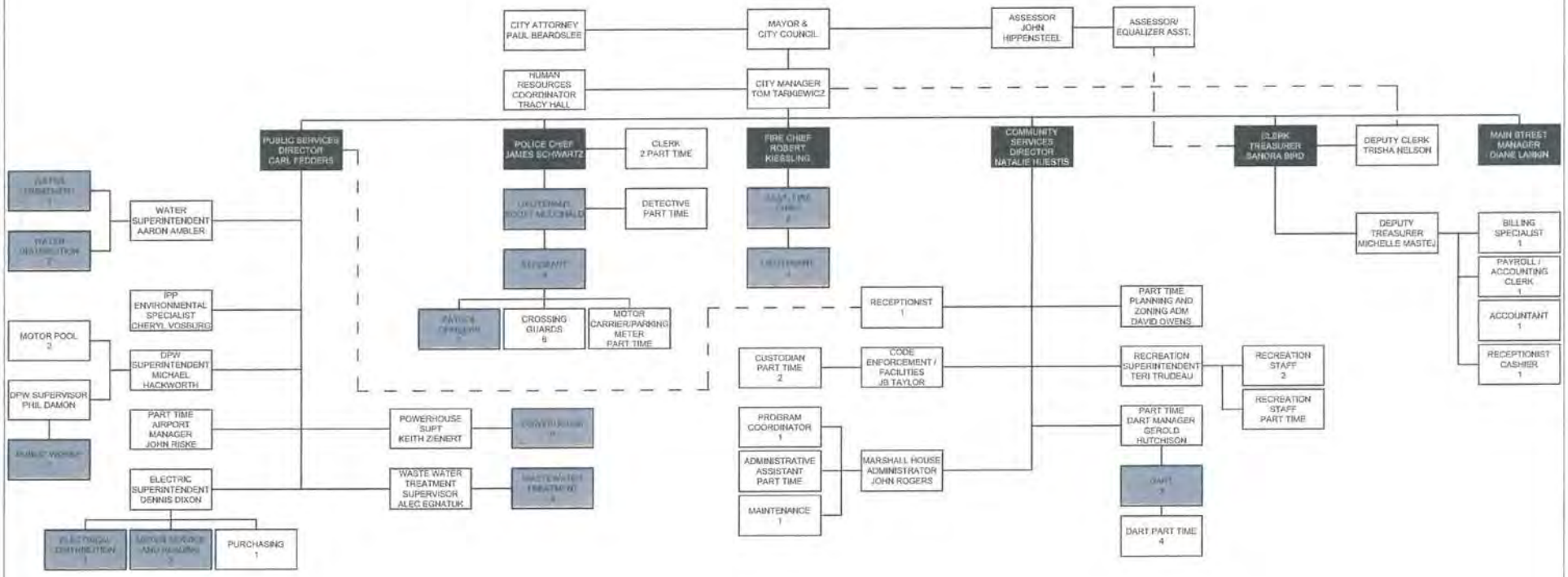
Race	White	African Amer	Asian	AIAN	NHPI	Other	Two or more races
Eckford Township	1,587	0	7	10	0	5	17
Fredonia Township	1,269	4	10	5	0	2	13
Marengo Township	2,135	15	5	4	1	17	36
Marshall Township	3,015	6	15	19	0	29	31
City of Marshall	6,739	76	52	40	3	52	126
Total	14,745	101	89	78	4	105	223
State of Michigan Race Breakdown	7,803,120	1,400,362	238,199	62,007	2,604	147,029	230,319

Gender	Male	Female
Eckford Township	663	640
Fredonia Township	818	808
Marengo Township	1,070	1,143
Marshall Township	1,515	1,600
City of Marshall	3,369	3,719
Total	7,435	7,910
State of Michigan Age Breakdown	4,848,114	5,035,526

Age	Under 18	18-19	20-24	25-34	25-49	50-64	65-over
Eckford Township	310	26	61	116	286	310	194
Fredonia Township	350	34	67	164	321	415	275
Marengo Township	504	56	84	185	463	503	418
Marshall Township	732	68	108	239	676	775	517
City of Marshall	1,703	170	375	836	1,331	1,383	1,290
Total	3,599	354	695	1,540	3,077	3,386	2,694
State of Michigan Age Breakdown	2,344,068	304,817	669,072	1,164,149	2,022,555	2,017,449	1,361,530

APPENDIX B
CITY OF MARSHALL - ORGANIZATION CHART

As of 9/2011



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City of Marshall

PARKS		2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Budget	YTD Dec-2011	2011-12 Estimate	2012-13 Request	2013-14 Projected
Summary of Dept Totals									
Expenditures									
101-774-702.00	PAYROLL	34,191	35,618	11,932	12,489	6,027	12,489	11,967	11,500
101-774-702.01	OTHER FRINGE BENEFITS	0	0	0	1,385	0	1,385	1,692	1,664
101-774-703.00	PART-TIME SALARIES	7,091	13,107	14,213	19,065	4,917	19,065	19,065	19,065
101-774-704.00	OVERTIME SALARIES	2,205	334	0	0	85	85	0	0
101-774-715.00	SOCIAL SECURITY	3,251	3,675	1,973	2,111	838	2,526	2,444	2,465
101-774-716.00	HEALTH BENEFITS	4,256	4,972	220	241	45	241	1,065	1,176
101-774-717.00	LIFE INSURANCE	30	49	42	23	15	23	28	28
101-774-718.00	RETIREMENT	4,458	3,857	4,861	957	2,163	5,191	6,693	6,643
101-774-719.00	HOSPITALIZATION-PRESCRIPTION	0	0	0	0	0	0	0	0
101-774-721.00	WORKERS COMPENSATION	268	4,423	3,762	3,876	1,781	1,731	3,762	3,875
101-774-740.00	OPERATING SUPPLIES	5,184	7,596	4,030	4,000	1,325	4,000	4,000	4,000
101-774-755.00	MISCELLANEOUS SUPPLIES	0	0	0	0	0	0	0	0
101-774-760.00	MEDICAL SUPPLIES	42	135	59	0	62	0	0	0
101-774-775.00	REPAIR & MAINT. SUPPLIES	1,797	3,557	13,067	3,000	873	3,000	3,000	3,000
101-774-777.00	MINOR TOOLS	5	675	531	440	37	440	440	440
101-774-801.00	PROFESSIONAL SERVICES	41	846	0	600	200	600	600	600
101-774-810.00	DUES & MEMBERSHIPS	0	0	0	0	0	0	0	0
101-774-820.00	CONTRACTED SERVICES	5,466	3,223	1,001	2,580	1,377	7,080	2,580	2,580
101-774-922.00	UTILITIES - ELECTRIC	17,639	10,805	11,829	11,000	6,855	11,000	11,000	11,000
101-774-930.00	EQUIPMENT MAINTENANCE	0	0	77	500	0	500	500	500
101-774-939.00	CONTRACTED MAINTENANCE	1,130	1,124	450	950	450	950	950	950
101-774-941.00	MOTOR POOL EQUIPMENT RENTAL	8,962	14,313	19,561	22,100	6,134	22,100	21,000	21,000
101-774-941.01	DATA PROCESSING	300	895	0	0	0	0	122	143
101-774-958.00	EDUCATION & TRAINING	0	0	0	0	0	0	0	0
	Parks - Expenditures Total:	**96,318**	**109,205**	**87,608**	**85,316**	**33,184**	**92,457**	**99,916**	**92,037**

Appendix D Budget

City of Marshall

Recreation		2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Budget	YTD Dec-2011	2011-12 Estimate	2012-13 Request	2013-14 Projected
Summary of Dept Totals									
Revenues									
208-000-402.00	CURRENT PROPERTY TAXES	174,137	180,511	197,793	195,644	193,303	193,303	189,024	189,024
208-000-420.00	DEL. PERSONAL PROP. TAX	643	592	372	550	0	550	0	0
208-000-445.00	PENALTIES & INT. ON TAXES	623	742	641	600	21	600	0	0
208-000-587.00	LOCAL RECREATION GRANTS	0	128	0	0	0	0	0	0
208-000-641.00	CONCESSION SALES	0	0	0	0	0	0	0	0
208-000-651.00	USE FEES	208,499	211,169	212,962	203,472	75,824	200,005	199,038	201,084
208-000-665.00	INTEREST	5,387	2,241	1,529	2,020	1,218	2,020	2,020	2,020
208-000-671.00	MISCELLANEOUS REVENUE	302	175	445	875	0	666	1,000	1,000
208-000-675.23	CONTRIBUTIONS - SCHOLARSHIPS	-558	0	0	0	0	0	0	0
208-000-694.00	CASH - OVER & SHORT	-237	-5	-131	0	131	0	0	0
	Recreation Revenues Total:	**388,797**	**395,553**	**413,612**	**403,161**	**270,497**	**397,144**	**391,082**	**393,138**
Expenditures									
208-751-702.00	PAYROLL	143,128	149,400	141,254	126,398	53,877	126,398	127,664	128,941
208-751-702.01	OTHER FRINGE BENEFITS	0	0	0	3,353	3,335	3,353	3,655	3,756
208-751-703.00	PART-TIME SALARIES-TAXABLE	24,399	20,915	28,945	40,672	19,971	36,944	34,381	28,600
208-751-703.01	PART-TIME SALARIES	26,450	25,718	26,249	27,122	12,266	26,852	24,353	24,459
208-751-704.00	OVERTIME SALARIES-TAXABLE	86	3	445	1,288	87	1,288	1,288	1,288
208-751-715.00	SOCIAL SECURITY	12,563	12,714	12,838	13,136	5,799	12,851	12,765	12,453
208-751-716.00	HEALTH BENEFITS	30,565	44,812	35,887	30,022	12,401	30,022	33,313	37,185
208-751-717.00	LIFE INSURANCE	281	346	332	308	129	308	308	312
208-751-718.00	RETIREMENT	11,745	10,003	12,588	14,558	5,600	14,558	17,915	21,856
208-751-720.00	UNEMPLOYMENT	0	2,242	0	0	615	615	0	0
208-751-721.00	WORKERS COMPENSATION	1,490	3,962	3,370	3,355	1,596	1,596	3,370	3,471
208-751-727.00	OFFICE SUPPLIES	1,991	2,728	1,171	2,475	232	2,475	2,497	2,497
208-751-740.00	OPERATING SUPPLIES	77,467	65,022	67,562	73,077	24,489	73,562	71,030	70,179
208-781-755.00	MISC SUPPLIES	0	2,498	2,206	2,504	197	2,504	2,842	2,585
208-751-776.00	BUILDING MAINT. SUPPLIES	165	0	249	300	63	300	400	400
208-751-801.00	PROFESSIONAL SERVICES	582	529	794	830	633	830	830	830
208-751-810.00	DUES & MEMBERSHIPS	475	470	540	450	494	494	405	415
208-751-820.00	CONTRACTED SERVICES	8,714	13,534	13,553	13,528	5,647	14,276	13,965	14,100
208-751-825.00	INSURANCE	248	175	177	271	81	170	179	184
208-751-850.00	COMMUNICATIONS	1,418	1,256	1,146	1,200	501	1,200	1,260	1,260
208-751-860.00	TRANSPORTATION	623	351	462	794	0	794	794	0
208-751-902.00	MARKETING	342	113	113	350	0	430	350	0
208-751-922.00	UTILITIES - ELECTRIC	3,877	4,215	3,744	4,662	2,645	4,662	4,860	4,860
208-751-930.00	EQUIPMENT MAINTENANCE	669	0	545	1,025	0	1,025	1,025	1,025
208-751-931.00	BUILDING MAINTENANCE	1,161	1,145	1,212	1,188	59	1,188	60	332
208-751-940.00	RENTALS	14,274	13,274	13,274	11,460	5,730	11,460	13,299	12,996
208-751-941.00	MOTOR POOL EQUIPMENT RENTAL	9,238	7,996	9,572	10,572	3,681	10,572	10,000	10,000
208-751-941.01	DATA PROCESSING	5,326	7,956	7,667	7,205	3,002	7,205	7,647	6,979
208-751-958.00	EDUCATION & TRAINING	1,002	348	497	738	75	738	720	0
208-751-964.00	REFUND OR REBATES	43	37	2,496	0	880	880	0	0
208-751-970.00	CAPITAL OUTLAY	23,559	0	3,850	0	0	7,500	19,800	13,700
208-751-999.00	TRANSFERS TO OTHER FUNDS	0	832	0	0	0	0	0	0
	Recreation Expenditures Total:	**401,883**	**392,596**	**392,737**	**392,841**	**164,286**	**397,144**	**410,862**	**406,844**

Appendix E Capital Improvement Plan

Record #	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	2012-2013 Expenditure	2013-2014 Expenditure	2014-2015 Expenditure	2015-2016 Expenditure	2016-2017 Expenditure	2017-2018 Expenditure	Trade In or Grant Share	Total Expenditure
	Recreation												
77	Recreation	Seal Coating & Striping Athletic Field Parking Lot	2	5	General Fund	$0	$7,500	$0	$0	$0	$0	$0	$7,500
253	Recreation	Concrete Pads Under Spectator Bleachers	2	20	General Fund	$5,000	$0	$0	$0	$0	$0	$0	$5,000
254	Recreation	Replace Electronic Scoreboards, Diamond #1 & #2	2	15	General Fund	$0	$11,000	$0	$0	$0	$0	$0	$11,000
82	Recreation	Athletic Field Sign	3	20	General Fund	$0	$0	$5,000	$0	$0	$0	$0	$5,000
255	Recreation	Dug-Outs, Diamond #3 & #4	3	25	General Fund	$0	$0	$0	$12,544	$12,544	$0	$0	$25,088
58	Recreation	Replacement of Athletic Field Light System	4	15	General Fund Transfer to Electric Fund - Bond	$0	$0	$0	$0	$0	$300,000	$0	$300,000
122	Recreation	Dug Outs	4	10	General Fund	$0	$0	$0	$0	$0	$25,088	$0	$25,088
	Parks												
207	Parks	Playground Ground Cover replacement	1	10	General fund	$0	$0	$0	$0	$0	$8,000	$0	$8,000
12	Parks	Purchase New Playground Equipment	2	25	General Fund	$45,000	$0	$0	$0	$0	$0	$0	$45,000
55	Parks	Paving North Ketchum Park Parking Lot	2	20	General Fund 25%, Passport Grant 75%	$6,250	$0	$0	$0	$0	$0	$18,750	$25,000
183	Parks	North Ketchum Park Time Locks With New Doors	2	30	General Fund 25%, Passport Grant 75%	$3,750	$0	$0	$0	$0	$0	$11,250	$15,000
124	Parks	Brooks Nature Park Observation Deck	2	20	Special Projects Fund-Brooks Nature Project Fund Balance from 100% DNRE Grant	$0	$0	$0	$0	$0	$0	$41,000	$41,000
180	Parks	Master Plan for Brooks Nature Park	2	10	Special Projects Fund-Brooks Nature Project Fund Balance from 100% DNRE Grant	$0	$0	$0	$0	$0	$0	$7,000	$7,000
249	Parks	Brooks Nature Park 16 x 20 Shelter	2	20	Special Projects Fund-Brooks Nature Project Fund Balance from 100% DNRE Grant	$0	$0	$0	$0	$0	$0	$10,000	$10,000
277	Parks	S. Ketchum Park Leveling	3	10	General fund	$45,000	$0	$0	$0	$0	$0	$0	$45,000
192	Parks	Sherman Court Pond Nature Trail	4	20	General Fund	$0	$5,000	$5,000	$5,000	$0	$0	$0	$15,000

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P. O. Box 1382 Battle Creek, MI 49016

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Mark Stuart
Stuart Law Offices PC

James Whitehouse
Nature Conservancy

March 19, 2012

Mr. Carl Fedders, PE
900 S. Marshall Ave
Marshall, MI 49068

Dear Mr. Fedders:

The Calhoun County Trailway Alliance (CCTA) would like to formally endorse the City of Marshall's new 5 Year Recreation Plan. The CCTA is very excited that Marshall is updating their Recreation Plan and that the new plan will contain expansions and improvements to the Marshall River Walk.

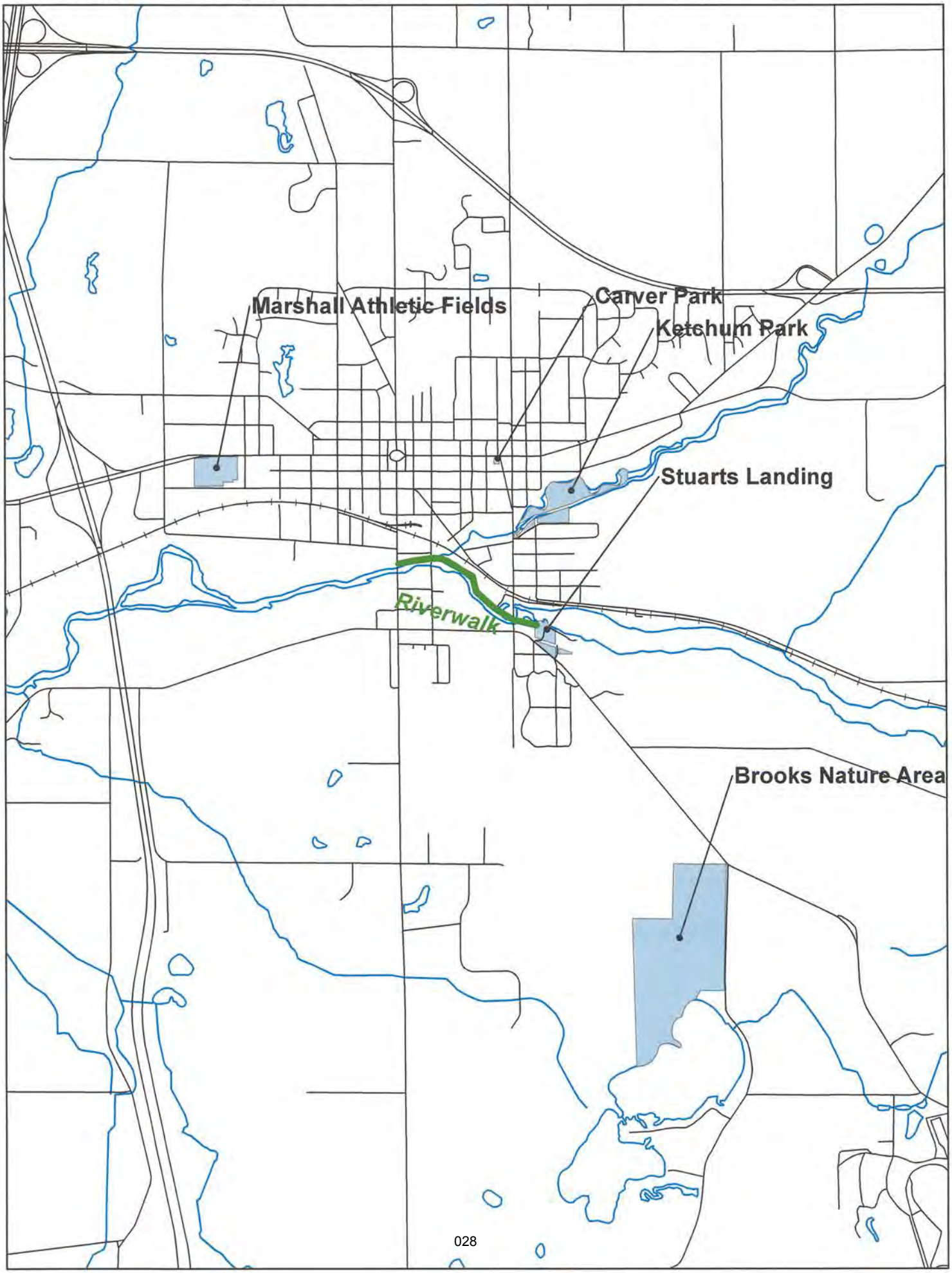
The fact that the City of Marshall's Recreation Plan will include the extension of River Walk to the west and that the River Walk will be designed, where possible, to meet AASHTO standards for biking will enhance the City's ability to secure grants for construction. These improvements will allow the River Walk to become an important part of the Calhoun County Trailway and help to close the gaps in the Great Lake-to-Lake Trail from South Haven to Port Huron.

If the CCTA can provide any assistance to the City of Marshall with your Recreation Plan or the planning of the River Walk extension or improvements, please feel free to contact me.

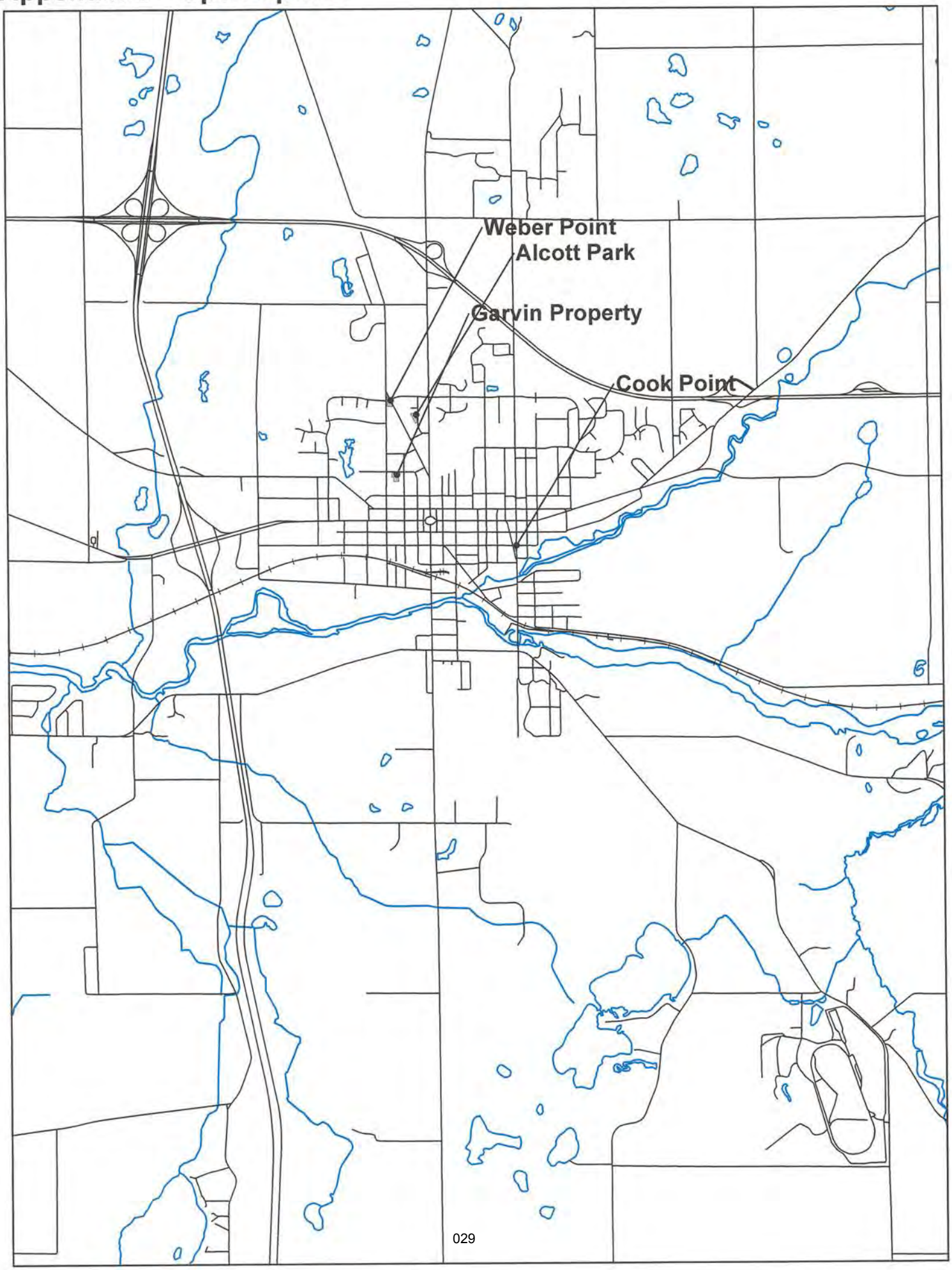
Sincerely,

Larry Rizor
President , Calhoun County Trailway Alliance

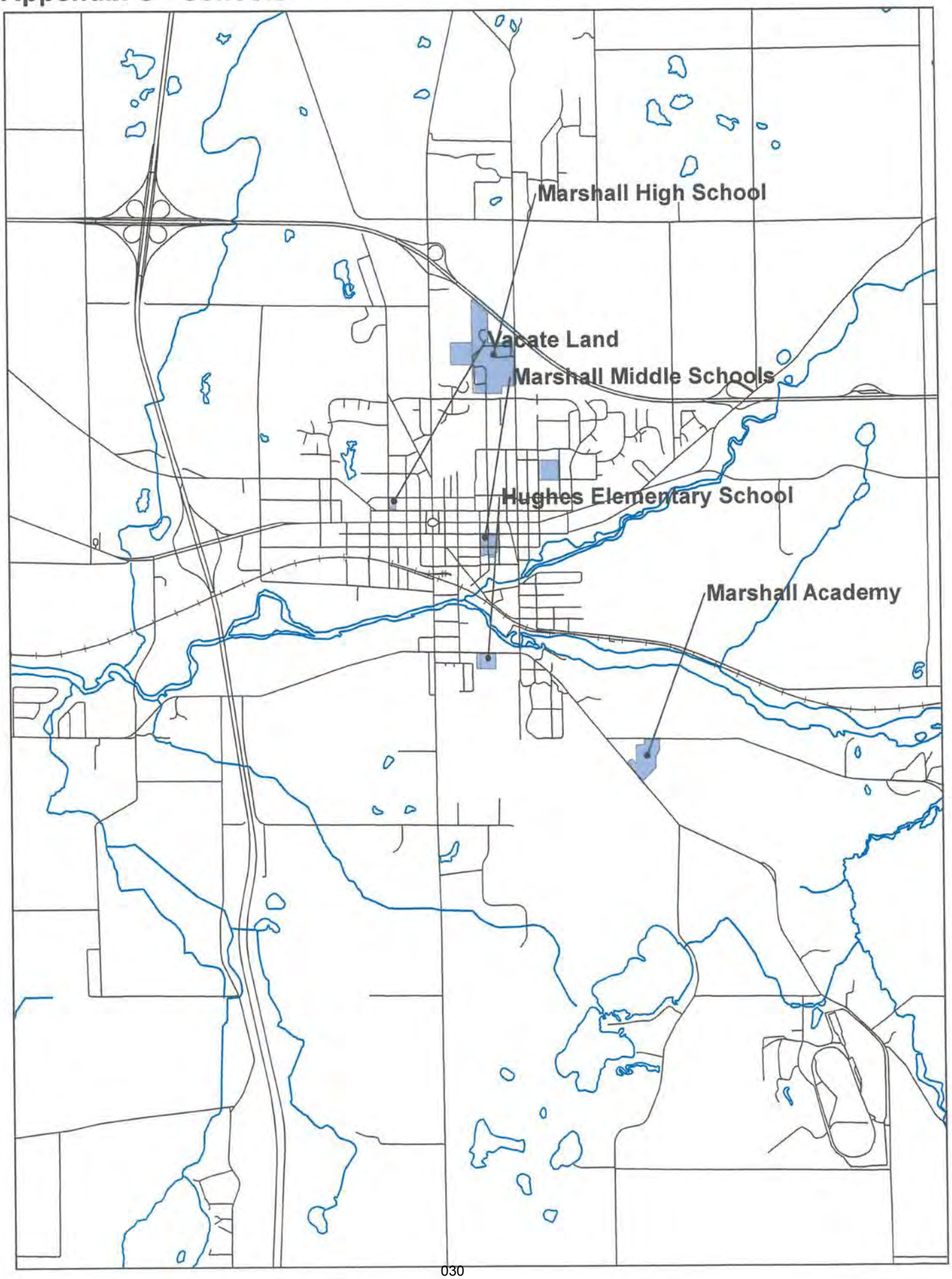
Appendix G - Designated Parks



Appendix G - Open Spaces



Appendix G - Schools



Grants Management
Department of Natural Resources

Wednesday, January 25, 2012

Recreation Grant History

Applicant

City of Marshall

Project No. 26-01104 J **Project Year: 1980**

Project Title: Ketchum Park

Project Status: Closed **Grant Amount: $20,274.36**

Project Description: restroom/utility building including sewer and electrical, picnic shelter, shuffleboard courts, with fencing, horseshoe pits, benches and picnic equipment, playscape, parking lot, LWCF sign

Project No. BF93-155 **Project Year: 1993**

Project Title: Athletic Field Renovation

Project Status: Closed **Grant Amount: $81,500.00**

Element	Element
Restroom/Concession	Playscape
Replace Fence	Construct New Field
3 New 5-Row Bleachers	Fence - New Field
Replace Bleacher Boards	4 Drinking Fountains
Improve Drain	Backstop
8 Player Benches	

Project Description: Construct restroom/concession storage facility, replace fencing, improve drainage, replace/repair bleachers, replace playscape, construct new field, relocate transformer, install four drinking fountains.

Project No. TF94-078 **Project Year: 1994**

Project Title: Waterfront Trail Development

Project Status: Closed **Grant Amount: $157,500.00**

Element	Element
Trail	Signage, Etc.
2 Pedestrian Bridges	S. Marshall Avenue Access
Restroom Building	
Boat Launch Improvements	
Parking	
Construct Boardwalk	

Project Description: Develop bike/pedestrian trail on Kalamazoo River. Construct flush restroom facility at Stuart's Landing on the Mill Pond. Improve Mill Pond boat launch. Provide parking at launch and at trail access points.

Grants Management
Department of Natural Resources

Wednesday, January 25, 2012

Recreation Grant History

Applicant

City of Marshall

Project No. TF98-027 **Project Year: 1998**

Project Title: Marshall Riverfront Trail-Stage III

Project Status: Closed **Grant Amount: $29,203.00**

Project Description: Acquire three Kalamazoo River frontage properties (.83 acres) to help secure future development of the Marshall trail, and promote interaction with the river's habitat.

Project No. TF98-040 **Project Year: 1998**

Project Title: Riverfront Trail-Stage II

Project Status: Closed **Grant Amount: $358,000.00**

Element	Element
Site Preparation	Concrete Walks
Topographic Survey	Landscaping
Boardwalk Construction	Paved Walkway
Barrier-Free Ramp	
Parking Areas	
Site Amenities	

Project Description: Development of a barrier-free pedestrian trail along the Kalamazoo River, including parking areas, boardwalks, paved walkways, barrier-free ramp and overlook decks.

Project No. TF00-139 **Project Year: 2000**

Project Title: Riverwalk Development

Project Status: Closed **Grant Amount: $191,444.00**

Element	Element
Site Preparation	Site Amenities (Benches/Signs/Waste Recept.)
Boardwalk	Landscaping and Restoration
Parking Area	
Fishing/Viewing Decks	
Site Lighting and Electrical	
Paved Walkways	

Project Description: Development of barrier-free boardwalk and paved trails along 1,100 feet of the Kalamazoo River between Monroe Street and Kalamazoo Avenue; construct parking area, ramp and overlook decks to promote access to the Kalamazoo River.

Recreation Grant History

Applicant

City of Marshall

Project No. RP11-412 **Project Year: 2011**

Project Title: Ketchum Park Improvements

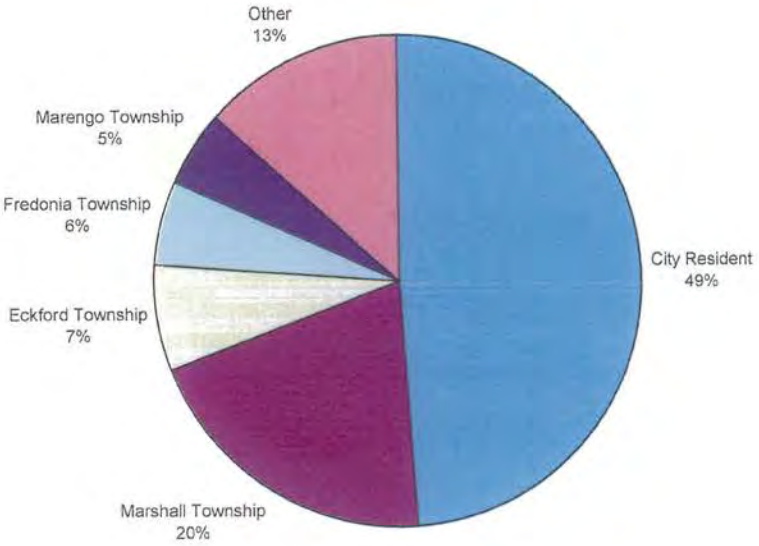
Project Status: Active **Grant Amount: $30,000.00**

Element
28-car asphalt parking lot
2 restroom doors with time locks
Park identification sign

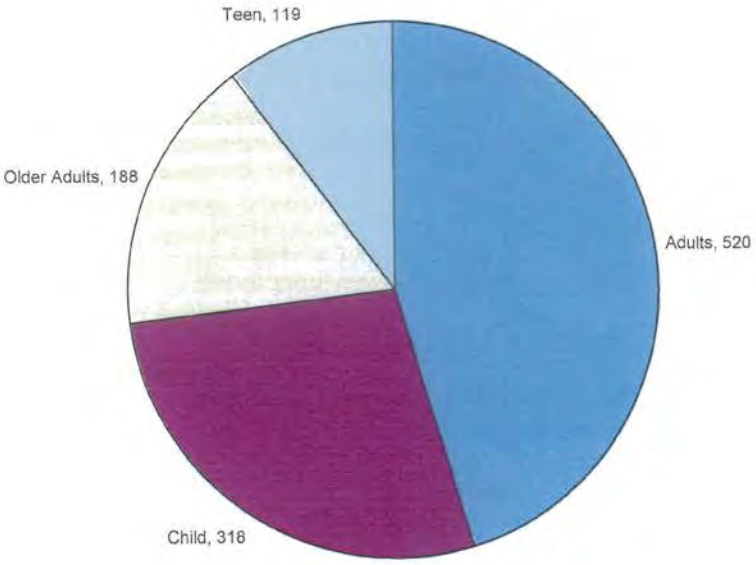
Project Description: Development to include parking lot, restroom doors and park identification sign.

Appendix I – Survey Results

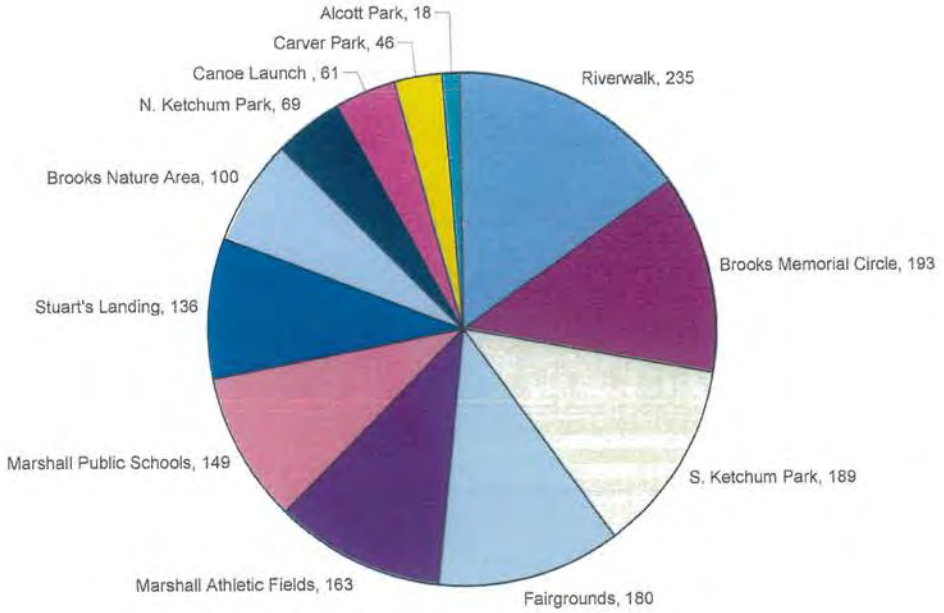
Where do you live?



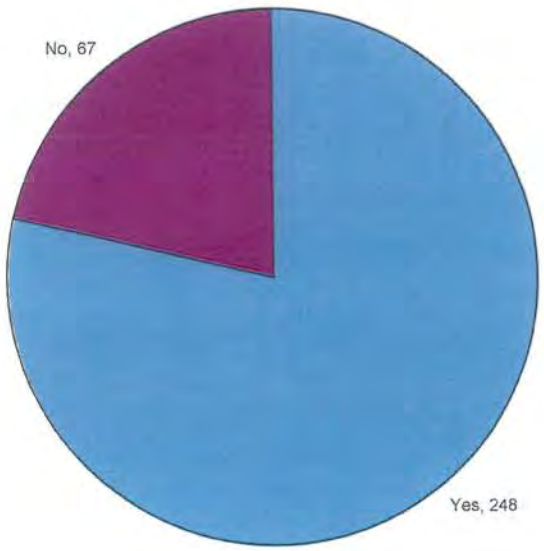
Age of people the survey represents



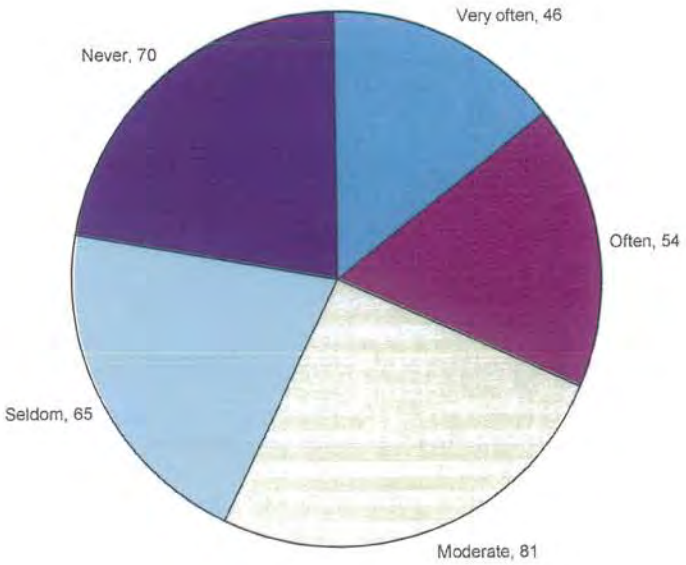
What Parks do you use?



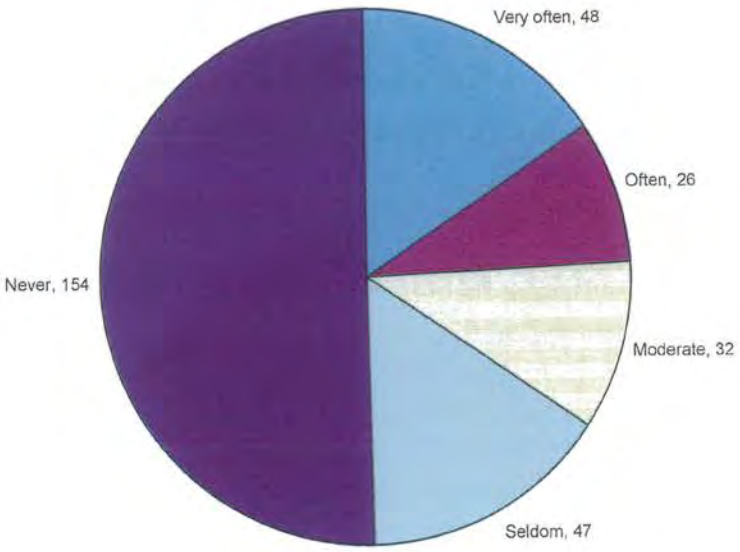
Are you satisfied with the quality and amenities of the parks/facilities in the City of Marshall?



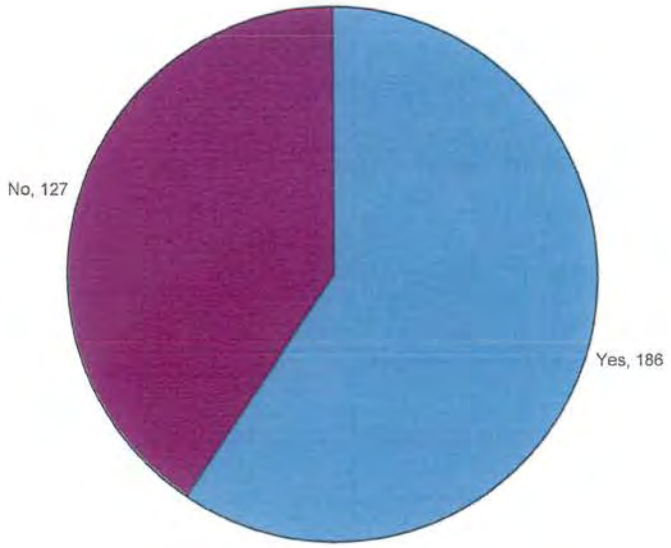
How often would you use an outdoor ice skating rink?



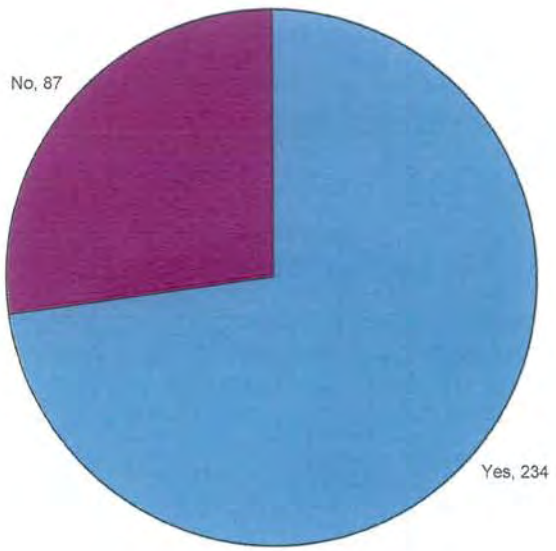
How often would you use a public dog park?



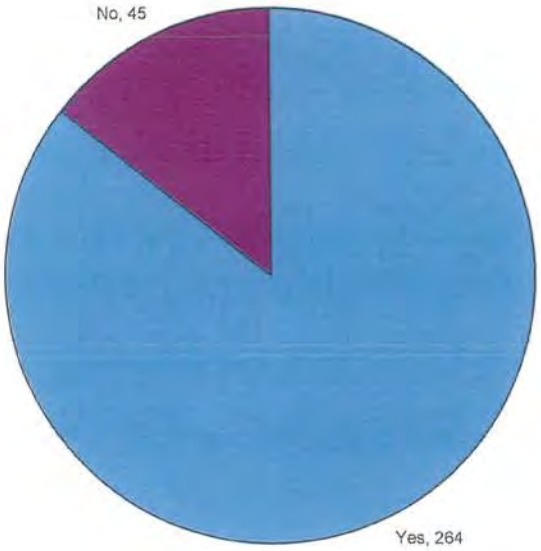
Would you pay to use a dog park or a outdoor ice skating rink?



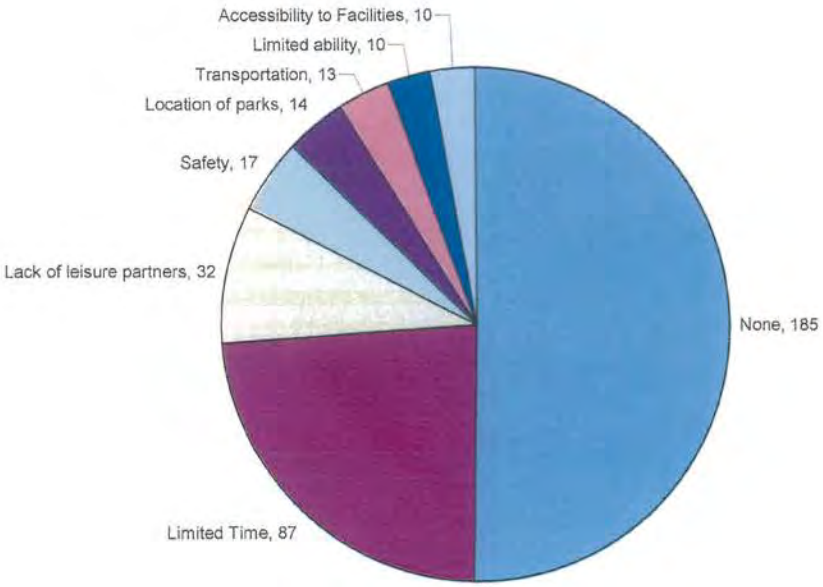
Do you or your family members partcipate in any Marshall Recreation Department actities?



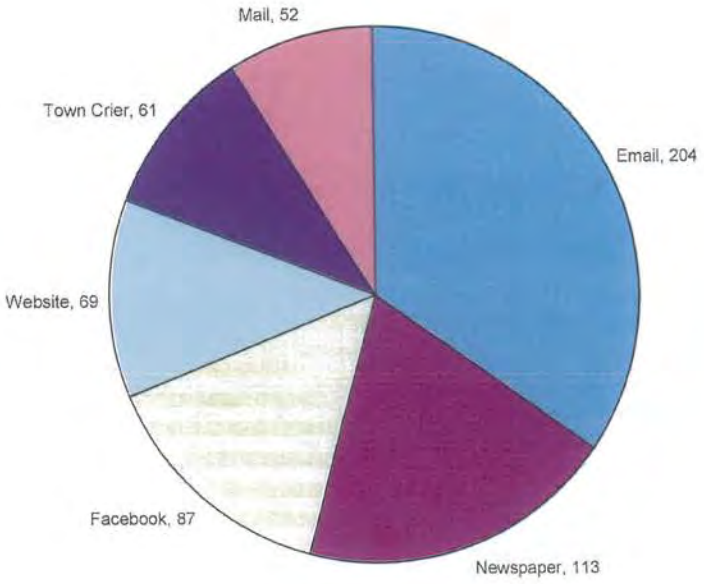
Are you satisfied with the programs and services the Marshall Recreation Department offers?



What barriers do members of your family experience that may inhibit use of the Masrhall Parks and Recreational programs?



What is the best way to communicate with you and your family?



We are new to area, better marketing of what is offered is needed. We do not know how to find out what is available where and when.
I pay about $100 for Parks and Recreation on my city taxes but if a non-resident utilizes the same program they pay only $10 more than I do. The non-resident charge needs to increase, I am not seeking a reduction in millage.
As a tax payer I am charged a fee to play in organized sporting activities. I feel that I am already paying my fee through taxes. The out of city residents should be charged more to cover outside expenses. They pay no taxes and slightly higher fee.
we need a nice dog park!!!
I would highly recommend considering an off-leash dog park (for small and lg dogs). I recently read in the newspaper that the committee for the Sherman School is considering demolishing this building (if they can't sell it)...this would be a great location for a dog park and an accessible place where all could enjoy! Great way to get out and meet ppl.
More environmental programs for kids & adults (composting, recycling, nature walks, etc.)
More educational informational services about the natural formation, history and beauty of the river, parks, trees, etc.
It would be great to have a public ski and sled hill with a tow rope and public ice skating in the greater Marshall community.
Longer walking / bicycle trail
Consider setting up a bicycling program where people could join others for local casual cycling cruises (not competitive or long distance).
For future consideration, we would like to see trail connections between the new industrial park and Brooks Nature Area. Also, consider a trail connection between the Kalamazoo River Walk and the Brooks Nature Area.
There are no equestrian trails in Calhoun County. The Horse Industry contributes 8 Billion to the states economy. There are 3,000 horses in Calhoun County and 3,000 in Kalamazoo County. Keep their money in your community by providing areas to recreate.
Expand youth sports, more walking and biking trails
Bike rides, public outdoor pool, sledding, would not pay fee for dog park-should be free for visitors
Would like to see Recreation Department take charge of "The Dump" bike trail, rather than having private individuals run it. Personally I am puzzled why the City allows private individuals to operate on public lands. The City could enhance it much better, and make it accessible to all. They could also add safety features, like rest areas, signage, brush removal and proper grading for portions of the trail.
New equipment to replace older, worn out equipment.
The city ruined the S ketchum park when they drained the river section. Please dig a nice big fish pond in it's place !!!
Wish there was a bathroom at Kids Kingdom, even outhouse
Kids kingdom needs a bathroom.
The riverwalk desperatly needs some time & effort put to it. When Ann Adams was in charge of this walk it was kept up and widely used. Please just take a walk on this walk and you will soon see the repairs that need to be made. The River Walk desperatly need some TLC!!!!!!
Please consider changing the old Shearman School site to a park/playground.
How about turning the Shearman School site into a new city park?
I would LOVE to see the Sherman School turned into a local park. We sorely miss the playground there already! We need to spruce it up around there.
Perhaps a card/game league for adults. Maybe tie it into the Marshall House.
I would like to see more choices in activities. Lacrosse, soccer and volleyball for youth.
I would like to see the Recreation Department try to take over the east portion of the fair property that is in risk of foreclosure, and develop it into a camping type park.
Satisfied, however our son recently enjoyed the indoor floor hockey and it was just too short! How about a longer season and more practices, as is done with baseball/softball?
Is rec ONLY sports? Perhaps another question would identify the 1)programs 2)services and whether we do/would avail ourselves of them.You get interest number then.

Create a better baseball program
later start times for baseball & t-ball for working parents. Weekday evening activities instead of weekend ones.
would like to see a local hockey program.
Mostly satisfied, need lacrosse
A recreation center for seniors; my wife and I are forced to go to Battle Creek or Albion: difficult at times in winter
Nothing for older adults.
Better organization. Compared to WPMC, programs are lacking.
Officials for vball. More consistency on receiving schedules in a timely manner. Improve sand vball court.
An improved girls softball program.
Would like to see more family bus trips like to Tiger's games and Mackinaw Island.
Cost doesn't meet the expectations. Youth sports shirts generic, no numbers. I have volunteered to coach: coach pitch baseball, floor hockey, and basketball and the City Recreation theory of 2 practices to "teach" youth new to a sport is ridiculous. Practice facilities are unacceptable, ie floor hockey, the cafeterias, "seriously", then you don't even get the proper equipment to teach/practice the sport. No goal nets, how would you like folks to teach goalie skills, forwards/guards to stay out the crease? Certainly doesn't make it easy or worth while to coach, when you get City Recreation, minimial equipment and facilities. Probably do to the cost of renting the gym as opposed to cafeterias.
more practice time, more training for couches
Would always like to see more student progams like lacrosse & track field
But I did feel that the Tennis program was not as effective as it could have been... I did provide feedback on another survey, however, so I will not repeat.
Would love summer playground with younger kids or more activities in the summer for pre-school aged children.
The baseball program needs to improve on the quality of play, coaching and Umpires if you are going to keep participation at an acceptable level and not loose players to the travel leagues.
Wish could have more leagues
However, it would be nice to have more things for younger kids 3-5
Growing up, we had a strong flag football program that allowed kids who aren't ready to compete in Rocket Football a chance to play football with their friends. I'd recommend looking into this if possible.
tee ball should be for pre-schoolers 4 years and 5 years at dissrecition of parents some children never hit from tee's they just learn to hit.
More activities for the younger ages 2-3 yrs.
Have more competive teams for Womens. Have coaches for the boys that really know how to play the game & coach the boy on how to play the positions & what to do in certain situations
I would like to seem more programs and activites offered that are not strictly centered around athletics.
Yes, satisfied, but would like to see more family bus trips...beyond just sporting events. Example...to the museums in Chicago or Great America in Illinois.
like to see more baseball teams and sports for kids not picked for school sports invite surrounding citys to play agaist your older teams instead of playing the same team every week
For a new family moving to town, it's almost impossible for an older teen/young adult to join a sports team. When we called, we were told the teams put themselves together - and they were all full. Being new, we didn't know people to organize our own team. This is a BIG disappointment.
More fitness activities would be nice, especially during daytime hours.
expanded softball programs, especially for women
More structured at the children level of recreation sports. Right now (specially baseball its a joke
More adult classes.
I would like to see more activities geered towards teens - possibly summer activities, gatherings
Would like to see senior activities during the summer months
Floor hockey back to the spring. More sports for adults, like flag football!

Older Adult (55 years or older)	Adult (18-54 years)	Teen (13-17 years)	Child (12 years and younger)
Art Fair around the Fountain	2 40 and over softball leage fastpitch softball	arts&crafts	"Gymboree" type program for the under 4 age group
better maintained parks in general	A dog park, and more river walk would be wonderful	Baseball and Softball with more players (or travel)	a few day summer/fall camp outing
Bicycle routes	Adult Ed.	basketball for those who don't make the team	A place for kids like Kids N Stuff in Albion
bike paths	Adult Floor hockey	Casual, not-so-competitive sports/activities.	after school activity center
bike paths	adult volleyball/wallyball/pickleball etc...	city pool-better maintained parks in general	Also would like to see a public restroom downtown like in Carver Park or in the shopping district and a childrens playset in Carver Park to attract people downtown. Would like to have a second youth basketball league so the season is longer for those that choose. Floor hockey for 7th & 8th Grade is missed.
Bike paths, lg park w/large picnic area	arts & crafts; ex'rcise class for moms/adult women(not fit);pet training/games	community activities/gatherings at certain parks for frisbee, bike rides, skate park - how too's	Appriopriate practice time for teaching any sport. 3 practices is inefficient.
bike routes	better maintained parks in general	community center for teens	Baseball
bike trails	Bike and walking trails	competive baseball,youth football	Baseball and Softball with more players (or travel)
Card and Game league over the winter. Extension of Riverwalk to west along river, and the the east through the old railroad bed.	BIKE ROUTES	dances	baseball,youth football
Cards	bike trails	floor hockey	bathrooms
Christmas tree lighting ceramony	Bike trails/paths/lanes through and around town.	Girls softball	Battle Creek offers a variety of recreational sports for younger children comparative to Marshall. Floor Hocky, Basketball and Baseball are a few examples
Connect our Parks and Trails with biking /hiking trails	Christmas tree lighting ceramony	higher level of sports competition in baseball	BIKE ROUTES
descendanted bike routes	clean bathrooms	ice hockey, ice skating	Crafts
Dog Park	community center with indoor/outdoor running track	ice hockey, lacross,golf,cricket	dodge ball
dog park	community pool. like coldwaters.	Knitting crocheting crafts	Flag Football
dog park	couple night out, babysitting services included	Lacross	Flag football
dog park, bicycle lanes/trails(brings in tourists!)	Covered farmers market.	lacrosse/	flag football for k-5,
Dog Park, Skating Rink	dog park	maybe floor hockey	Flag Football program

educational ops; trips	evening shopping hours downtown	More fields for softball/baseball for travel teams and tournaments, needs additional gym space for basketball games and tournaments; ice skating; outdoor pool. The Heritage complex in Coldwater is very nice and has pool, outdoor basketball hoops as well as gym for basketball	Floor Hockey
Equestrian Trails	family event	more lacrosse! bus trip to rock concerts (especially smaller venues for lesser known bands that are still worth seeing)	floor hockey
golf league, horseshoes, shuffleboard,swimming,walking group	Flag football league	more sports, outdoor options (lacrosse, archery, orienteering?)	football
ice skating	Flag Football program	none	Girls softball
in the park yoga series	floor hockey	park yoga	gymnastics basics - Jackson rec. has a nice intro program
Keeping the river walk cleaned off	floor hockey, womens basketball leagues, mens volleyball	Someplace to BE	Gymnastics classes
long walking trail (5 miles with no autos)	Floor hockey, Soccer,	summer baseball	I would love to see a floor hockey "camp" for 3-5 year olds. The "Lil'" programs you guys offer are awesome. Something between soccer and basketball would be nice.
low cost swim facility	hockey	Teen Center	ice hockey, ice skating
more bike trails and bike lanes	ice rink, possibly make new pond in S ketchum park for skating and fishing.	Teen entertainment, Estilo activity Center has the right idea but could benefit by some city support	ice hockey, lacross, golf, cricket
moutain biking trails	Ice rink; outdoor pool; nice park with areas to grill	teen hangouts, wear we could hang out, do homework, have wifi	Ice skating
None	Ice skating	Volleyball	Ice Skating Rink for sure
None	ice skating, ice hockey, woman's basketball	Volleyball, Soccer, Lacrosse, Dodgeball, Course on how to referee and umpire.	Lacrosse league (just clinic offered)
none	kayaking (oil spill ruined my almost daily family trips)		lacrosse/better baseball program
non-impact exercise options/family events	Love to see outdoor movies in the summer		Love the ice skating idea.
not sure there is anything lacking	more hiking and biking trails		More fields for softball/baseball for travel teams and tournaments, needs additional gym space for basketball games and tournaments; ice skating; outdoor pool. The Heritage complex in Coldwater is very nice and has pool, outdoor basketball hoops as well as gym for basketball
park poor, too much stuf at Ketchum Park	more organized sports teams, running program		More floor hockey with better equipment and planning.
public swimming pool	More theatre, movies		More sports

same as answer in #8

shuffleboard
shuffleboard, horseshoes
Something safe.

There just isn't much
Tiger baseball,travelogue program
Walking Groups
Walking trails with fitness stations; picnic areas;
Walking Works Club, Community Garden, Card Leagues

We feel that Marshall goes above and beyond to reach all members of the community in its parks/recreation department. We have lived here most of our lives and have enjoyed all of its offerings as our children grew up and now even if we can't use them all, our grandchildren are. Marshall cares about all of its residents!!! Thank you!
Would like to see more integrated age options (senior mother, 40-something daughter)
Would like to see window painting again at Halloween.
Would love to see a senior center in Marshall
X

More useable access to the kzoo river (canoe rental?), more river walk.

Mountain bike trail.
mountain biking trails
none

None
none
None

None
nothing to add except perhaps more bus trips

Official mountain biking trails

Open gym time (pick up games)
outdoor activity clubs (running, biking, etc.

Outdoor public pool
Overland Rally Racing
park yoga
Public bike trail at 'The Dump". Card and Board Game league over the winter.
Public Garden - fruits/vegetables/flowers and bike lane
Public ski.sled/snowboard hill with tow rope and ice skating

Restaurants, evening hours
soccer
Thank you for asking us!

more sports for 3-4 year olds; floor hockey
multi purpose building specific for recreation use
n/a...think you've got 'em covered!
organized play groups

Park or playground hours for smaller children. Meaning no teenagers swearing or older kids exhibiting inappropriate behavior. The bathroom facilities at Kids Kingdom are too far away for small children not to have accidents as well.
park yoga
Pre-school age programs

pre-teen activity -social/fun day
public pool, splash park, ice skating - hockey,

Public ski.sled/snowboard hill with tow rope and ice skating

she likes clean bathrooms too

Sledding hill

summer softball
volleyball
Volleyball

volleyball for 10 -12

Volleyball, Soccer
water park-better maintained parks in general
young children's classes(mommy&me);arts-type classes

Parks and Recreation 2012-2017 Master Plan
For *City of Marshall*
Calhoun County

WHEREAS, the *City of Marshall* has undertaken a planning process to determine the recreation and natural resource conservation needs and desires of its residents during a five year period covering the years 2012 through 2017, and

WHEREAS, the City of Marshall began the process of developing a community recreation and natural resource conservation plan in accordance with the most recent guidelines developed by the Department of Natural Resources and made available to local communities, and

WHEREAS, residents of the *City of Marshall* were provided with a well-advertised opportunity during the development of the draft plan to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the public was given a well-advertised opportunity and reasonable accommodations to review the final draft plan for a period of at least two weeks, and

WHEREAS, a final public comment session was held on *April 16, 2012* at *City Hall* to provide an opportunity for all residents of the planning area to express opinions, ask questions, and discuss all aspects of the recreation and natural resource conservation plan, and

WHEREAS, the *City of Marshall* has developed the plan as a guideline for improving recreation and enhancing natural resource conservation for the City of Marshall and all other residents of the planning area, and

WHEREAS, after the public meeting, the *City Council* voted to adopt said the 2012-2017 Parks and Recreation Master Plan.

NOW, THEREFORE BE IT RESOLVED the *City of Marshall* hereby adopts the *2012-2017 Parks and* Recreation Master Plan.

Yeas: _____

Nays: _____

Absent: _____

I, Sandra Bird, Clerk-Treasurer, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the City of Marshall's City Council at a Regular/Special Meeting thereof held on the second day of April, 2012

_____

Sandra Bird, Clerk-Treasurer

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
April 2, 2012 – CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Trisha Nelson, Deputy Clerk
Tom Tarkiewicz, City Manager

SUBJECT: Sidewalk Use Licenses

BACKGROUND: In 1993 Schuler's Incorporated signed a Sidewalk Use Agreement and in 2006 Pastrami Joe's signed a Sidewalk Use Agreement specifying the license fee of $100 which may be renewed annually after paying the fee, submitting an application and providing a certificate of insurance in a minimum of $500,000.

In accordance with Section 90-16(c) of the Marshall City Code, City Council may license.....an outdoor restaurant, café and other public/private sidewalk uses under such terms and conditions as the Council may determine upon submittal of a sidewalk use application. Pastrami Joe's and Schuler Restaurant have submitted their applications, certificates of insurance and paid the proper fees.

RECOMMENDATION: Approve the annual licenses for Pastrami Joe's and Schuler Restaurant.

FISCAL EFFECT: $200 license fee.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Trisha Nelson

Tom Tarkiewicz

Trisha Nelson
Deputy Clerk

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

CITY OF MARSHALL
APPLICATION FOR A SIDEWALK USE LICENSE

Pastrami Joe's located at **105 North Jefferson Street** in the City of Marshall, hereby make application for a sidewalk use license to operate an outdoor restaurant/café in accordance with Section 90-16(c) of the Marshall City Code, at the above address for a period of one year beginning May 1, 2012 and ending April 30, 2013.

CITY OF MARSHALL
APPLICATION FOR A SIDEWALK USE LICENSE

Schuler's Restaurant located at **115 South Eagle Street** in the City of Marshall, hereby make application for a sidewalk use license to operate an outdoor restaurant/café in accordance with Section 90-16(c) of the Marshall City Code, at the above address for a period of one year beginning May 1, 2012 and ending April 30, 2013.

Susan Damron

Exec. V.P. & C.O.O. 3/8/12

PAID
MAR 20 2012
CITY OF MARSHALL

Date: March 13, 2012

To: The Honorable James Dyer, Mayor, City of Marshall
And Marshall City Council Members

From: Jane Dadow, Marshall Area Farm Market Coordinator

Re: Use of City Parking Lot for Marshall Area Farm Market

This is a request to use the city parking lot west of the Brooks Building/Oaklawn Dialysis Center to hold the Marshall Area Farm Market on Saturday mornings from 8 to noon beginning on May 12, 2012 through October 27, 2012.

The City of Marshall has allowed a group of area growers and producers to offer locally grown agricultural products for the last seven years. Some of the items featured last year at the market included fresh fruits, vegetables, flowers, shrubs, herbs, eggs, honey, baked goods, nuts, dog treats and frozen meats. The only market rule was that all items offered must be raised or produced in Michigan by the vendor or vendor's family and all products must be agricultural or agriculturally related. This allowed the market to be local and focused.

We greatly appreciate the support from Marshall area residents who turn out every Saturday to purchase items from our vendors.

Thank you for your time and consideration.

Jane Dadow

Jane Dadow
Marshall Area Farm Market Coordinator
Ph# 269-781-2728
janedadow@aol.com
20491 19 ½ Mile Rd.
Marshall, MI 49068

WE SERVE

MARSHALL LIONS CLUB

CHARTERED AUG. 20, 1953

City Manager
City Hall
323 West Michigan Avenue
Marshall, MI 49068

To Whom It May Concern:

I have been appointed chairperson of White Cane Week for the Marshall Lions Club.

The Lions of Michigan have proclaimed APR 19th through MAY 15th 2012 the year as White Cane Weeks. The Lions of Marshall are planning to hold their White Cane Sale on Friday, MAY 4th and Saturday, MAY 5th 2012 It is my understanding that no other organizations have scheduled a similar event for the above dates.

We are requesting the City of Marshall grant us permission to hold our sale on those dates.

If you have any questions or comments please call me, Doug at 781-3945 or you may call Lion President OR 781-8268

Yours in Lionism,

Douglas L. Smith

Chairperson's Address: Doug Smith
336 Lyon Lake Rd
Marshall, MI 49068

CALL TO ORDER

IN REGULAR SESSION Monday, March 19, 2012 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, Miller, Reed, and Williams.
Also Present:	City Manager Tarkiewicz.
Absent:	None.

INVOCATION/PLEDGE OF ALLEGIANCE

Amber Fujita from the Marshall Assembly of God gave the invocation and Mayor Dyer led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Miller, supported Metzger, to approve the agenda with the addition of the Michigan South Central Power Agency invoice in the amount of $674,522.45. 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 HR Policy #12.03 – Health Insurance Premium Sharing
B. Approve minutes of the City Council Regular Session held on Monday, March 5, 2012;
C. Approve city bills in the amount of $1,041,212.56.

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

PRESENTATIONS AND RECOGNITIONS

None.

INFORMATIONAL ITEMS

City Manager Tarkiewicz presented a preview of the FY 2013 General Fund

and Dial-A-Ride budgets.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Public Hearing – Industrial Development District #33:

Mayor Dyer opened the public hearing to hear public comment on the establishment of Industrial Development District #33, 604 South Kalamazoo Avenue.

Mike Hindenach, Economic Development Manager, provided some background information regarding the district and the boundaries.

John LaPietra of 386 Boyer Court asked if there were any additional plans within this district for the future.

Hearing no further comment, the public hearing was closed.

Moved Metzger, supported Booton, to approve the establishment of Industrial Development District #33, 604 S. Kalamazoo Avenue. On a roll call vote – ayes: Mayor Dyer, Mankerian, Metzger, Miller, Reed, Williams, and Booton; nays: none. **MOTION CARRIED.**

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2012-06

RESOLUTION ESTABLISHING AN INDUSTRIAL DEVELOPMENT DISTRICT NUMBER 33 PERSUANT TO ACT 198, P.A. 1974, AS AMENDED

WHEREAS, Act No. 198 of the Michigan Public Acts of 1974, as amended, provides for the establishment of Industrial Development Districts in local governmental units and also to provide within such districts as exemption for certain taxes as an incentive to industries to build new facilities in the City of Marshall; and,

WHEREAS, the City of Marshall wishes to establish an Industrial Development District consisting of the land located at 604 S Kalamazoo Avenue; and,

WHEREAS, the City Council set the date of March 19th, 2012 in the City Hall, Marshall, Michigan as the time and place at which any resident or taxpayer of the City was given and afforded an opportunity for a hearing on the establishment of the Industrial Development District.

NOW, THEREFORE IT IS HEREBY RESOLVED that the City Council does hereby approve an Industrial Development District to be established as shown on the map attached to this Resolution and marked Exhibit A and which district is described as follows:

PARCEL NUMBER 002-548-00
MARSHALL CITY SEC 26 T2S-R6W BEG E 1/4 POST- S 827.91 FT- N 84 DEG 59'30"W 49.68 FT TO POB- N 84 DEG 59'30" W 715.84 FT- S 161.23 FT- W 426.32 FT- S TO KALAMAZOO RIVER- ELY ALG RIVER TO W LINE KALAMAZOO AVE- N TO POB. 14.15 AC M/L

As City Clerk-Treasurer, I place my signature and seal that this a true and accurate copy of the action taken and accurate copy of the action taken at a regular meeting of the Marshall City Council on March 19th, 2012.

Date: March 19, 2012

_____
Sandra Bird, CLERK-TREASURER
City of Marshall, Michigan

B. Public Hearing – Progressive Dynamics IFT Application:

Mayor Dyer opened the public hearing to hear public comment on the proposed Industrial Facilities Tax Exemption Certificate application for Progressive Dynamics.

Mike Hindenach, Economic Development Manager, provided some background information regarding the IFT application.

John LaPietra of 386 Boyer Court asked a question regarding other future upgrades.

Hearing no further comment, the public hearing was closed.

Moved Miller, supported Reed, to approve the proposed Industrial Facilities Tax Exemption Certificate for Progressive Dynamics. On a roll call vote – ayes: Mankerian, Metzger, Miller, Reed, Williams, Booton, and Mayor Dyer; nays: none. **MOTION CARRIED.**

RESOLUTION

Minutes of a regular meeting of the City Council of the City of Marshall held on March 19, 2012, in the Council Chambers of Town Hall located at 323 West Michigan Avenue, Marshall, Michigan.

Present: Booton, Mayor Dyer, Mankerian, Metzger, Miller, Reed, and Williams.
Absent: None.

The following preamble and resolution were offered by Council Member Miller and supported by Council Member Reed.

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2012-07

RESOLUTION TO APPROVE APPLICATION OF PROGRESSIVE DYNAMICS, INC. 507 INDUSTRIAL ROAD, MARSHALL, MI INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE FOR PERSONAL PROPERTY - NEW MACHINERY AND EQUIPMENT

WHEREAS, pursuant to P.A. 198 of 1974, MCL 211.551 et seq., after a duly noticed public hearing held on December 20, 1976, the Council by Resolution established Plant Rehabilitation District No. R-1 as requested; and after a duly noticed public hearing held on
December 20, 1976; and

WHEREAS, Progressive Dynamics, Inc. 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 Plant Rehabilitation District R-1; 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 March 19, 2012 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 acquisition and installation of the new equipment, had not begun earlier than six (6) months before February 27, 2012, the date of acceptance of the application for the Industrial Facilities Exemption Certificate; and

WHEREAS, the acquisition of the new equipment and machinery 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; and

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 Progressive Dynamics, Inc, 507 Industrial Drive, for an Industrial Facilities Exemption Certificate, with respect to real property improvements and personal property improvements described as new machinery and equipment to be acquired and installed within the Plant Rehabilitation District No. R-1 is hereby approved.

3. The Industrial Facilities Exemption Certificate, when issued, shall be and remain in force and effect for a period of (12) twelve years under the rules and regulations of Act 198 of Public Acts of 1974, as amended, for the new machinery and equipment from the date of approval by the State Tax Commission.

AYES: 7

NAYS: 0

Sandra E. 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 March 19, 2012.

Sandra E. Bird, Clerk/Treasurer

OLD BUSINESS
None.

REPORTS AND RECOMMENDATIONS
None.

APPOINTMENTS / ELECTIONS
None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

John LaPietra of 386 Boyer Court commented on DART fares.

COUNCIL AND MANAGER COMMUNICATIONS
None.

ADJOURNMENT
The meeting was adjourned at 7:50 p.m.

James L. Dyer, Mayor

Sandra Bird, Clerk-Treasurer

VENDOR APPROVAL SUMMARY REPORT

Date: 03/28/2012
Time: 4:54pm
Page: 1

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
AIRGAS USA LLC	4982	CYLINDER RENTAL	77.96	0.00
ALEXANDER CHEMICAL CORPORATION	7024	CHLORINE	1,308.00	0.00
ALL-TRONICS INC	9157	DAYLIGHT SAVINGS TIME CHG	75.00	0.00
AMERI-ALARM	400534	ADD CAMERA TO DOG RUN	2,315.83	0.00
AMERICAN LEGAL PUBLISHING CORP	4028	INTERNET RENEWAL	295.00	0.00
ARROW UNIFORM	6839	CUST #010198-03	582.12	0.00
ATHENS TWP FD	400573	LEADERSHIP III	180.00	0.00
AUSTIN-BATTERIES PLUS	6532	BATTERY	213.00	0.00
AUTO GLASS SOLUTIONS, LLC	6595	WINDSHIELD - DODGE	230.00	0.00
AUTO VALUE MARSHALL	21340	OIL 10W30	682.88	0.00
BIO-CARE, INC.	4002	RESPIRATORY & MASK FIT TESTING	3,618.00	0.00
BLU FISH CONSULTING, LLC	4473	MEDIA EXPENSES	1,560.00	0.00
BUDGET DRAIN CLEANING	7148	MH MAINT	625.00	0.00
CALHOUN COUNTY SENIOR SERVICES	400141	SR FAIR 2012 FLYER PRINTING	193.62	0.00
CARR BROTHERS & SONS	7192	SCREENINGS	137.00	0.00
COGITATE INC	8443	MMS STATE TRUNKLINE SUPPORT	155.00	0.00
CONSUMERS CONCRETE PRODUCTS	7254	5 X 10 SHTS	224.69	0.00
CRT, INC	6541	Marshall1 server upgrade	8,855.00	0.00
CRYSTAL FLASH ENERGY	6176	DYED DIESEL	1,430.22	0.00
D & D MAINTENANCE SUPPLY	7271	JANITORIAL SUPPLIES	38.40	0.00
DADOW POWER EQUIPMENT	7277	V-BELT	39.08	0.00
DARLING ACE HARDWARE	7281	THERMOCOUPLE	118.58	0.00
DETERGENT SOLUTIONS	400583	HANDLE LOADING DOOR	30.00	0.00
DIAMOND MANUFACTURING INC	5870	FLAPPER SPRING	25.00	0.00
FASTENAL COMPANY	5789	CABLE TIES	6.51	0.00
FREDONIA TOWNSHIP	7378	STORAGE BOX	200.00	0.00
GLGC PLUMBING COMPANY LLC	217837	PLUMBING REPAIR	135.47	0.00
HERMANS MARSHALL HARDWARE	7446	FACE MASKS	28.95	0.00
HORIBA JOBIN YVON INC	21024	NIK TEST E-MARIJUANA	278.85	0.00
HYDRO METER SERVICES INC	2181	2" METER TEST	295.00	0.00
J & K PLUMBING SUPPLY	3351	BRASS NIPPLES, COUPL	106.24	0.00
JACK DOHENY SUPPLIES	7309	Vactor Truck Repairs	4,796.89	0.00
JS BUXTON	8962	LIME	1,180.01	0.00
KAR LABORATORIES INC	8817	SM&H WET WELL ANALYSIS	755.00	0.00
LAKELAND ASPHALT CORPORATION	7526	COLD PATCH	1,290.00	0.00
LAWSON-FISHER ASSOCIATES PC	2291	Licensing Acitvities, Disolved	1,253.91	0.00
LEXISNEXIS RISK DATA MNGMNT	400109	JANUARY 2012	279.62	0.00
M POWER INNOVATIONS	5410	INSTLL, TRAINING, SETUP	5,548.14	0.00
MAILFINANCE INC	300149	LEASE 01/12/12--04/11/12	608.97	0.00
MARSHALL LUMBERTOWN	7569	MORTAR MIX	49.90	0.00
MARTELL CABLE SERVICES	400582	MODULATOR, VIDU UNIT, CABLE,	2,500.00	0.00
MODERNISTIC	8101	UTILITY SERVICE BLDG	747.95	0.00
MOSES FIRE EQUIPMENT INC	7699	SS WIRE CLIPS	25.43	0.00
MUNICIPAL SUPPLY CO.	7701	3/4" COMPRESSION UNIONS	173.60	0.00
MWEA	2006	WASTEWATER MATH I - BATH	230.00	0.00
MY ALARM CENTER	400382	MONITORING 4/1/12--6/30/12	72.00	0.00
NAPA OF MARSHALL	2939	FILTERS, MAINT SUPPLIES	560.10	0.00
NATIONAL CRIME PREVENTION CNCL	400578	PLAY IT SAFE ON HALLOWEEN	560.00	0.00
NEHILL-SIVAK CONSULTING	3993	INSPECT HONOLULU HOUSE	1,452.40	0.00
NORFOLK SOUTHERN CORPORATION	4673	FLASHERS @ LINDEN ST	750.00	0.00
NORTH CENTRAL LABORATORIES	7727	BLANKET PO FOR LAB SUPPLIES FY	1,811.41	0.00
NYE UNIFORM COMPANY	7733	HOLSTER	159.93	0.00
PUBLIC SAFETY CENTER	2759	BATTERIES	356.61	0.00
QUALITY ENGRAVING SERVICE	7800	PLACKARDS	52.00	0.00
RADIO SHACK	7811	MINI SURVEILLANCE CAM	55.58	0.00
MEL RIPLEY	400503	RPR LOCK @ MH, APT 101	205.00	0.00
ROE-COMM., INC	8198	MINITOR V CHARGER	100.00	0.00
SAFETY-KLEEN	7849	SOLVENT	216.06	0.00
SHAFER REDI-MIX INC	7867	LIMESTONE	497.86	0.00
SPRINT SUBPOENA COMPLIANCE	217861	CASE 308-12	30.00	0.00
STANDARD PRINTING & OFFICE	7903	DATE STAMPER	174.38	0.00
TIME EMERGENCY EQUIPMENT	7955	CONTROL HEAD	194.27	0.00
UNITED RENTALS	8768	HANDLES, NUTS, CABLE ASSY	436.18	0.00
UTILITY EQUIPMENT LEASING CORP	400579	55' bucket truck lease for ele	2,950.00	0.00
W.W. GRAINGER INC	8310	LAB VACUUM FILTERS	0.00	0.00
WELLS EQUIPMENT	8017	RPR 60XT	957.47	0.00

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
		Grand Total:	55,091.07	0.00

CHECK NUMBER SERIES AS OF FRIDAY, 03/30/12			
	Beginning #	Ending #	Dated
PAYROLL-ACH	71342	71352	03/03/12-03/30/12
A/P & P/R-OTHER	90769	91044	03/03/12-03/30/12

VENDOR APPROVAL SUMMARY REPORT

Date: 03/16/2012
Time: 11:37am
Page: 1

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
A T & T	3176	269 789-2615 963 4	1,945.12	0.00
BLUE CROSS BLUE SHIELD OF MI	9621	GROUP #007016312/0005	1,622.88	0.00
BLUE CROSS BLUE SHIELD OF MI	9629	GROUP #007016312/0008	75,952.89	0.00
BLUE CROSS BLUE SHIELD OF MI	9681	GROUP #007016312/0007	41,532.00	0.00
BROADSTRIPE	3293	ACCT# 198-040788	1,349.21	0.00
COMMERCIAL OFFICE PRODUCTS	9769	OFFICE SUPPLIES	75.86	0.00
TROY DEKRYGER	4929	EXPENSE REIMBURSEMENT	7.30	0.00
DENNIS DIXON	400187	MOVING EXP REIMBURSEMENT	3,000.00	0.00
CODY DRUMM	25123	SCHOOL LUNCH	9.99	0.00
JACOB WASHBURN	100461	FOOD SUPPLIED AFTER MH FIRE	38.16	0.00
ROBERT KIESSLING	6013	REIMBURSEMENT FOR TRAINING	170.00	0.00
JOSH LANKERD	2321	EXPENSE REIMBURSEMENT	49.20	0.00
LOWES BUSINESS ACCOUNT	4837	ACCT #821 3023 105909 5	1,055.59	0.00
MARSHALL COMMUNITY CU	7558	2113 - TRUDEAU	1,013.01	0.00
SCOTT MCDONALD	6080	OPTICAL REIMBURSEMENT	165.00	0.00
STEVE MEYER	3325	MEAL	10.89	0.00
MWEA	2006	MEMBERSHIP - JIM NOWLIN	58.00	0.00
NEOFUNDS BY NEOPOST	400232	POSTAGE	3,000.00	0.00
OAKLAWN HOSPITAL	1006	PARKING STRUCTURE - 2011 LEASE	15,468.00	0.00
SETH SHUBERT	400576	REFUND UTILITY DEPOSIT	14.47	0.00
CODY SILSBY	400577	REFUND UTILITY DEPOSIT	12.66	0.00
STAPLES	8291	6035 5178 2034 8893	748.22	0.00
STATE OF MICHIGAN	4299	EXAM FEE - MATT FREDS	140.00	0.00
LUCAS TICE	300431	SCHOOL LUNCH	12.98	0.00
VERIZON WIRELESS	217862	ACCT #683169426-00001	66.90	0.00
W.W. GRAINGER INC	8310	LAB VACUUM FILTERS	0.00	0.00
		Grand Total:	147,518.33	0.00

PRESCRIPTION REIMBURSEMENTS 75.37

TOTAL CASH DISBURSEMENTS $147,593.70

VENDOR APPROVAL SUMMARY REPORT

Date: 03/23/2012
Time: 10:08am
Page: 1

CITY OF MARSHALL

Vendor Name	Vendor Number	Description	Check Amount	Hand Check Amount
AMERICAN MESSAGING	6657	ACCT #Z1-406436	95.15	0.00
AT&T MOBILITY	400292	ACCT #287238047810	37.62	0.00
BROADSTRIPE	3293	ACCT #198-040293	140.01	0.00
COMMERCIAL OFFICE PRODUCTS	9769	MAILER, TAPE, PAPER, INK	728.95	0.00
EARTHLINK BUSINESS	400445	ACCT #7018274	2,179.22	0.00
ALEC EGNATUK	9593	COMPUTER ACCESSORY	72.35	0.00
HUB INTERNATIONAL MIDWEST	4472	POLICY # BINDER1CP6535	3,741.90	0.00
TEDDY D HUFF	400580	REFUND SECURITY DEPOSIT	214.04	0.00
MARSHALL COMMUNITY CU	7558	6187 - RODGERS	2,316.68	0.00
GARRETT MOORE	400581	BOOT ALLOWANCE	177.49	0.00
DIANE SASSER	400438	REFUND DEPOSIT	415.00	0.00
JAMES SCHWARTZ	300391	FBI DUES PAID W/PERSONAL CC	50.00	0.00
CINDY UPRIGHT	400284	CDL REIMBURSEMENT	23.00	0.00
W.W. GRAINGER INC	8310	LAB VACUUM FILTERS	0.00	0.00
		Grand Total:	10,191.41	0.00

PRESCRIPTION REIMBURSEMENTS 30.70

TOTAL CASH DISBURSEMENTS $10,222.11

EVENT REPORT

EVENT: Remote Control Plane Swap Meet

EVENT LOCATION: Brooks Field

SPONSOR: Brooks Field Aviation Association (BFAA)

EVENT DATE: Saturday, May 12th

EVENT TIMEFRAME: 10am – 3 pm

MDOT PERMIT REQUIRED: YES ☐ NO ☒

MDOT PERMIT GRANTED: YES ☐ NO ☒

LANE CLOSURE TIMEFRAME: None

EVENT STREETS AFFECTED: None

DETOUR DETAIL: None

EVENT DETAIL: *Brooks Field Aviation Association* will be sponsoring a Remote Control Airplane Swap Meet at the Marshall Airport/Brooks Field on Saturday, May 12, from 10am – 3pm. The event will be open to the public for a $5/per car admission fee, with free admission to RC aircraft participants. RC aircraft participants may reserve a display table for $10 by calling the hosting RC club *The Balsa Bees* of Battle Creek, at 269-275-1405 or 269-275-6633. Restroom and food concession on site. For questions, contact the BFAA at 269-419-0332.

COUNCIL NOTIFICATION DATE: April 2, 2012

CITY OF Marshall Michigan

ADMINISTRATIVE REPORT
April 2, 2012 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

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

SUBJECT: FY 2013 Proposed Budget - Schedule a Council Work Session

BACKGROUND: At the April 2, 2012 Regular Council meeting, the FY 2013 Proposed Budget (including the FY 2014 Fiscal Plan) is to be distributed to the Mayor and Council Members. On April 3, the Proposed Budget will be available for public view on the City website home page. Council will be asked to bring their calendars and schedule a Council work session. If you have any questions prior to the work session, please feel free to contact the City Manager or Clerk-Treasurer.

RECOMMENDATION: Schedule a Council work session for review and discussion of the FY 2013 Proposed Budget.

FISCAL EFFECT: None at this time.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Sandra Bird
Clerk-Treasurer

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

ADMINISTRATIVE REPORT
April 2, 2012 City Council Meeting

REPORT TO: Honorable Mayor and City Council

FROM: Michael Hackworth, DPW Superintendant
Carl Fedders, Director of Public Services
Tom Tarkiewicz, City Manager

SUBJECT: FY 2013 Compost Center Agreement

BACKGROUND: The City of Marshall, in cooperation with the Calhoun County Solid Waste Management Planning Committee (SWMPC), has been operating a Compost Center on property owned by the Calhoun County Road Commission to the benefit of the residents of Calhoun County and the City of Marshall. The attached agreement represents the terms agreed upon to fund the operation with a contribution of $16,700.00 from the SWMPC for FY 2013.

The SWMPC has agreed to fully fund the Compost Center for FY 2014 in the amount of $58,504.00. This funding level will be presented to the Calhoun County Board of Commissioners for approval. The SWMPC may consider seeking a contractor to take over operations at the center. This option would still allow Marshall Residents access to the center.

The Compost Center will be open from April 2, 2012 – November 19, 2012 and the hours are as follows:

Monday – 9:00 am to 12:00 pm & 2:00 pm to 5:00pm
Tuesday and Thursday – 1:00 pm to 5:00 pm
Wednesday from 9:00 am to 12:00 pm
Saturday 8:00 am to 3:00 pm
Closed – Fridays and Sundays

Staff may adjust the hours of operation by leaving the center open but unmanned. The hours above will be considered a minimum and updates will be posted on the City of Marshall's website.

RECOMMENDATION: Staff recommends that Council authorize the Clerk-Treasurer to enter into and execute on behalf of the City of Marshall the attached Community Compost Center Agreement including proposed fees with the County of Calhoun, the Calhoun County Road Commission and the Board of Public Works of Calhoun County.

FISCAL EFFECT: To include $16,700 in the FY 2013 budget for the Compost Fund - Contributions from Local Units 225-000-588.00 revenue budget line item for the proposed Community Compost Center Agreement.

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,

Mike Hackworth, DPW Superintendent | 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

COMMUNITY COMPOST CENTER AGREEMENT

Between
Calhoun County Board of Public Works
and the
City of Marshall

THIS AGREEMENT, made this _____ day of _____, 2012, between the Calhoun County Board of Public Works (CCBPW), whose address is 13300 15 Mile Road, Marshall, MI 49068, a Michigan municipal corporation, and the City of Marshall (the City), whose address is 323 W. Michigan Avenue, Marshall, MI 49068, a Michigan municipal corporation, for a period of one year from the date of execution of the agreement.

WHEREAS, the CCBPW, and the City of Marshall are authorized to enter into intergovernmental agreements pursuant to MCL 124.2; MSA 5.4082;

WHEREAS, this agreement constitutes a working cooperative between the CCBPW and local units of government and interested parties;

WHEREAS, the City and the CCBPW (through the Solid Waste Management Fund) have agreed to provide financial support to create and implement a Compost Center (the Center) open to all Calhoun County citizens;

THE PARTIES AGREE AS FOLLOWS:

1. **Address**. The Center shall be located at the following location: 19646 Division Drive, Marshall, MI 49068. This property is currently owned by the Calhoun County Road Commission.

2. **Method of Financing**. CCBPW (through the Solid Waste Management Fund) agrees to contribute a maximum amount of Sixteen Thousand Seven Hundred Dollars ($16,700.00) for the operation of the composting center, which shall be retained in a separate account (the account) by the City. All interest earned will be deposited into the account for the operation of the Center.

3. **Conditions of Payment**. Payment is made by the City and the CCBPW (through the Solid Waste Management Fund) upon the condition that the money be expended for the sole purpose of operating the Center. If any portion of the money remains at the end of this agreement, it shall be returned to each party in an amount equal to the percentage of their contribution.

4. **Term**. The agreement shall start on April 2, 2012 and end upon sixty (60) days notice by either party at any time.

5. **Operation**. The Center shall be staffed by one seasonal employee from the City. That employee shall be supervised and paid from the account by the City and shall be subject to only those conditions and benefits afforded a City seasonal employee. The Center shall open in the spring when weather permits and close the day after the 3rd Saturday in November. The Center shall be closed on established City holidays. For the purposes of this agreement, the following days and times are suggested and may be modified to accommodate the public, staffing, and budget constraints:

   The center shall be open Mondays from 9:00 a.m. to 12:00 p.m. and 2:00 p.m. to 5:00 p.m.; Tuesdays and Thursdays from 1:00 p.m. to 5:00 p.m.; Wednesday from 9:00 a.m. to Noon, closed on Fridays and Sundays and open Saturdays 8:00 a.m. to 3:00 p.m.

   At a minimum, the employee will track residency, type of material, commercial and/or residential use of the Center. City shall relay such information to CCBPW not less than quarterly.

   In addition, the City of Marshall shall be responsible for tracking and reporting information to the Department of Environmental Quality, as required by law.

   The center is to be used for dumping compostable yard waste only. No plastic bags allowed. The Center shall only be used during established hours. No keys shall be given out during off hours, unless authorized by the parties. The City of Marshall shall be responsible for all utilities.

6. **Fee Schedule**. Fees shall be charged in accordance with Schedule A of this document. Fees may be modified to accommodate the public, staffing and budget constraints as deemed necessary for the financial stability of the Center. However, under no circumstances will a resident of the City be charged a fee for dropping off compostable yard waste of 5 yards or less. This provision is in recognition of the City's financial support in the creation of the Center.

   However, in recognition of the parties' desire to successfully initiate and continue the Center for the benefit of all county citizens, all parties to this agreement will conscientiously pursue alternative methods of financing in an effort to reduce the financial burden currently assumed by the City and the CCBPW (through the Solid Waste Management Fund). All revenue received from the sale of materials from the compost center, or any fees that may be implemented, shall be deposited into the account.

7. **Equipment**. The parties agree that neither party shall purchase equipment with funds from the Account unless previously agreed in writing. The City may

enter into a yearly agreement to lease equipment necessary to carry out the operation of the Center.

8. **Applicable Laws**. The parties agree to abide by all applicable federal, state, and local laws, rules, and regulations in the implementation and operation of the center.

9. **Hold Harmless and Indemnification**. The City and the CCBPW agrees to indemnify, hold harmless, and exempt CCBPW, from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, and expenses, and attorney fees incident to the implementation and operations of the center.

10. **Waiver**. A waiver of any breach to this agreement does not operate as a waiver of any subsequent breach.

11. **Severability.** If any provisions of this agreement are determined to be illegal or unenforceable, the remaining provisions shall nevertheless be binding with the same force and effect as if the illegal or unenforceable parts were deleted.

12. **Modification**. This Agreement may only be modified upon written agreement properly executed by both parties.

13. **Effective Date**. This Agreement shall only become effective upon execution.

14. **Authority**. By signing this Agreement, the parties represent that they have obtained the lawful authority of their respective Boards to enter into this Agreement.

Dated this _____ day of _____ 2012.

_____ _____

Calhoun County Board of Public Works City of Marshall

Schedule A

FOR ALL RESIDENTS (including the City of Marshall)
Drop Off: Greater than Five Yards $25.00 per load (No exemptions)

Price Listing for Purchase of Material
Compost (unscreened)

- $1.00 per container such as a 20 gallon trash can or smaller container
- $5.00 Approximately one loader scoop
- (½ Cubic Yard, includes loading)
- $10.00 per cubic yard

Compost (Screened)

- $2.00 per container such as a 20 gallon trash can or smaller container
- $7.00 Approximately one loader scoop
- (½ Cubic Yard, includes loading)
- $14.00 per cubic yard

Wood Chips

Less than a yard (Including trash cans self-loaded)	$2.00 per load (City of Marshall residents exempt)
One to Five Yards (Including Pick up load – 1-Ton Dump)	$10.00 (City of Marshall residents exempt)
Greater than Five Yards	$50.00 per load (no exemptions)

Not accepting any concrete or tree stumps.