



MARSHALL CITY COUNCIL AGENDA

TUESDAY – 7:00 P.M.

February 19, 2019

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

A. Northeast Neighborhood Improvement Authority Bylaws and 2019 Meeting Dates P. 3

City Council will consider the recommendation to approve the Northeast Neighborhood Improvement Authority Bylaws and accept the 2019 meeting dates.

B. City Council Minutes P. 16

Work Session..... Monday, January 21, 2019
Regular Session..... Monday, January 21, 2019

C. City Bills P. 19

Table with 2 columns: Item, Amount. Rows include Regular Purchases, Weekly Purchases for various dates, and a Total of \$1,980,651.80.

8) PRESENTATIONS AND RECOGNITIONS

A. Police Department Awards and Recognitions P. 28

9) INFORMATIONAL ITEMS

10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. July 1, 2019 – June 30, 2025 Capital Improvement Program P. 30

City Council will hear public comment regarding the July 1, 2019 – June 30, 2025 Capital Improvement Program.

B. Zoning Amendment #RZ18.06, to rezone 1243 S. Kalamazoo from I-1: Research and Technical District to PSP: Public/Semi-Public Services P. 37

City Council will hear public comment regarding Zoning Amendment #RZ18.06 to rezone 1243 S. Kalamazoo from I-1 Research and Technical District to PSP Public/Semi-Public Service District.

Mayor:

Joe Caron

Council Members:

Ward 1 - Scott Wolfersberger

Ward 2 - Nick Metzger

Ward 3 - Jacob Gates

Ward 4 - Michael McNeil

Ward 5 - Ryan Underhill

At-Large - Ryan Traver



11) OLD BUSINESS

12) REPORTS AND RECOMMENDATIONS

A. Special Land Use #SLU18.01 – Brooks Field, 1243 S. Kalamazoo

P. 41

City Council will consider the recommendation from the Planning Commission to approve Special Land Use Application #SLU18.01 from the City of Marshall for Brooks Field, 1243 S. Kalamazoo Avenue.

B. 2018 Road Report

P. 42

City Council will consider the recommendation to accept the 2018 Road Report.

C. Local Street Milling and Paving

P. 62

City Council will consider the recommendation to approve the bid and additional work from Lakeland Asphalt of Battle Creek, MI for the amount of \$241,932.50 with a contingency amount of \$23,067.50 for a total of \$265,000 and to authorize a budget amendment increasing the budget for account 203-900-970.00 by \$44,500.

13) APPOINTMENTS / ELECTIONS

A. Zoning Board of Appeals

City Council will consider the recommendation to approve the appointment of Jeff Karns as a full member of the Zoning Board of Appeals with a term expiring March 10, 2022. Mr. Karns is currently serving on the Zoning Board of Appeals as an Alternate member.

B. Local Advisory Committee

City Council will consider the recommendation to reappoint Isadore Casarez to the Local Advisory Committee with a term expiring February 1, 2022.

C. Construction Board of Appeals

City Council will consider the recommendation to reappoint Scott Morrison and appoint Eric Dale to the Construction Board of Appeals with terms expiring October 6, 2020.

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

February 19, 2019

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ADMINISTRATIVE REPORT

February 19, 2019 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Jon B. Bartlett, Finance Director
Kristin Bauer, Director of Public Services
Tom Tarkiewicz, City Manager

SUBJECT: Approval of the Northeast Neighborhood Improvement Authority's bylaws and acceptance of the 2019 meeting dates.

BACKGROUND: On December 17, 2018 Marshall City Council adopted an ordinance creating the Northeast Neighborhood Improvement Authority and setting the boundaries of the Authority. MCL 125.4807 Section 807 (3) states:

The proceedings and rules of the board are subject to the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. **The board shall adopt rules governing its procedure and the holding of regular meetings, subject to the approval of the governing body....**

On January 15, 2019, the Northeast Neighborhood Improvement Authority's Board, conducted its first meeting, and adopted the attached bylaws that City Council is being asked to approve.

RECOMMENDATION: It is recommended that City Council approve the attached bylaws of the Northeast Neighborhood Improvement Authority and accept the NNIA's meeting dates.

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by City Council.

CITY GOAL CLASSIFICATION:

GOAL AREA 1 – ECONOMIC DEVELOPMENT

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

GOAL AREA 4 – INFRASTRUCTURE

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

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Respectfully Submitted,

Jon B. Bartlett
Finance Director

Kristin Bauer
Director of Public Works

Tom Tarkiewicz
City Manager

CITY OF MARSHALL

Northeast Neighborhood Improvement Authority

Bylaws

Article I. Establishment, Purpose, Authority, and Fiscal Year

Section 1. Establishment and Termination:

The Northeast Neighborhood Improvement Authority (“Authority”) was created on December 17, 2018 pursuant to the City of Marshall adopting an ordinance and Public Act 61 of 2007 (the “Act”), as amended, of the State of Michigan.

Section 2. Purpose:

The purpose of the Authority is to promote residential and economic growth within the Northeast Neighborhood Improvement Authority boundaries.

Section 3. Authority:

The Authority acts in accordance with the powers granted to it by Public Act 61 of 2007 of the State of Michigan as amended, repealed, and then replaced by Public Act 61 of 2018, and Chapter 31 of the City of Marshall Municipal Code of Ordinances. The Authority shall exercise its powers within the development area of the City of Marshall as designated in said ordinance and pursuant to the Authority’s Development Plan and Tax Incremental Financing Plan and the amendment to Chapter 31 of the City of Marshall Municipal Code of Ordinances as amended on December 17, 2018.

Section 4. Fiscal Year:

The fiscal year of the Authority shall begin on the first day of July and end on the last day of June of each year.

Article II. Board of Directors, Board Responsibilities, and Duties

Section 1. Creation, Membership, and Qualifications:

Pursuant to the provisions of and under the authority of Public Act 61 of 2007, as amended, repealed, and then replaced by Public Act 61 of 2018, there is hereby created a Northeast Neighborhood Improvement Authority, which shall be under the supervision and control of a Board, consisting of the City Manager or his or her designee, and not less than 5 or more than 9 members appointed by the City Manager, subject to the approval of the City Council. Not less than a majority of the members shall be persons having an ownership or business interest in property located in the development area, as hereinafter described. At least one of the members shall be a resident of the development area or of an area within ½ mile of any part of the development area.

Section 2. Appointment:

Board members shall be appointed by the Marshall City Manager subject to City Council approval.

Section 3. Terms and Vacancies:

Of the members first appointed, an equal number of the members, as near as is practicable, shall be appointed for 1 year, 2 years, 3 years, and 4 years. A member shall hold office until the member's successor is appointed. After the initial appointment, each member shall serve for a term of 4 years. An appointment to fill a vacancy shall be made by the City Manager for the unexpired term only. A member shall hold office until board member's successor is appointed and qualified. There shall be no limit on the number of terms an appointed board member may serve. A properly appointed individual to the board is not qualified to serve and may not assume the duties of office until the appointee takes and subscribes to the oath of office.

Section 4. Resignation or Removal for Cause:

A board member may resign by giving written notice to the Marshall City Clerk. A resignation shall take effect at the time specified in the written notice or if no time specified, upon the receipt thereof. Receipt of a resignation shall make it effective. A written resignation received by the City Clerk shall be included in the following regularly scheduled meeting minutes as a communication received. After having been given notice and an opportunity to be heard, a member of the board may be removed for cause by the Marshall City Council. Cause shall not be interpreted to be a difference of

opinion, but may be found when there is one or more reasons for which there is demonstrative evidence that a member cannot responsibly and ethically perform the duties and or responsibilities of the board position.

Section 5. Roles and Duties:

- A. The role of the Authority's Board of Directors is to serve as a liaison to the Authority's District community.
- B. The board of Directors shall control, direct, manage, set policy, and oversee the management of the Authority's affairs. It shall control its property, be responsible for its finances, formulate policy, and direct its affairs. The board may enter into or authorize the chairperson, director, or agents to enter into any contract or execute and deliver an instrument in the name of and on the behalf of the Authority. The board may execute all other duties as specified by Public Act 61 of 2007, as amended, repealed, and then replaced by Public Act 61 of 2018.
- C. The board may employ, terminate, and fix the compensation of a director and support personnel. A member of the board is not eligible to hold the position of director.
- D. The board may employ, terminate, and fix the compensation of a treasurer, secretary, legal counsel, and or other personnel it deems necessary.

Section 6. Adoption of a budget:

A budget shall be submitted to the board for the operation of the authority for each fiscal year before the beginning of the fiscal year. The budget shall be prepared in the manner and contain the information required of other City departments. After review by the board, the budget shall be submitted to the Marshall City Council. The Marshall City Council shall approve the budget before the board may adopt the budget. Unless authorized by the Marshall City Council or by P.A. 61 of 2007, as amended, repealed, and then replaced by Public Act 61 of 2018, funds of the municipality shall not be included in the budget of the authority.

Section 7. Financial Reports:

The Authority shall submit financial reports to the City Council at the same time and on the same basis as other departments of the City are required to submit reports. All

expense items of the authority shall be publicized monthly and the financial records shall always be open to the public.

Section 8. Audit:

The Authority shall be audited annually by the same independent auditors as the City of Marshall uses and copies of the audit report shall be filed with Marshall City Council. The Marshall City Council shall assess a reasonable pro rata share of the funds for the cost of handling, accounting, and auditing the funds against the funds of the authority, other than those committed, which shall be paid annually by the board pursuant to an appropriate item in its budget.

Section 9. Compensation:

Members of the board shall serve without compensation, but may be reimbursed for actual and necessary expenses, subject to board approval.

Section 10. Indemnification:

To the fullest extent permitted by law the Authority and or the City of Marshall shall fully indemnify, defend, pay on behalf of and hold harmless any board members, employees, volunteers of the Authority, past or present, in their individual and or official capacity against any and all claims, demand suits, or loss including attorney fees and all other cost connected therewith and for any damages which may be asserted, claimed, or recovered against or from the Authority, its members, and or its employees, volunteers, or others working on behalf of the Authority by reason of any decisions and or recommendations made, opinions asserted, actions taken, personal injury, including bodily injury, death, and or property damage including loss of use thereof; and loss of profits, revenue opportunities, or data which may be the result of the Authority's acts, omissions, faults, negligence, or of any of its employees, board members, agents, and representatives in connection with the activities of the Authority.

Article III. Officers Duties and Responsibilities

Section 1. Officers:

Officers of the board of directors may consist of a chairperson, vice chairperson, secretary, and treasurer. Except for the officers first appointed and voted into office upon establishment of this Authority and the initial term of office they serve, each

subsequent office must serve at least one (1) full year on the board before being eligible for office. The officers so elected shall serve a term of one (1) year or any part thereof and until their successor is designated. No term of office created under this section shall extend beyond the member's designated term. Nominations for the positions of Officers shall be made at the first meeting in January each year. The newly elected officers shall take office immediately.

Section 2. Chairperson:

Chairperson of the board shall be elected by the board at the first regular meeting of the Authority in July each year.

Section 3. Secretary:

The position and or duties of secretary may be performed by the City Manager or the City Clerk, pursuant to a determination made by the board at the first regular meeting of the Authority in July each year or any other regular monthly meeting.

Section 4. Treasurer:

The financial duties of the treasurer may be performed by the City Finance Director or Treasurer, pursuant to a determination made by the board at the first regular meeting in July of the Authority or other regular meeting as may be necessary.

Section 5. Length of Term:

An officer shall serve a term of one year except for the initial appointments in January of 2019 and until a successor has been elected. No term of office shall extend beyond the term of the member. There shall be no limit on the number of terms and appointed board member may serve as an officer.

Section 6. Vacancies or Removal From Office: In the case of a permanent vacancy of the offices of chairperson, vice chairperson, on the board of directors, the board shall elect by a majority vote a replacement at its next regular meeting or as soon as possible. The replacement officer shall serve the remainder of the vacant positions term. An officer vacancy may be filled by majority action of the board. An officer may voluntarily choose to step down from their elected position by notifying, in writing, to the City Clerk. An officer may be removed, only for cause, at any time by a super majority action of the full board. Cause shall not be interpreted to be a difference of opinion, but be found when there is one or more reasons, for which there is

demonstrative evidence that a member cannot responsibly and ethically perform the duties and or responsibilities of the board position.

Section 7. Duties of the Chairperson:

The chairperson shall preside at meeting of the board. The chairperson shall be an ex officio member of all committees. The chairperson shall assist in developing the Authority's agendas and packet information. The chairperson shall review expenditures and other financial reports prior to their placement on the Authority's agenda, shall maintain custody of the official seal and records, books, documents and other papers. These items are to be stored at the Marshall City Hall.

Section 8. Duties of the Vice Chairperson:

The vice chairperson shall preside at meeting in the absence of the chairperson and shall perform the duties of the chairperson in their absence. The vice chairperson shall perform such duties as delegated by the chairperson.

Section 9. Secretary and Treasurer: The Secretary and Treasurer shall work with appropriate city employees and other professionals, including the City Manager and Finance Director, to establish appropriate procedures, agendas, minutes, general ledger accounts, develop and acquire financial statements, reports, and budgets to empower the board to competently manage, oversee, and direct its financial affairs.

Article IV. Meetings

Section 1. Regular Meetings:

The regular meeting of the board shall be held at a time and place as set by the board. The proceedings and rules of the board are subject to the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. The board shall adopt rules governing its procedure and the holding of regular meetings, subject to the approval of the governing body. Special meetings may be held if called in the manner provided in the rules of the board.

Section 2. Special Meetings:

Special meetings shall be held whenever called by the chairperson, City Manager, or any two (2) members of the board with eighteen (18) hours written notice of the time and place of the meeting.

Section 3. Notice:

Meeting shall be preceded by public notice posted at least 18 hours prior to the meeting in accordance with the Open Meetings Act.

Section 4. Agenda:

An agenda shall be prepared for all meetings and copied to the Authority board members at least 18 hours prior to the meeting. Any board member of the Authority may place an item on the agenda with the consent of the chairperson. The agenda will include revenue and expense items of the Authority.

Section 5. Quorum:

A majority of the board, appointed and serving, shall constitute a quorum. The vote of the majority of the board members present at the meeting at which a quorum is present, shall constitute the action of the board unless the vote of a larger number is required by statute.

Section 6. Parliamentary Procedure:

In the case of disputes concerning parliamentary procedures governing the conduct of meetings, the latest revision of "Robert's Rules of Order Newly Revised" shall govern. The board may adopt, at its discretion, a set of standard practices based on Robert's Rules of Order.

Section 7. Conflict of Interest:

Every board member has a sworn duty to disclose any conflict of interest and must abide by the City of Marshall's Conflict of Interest Policy. Board members may be excused from discussion and may not be allowed to vote on said items, in the informed discretion of the board. The disclosure shall become part of the official record. Any board member making such disclosure shall refrain from participating in the Authority's decision making process relative to the matter at hand. Any abstention shall be noted in the minutes of the meeting.

Section 8. Minutes:

A written record of each meeting and action of the board shall be maintained.

Article V. Attendance

Section 1. Regular Meetings:

The board shall hold as many monthly meeting during a fiscal year as it deems necessary. At each January meeting, the board shall set the date and time of the anticipated regular meetings through the calendar year.

Section 2. Excused Absences:

An excused absence shall be one in which the board member notifies the chairperson, or the City Clerk, of their absence prior to a regularly scheduled meeting. The vice chairperson shall notify the chairperson of a member's fourth consecutive excused absence from regular meeting during a one year time period. The chairperson shall forward a letter to the board member addressing their absence and attendance record. The board has the discretion, following a reasonable amount of time after a letter has been directed to the board member, to take whatever action if deems to be reasonable up to and including removal.

Section 3. Unexcused Absences:

An unexcused absence shall be one in which a board member fails to notify the chairperson or the City Clerk of their absence prior to a regularly scheduled meeting. The vice chairperson shall forward a letter to the member addressing their absence and attendance record. The board has the discretion, following a reasonable amount of time after a letter has been directed to the board member, to take whatever action it deems to be reasonable, up to and including removal.

Section 4. Removal:

The chairperson shall bring all instances of a board member's four consecutive excused or three unexcused absences to the board who may take action on the matter. The board has the discretion, following a reasonable amount of time after a letter has been directed to the member to take whatever action it deems to be reasonable, up to and including removal from the board, but only with the approval of Council.

Article VI. Committees

Section 1. Committee Formation:

The board may create committees, as needed. A non-board person may serve on committees and subcommittees. Non-board committee members acquire no voting or other rights by serving on Authority committees. Committees shall make recommendations to the board for approval.

Article VII. Voting

Section 1. Voting by the Board:

- A. The vote of a majority of board members present at any meeting at which there is a quorum shall constitute an act of the board, except as a larger vote may be required by the laws of the State of Michigan or these bylaws.
- B. Each board member is entitled to one (1) vote for each issue that is brought before the board.
- C. All votes will be cast by voice. Board members shall have the right to request a roll call vote. The order in which board member's names are called for each subsequent roll call vote taken during a single meeting shall be rotated to ensure that no board member's name is called first or last more than once until a full rotation of member's names has been completed. Rotation of board member's names for a roll call voting shall continue through any board meeting.

Article VIII. Director, Staff, and Legal Counsel

Section 1. Director:

In the event the Authority employs a qualified director, the director shall be the chief executive officer of the Authority. Subject to approval of the board, the director shall supervise and be responsible in the manner authorized by law. The director shall attend the meetings of the board and shall render to the board or the City a regular report

covering the activities and financial condition of the Authority. Before entering into the duties of their office, the director shall take and subscribe to the oath and furnish bond as required of the director by law. The director shall furnish the board with information or reports governing the operation of the Authority as the board requires.

Section 2. Staff:

The board shall have the power to engage and employ such manual, clerical, technical, financial, and professional assistance as in its judgement may be necessary and is incidental to carry out the work of the Authority.

Section 3. Legal Counsel:

The board may retain qualified legal counsel to advise the board in the proper performance of its duties.

Article IX. Records

Section 1. Definition:

The Authority shall keep correct and complete records of all proceedings of the board of directors and committees; all financial statements of the Authority; bylaws and any amendments; restatements and other records in the general ledger accounts; that are necessary and appropriate to conduct the Authority's business.

Section 2. Location of Records:

The records of the Authority shall be filed with the City Clerk and kept at Marshall City Hall, located at 323 W. Michigan Ave, Marshall MI 49068.

Section 3. Freedom of Information:

A writing prepared, owned, used in the procession of or retained by the board in the performance of an official function is subject to PA 442 of 1976 (Freedom of Information Act). The approved Freedom of Information Policy adopted by the City of Marshall will be followed by the Authority.

Article X. Amendments to the Bylaws

Section 1. Amendments:

The board shall have the power to make, alter, or amend its bylaws in whole or in part by a two thirds affirmative vote of the entire board membership. Before a vote to adopt any amendment to these bylaws occurs, the board shall have a first reading of the proposed bylaw changes at a separate regular meeting held at least fourteen (14) days before the meeting at which the vote is to take place. Any proposed amendment to these bylaws shall be submitted in written form to each board member prior to the meeting of which the first reading is to occur.

Section 2. City Council Approval Required:

A proposed change to the Authority's bylaws as adopted by the required vote of the Authority's board shall not become effective until approved by the Marshall City Council.

Adopted by the Northeast Neighborhood Improvement Authority:

Adopted by the Marshall City Council:

2019 MEETING DATES

4:00 p.m.

Training Room – City Hall

January 15, 2019

July 16, 2019

February 19, 2019

August 20, 2019

March 19, 2019

September 17, 2019

April 16, 2019

October 15, 2019

May 21, 2019

November 19, 2019

June 18, 2019

December 17, 2019

IN A WORK SESSION held Monday, January 21, 2019 at 5:30 P.M. in the Training Room of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order.

Present: Council Members: Mayor Caron, Gates, McNeil, Metzger, Traver, Underhill, and Wolfersberger.

Also Present: City Manager Tarkiewicz, Director of Electric & Fiber Utility Ed Rice, Director of Public Safety Jim Schwartz, Finance Director Jon Bartlett, Director of Public Services Kristin Bauer, and City Clerk Trisha Nelson.

Absent: None.

City staff presented an educational session on the facets of the City of Marshall government.

Adjourned at 6:55 PM.

Joe Caron, Mayor

Trisha Nelson, Clerk

CALL TO ORDER

IN REGULAR SESSION Monday, January 21, 2019 at 7:05 P.M. in the Council Chambers of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order by Mayor Caron.

ROLL CALL

Roll was called:

Present: Council Members: Mayor Caron, Gates, McNeil, Metzger, Underhill, and Wolfersberger.

Also Present: City Manager Tarkiewicz and Clerk Nelson.

Absent: None.

INVOCATION/PLEDGE OF ALLEGIANCE

Kris Tarkiewicz of Family Bible Church gave the Invocation and Mayor Caron led the Pledge of Allegiance.

OATH OF OFFICE

City Clerk, Trisha Nelson, administered the oath of office to Ryan Traver for the Council Member At-Large vacancy.

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Metzger, supported McNeil, to approve the Consent Agenda:

- A. Schedule a public hearing for February 19, 2019 to hear public comment regarding Zoning Amendment #RZ18.06 to rezone 1243 S. Kalamazoo from I-1 Research and Technical District to PSP Public/Semi-Public Service District;
- B. Minutes of the City Council Regular Session held on Monday, January 7, 2019;
- C. Approve city bills in the amount of \$ 890,200.32.

On a roll call vote – ayes: Gates, McNeil, Metzger, Traver, Underhill, Wolfersberger, and Mayor Caron; nays: none. **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITION

None.

INFORMATIONAL ITEMS

Event reports were provided for the 36th Annual Oaklawn Hospitality Classic, Memorial Day Parade, and the 2019 Holiday Chicken BBQ.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

None.

APPOINTMENTS/ELECTIONS

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 7:20 p.m.

Joe Caron, Mayor

Trisha Nelson, City Clerk

INVOICE NUMBER	VENDOR NAME	STATUS	AMOUNT
268514	AD-VISOR & CHRONICLE	Open	75.12
268485	AD-VISOR & CHRONICLE	Open	918.60
25015	AIR COMPRESSOR ENERGY	Open	1,225.12
9084359935	AIRGAS USA LLC	Open	289.88
4085	ALL RELIABLE SERVICES	Open	3,904.12
4112	ALL RELIABLE SERVICES	Open	2,447.49
89431	ALL-TRONICS INC	Open	90.00
89430	ALL-TRONICS INC	Open	90.00
190110744	AMBS CALL CENTER	Open	115.43
9183	ASPEN WIRELESS	Open	7,175.00
225-442470	AUTO VALUE MARSHALL	Open	240.09
225-442455	AUTO VALUE MARSHALL	Open	(96.09)
225-440548	AUTO VALUE MARSHALL	Open	99.02
225-442072	AUTO VALUE MARSHALL	Open	27.49
225-441687	AUTO VALUE MARSHALL	Open	54.08
225-442071	AUTO VALUE MARSHALL	Open	(20.19)
22500610	AUTO VALUE MARSHALL	Open	54.08
225-442164	AUTO VALUE MARSHALL	Open	3.44
225-442045	AUTO VALUE MARSHALL	Open	82.79
225-442042	AUTO VALUE MARSHALL	Open	51.96
225-442261	AUTO VALUE MARSHALL	Open	74.16
225-442319	AUTO VALUE MARSHALL	Open	96.09
388-P11235671	BATTERIES PLUS BULBS	Open	57.60
1970-1990	BAUCKHAM, SPARKS, SEEB	Open	2,415.00
99390	BOSHEARS FORD SALES IN	Open	866.48
83100759	BOUND TREE MEDICAL LLC	Open	192.43
107989	CARR BROTHERS & SONS	Open	606.80
107951	CARR BROTHERS & SONS	Open	359.40
19-3875	CB HALL ELECTRIC COMP	Open	150.00
229721	CHEMCO PRODUCTS INC	Open	10,031.02
45023	CITY OF COLDWATER	Open	6,159.30
98658	CRT, INC	Open	2,067.00
98565	CRT, INC	Open	996.17
98502	CRT, INC	Open	1,238.00
98503	CRT, INC	Open	3,720.00
151189	D & D MAINTENANCE SUPP	Open	7.40
542244	DARLING ACE HARDWARE	Open	28.57
542193	DARLING ACE HARDWARE	Open	15.98
542088	DARLING ACE HARDWARE	Open	19.99
541963	DARLING ACE HARDWARE	Open	23.98
541942	DARLING ACE HARDWARE	Open	54.99
541855	DARLING ACE HARDWARE	Open	25.87
542003	DARLING ACE HARDWARE	Open	3.99
542149	DARLING ACE HARDWARE	Open	35.99
542191	DARLING ACE HARDWARE	Open	6.59
542038	DARLING ACE HARDWARE	Open	0.53
541542	DARLING ACE HARDWARE	Open	504.00
139246	DLZ	Open	822.50
139245	DLZ	Open	5,529.68
3259873	EDWARDS INDUSTRIAL SAL	Open	22.73
3259348	EDWARDS INDUSTRIAL SAL	Open	204.14
889303	ENVIRONMENTAL RESOURCE	Open	627.16
1101530	ERIC DALE HEATING & A	Open	438.90
5102931335.001	ETNA SUPPLY	Open	134.00
MIBAT271582	FASTENAL COMPANY	Open	112.52
MIBAT271300	FASTENAL COMPANY	Open	79.30
MIBAT271272	FASTENAL COMPANY	Open	52.43
2240	FIVE D INDUSTRIES	Open	456.08
11819041	FOI LABORATORIES, INC	Open	250.00
18-11317	GARAGE DOORS UNLIMITED	Open	99.00
18-12188	GARAGE DOORS UNLIMITED	Open	295.00
18-11320	GARAGE DOORS UNLIMITED	Open	562.80
9063333513	GRAINGER	Open	27.99
9308256674	GRAYBAR ELECTRIC	Open	2,157.00
9308282814	GRAYBAR ELECTRIC	Open	294.24
1701808	GRIFFIN PEST SOLUTIONS	Open	44.00
11317170	HACH COMPANY	Open	111.93
HS344423	HEARTSMART.COM	Open	68.00
80725	HERMANS MARSHALL HARDW	Open	99.99
80632	HERMANS MARSHALL HARDW	Open	30.97
80545	HERMANS MARSHALL HARDW	Open	9.58
80610	HERMANS MARSHALL HARDW	Open	38.77
80602	HERMANS MARSHALL HARDW	Open	23.98
80683	HERMANS MARSHALL HARDW	Open	18.76
80843	HERMANS MARSHALL HARDW	Open	166.29
80681	HERMANS MARSHALL HARDW	Open	36.19
80848	HERMANS MARSHALL HARDW	Open	38.64
80817	HERMANS MARSHALL HARDW	Open	21.54
80775	HERMANS MARSHALL HARDW	Open	0.56

INVOICE NUMBER	VENDOR NAME	STATUS	AMOUNT
80607	HERMANS MARSHALL HARDW	Open	98.80
80689	HERMANS MARSHALL HARDW	Open	33.43
80866	HERMANS MARSHALL HARDW	Open	17.96
80878	HERMANS MARSHALL HARDW	Open	40.45
80658	HERMANS MARSHALL HARDW	Open	36.27
22734	HUNTER PRELL COMPANY	Open	215.00
98536	HUNTER PRELL COMPANY	Open	1,194.16
51094-IN	HYDROCORP	Open	865.00
M26506	IMPACT SOLUTIONS	Open	184.78
M26476	IMPACT SOLUTIONS	Open	28.80
1259799	IMPACT SOLUTIONS	Open	11.96
M26505	IMPACT SOLUTIONS	Open	7.00
M26477	IMPACT SOLUTIONS	Open	200.40
2004281	J.C. EHRLICH	Open	216.00
2041942	J.C. EHRLICH	Open	69.00
P77795	JOHN DEERE FINANCIAL	Open	573.74
7608	JS BUXTON	Open	1,143.47
020119	K-MART	Open	55.88
700204	KISM, LLC	Open	15,912.00
1050999	LEGG LUMBER	Open	11.74
1051001	LEGG LUMBER	Open	15.97
1050904	LEGG LUMBER	Open	17.98
1051155	LEGG LUMBER	Open	6.68
1050743	LEGG LUMBER	Open	28.38
15176	LEWEY'S SHOE REPAIR	Open	209.95
15129, 15143	LEWEY'S SHOE REPAIR	Open	429.95
15155	LEWEY'S SHOE REPAIR	Open	229.95
020619	LEWIS G BENDER, PH.D.	Open	5,500.00
26831	LOU'S GLOVES INC	Open	172.00
012519	MARSHALL PUBLIC SCHOOL	Open	150.00
8576	MARSHALL WELDING & FAB	Open	12.00
8569	MARSHALL WELDING & FAB	Open	28.77
8618	MARSHALL WELDING & FAB	Open	25.00
286936-07	MEAD & HUNT	Open	500.00
54455901.001	MEDLER ELECTRIC COMPAN	Open	56.92
54446765.002	MEDLER ELECTRIC COMPAN	Open	3,823.53
431	MEEKER BUILDING & REMO	Open	10,000.00
277835	MICHIGAN INDUSTRIAL GA	Open	62.72
278383	MICHIGAN INDUSTRIAL GA	Open	62.72
277695	MICHIGAN INDUSTRIAL GA	Open	22.00
2019	MICHIGAN MUNICIPAL LEA	Open	4,617.00
53831500	MSC INDUSTRIAL SUPPLY	Open	73.32
522350	NAPA OF MARSHALL	Open	7.92
522442	NAPA OF MARSHALL	Open	38.98
684799	NYE UNIFORM COMPANY	Open	62.90
684144	NYE UNIFORM COMPANY	Open	16.66
684764	NYE UNIFORM COMPANY	Open	1,006.86
91193	O'LEARY WATER CONDITIO	Open	33.50
91196	O'LEARY WATER CONDITIO	Open	36.00
2019-5	OERTHERS	Open	117.78
1265060	OFFICE 360	Open	17.89
1260694	OFFICE 360	Open	32.99
1255363	OFFICE 360	Open	7.99
202842	PARAGON LABORATORIES,	Open	279.00
464641	PEERLESS MIDWEST INC	Open	16,296.00
56336489	POWER LINE SUPPLY	Open	186.25
56336553	POWER LINE SUPPLY	Open	55.00
56336488	POWER LINE SUPPLY	Open	96.60
56335024	POWER LINE SUPPLY	Open	50.00
56335167	POWER LINE SUPPLY	Open	21.45
56332581	POWER LINE SUPPLY	Open	78.76
56336605	POWER LINE SUPPLY	Open	184.74
56334631	POWER LINE SUPPLY	Open	42.00
56334322	POWER LINE SUPPLY	Open	34.00
56332239	POWER LINE SUPPLY	Open	701.73
56332098	POWER LINE SUPPLY	Open	6,325.50
56333639	POWER LINE SUPPLY	Open	1,222.00
56336702	POWER LINE SUPPLY	Open	982.50
56332469	POWER LINE SUPPLY	Open	6,382.07
102764	PRINTING SYSTEMS, INC	Open	339.57
18270	ROSS BUSINESS DEVELOPM	Open	1,150.00
18084	ROSS BUSINESS DEVELOPM	Open	575.00
21047	RS TECHNICAL SERVICE II	Open	207.68
6415	SONAR	Open	1,008.75
1622721023	STAPLES BUSINESS CREDI	Open	280.49
MDOT00235-0119	STATE OF MICHIGAN	Open	19,588.58
591-10400870	STATE OF MICHIGAN	Open	520.13
573336	STEENSMA	Open	19,708.00
S011184276.002	STUART C IRBY CO	Open	786.41

INVOICE NUMBER	VENDOR NAME	STATUS	AMOUNT
S011184276.001	STUART C IRBY CO	Open	377.45
S011188821.001	STUART C IRBY CO	Open	350.00
MAR14632	TIRE CITY TIRE PROS	Open	346.01
MAR14631	TIRE CITY TIRE PROS	Open	386.01
MAR14597	TIRE CITY TIRE PROS	Open	19.99
MAR14200	TIRE CITY TIRE PROS	Open	41.30
MAR14203	TIRE CITY TIRE PROS	Open	128.60
MAR14654	TIRE CITY TIRE PROS	Open	42.89
MAR14085	TIRE CITY TIRE PROS	Open	38.04
MAR14657	TIRE CITY TIRE PROS	Open	42.89
3882734	TOSHIBA AMERICA BUSINE	Open	38.60
123157	TRI AIR TESTING INC	Open	195.01
JP49693	TRI-COUNTY INTERNATION	Open	48.50
105049610	ULINE	Open	99.22
105049549	ULINE	Open	853.22
1540049272	UNIFIRST CORPORATION	Open	34.82
154 0050631	UNIFIRST CORPORATION	Open	39.88
154 0050630	UNIFIRST CORPORATION	Open	34.82
154 0050626	UNIFIRST CORPORATION	Open	31.45
154 0049953	UNIFIRST CORPORATION	Open	40.44
154 0049950	UNIFIRST CORPORATION	Open	31.45
154 0049954	UNIFIRST CORPORATION	Open	34.82
154 0049955	UNIFIRST CORPORATION	Open	39.88
154 0049271	UNIFIRST CORPORATION	Open	40.44
154 0049273	UNIFIRST CORPORATION	Open	39.88
154 0049268	UNIFIRST CORPORATION	Open	31.45
154 0049952	UNIFIRST CORPORATION	Open	171.03
154 0049951	UNIFIRST CORPORATION	Open	59.32
154 0049269	UNIFIRST CORPORATION	Open	59.32
154 0049270	UNIFIRST CORPORATION	Open	171.03
154 0050629	UNIFIRST CORPORATION	Open	194.77
154 0050627	UNIFIRST CORPORATION	Open	53.38
1863-1	VIRIDIS DESIGN GROUP	Open	1,500.00
90129	WALTERS-DIMMICK PETROL	Open	1,058.33
013019	WILBUR'S PLUMBING	Open	1,500.61
GRAND TOTAL:			193,076.64

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
4051	ALL RELIABLE SERVICES	LINE CLEARANCE TREE TRIMMING FOR JAN 20	2019.213	3,542.99
303060	APEX SOFTWARE	SKETCHING SOFTWARE		470.00
103000	ASPEN WIRELESS	TECH SUPPORT FOR FIBERNET. \$8.75/CUSTO	2019.218	6,685.00
9168	ASPEN WIRELESS	DESIGN AND ENGINEERING SERVICES FOR FIB	2019.019	16,666.67
225-441532	AUTO VALUE MARSHALL	TEST & BLEED KIT		47.95
225-441537	AUTO VALUE MARSHALL	BRAKE LUBE, DIELECTRIC GREASE		22.78
225-441831	AUTO VALUE MARSHALL	POWERATED BELTS		23.08
225-441908	AUTO VALUE MARSHALL	WIPER BLADE, WASHER SOLVENT		19.97
225-441829	AUTO VALUE MARSHALL	FUNNEL, BLUE OIL		16.57
225441832	AUTO VALUE MARSHALL	WESTERN MOTOR		136.49
225-441862	AUTO VALUE MARSHALL	6 PIN CONTROLLER		371.18
225-4411864	AUTO VALUE MARSHALL	HOSE HEATER		47.45
225-441560	AUTO VALUE MARSHALL	MOTOR OIL		61.14
225-441549	AUTO VALUE MARSHALL	OIL FILTER, IMPACT SET		26.19
225-441663	AUTO VALUE MARSHALL	TAIL LIGHT SOCKET, MINI LAMP		27.48
225-440814	AUTO VALUE MARSHALL	BLK SILICON		5.19
225-441611	AUTO VALUE MARSHALL	HEADLIGHT		9.19
2265800900	AUTO ZONE INC	WIRE NUTS, FUSE		8.18
41899423	BLUETARP CREDIT SERVI	INVERTER HONDA		999.00
70271067CR	BOUND TREE MEDICAL LL	CREDIT OF NASAL CANNULA W/TUBING		(44.40)
83060466-A	BOUND TREE MEDICAL LL	CURAPLEX OXYGEN NASAL CANNULA		20.26
101084	BRUTSCHE CONCRETE PRO	SIGN POST BASE		596.00
112135	BUILDERS' HANDLE AND	NDE WIRELESS CYL LOCK		574.10
011819	CALHOUN COUNTY SHERIF	"THE BEAST" ANNUAL SOFTWARE SUPPORT		737.50
315101219118680	CAPITAL ONE COMMERCIA	MAINT SUPPLIES AND JANITORIAL SUPPLIES		140.60
31513481811397	CAPITAL ONE COMMERCIA	BUILDING MAINT SUPPLIES		93.43
01152019	COLLINS PROFESSIONAL	TREE STUMP GRINDING	2019.240	2,650.00
10222019	CRANDALL ELECTRIC, LL	REPAIR PARKING LOT LIGHTS		427.00
150958	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES		459.89
151003	D & D MAINTENANCE SUP	TRASH LINERS		31.90
526899	DARLING ACE HARDWARE	DRYLOCK FAST PLUG, TROWL		21.98
541484	DARLING ACE HARDWARE	SCREWDRIVER, WRENCH, ETC		23.56
526900	DARLING ACE HARDWARE	HYDRAULIC CEMENT		23.98
541615	DARLING ACE HARDWARE	PROPANE, 25' TAPE RULE		13.98
541549	DARLING ACE HARDWARE	AIR FILTER, SPARK PLUG		17.48
540917	DARLING ACE HARDWARE	AA BATTERIES		15.98
541330	DARLING ACE HARDWARE	4" PVC ADAPTER		1.59
541531	DARLING ACE HARDWARE	STORAGE BOX		9.99
539474	DARLING ACE HARDWARE	15 AMP SWITCH		2.99
541463	DARLING ACE HARDWARE	CABLE CUTTER, CUTING PLIERS		31.98
541322	DARLING ACE HARDWARE	LP GAS		13.64
541700	DARLING ACE HARDWARE	THERMOMETER WALL WHITE		3.59
541890	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		9.59
541779	DARLING ACE HARDWARE	GORILLA TAPE		9.99
541796	DARLING ACE HARDWARE	TIRE GAUGE		5.18
539900	DARLING ACE HARDWARE	MISC FML INS22-16G 10PK		2.99
42060	DORNBOS SIGN INC	CUT OUT SIGN		158.40
S102927211.001	ETNA SUPPLY	HONEYWELL MOTORIZED VALVE HYDRONIC CONT		273.52
MIBAT271040	FASTENAL COMPANY	PAPER TOWELS		79.30
113745433	GLOBAL EQUIPMENT COMP	DEWALT #174		109.48
9052975720	GRAINGER	TUBING		259.35
1001	GRANDMAS HELPING HAND	CLEANING		100.00
1701744	GRIFFIN PEST SOLUTION	PSB		48.00
1701743	GRIFFIN PEST SOLUTION	CITY HALL		35.00
1714434	GRIFFIN PEST SOLUTION	FIRE STATION		44.00
20190007	GRP ENGINEERING INC	ENGINEERING SERVICES FOR MONROE STREET	2019.229	3,500.00
12865	GUTTERS R US LLC	SNOW REMOVAL FOR MRLEC BUILDING - 3RD Y	2019.113	1,439.00
12862	GUTTERS R US LLC	MH SNOW REMOVAL		900.00
11292340	HACH COMPANY	AMMONIA		265.85
302846	HAVILAND PRODUCTS COM	BLANKET PO FOR TREATMENT CHEMICALS	2019.015	1,153.97
302847	HAVILAND PRODUCTS COM	CHLORINE, FLUORIDE & PERMANGANATE WTP	2019.001	467.48
HS343537	HEARTSMART.COM	PATIENT PAD		246.00
80776	HERMANS MARSHALL HARD	SANDPAPER		12.45
80604	HERMANS MARSHALL HARD	WIRE		56.00
80667	HERMANS MARSHALL HARD	EXHAUST FAN, FOIL TAPE		39.98
80670	HERMANS MARSHALL HARD	BLADES, STRAPS		15.73
COFM 19 01	HUFFMAN RUBBER INC	PICK UP USED TIRES		99.00
M26193	IMPACT SOLUTIONS	UTILITY BILLS		15.00
507929	ITRON INC	METER READING SOFTWARE, HARDWARE, MAINT	2019.144	988.27
10271	J AND K PLUMBING SUPP	FULL PORT BALL VALVE		35.11
2019-15	KALAMAZOO RIVER WATER	POINT SOURCE TRACKING ANNUAL FEE		500.00
700205	KENNEDY INDUSTRIES IN	WTP, KISM SCADA MONITORING ANNUAL SERVI	2019.238	2,076.00
34407	LAKELAND ASPHALT CORP	BITUMINOUS AGGREGATES		196.46
201843.00-2181281	LAWSON-FISHER ASSOCIA	NUISANCE PLANT MONITORING AND REPORTING	2019.057	56.86
N7516667	MAILFINANCE INC	POSTAGE MACHINE LEASE 01/02/19--04/01/1		557.91
12175C11831	MARSHALL MEDICAL ASSO	HANN, HERMAN, MILLER DRUG TESTS		209.00
2018-2019	MARSHALL PUBLIC SCHOO	2018 FALL GYM USE	2019.236	1,508.65
S4451112.001	MEDLER ELECTRIC COMPA	600V FUSE		141.14
2019	MICHIGAN MUNICIPAL TR	2019 MMTA MEMBERSHIP DUES - WM DOPP III		50.00

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
1423599	MILLER CANFIELD PADDO	GENERAL EMPLOYMENT MATTERS		550.00
1903008	MUNIMETRIX SYSTEMS CO	ANNUAL SUPPORT 3/1-02/28/20		499.00
417425	NORTH CENTRAL LABORAT	BLANKET PO FOR LAB SUPPLIES	2019.013	813.97
683680	NYE UNIFORM COMPANY	PANTS AND ALTERATION		310.88
679688	NYE UNIFORM COMPANY	POLICE & FIRE SHIRTS		137.92
676826	NYE UNIFORM COMPANY	SGT STRIPES		106.00
4788-208961	O'REILLY FIRST CALL	CORE BUY BACK		(94.00)
1249623	OFFICE 360	LAMINATING SHEETS		18.35
1250150	OFFICE 360	PAPER		34.65
6603753-00	POWER & TELEPHONE SUP	TII TECHNOLOGIES 509F FIBER INTERFACE D	2019.234	37.72
56330487	POWER LINE SUPPLY	GLOVES		165.24
56329995	POWER LINE SUPPLY	WIRE CUTS		404.27
56330171	POWER LINE SUPPLY	RAINSUIT, FINNEY		163.70
56330170	POWER LINE SUPPLY	RAINSUIT - JINKS		163.70
56330484	POWER LINE SUPPLY	SAFETY VEST, FINNEY		54.11
56330250	POWER LINE SUPPLY	SAFETY SIGNS		265.38
56330486	POWER LINE SUPPLY	INSULATORS		273.46
56330485	POWER LINE SUPPLY	T BRACKETS		787.71
8039	QUALITY ENGRAVING SER	COUNCIL NAME PLATES		40.00
286791/7/11654	RICE'S SHOES, INC	BOOTS DAN JINKS		143.14
1071666	ROSATI, SCHULTZ, JOPP	CITY ATTORNEY - GENERAL MATTERS		450.00
9464	SIGNWORLD CONCEPTS	PATROL CAR GRAPHICS		275.00
42122	SOLOMON CORPORATION	RECYCLE OLD TRANSFORMERS		(1,293.75)
1460352	STANTEC CONSULTING MI	CONSTRUCTION SERVICES FOR SEDIMENT TEST	2018.410	589.25
1460353	STANTEC CONSULTING MI	PERRIN DAM WATERMAIN DESIGN/CONSTRUCTIO	2019.126	4,948.82
1463282	STANTEC CONSULTING MI	WATERMAIN EXTENSION	2018.405	44,477.92
1460357	STANTEC CONSULTING MI	GEN. SERVICES MSA	2019.140	1,204.50
1460354	STANTEC CONSULTING MI	DEQ WATER WITHDRAWAL CONSULTING	2018.354	71.94
1460356	STANTEC CONSULTING MI	MICHIGAN AVE WATERMAIN DESIGN/CONSTRUCT	2019.124	13,937.15
1460355	STANTEC CONSULTING MI	WATER WITHDRAWAL ON-GOING CONSULTING	2019.123	2,840.00
761-10393720	STATE OF MICHIGAN	POWERPLANT - ANNUAL AIR QUALITY		1,999.60
S011165283.001	STUART C IRBY CO	CABLE CUTTER		534.57
13792	TIRE CITY TIRE PROS	REPLACE TIRE ON PLOW TRUCK		399.01
#MAR14069	TIRE CITY TIRE PROS	DART BUS 11 OIL CHANGE		32.11
14085	TIRE CITY TIRE PROS	BUS 15 LUBE AND OIL		38.04
14496	TIRE CITY TIRE PROS	TIRES INSTALLED		906.51
14483	TIRE CITY TIRE PROS	INSTALL TIRES		471.92
154 0048592	UNIFIRST CORPORATION	POWERHOUSE		52.87
154 0048593	UNIFIRST CORPORATION	WATER		34.82
154 0048589	UNIFIRST CORPORATION			31.45
154 0048594	UNIFIRST CORPORATION	MARSHALL HOUSE		39.88
154 0048590	UNIFIRST CORPORATION	DPW		59.32
154 0048591	UNIFIRST CORPORATION	PUBLIC SERVICES		168.53
530355928	UTILITIES INSTRUMENTA	PREVENTATIVE MAINTNANCE OF BREAKERS - Q	2019.106	5,109.30
676459	WAV INC.	NETONIX WS-12-250-AC 12 PORT MANAGED P	2019.215	1,516.89
GRAND TOTAL:				134,489.03

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
2697819815012018	AT&T MOBILITY	JANUARY 2019		4,950.27
2697819070012019	AT&T MOBILITY	JANUARY 2019		97.83
2697814447012019	AT&T MOBILITY	JANUARY 2019		413.59
2697899011012019	AT&T MOBILITY	JANUARY 2019		140.97
01112019	AT&T MOBILITY	JANUARY 2019		85.20
01092019	BOTTOMLEE, BETTY	DEPOSIT REFUND		229.00
01162019	CALHOUN COUNTY TREASU	SUMMER DIST #3		31,854.33
2018 WTR #1	CALHOUN COUNTY TREASU	2018 WINTER AD VALOREM DIST #1 12/01/18		36,637.62
2018 WTR #1	CALHOUN INTERMEDIATE	2018 WINTER AD VALOREM DIST #1 12/01/18		150,016.41
01162019	CALHOUN INTERMEDIATE	2018 SUMMER DIST #3		8,759.96
01/17/2019	CATO, LISA & SUE	UB refund for account: 500880039		18.46
1	CHEMICAL BANK SOUTH	T PATRICK HANN 5402749922		600.00
2	CHEMICAL BANK SOUTH	BRITNEY LOUGHRIGE 5408307515		600.00
01112019	CHEMICAL BANK SOUTH	PEGG, MELINDA 5410127740		1,743.19
01/17/2019	CHRISTOPHER, DALIA	UB refund for account: 3107150012		47.67
01/17/2019	COLE, ANDREA	UB refund for account: 3204220029		62.80
206344920203	CONSUMERS ENERGY	DECEMBER 2018		381.36
202251452005	CONSUMERS ENERGY	DECEMBER 2018		1,920.07
202251453817	CONSUMERS ENERGY	DECEMBER 2018		442.02
205989085777	CONSUMERS ENERGY	1030 1580 0248		697.34
70182742019	EARTHLINK BUSINESS	JANUARY 2019		70.13
01/17/2019	GREEN, MICHAEL	UB refund for account: 900400046		40.12
1145348	HUB INTERNATIONAL MID	THIRD QUARTER PAYMENT		48,299.00
01/17/2019	JARRATT, GREGORY & JE	UB refund for account: 1201320003		129.60
12272018	K-MART	WATER		45.95
01162019	KELLOGG COMMUNITY COL	2018 SUMMER DIST #3		5,059.98
2018 WTR #1	KELLOGG COMMUNITY COL	2018 WINTER AD VALOREM DIST #1 12/01/18		58,713.55
97189703	KOYL, KEVIN	REIMBURSE FOR SAFETY GLASS		60.00
01/17/2019	LIDDELL, VANESSA & MI	UB refund for account: 3204380030		80.00
CHAMBER	MAEDA	CHAMBER DINNER		280.00
2018 WTR #1	MARSHALL AREA FIRE FI	2018 WINTER AD VALOREM DIST #1 12/01/18		22,746.03
7681-0119	MARSHALL COMMUNITY CU	7681 - TARKIEWICZ		34.25
01162019	MARSHALL DISTRICT LIB	2018 SUMMER DIST #3		4,677.91
01162019	MARSHALL PUBLIC SCHOO	2018 SUMMER DIST #3		23,991.22
2018 WTR #1	MARSHALL PUBLIC SCHOO	2018 WINTER AD VALOREM DIST #1 12/01/18		364,046.41
CAPCON2019	MICHIGAN MUNICIPAL LE	TOM TARKIEWICZ - CAP CON 2019		250.00
01152019	NATIONAL RAILROAD PAS	ADVANCE PAYMENT OF AMTRAKS FORCE ACCOUN		26,124.00
1	NATIONAL RAILROAD PAS	PERMIT FEE TO ENTER PROPERTY		1,250.00
1	NEOFUNDS BY NEOPOST	POSTAGE		3,000.00
01/17/2019	RAMSAY, DEVYN	UB refund for account: 3004260020		183.18
17848	RC SYSTEMS INC.	SOFTWARE ANNUAL SUPPORT CONTRACT	2019.152	4,000.00
1	RED CEDAR SPORTS ENTE	7 TEAMS@150/TEAM JR BASKETBALL		1,050.00
12062018	SIGNWORLD CONCEPTS	NEW BROOKS SIGN AT OLIVER	2019.235	3,135.00
01/17/2019	SPENCER, TIMOTHY & MA	UB refund for account: 900460036		20.19
9821434848	VERIZON WIRELESS	DECEMBER 2018		1,067.20
01162019	WEBERLING, ERIC	WINTER CLOTHING		83.47
10272	WOW! BUSINESS	DECEMBER 2018		102.76
GRAND TOTAL:				808,238.04

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
012119	AMWAY GRAND PLAZA HOT	LODGING, PARKING FOR POLICE CHIEF CONFE		428.60
01/23/2019	ASHGROVE APARTMENTS M	UB refund for account: 3200210033		39.23
01/23/2019	BRININSTOOL, DANIEL	UB refund for account: 3005080046		48.73
2018 SMR LND BNK	CALHOUN COUNTY LAND B	2018 LAND BANK 08/01/18 - 02/28/19 FIN		2,854.94
DEL PER PROP 2018	CALHOUN COUNTY TREASU	DELINQUENT PERSONAL PROPERTY TAX 07/01/		789.15
DEL PER PROP-SET 2	CALHOUN COUNTY TREASU	DELINQUENT PERSONAL PROPERTY TAX - SET		737.32
2018 SMR LAND BK	CALHOUN COUNTY TREASU	2018 SUMMER LAND BANK 08/01/18 - 02/28		309.27
DEL PER PROP	CALHOUN INTERMEDIATE	DEL PER PROP 7/1/2018-12/31/2018		746.92
2018 LB SMR	CALHOUN INTERMEDIATE	2018 SMR LAND BANK 8/1//2018-2/28/2019		7.31
207056547907	CONSUMERS ENERGY	1000 0033 5602		2,859.82
202340436763	CONSUMERS ENERGY	1000 0916 3971		1,147.78
203586332464	CONSUMERS ENERGY	1000 0759 4680		361.20
202340436762	CONSUMERS ENERGY	1000 0916 3203		451.26
201272591847	CONSUMERS ENERGY	1000 0916 3708		285.96
204476258143	CONSUMERS ENERGY	1030 1852 0884		884.93
205455171603	CONSUMERS ENERGY	1030 1352 1119		16.37
494	DARK, SAM	REFUND ADULT BASKETBALL 50N5 FEE		21.00
01/23/2019	DRIESENKA, KRISTI JO	UB refund for account: 2900840043		61.49
012119	GREEN, MICHAEL	ENERGY OPTIMIZATION - REFRIGERATOR, DIS		40.00
01/23/2019	HODO, ARON	UB refund for account: 201800033		77.24
3217743	INTERNATIONAL CODE CO	2019 MEMBER DUES FOR #5159021		135.00
2018 SMR LND BANK	KELLOGG COMMUNITY COL	SMR LND BANK 8/1/2018-2/28/2019		103.90
DEL PER PROP	KELLOGG COMMUNITY COL	DEL PER PROP 7/1/2018-12/31/2018		435.10
DEL PER PROP	MARSHALL AREA FIRE FI	DEL PER PROP 7/1/2018-12/31/2018		57.29
7617-0119	MARSHALL COMMUNITY CU	7617 - RAMEY		483.60
7868-0119	MARSHALL COMMUNITY CU	4868 - RICE		7.47
9156-0119	MARSHALL COMMUNITY CU	9156 - MILLER		856.57
2018 SMR LND BANK	MARSHALL DISTRICT LIB	2018 SMR LND BANK 8/1/2018-2/28/2019		96.04
DEL PER PROP	MARSHALL DISTRICT LIB	DEL PER PROP 7/1/2018-12/31/2018		249.36
DEL PER PROP	MARSHALL PUBLIC SCHOO	DEL PER PROP 7/1/2018-12/31/2018		1,672.50
2018 SMR LND BANK	MARSHALL PUBLIC SCHOO	2018 SMR LND BANK 8/1/2018-2/28/2019		231.45
012119	NASH, WILL	ENERGY OPTIMIZATION - LED LIGHTING		25.00
01/23/2019	PETERS, DIANE	UB refund for account: 802560012		96.42
01/23/2019	RIVERA, ZUZANNA & NEM	UB refund for account: 700490023		148.49
2018 SMR LAND BANK	STATE OF MICHIGAN	2018 SUMMER LAND BANK 08/01/18 - 02/28		984.48
012319	SUNDBERG, KIP	BALANCE AVAILABLE FOR BOOT ALLOWANCE -		390.00
156414	TELNET WORLDWIDE	ACCT #8948		1,740.23
012119	WAHL, ANDREW	BASKETBALL PARTNERSHIP - REFS FOR 1 GAM		60.00
GRAND TOTAL:				19,941.42

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
145970911-01	A T & T	ACCT #145970911		83.17
2550568113-0119	CHEMICAL BANK SOUTH	HSA ACCT #2550568113 NELSON, TRISHA		900.00
203764314184	CONSUMERS ENERGY	1030 0915 7670		49.40
2051882196	CONSUMERS ENERGY	1000 6710 1772		65.09
012719	JOHNSON, DAVE	MEAL		20.00
99007320387-0119	LOWE'S	ACCT #9900 732038 7		1,074.00
013119	MARANA GROUP	POSTAGE FOR ACCT #M323		500.00
2922-0119	MARSHALL COMMUNITY CU	2922 - SEARS		289.44
01/31/2019	RICHMOND, DONALD	UB refund for account: 3205100031		65.92
01/31/2019	SCHOENFELD, REBECCA	UB refund for account: 3107350009		6.59
01/31/2019	SMITH, JUSTIN	UB refund for account: 300460001		39.17
012519	STATE OF MICHIGAN	STORMWATER CONSTRUCTION CERTIFICATION		95.00
012519	TAYLOR, JEFF	MEAL		20.00
012719	UPRIGHT, CINDY	MEAL		10.00
18CM-003-012-0219	VANDERVRIES, EDWARD	FEBRUARY ASSESSING SERVICES		4,300.00
012719	WEBERLING, ERIC	MEAL		10.00
13934621-0119	WOW! BUSINESS	ACCT #013934621		39.50
GRAND TOTAL:				7,567.28

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
020519	B. E. HENRY BUILDING	WINTER MARKETS, BOARD MEETING		315.00
2018 WTR #2	CALHOUN COUNTY TREASU	2018 WINTER AD VALOREM DIST #2 01/01/19		67,166.76
2018 WTR #2	CALHOUN INTERMEDIATE	2018 WINTER AD VALOREM DIST #2 01/01/19		187,788.67
19-3874	CB HALL ELECTRIC COMP	PARTELLO RD LIFT STATION REHAB	2019.255	3,959.40
2551335959-0219	CHEMICAL BANK SOUTH	HSA #2551335959 JOE DELAPAS		900.00
2550568279-0219	CHEMICAL BANK SOUTH	HSA #2550568279 CYNTHIA TANNER		2,700.00
012519	GROSS, JOHN	INSPECTION COMMISSIONS		495.00
3439649	IIX INSURANCE INFORMA	MOTOR VEHICLE REPORTS		79.25
1903	JOHN LAFORGE & SONS	WATER SERVICE REPAIR 309 EAST DR	2019.219	3,200.00
2018 WTR #2	KELLOGG COMMUNITY COL	2018 WINTER AD VALOREM DIST #2 01/01/19		110,313.01
2018 WTR #2	MARSHALL AREA FIRE FI	2018 WINTER AD VALOREM DIST #2 01/01/19		42,735.73
3507-0119	MARSHALL COMMUNITY CU	3507 - MCDONALD		335.34
2018 WTR #2	MARSHALL PUBLIC SCHOO	2018 WINTER AD VALOREM DIST #2 01/01/19		384,857.17
7744	MCDONALD, SCOTT	OPTICAL REIMBURSEMENT		140.00
020119	MEYER, STEVE	GFCI CARDS FOR ICE FESTIVAL		203.33
2019	MHDA	DUES FOR MARSHALL HOUSE APTS, THERESA S		50.00
D	MHDA	MHDA WINTER CONFERENCE - THERESA SEARS		200.00
020419	RAY, BEVERLY A	REFUND DEPOSIT LESS RENT DUE		302.00
249-006246195	REPUBLIC SERVICES #24	ACCT #3-0249-1022021		1,500.79
012919	SANDERS, TIM	MEALS		40.00
012619	SCOTT, DOUGLAS	INSPECTION COMMISSION		450.00
012919	TAYLOR, JEFF	MEALS		40.00
57802148	WEX BANK	ACCT #0470-00-462076-1		9,419.20
10058364-1218	WOW! BUSINESS	ACCT #010058364		32.97
10058364-0119	WOW! BUSINESS	ACCT #010058364		42.97
020719	ZION LUTHERAN CHURCH	ENERGY OPTIMIZATION - LED LIGHTING		72.80
GRAND TOTAL:				817,339.39



ADMINISTRATIVE REPORT
February 19, 2019 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

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

SUBJECT: Awards and Recognitions

BACKGROUND: The following Officers will be recognized for their outstanding efforts for 2018:

Troy Dekryger:

- Life Saving Award for extracting a people from a burning structure on 03/01/2018

Phil Goodrich:

- Life Saving Award for applying a tourniquet on a shooting victim and recognized by the Emergency Room doctor for saving his life.

RECOMMENDATION: During Presentations and Awards, I would like to publicly recognize these officers for their actions. Full descriptions of their actions are attached.

FISCAL EFFECTS: NONE

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James M. Schwartz".

James M. Schwartz
Police Chief

A handwritten signature in black ink, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Officer Troy DeKryger

Incident Summary

On 3/10/18 dispatch advised nearby PD units that fire was being toned for heavy smoke witnessed by a caller at Howard's Motel.

Officer DeKryger was first on scene and advised over the radio that heavy smoke was pouring from the office building and that it was on fire. He spoke with another person on scene who advised that a mother and her two children lived in the unit which was on fire.

Officer DeKryger entered the building alone, quickly located the female and her two children, and helped them escape the burning building in less than a minute. Multiple fire trucks from neighboring agencies arrived to extinguish the flames, and CCSD deputies transported the family to a nearby motel while Officer DeKryger remained on scene to assist with neighboring building evacuations.

Officer DeKryger's quick, decisive action and disregard for his own safety helped a mother and her two children escape a life-threatening situation.

Officer Phil Goodrich

Incident Summary

On Thursday, 4-19-2018 around 2:55pm the Marshall Police and Fire Departments were dispatched to the Family Fare gas station on the corner of West Dr. and Michigan Ave for a shooting victim. When police arrived on scene, they found a male laying in the parking lot with a severe gunshot injury to his left thigh.

The responding officer immediately secured the scene and applied a tourniquet on the male to control the bleeding. Marshall Fire and Rescue arrived on scene and continued the medical treatment until the Marshall Ambulance arrived. The 44-year-old male victim had stopped at the gas station to gas up his vehicle. While doing so, he opened the back hatch to the vehicle and a duffel bag fell out of the vehicle and hit the ground. There was a .45 caliber handgun in the bag. The gun discharged when it hit the ground and the projectile struck the male in the thigh causing severe bleeding.

The male was transported to Oaklawn Hospital where the male was taken to surgery immediately. Witnesses at the scene corroborated the events described. The 44-year-old male did have a concealed pistol permit to carry the handgun. The victim did recover.



ADMINISTRATIVE REPORT
February 19, 2019 – City Council Meeting

TO: Honorable Mayor and City Council Members

FROM: Jon B. Bartlett, Finance Director
Tom Tarkiewicz, City Manager

SUBJECT: Adoption of the Six Year Capital Improvement Program
July 1, 2019 – June 30, 2025

BACKGROUND: For several years Council has been presented with a Capital Improvement Program (CIP) which is the *guide* for future capital improvements for the City of Marshall. Through the CIP process the ground work has been laid to ensure that capital improvements are identified and prioritized. The resources to provide those needs are also analyzed. The proposed CIP is published on the City's website, on the Finance Department's home page, and was included in the Council packet for the January 7, 2019 Council meeting.

The Marshall City Planning Commission held a public hearing at its January 9, 2019 regular meeting. The Planning Commission's role is to review the CIP to make certain it addresses any priorities included in the Master Plan for Future Land Use. No public comments were heard on the CIP. The Planning Commission accepted and recommended Council approval of the CIP.

Council scheduled a public hearing on January 7, 2019 to receive comments on the proposed Capital Improvement Program on February 19, 2019. Following the public hearing, Council will be asked to adopt the CIP as presented or with any changes Council deems necessary.

RECOMMENDATION: After hearing comments at the public hearing, it is recommended that Council approve the July 1, 2019 through June 30, 2025 Capital Improvement Program.

FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

CITY GOAL CLASSIFICATION: GOAL AREA IV – INFRASTRUCTURE
Goal Statement: Preserve, rehabilitate, maintain and expand city infrastructure and assets.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jon B. Bartlett".

Jon B. Bartlett
Finance Director

A handwritten signature in black ink, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz
City Manager

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

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2019-2020 Expenditure	2020-2021 Expenditure	2021-2022 Expenditure	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
295	Airport	Terminal Building Construction	1	50	General Fund 5%, FAA Allocation 90%, State 5%	The existing terminal building, due to it's age, requires improvements to maintain the use of the building.	\$17,500						\$17,500	\$627,000	\$644,500	PC
295	Airport	Pavement Marking and Crack Sealing	1	10	General Fund 5%, FAA Allocation 90%, State 5%	Replacement of pavement markings and crack sealing as necessary			\$2,000			\$2,000	\$4,000	\$76,000	\$80,000	C
295	Airport	Purchase Snow Removal Equipment	4	30	General Fund 5%, FAA Allocation 90%, State 5%	Purchase snow removal equipment for the airport. The airport does not have any dedicated equipment on site for snow removal. This equipment will help airport personnel keep pavements clear of snow and better serve the airport users.					\$7,500		\$7,500	\$142,500	\$150,000	C
295	Airport	Rehabilitate North Apron Design	2	18	General Fund 5%, FAA Allocation 90%, State 5%	Design for Construction and Rehab of North Apron					\$1,250		\$1,250	\$23,750	\$25,000	C
295	Airport	Rehabilitate North Apron	2	18	General Fund 5%, FAA Allocation 90%, State 5%	Construction and Rehab of North Apron					\$12,750		\$12,750	\$242,250	\$255,000	C
295	Airport	Airport Master Plan (ALP Update)	1	10	General Fund 5%, FAA Allocation 90%, State 5%	Update the Airport Master Plan and Update the ALP		\$9,000					\$9,000	\$171,000	\$180,000	C
295	Airport	Land Acquisition	4	N/A	General Fund 5%, FAA Allocation 90%, State 5%	This project is to acquire approximately 29 acres of property in easement. The property is located at the approach end of runway 28 and is needed for approach protection and future development of the RPZ control.				\$7,750			\$7,750	\$147,250	\$155,000	PC
TOTAL							\$17,500	\$9,000	\$2,000	\$7,750	\$21,500		\$59,750	\$1,429,750	\$1,489,500	

711	Cemetery	Cemetery Water Distribution System	1	20	Cemetery Trust Fund	Replacing the current water distribution system will eliminate line breaks which will result in reduced water usage as a result of the leaks.	\$10,000	\$12,000	\$12,000	\$12,000			\$46,000		\$46,000	C
711	Cemetery	Cemetery Road Paving Project	2	20	Cemetery Trust Fund	Finishing the drives in the cemetery will provide a clean and solid surface during inclement weather for those visiting their loved ones during a funeral service.	\$15,000	\$18,000	\$18,000	\$18,000			\$69,000		\$69,000	C
711	Cemetery	Cemetery Expansion to Meet Future Demand	2	150	Cemetery Trust Fund	Cemetery has four sections left holding 600 spaces for purchase. The number available will shrink exponentially as families begin having trouble finding blocks of spaces available for family plots. This will drive many to seek alternate locations.	\$30,000	\$50,000					\$80,000		\$80,000	PC
TOTAL							\$55,000	\$80,000	\$30,000	\$30,000	\$0		\$195,000	\$0	\$195,000	

101	City Hall	Replace HVAC Units at City Hall	1	20	General Fund	Replace HVAC for 2nd floor FY20 - Replace HVAC Unit for MAEDA FY21	\$10,000	\$10,000					\$20,000		\$20,000	C
101	PSB	Repair parking lot at PSB	2	15	General Fund	Mill and replace asphalt parking lot and driveway at PSB	\$80,000						\$80,000		\$80,000	C
101	PSB	HVAC Replacement	2	30	General Fund	Replace two roof top HVAC units at PSB that are 30 years old.	\$20,000						\$20,000		\$20,000	C
101	PSB	Replace carpet on 1st and 2nd floor	3	15	General Fund	Replace approx. 9,786 sq. ft. of carpet on the 1st and 2nd floors of PSB including lobby and hallways.		\$12,000	\$12,000	\$12,000			\$36,000		\$36,000	C
101	Streets	City Parking Lot Restoration	2	6	General Fund	Crackfill, Seal, and Stripe City Parking Lots	\$15,000	\$15,000	\$15,000				\$45,000		\$45,000	C
101	Cemetery	Cemetery Roads Restoration	3	30	General Fund	Place, Grade, and Compact 400 Cubic Yards of Road Gravel in Cemetery	\$5,000						\$5,000		\$5,000	C
101	Cemetery	Pave Drive into Cemetery	2	30	General Fund	Drive into Cemetery is failing. Pulverize existing asphalt, grade, compact, and place 4" of new asphalt	\$40,000						\$40,000		\$40,000	C
101	Cemetery	Re-Seed Williamson Addition Grass	3	50	General Fund	Scarify and drill grass seed in Williamson Addition			\$10,000	\$10,000	\$10,000		\$30,000		\$30,000	C
TOTAL							\$170,000	\$37,000	\$37,000	\$22,000	\$10,000		\$276,000	\$0	\$276,000	

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2019-2020 Expenditure	2020-2021 Expenditure	2021-2022 Expenditure	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
207	MRLEC	Parking Lot Sealing and Stripping	1	5	MRLEC Operations	Seal and Stripe MRLEC Parking Lots - Lease agreement states that parking lot will be repainted every 5 years		\$7,500					\$7,500		\$7,500	C

298	Downtown Development Authority	Downtown Bumpout Project	3	30	DDA Revenues	Installation of bumpouts on Michigan Ave. at six intersections. This will coincide with the Michigan Ave. repaving project by MDOT	\$100,000						\$100,000		\$100,000	PC
298	Downtown Development Authority	Downtown Parking Study	3	5	DDA Revenues	With increased commercial and residential occupancy, the demand for parking has increased.	\$30,000						\$30,000		\$30,000	C
298	Downtown Development Authority	Downtown East Side Restroom Building	3	50	DDA Revenues	Construction of a restroom building near East Michigan Ave. and Hamilton St.	\$125,000						\$125,000		\$125,000	PC
298	Downtown Development Authority	Wayfaring signage	3	15	DDA Fund & grants	Installation of directional signs in the downtown	\$50,000						\$50,000		\$50,000	C
TOTAL							\$305,000						\$305,000		\$305,000	

296	LDFA	Oliver Drive Extension	4	25	LDFA reserves and possible Bond	Extend Oliver Dr to Udell Property		\$400,000					\$400,000		\$400,000	PC
296	LDFA	Additional Land Purchase	3	100	LDFA reserves and possible Bond	Purchase of additional land for industrial park expansion.	\$1,000,000						\$1,000,000		\$1,000,000	C
TOTAL							\$1,000,000	\$400,000	\$0	\$0	\$0		\$1,400,000	\$0	\$1,400,000	

588	DART	Bus Replacement	1	7	Fully funded by State and Federal Funds	Replace Bus # 11 & Bus # 13		\$0		\$0			\$0	\$235,040	\$235,040	C
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636	Data Processing	Server Upgrade	2	7	Fund Reserve	Purchase a server and required licenses to replace older outdated server							\$0		\$0	C
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570	FiberNet	FiberNet Outside System Plant Installation	1	30	Inter-Fund Loans	Within the Marshall City limits, engineer and construct the fiber backbone, laterals/spurs, services, and the associated electronic equipment to provide ultra high speed (data only) internet service availability to all City residential, commercial, and industrial customers.	\$100,000						\$100,000		\$100,000	C
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582	Electric	Replace Hospital Circuit Underground exit cables at the South Substation	1	40 yrs	Electric Fund	Underground electric cable has a normal life expectancy of 40 years. Substation exits are a critical component of the electric system. The High School Circuit out of the South Substation is the normal electric source to the high school, Oaklawn Hosp. and 250 residential customers in Northeast Marshall and is over 40 years old. The cables should be replaced before cable failures start to develop.	\$200,000						\$200,000		\$200,000	C
582	Electric	Replace Tie 1 and 2 underground cable	2	40 years	Electric Fund	A portion of the two main express feeder cables from Pearl St. Substation to the Powerhouse are underground and in a duct system. They have been in service for 35 years and have met their life expectancy. The feeder cables are the main source of power to the city's electric load and are the connection to the grid for the city's internal generation. Because they are a critical component of the electric system the cables should be modernized.		\$700,000	\$700,000				\$1,400,000		\$1,400,000	C
582	Electric	Repair Brick (re-tuck joints & seal)	1	50	Electric Fund	General maintenance of the brick structures. This is a historical site.		\$70,000					\$70,000		\$70,000	C

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2019-2020 Expenditure	2020-2021 Expenditure	2021-2022 Expenditure	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
582	Electric	Replace Windows	3	50	Electric Fund	Existing windows are the original single pane steel framed and not energy efficient. Many of the window sills and frames are deteriorated to the point that water is coming in and further damaging the building.			\$50,000	\$50,000			\$100,000		\$100,000	C
582	Electric	Michigan Pure Med (MPM) Phase II	1	35	Electric Fund - Revenue Bond	Engineer, design, and contract a new 30 MVA 138/12.5 KV transformer addition and two new 7.2/12.5 KV distribution circuits	\$2,500,000						\$2,500,000		\$2,500,000	PC
582	Electric	Michigan Pure Med (MPM) Phase III	1	50	Electric Fund - Revenue Bond	Engineer, design, and construct a new 100 MVA electric substation in the industrial park for the phase 3 & 4 expansion of the MPM facility			\$2,000,000	\$3,000,000	\$1,000,000		\$6,000,000		\$6,000,000	PC
582	Electric	Powerhouse Fuel Spill Containment	2	50	Electric Fund	Install permanent concrete fuel spill containment at powerhouse. Existing portable matting is deteriorated and difficult to use	\$40,000						\$40,000		\$40,000	C
582	Electric	Pearl St. Substation 7.2/12.5 KV Upgrade	2	50	Electric Fund - Revenue Bond	Modernize obsolete 7.2/12.5 KV cubicle breaker and bus systems with open-air system to improve operations and increase safety	\$1,000,000						\$1,000,000		\$1,000,000	C
582	Electric	Pole Replacement and Line Reconstruction	2	50	Electric Fund	Most of the older poles in the City of Marshall are Creosote treated poles and have a life expectancy of 30 - 40 years. Creosote, is not environmentally acceptable by today's standards. In most recent history, the City has purchased Pentac and CCA treated poles. Many of the poles in the City of Marshall's electric system are older than 60 years and are in need of replacement. The plan is to replace several poles and conductor (if needed) per year to get the poles in the system more environmentally friendly and safe.	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$240,000		\$240,000	C
582	Electric	Kalamazoo River Dam Project	1	50	Electric Fund - Bond	The FERC is requiring that all trees, stumps and root system systems be removed from the earthen embankment between the spillway's. This will require a geotechnical investigation be completed to determine to what extent the embankment must be excavated and replaced. Project expenditures will be determined by City Council	Unknown						\$0		\$0	PC
582	Electric	Circuit Upgrade	2	50	Electric Fund	Partial Conversion of 4kv System to 12kv. This will relieve the heavily loaded 4kv system and reduce line losses.	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,500,000		\$1,500,000	C
TOTAL							\$4,030,000	\$1,060,000	\$3,040,000	\$3,340,000	\$1,290,000	\$290,000	\$13,050,000	\$0	\$13,050,000	

210	Farmer's Market	Farmer's Market Pavillion	4	25	Farmer's Market/Grants	Pavillion to cover a portion of the Farmer's Market area in the Green St. parking lot		\$0					\$0	\$150,000	\$150,000	PC
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101	Fire	Structural Fire Fighting Protective Clothing Purchase	1	10	General Fund	With our turn-out gear being quickly outdated and non-compliant, it is imperative to set up a program to not only keep our fire fighters in current gear but to lessen the financial burden of having to make a one time purchase. This CIP should be placed in perpetuity so as to keep up with the ever changing standards and rules for protective clothing.	\$5,000		\$5,000		\$5,000		\$15,000		\$15,000	C
TOTAL							\$5,000	\$0	\$5,000	\$0	\$5,000	\$0	\$15,000	\$0	\$15,000	

536	Marshall House	Apartment Remodeling	2	15	Marshall House Fund - HUD Reserves	Remove old and replace with new cabinets, countertops and floor coverings with vinyl base. Current items from original construction in 1979. Based on 4 units/year	\$88,000	\$88,000	\$88,000				\$264,000		\$264,000	C
536	Marshall House	Sidewalk Replacement	3	40	Marshall House Fund	Allowance for replacement of deteriorated concrete sidewalk (10% replacement)				\$29,400			\$29,400		\$29,400	C
536	Marshall House	Front Entry Phone & Video Upgrade	3	30	Marshall House Fund	Upgrade of secured front door phone entry system to include enhanced video identification. Install new phone panel and security pod scanner for entry into the building. Install video screens in each unit for visual identification of caller or visitor							\$0	\$150,000	\$150,000	C
536	Marshall House	Window Repair/Water Infiltration	3	40	Marshall House Fund	Replace and Repair the flashing on all windows			\$250,000	\$250,000			\$500,000		\$500,000	C
536	Marshall House	Ceiling Tiles & Lights	2	25	Marshall House Fund	Replace suspended ceiling tiles and lighting fixtures in common areas	\$36,000						\$36,000		\$36,000	C
536	Marshall House	Hallway Flooring	2	10	Marshall House Fund	Replace the flooring in hallways and elevator lobby area	\$14,500						\$14,500		\$14,500	C

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2019-2020 Expenditure	2020-2021 Expenditure	2021-2022 Expenditure	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
536	Marshall House	Exercise Equipment	3	12	Marshall House Fund	Purchase new treadmills and cross training equipment for the 4th floor exercise room. Current equipment is old donated equipment that is in poor working condition and some equipment is unsafe to use.	\$10,000						\$10,000		\$10,000	C
536	Marshall House	Renovation of Salon	4	20	Marshall House Fund	The salon and its equipment have long outlived its estimated useful lifespan.	\$12,000						\$12,000		\$12,000	C
536	Marshall House	Replace Pole Mounted Lighting on walkways	2	30	Marshall House Fund	Replace inefficient pole mounted lighting along pedestrian walkways				\$32,000			\$32,000		\$32,000	C
536	Marshall House	All Season Room	2	40	Marshall House Fund	Convert the screened in porch to a three-seasons room	\$30,000						\$30,000			C
536	Marshall House	Replace Water Softeners	3	10	Marshall House Fund	The water softeners will be exceeding their useful lifespan in fifteen years and will need to be replaced.			\$8,000				\$8,000		\$8,000	C
TOTAL							\$190,500	\$88,000	\$346,000	\$311,400	\$0	\$0	\$935,900	\$150,000	\$1,055,900	

661	Motor Pool	Powerwash and Paint DPW Garage	3	20	Motorpool - General Fund	Powerwash, prime, and paint DPW garage	\$8,000						\$8,000		\$8,000	C
661	Motor Pool	2020 Purchases	3	Variable	Motor Pool	M-3 Police Vehicle, John Deere Tractor, Ford Pickup, Ford HD Pickup, F-450	\$170,000						\$170,000		\$170,000	C
661	Motor Pool	2021 Purchases	3	Variable	Motor Pool	Three (3) Zero Turn Mowers, M-4 Police Vehicle, WW Pickup, Powerhouse Pickup, M-1 Police Vehicle, M-2 Police Vehicle, Forklift, Ford F-450, Pool Vehicle.		\$165,000					\$165,000		\$165,000	C
661	Motor Pool	2022 Purchases	3	Variable	Motor Pool	M-5 Police Vehicle, Three (3) Ford Pickups, One Zero Turn Mower			\$132,000				\$132,000		\$132,000	C
661	Motor Pool	2023 Purchases	3	Variable	Motor Pool - Lease to Own	Purchase of several vehicles for replacement of aging vehicles. Also includes several large vehicles using a 5 yr lease to own				\$880,000			\$880,000		\$880,000	C
661	Motor Pool	2024 Purchases	3	Variable	Motor Pool	Purchase several vehicles					\$79,000		\$79,000		\$79,000	C
661	Motor Pool	2025 Purchases	3	Variable	Motor Pool	Purchase several vehicles						\$210,000	\$210,000		\$210,000	C
661	Motor Pool	Repair Parking Lot at DPW Garage	2	15	Motor Pool	Crack-fill, sealcoat, and stripe asphalt parking lot at DPW Garage		\$12,000					\$12,000		\$12,000	C
TOTAL							\$178,000	\$177,000	\$132,000	\$880,000	\$79,000	\$210,000	\$1,656,000	\$0	\$1,656,000	

101	Parks	Shearman Park Senior Exercise Equipment	3	20	General Fund/ Misc Grants	Purchase and install senior exercise equipment							\$0	\$15,000	\$15,000	C
101	Parks	Phase V Riverwalk Design	4	30	Local Grants 100%	Design the next phase of Kalamazoo Riverwalk extending from Kalamazoo Ave. westerly to Pearl St. sub-station area.					\$0		\$0	\$37,500	\$37,500	PC
101	Parks	Ketchum Park Sub Project #1 - Overlook & Slope Restoration	1	40	Various Grants	Main Park Overlook Structure and Bank Restoration. TBD by Master Plan	\$0						\$0	\$675,000	\$675,000	PC
101	Parks	Ketchum Park Project 2 (Sidewalks & additional sitework)	3	40	Various Grants	TBD by Master Plan	\$0						\$0	\$25,000	\$25,000	PC
101	Parks	Ketchum Park Project 3	3	40	Grants	TBD by Master Plan				\$0			\$0	\$150,000	\$150,000	PC
TOTAL							\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$902,500	\$902,500	

101	Police	Vehicle Changeover	2	5	General Fund	To Equip new vehicles with graphics, lights, sirens, radios, and other equipment	\$28,000	\$28,000	\$28,000				\$84,000		\$84,000	C
101	Police	Bullet Resistant Vest Replacement	2	5	General Fund	Department policy is to replace BR Vests every five years	\$5,500	\$5,500					\$11,000	\$10,000	\$21,000	C
101	Police	Radar/Laser Speed Detection	2	8	General Fund	Current radar units are non-repairable and have reached their useful life	\$6,300						\$6,300		\$6,300	C
TOTAL							\$39,800	\$33,500	\$28,000	\$0	\$0	\$0	\$101,300		\$111,300	

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2019-2020 Expenditure	2020-2021 Expenditure	2021-2022 Expenditure	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
208	Recreation	Replacement of Athletic Field Light System	2	30	Recreation Fund	The current lights on diamond #1 & #2 are approaching the end of their expected life. The entire system should be replaced.						\$200,000	\$200,000		\$200,000	C
208	Recreation	Canoe/Kayak Trailer and Storage Systems	4	5	Enbridge Grant/Rec Fund	Three 2 person kayaks, 18 ft. trailer, 1 garage door opener	\$6,400						\$6,400		\$6,400	C
208	Recreation	Seal Coating Athletic Field Parking Lot & Pathways. Striping of Parking Lot	2	3-5	Recreation Fund	Seal Coating Athletic Field Parking Lot & Pathways is considered routine maintenance. Seal Coated Sept. 2013.	\$20,000						\$20,000		\$20,000	C
208	Recreation	Roofing - Athletic Field Concession/Restroom Building	3	25	Recreation Fund	Replacement of shingles on Concession/Restroom Building.				\$15,000			\$15,000		\$15,000	C
208	Recreation	Outdoor Basketball Courts	4	20+	Recreation Fund	This project will encompass a new full size outdoor basketball court on the south side of the Athletic Field. This will include excavating & leveling, base, blacktop courts, (2) hoops, nets and striping court lines.					\$25,000		\$25,000		\$25,000	PC
208	Recreation	Re-Crown Diamonds	2	2	Recreation Fund	Laser re-crown, New batters boxes, New pitching mounds					\$45,000		\$45,000		\$45,000	C
208	Recreation	Dug-Outs, Diamond #3 & #4	3	25	Recreation Fund	Dug-outs for diamonds #3 & #4 can provide additional safety and protection to players while separating from spectators which is desired for tournament/league play. This will add a professional element to the facility and may help to expand programming/rentals. POSTPONE PROJECT FROM FY 16 & FY 17 TO FY 19 & FY 20	\$30,000		\$15,000				\$45,000		\$45,000	C
208	Recreation	Athletic Field Fencework	2	30	Recreation Fund	Improve and replace existing fencework and backstops at the Athletic Field. Current fencing is old and in bad shape		\$20,000			\$0		\$20,000		\$20,000	C
TOTAL							\$56,400	\$20,000	\$15,000	\$15,000	\$70,000	\$200,000	\$376,400	\$0	\$376,400	

202	Major Streets	Maintenance - Crack Filling	2	5	Act 51	Crack Filling	\$11,000	\$9,500		\$12,000	\$12,000	\$12,000	\$56,500		\$56,500	C
202	Major Streets	Full Depth Milling and Resurfacing	2	15	Act 51	Full depth mill and resurface	\$130,000		\$40,000	\$50,000	\$50,000	\$50,000	\$320,000		\$320,000	C
202	Major Streets	2" Milling and Resurfacing	2	15	Act 51	2" mill and overlay	\$106,400						\$106,400	\$425,600	\$532,000	C
203	Local Streets	Maintenance - Crack Filling	2	5	Act 51	Crack Filling	\$7,000	\$6,000	\$5,000	\$6,000	\$6,000	\$6,000	\$36,000		\$36,000	C
203	Local Streets	Full Depth Milling and Resurfacing	2	15	Act 51	Full depth mill and resurface		\$50,000								C
203	Local Streets	1.5" Milling and Resurfacing	2	15	Act 51	1.5" Mill and Resurface		\$157,000	\$87,000	\$80,000	\$80,000	\$80,000	\$484,000		\$484,000	C
TOTAL							\$254,400	\$222,500	\$132,000	\$148,000	\$148,000	\$148,000	\$1,002,900	\$425,600	\$1,428,500	

590	Wastewater	I & I Study (Inflow and Infiltration)	2	15	Wastewater Fund	An I & I Study will determine where the infiltration and inflow areas are in the City's Sewer System. This will allow us to budget in the future the repairs of the City's sewers.	\$65,000						\$65,000		\$65,000	C
590	Wastewater	Water Meter Upgrade	3	30	Revenue Bonds	Change out and upgrade all water meters in the city. New meters will be read automatically.	\$700,000						\$700,000		\$700,000	C
590	Wastewater	Channel Monster Cartridge Replacement	2	5	Wastewater Fund	It is recommended by the manufacturer to replace the cutter cartridge in the Channel Monster every five years.		\$40,000					\$40,000		\$40,000	C
590	Wastewater	Muffin Monster cartridge replacement	2	5	Wastewater Fund	It is recommended by the manufacturer to replace the cutter cartridge in the in-line Muffin Monster every five years. We have three of these units.				\$40,000			\$40,000		\$40,000	C

FUND	Department	Project Title	Priority Ranking	Estimated Useful Life	Source of Funding	Project Narrative/Purpose	2019-2020 Expenditure	2020-2021 Expenditure	2021-2022 Expenditure	2022-2023 Expenditure	2023-2024 Expenditure	2024-2025 Expenditure	City Expenditure	Other Funds or Grant Share	Total Expenditure	Council - C Planning Council PC
590	Wastewater	Sewer Lining	1	30	Wastewater Fund	Project will line sewers which have experienced failure and root penetration. FY18 TBD FY20 TBD	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$360,000		\$360,000	C
590	Wastewater	New Sludge Thickening/De-watering Process	3	20	Wastewater Fund	The current equipment will be 20 years old and the polymer agent used in the process is no longer produced. A suitable replacement is not expected. We have enough polymer to last about 4 years. With a new system, Class A biosolids may be				\$500,000			\$500,000		\$500,000	C
590	Wastewater	Clarifier Rehabilitation	3	25	Wastewater Fund - Possible Bonds	Rehabilitate concrete and steel structures in each of 4 clarifiers do to age and corrosion. Rehab/Replace clarifier drive mechanisms due to age and wear. Coat all concrete surfaces with marine grade coating.		\$325,000	\$325,000		\$325,000	\$325,000	\$1,300,000		\$1,300,000	C
TOTAL							\$825,000	\$425,000	\$385,000	\$600,000	\$385,000	\$385,000	\$3,005,000	\$0	\$3,005,000	

591	Water	Line water main on Cosmopolitan	2	50	Water Fund - Bond	The project will be fire hydrant replacement and water main lining using new technology.		\$200,000					\$200,000		\$200,000	C
591	Water	Water Main S. Marshall Ave.	3	100	Water Fund	Replace existing 4' cast iron with 8' pipe on S. Marshall between Green St. and Raymond.						\$465,000	\$465,000		\$465,000	C
591	Water	New 600k Water Tower	2	50	Water Fund -Bond	Install new 600,000 gallon water tower at the MRLEC site. Contingent on Oaklawn property development	\$0						\$0		\$0	PC
591	Water	Water Main replacement Jefferson St	1	100	Water Fund	Replace 2 sections of 4' cast iron on Jefferson St between Mansion and Michigan - also between Hanover and Green		\$150,000					\$150,000		\$150,000	C
591	Water	Water Main installation Eagle St.	1	30	Water Fund	Replace existing 4' cast iron with 8' pipe. Eagle St. between Hanover and Michigan.	\$150,000						\$150,000		\$150,000	C
591	Water	Replace aging 6" water main on W. Prospect	1	100	Water Fund - Bond	Replace aging 6" water main on W. Prospect between Kalamazoo and Mulberry and from between Linden and Verona.				\$360,000			\$360,000		\$360,000	C
591	Water	Water meter change out	3	20	Water Fund-Bonding -DWRP	Phase 1 would be to change out meter larger than 1 1/2". Phase 2 & 3 would be to change out meters smaller than 1"	\$700,000						\$700,000		\$700,000	C
TOTAL							\$850,000	\$350,000	\$0	\$360,000	\$0	\$465,000	\$2,025,000	\$0	\$2,025,000	

GENERAL FUND TOTALS

\$214,800	\$70,500	\$70,000	\$22,000	\$15,000	\$0	\$392,300	\$902,500	\$1,304,800
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ADMINISTRATIVE REPORT
February 19, 2019 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Trisha Nelson, Planning & Zoning Administrator
Tom Tarkiewicz, City Manager

SUBJECT: Public Hearing to consider Zoning Amendment
#RZ18.06, to rezone 1243 S. Kalamazoo from I-1:
Research & Technical District to PSP: Public/Semi-
Public Services

BACKGROUND: The City of Marshall has begun the process of designing a new terminal building for the airport site and it was discovered the property is currently within the I-1 Research and Technical zone. The Brooks Field property does not meet the definition for an I-1 zone and staff feels the property is better zoned as PSP.

The Planning Commission received the request submitted by staff at their regular meeting on December 12, 2018 and set a public hearing to hear comments on rezoning request #RZ18.06 for the next scheduled Planning Commission Meeting.

On January 9, 2019 Planning Commission opened up a public hearing to hear comments on the rezoning request and consider its recommendation to City Council. There was no public in attendance for comment.

Commissioners went through a rezoning criteria checklist to discuss the rezoning request and found that this rezoning met the majority of the criteria and is also consistent with the Master Plan. The following action was approved:

MOTION by Davis, supported by Collins, to recommend to the City Council the approval of the Zoning Amendment Application #RZ18.06 from the City of Marshall to rezone 1243 S. Kalamazoo from I-1: Research & Technical District to PSP: Public/Semi-Public Service District. On a voice vote; **MOTION CARRIED.**

RECOMMENDATION: After hearing comment at the public hearing, it is recommended by the Planning Commission that the Council approve Zoning Amendment #RZ18.06 to rezone 1243 S. Kalamazoo from I-1: Research & Technical District to PSP: Public/Semi-Public Service District.

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FISCAL EFFECTS: None at this time.

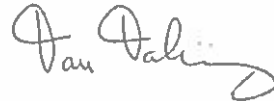
CITY GOAL CLASSIFICATION: GOAL AREA I: ECONOMIC DEVELOPMENT
Sustain and intensify the economic vitality of the Marshall area.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,



Trisha Nelson
Planning & Zoning Administrator



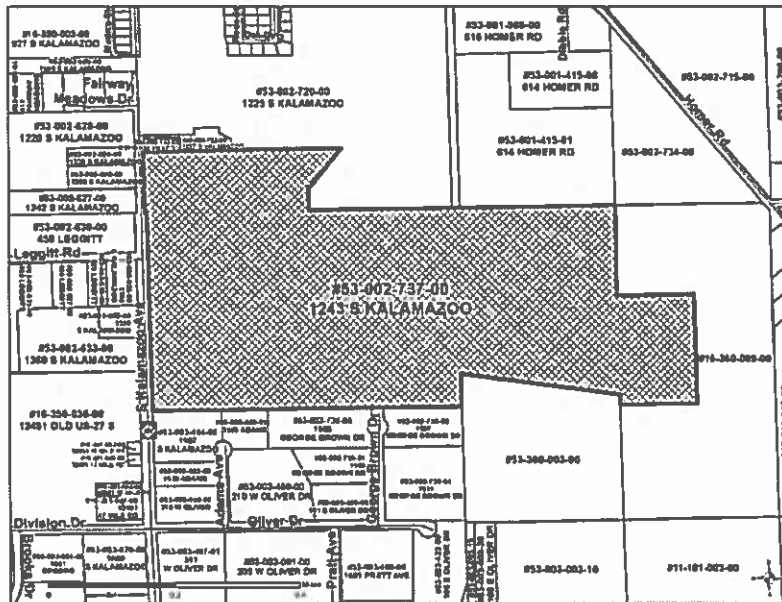
Tom Tarkiewicz
City Manager

**CITY OF MARSHALL, MICHIGAN
ORDINANCE #2019-**

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF MARSHALL SO AS TO CHANGE THE ZONING OF A PARCEL OF REAL PROPERTY AT 1243 SOUTH KALAMAZOO, FROM I-1: RESEARCH AND TECHNOLOGY TO PSP: PUBLIC/SEMI-PUBLIC SERVICE DISTRICT.

THE CITY OF MARSHALL, MICHIGAN ORDAINS:

Section 1. Pursuant to the authority granted in Section 7.1 of the Marshall City Code, the Zoning Map of the City of Marshall is hereby amended so as to designate the zoning district for the below described property as PSP: Public/Semi-Public Service District.



Property Description

BROOKS FIELD AIRPORT LEGAL DESCRIPTION – TAX PARCEL #53-002-737-00

MARSHALL CITY SEC 36 T2S R6W SW 1/4 EXC S 60 ACRES ALSO BEG W 1/4 POST- N 518.1'- E 1706'- S 33 DEG 49' W 431.5'- S 196'- W 1457.7' TO POB ALSO BEG NW COR OF E 1/2 OF SE 1/4- S 750' TO POB- S 924'- E 660'- N 924'- W 660' TO POB ALSO BEG 1400' S OF SEC CTR- N 1400'- E 1320'- S 1600'- NWLY TO POB 176.25 AC M/L.

Common Addresses

1243 S. Kalamazoo

Section 2. This Ordinance or a summary thereof shall be published in the *Marshall Chronicle*, a newspaper of general circulation in the City of Marshall qualified under state law to publish legal notices, within ten (10) days after its adoption. This Ordinance shall be recorded in the Ordinance Book and such recording shall be authenticated by the signature of the Mayor and the City Clerk.

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

Adopted and signed this 19th day of February, 2019.

Joe Caron, MAYOR

Trisha Nelson, CITY CLERK

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of an ordinance approved by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on February 19, 2019, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available by said Act.

Trisha Nelson, CITY CLERK



ADMINISTRATIVE REPORT
February 19, 2019 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Trisha Nelson, Planning and Zoning Administrator
Tom Tarkiewicz, City Manager

SUBJECT: Approve Special Land Use #SLU18.01 – Brooks Field,
1243 S. Kalamazoo

BACKGROUND: The City of Marshall is requesting that Brooks Field be rezoned from I-1 (Research and Technical District) to PSP (Public/Semi-Public Services District). PSP Public/Semi-Public Services District, Section 3.1.14 (C), requires Airports and Heliports, public or privately owned or operated as a Special Land Use. Pending rezoning of the property a special land use permit is required to allow such a facility on the site.

On January 9, 2019 the Planning Commission held a public hearing on the Special Land Use request from the City of Marshall for Brooks Field. There was no public in attendance for comment. Commissioners determined that all requirements have been met and the use of the property is compatible with the adjacent uses.

MOTION by Davis, supported by Burke-Smith, to recommend that City Council approve the Special Land Use Application #SLU18.01 from the City of Marshall for Brooks Field, 1243 S. Kalamazoo Avenue. On a Voice Vote: **MOTION CARRIED.**


RECOMMENDATION: The Planning Commission recommends that City Council approve Special Land Use Application #18.01 from the City of Marshall for Brooks Field, 1243 S. Kalamazoo Avenue.

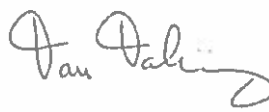
FISCAL EFFECTS: None at this time.

ALTERNATIVES: As suggested by Council.

CITY GOAL CLASSIFICATION: **GOAL AREA I: ECONOMIC DEVELOPMENT**
Sustain and intensify the economic vitality of the Marshall area.

Respectfully submitted,


Trisha Nelson
Planning and Zoning Administrator


Tom Tarkiewicz
City Manager

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ADMINISTRATIVE REPORT
February 19, 2019 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Kristin Bauer, Director of Public Services
Tom Tarkiewicz, City Manager

SUBJECT: 2018 Road Report

BACKGROUND: The condition of City of Marshall streets are a continuing concern throughout the community. At least biennially every road within the city is rated utilizing the Pavement Surface Evaluation Rating System (PASER) system. By completing these ratings, the overall health and potential costs for maintenance and repairs can be evaluated. As presented last year the Marshall system is on a decline.

Attached is the 2018 Road Report which discusses many aspects of the road system showing the available funding and including many graphical representations of the ratings. It is noted that the recent expenditure of funds for construction does not reverse the continued decline of the street conditions however we will continue to program funds and execute projects as good stewards for the street system. It should be understood that street expenditures will continue to utilize fund reserves for additional projects capability within the available funding limits and good fiscal practices.

RECOMMENDATION: It is recommended that the City Council accept receipt of the 2018 Road Report.

FISCAL EFFECTS: None

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kristin Bauer".

Kristin Bauer
Director of Public Services

A handwritten signature in black ink, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz
City Manager

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City of



Marshall

2018 Road Report

January 29, 2019

Introduction

The City of Marshall maintains a road system that contains 40.14 miles of roadway. Major streets are defined as collector streets that funnel traffic from residential areas to arterial streets. Major streets consist of 16.07 miles of streets within Marshall. The Local streets, 24.07 miles, accounts for the remaining mileage and provides access to residential properties. In 2018, at the request of the city, several local streets were upgraded from Local to Major Streets due to the industrial/commercial nature of these streets. See Figure 1 for a mapped representation of the city's streets and their designations.

In 2002, Public Act 499 was enacted and formed the Transportation Asset Management Council (TAMC). This Council was created to 1) advise the Elected Officials, 2) promote asset management principles and 3) provide tools and practices for all road agencies. TAMC works to train all road agencies to rate and manage road assets in a similar manner. TAMC also gathers data from all statewide agencies to track and report, to the State Legislature, the health of the road systems at all levels; City, County and State. This information is used to continue communications at all levels regarding the condition of the State's road and bridge assets.

Methodology and Analysis

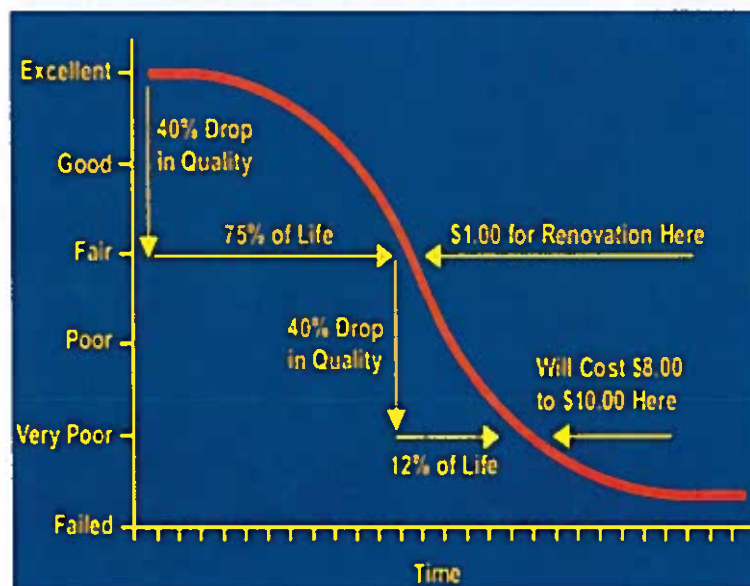
The City of Marshall's road system has been rated utilizing the Pavement Surface Evaluation and Rating system (PASER) since 2005. All City of Marshall streets are rated using the PASER rating system at least biennially. Michigan's Local Technical Assistance Program (LTAP) has developed an integrated roadway management system called RoadSoft. This program is free to road agencies to assist in the management of all facets of the roadway system.

Figures 2 through 5 were developed utilizing the RoadSoft system and show graphically the 2018 road ratings and the associated mileages of each. In 2018, due to staffing issues, road ratings did not occur. The ratings shown on these drawings are based on typical deterioration curves and the software's estimates of the roads health based on these typical curves. Figure 2 shows the ratings for the entire system broken down between the Good (10-8), Fair (7-5) and Poor (4-1) designations. These designations are uniform statewide and are based primarily on the types of maintenance/construction techniques required to repair the streets within that rating group. Figures 3 through 5, show the ratings for all streets within their relative Good, Fair, or Poor groupings.

Fair (7 to 5) rated are streets that typically receive maintenance techniques to extend the overall life of the street. As with home maintenance, spending funds wisely at the correct time, while the road is in relatively healthy shape, will give the most benefit for minimal expense. By utilizing maintenance techniques a street's life can be extended for many additional years. Fixes typically seen on Fair rated streets are crack filling, micro-surfacing, slurry sealing, milling/resurfacing, etc. Streets rated in the Poor (4 to 1) grouping generally require a structural fix such as full depth milling/resurfacing or reconstruction and these fixes are much more costly.

The RoadSoft program, with the input of maintenance and construction efforts by the city, can predict the Remaining Service Life (RSL) of the street system. The remaining service life is defined as the point where a street transitions from a 5 rating, fair condition, to a 4 or poor condition. This is also the point at which the required fix most likely becomes a structural fix and thus more expensive.

The RoadSoft program and the uniformity with which roadways are rated across the state are useful for tracking the overall health of a street network. These systems are also helpful to develop a correlation as to the dollars spent for maintenance/construction and the improvement or decline of the street asset. Refer to the following illustration for a graphic depiction of the typical decline of a street and the costs relative to the type and timing of the maintenance on the street.



Ratings over Time, showing cost of fixes

The Health of the Marshall System

The City of Marshall has been fortunate to have been very active with PASER rating and the RoadSoft program since 2005 as such the city has significant data regarding its streets and the overall health. This is both good and bad; good because the data is readily available as to the history of work on the streets and bad in that the decline in the condition of the street system over the last 13 years can easily be seen.

The attached figures 6 through 8 show the trend data from 2017 to 2018 for the Overall System, as well as the individual Major and Local Systems. This data shows the continued downward trends of the street system. Included with the trend data is a pie chart showing the centerline mileages of the streets within each specific category; good, fair or poor and how the current year relates to the previous year.

Statewide Street Funding

Public Act (PA) 51, 1951 as Amended, commonly called the "Gas Tax", establishes funding for roadways within Michigan. After appropriations are made from the Gas Tax for statewide transportation needs, funds are distributed to Cities and Villages based on the city's population and the state approved Major/Local Street mileages. Statewide cities and villages receive approximately 22% of the available transportation funding, of that, 75% of the funds are allocated for the Major Street System and 25% for the Local System. For Marshall, MDOT's FY 19 (10/18 to 9/19) allocation is expected to be \$591,872 for Major Streets (16.07 miles) and \$203,637 for Local Streets (24.07 miles). Since 2017 the state has increased road funding providing an additional \$75,000 per year in funding for the Major Street system with additional revenues in upcoming years expected to be approximately \$50,000 per year. The Local Street system has received increased revenue of approximately \$20,000 per year with expectations for similar increases in upcoming years.

Gas Tax funds given to cities are required to cover all costs for street right-of-way maintenance; including snow plowing, traffic signage, pavement markings, traffic signal power/maintenance, ADA sidewalk ramps upgrades, bridge maintenance, etc. PA 51 also requires that 10% of these funds be spent on the non-motorized system such as sidewalks over a 10 year period. This monetary requirement is easily met by Marshall with the sidewalk ADA ramp upgrades required during street construction projects. This requirement stems from the Federal Department of Justice (DOJ) providing the following direction as to when a street project is required to provide necessary ADA ramp upgrades. These federally mandated upgrades can cost a street project approximately \$25,000 per intersection:

"An alteration is a change to a facility in the public right-of-way that affects or could affect access, circulation, or use. Projects altering the use of the public right-of-way must incorporate pedestrian access improvements within the scope of the project to meet the requirements of the ADA and Section 504. These projects have the potential to affect the structure, grade, or use of the roadway. Alterations include items such as reconstruction, rehabilitation, widening, resurfacing (see USDOJ-FHWA technical assistance dated 6-28-13 for additional clarification), signal installation and upgrades, and projects of similar scale and effect (6-28-2013)."

Marshall's Asset Management Plan

A five year budget and construction plan has been developed for the City of Marshall street system as part of the Capital Improvement Plan (CIP) process. Below is shown the FY 19-20 anticipated budget. After the estimated operating expenses and transfers are deducted from the allotted revenue the remaining funds are available for construction and maintenance efforts. The estimated available amount is underlined in the last row:

	2019-20 Major Street	2019-20 Local Street
Expected Revenues Grant Funds	\$639,535	\$220,035
Transfer to Local Street	(\$75,000)	\$75,000
TOTAL REVENUE:	\$564,535	\$295,035
Yearly Operating (No Capitol or Transfers)	\$308,578	\$186,125
Available Construction Funds:	\$255,957	\$108,910

MDOT allows cities that have submitted an Asset Management plan to TAMC a transfer of funds from the Major Street to the Local Street fund per the following rules:

“MCL 247.663(6) and 247.663(7) of PA 51, of 1951, as amended, also known as sections 13(6) and 13(7) states: “(6) Money returned under this section to a city or village shall be expended on the major and local street systems of that city or village. However, the first priority shall be the major street system. Money returned for expenditure on the major street system shall be expended in the priority order provided in subsection (3) except that surplus funds may be transferred for preservation of the local street system. Major Street funds transferred for use on the local street system shall not be used for construction but may be used for preservation as defined in section 10(c).”

The developed 5 year budget, dependent on the needs of the Major Street system, provides for a transfer of funds to the Local Street fund which range from \$75,000 to \$175,000 in any given year.

The unaudited fund balances for both the Major and Local Streets funds contain healthy balances, however between now and through the construction of the Monroe Street bridge project these balances may be reduced significantly. Act 51 funds cannot be transferred away from the street system funds and/or used for anything other than the items defined in PA 51. Discussions with the City Manager and Finance Director have yielded a long term street plan that in purposely intended to drawdown the street fund balances. Per city policy minimum fund balances will be maintained at a level of 1.5 times the owed debt or \$250,000 plus a reserve for emergencies of \$200,000 within these street funds.

FY18 & FY19 Street & Bridge Construction

During the period for FY18, July 1, 2017 through June 30, 2018, the following projects were completed with the final contract amounts shown:

MAJOR/ LOCAL	PROJECT	DATE COMPLETE	TOTAL COST	FUNDING
MAJOR	Marshall Ave. Bridge Replacement	Carried over to FY19	\$1,594,000	State Bridge Fund - \$1,514,300 Major MVH Fund - \$ 72,000 Water Fund - \$ 8,800
LOCAL	Green Street Kalamazoo Ave. to Dobbins St.	9/14/2017	\$211,854	Local MVH Fund - \$211,854
LOCAL	Montgomery Street Maple St. to Cedar St.	9/14/2017	\$73,571	Local MVH Fund - \$73,571
GRAND TOTAL:			\$1,879,425	MAJOR STREETS = \$72,000 LOCAL STREETS = \$285,425 GRANT FUNDS = \$1,514,300

Work planned for the current fiscal year, FY19, includes the following projects:

MAJOR/ LOCAL	PROJECT	PROPOSED DATE	EST. TOTAL COST	FUNDING
MAJOR	N. Kalamazoo Ave. /Brewer St. Mansion St. to North Dr.	5/31/19	\$252,871	State TEDF Fund - \$202,297 Major MVH Fund - \$ 50,575
MAJOR	Monroe Street Bridge Reconstruction	8/31/19	\$1,016,745	State Bridge Fund - \$965,907 Major MVH Fund - \$ 50,900
LOCAL	Hill Road S. Wooded Lane to cul-de-sac	6/30/19	\$81,514	Local MVH Fund - \$81,514
LOCAL	Wooded Lane East Dr. to Hill Rd. (@cul-de-sac)	6/30/19	\$216,979	Local MVH Fund - \$216,979
LOCAL	Hill Road Court Full Extent	6/30/19	\$35,000	Local MVH Fund - \$35,000
GRAND TOTAL:			\$1,603,109	MAJOR STREETS = \$101,475 LOCAL STREETS = \$333,493 GRANT FUNDS = \$1,168,204

It should be noted that the while we continue to complete projects as funds allow the overall system remains on the decline. This is discouraging, however it is representative of the amount of funds that are needed yearly to reverse the steady decline of the streets.

Street System Needs

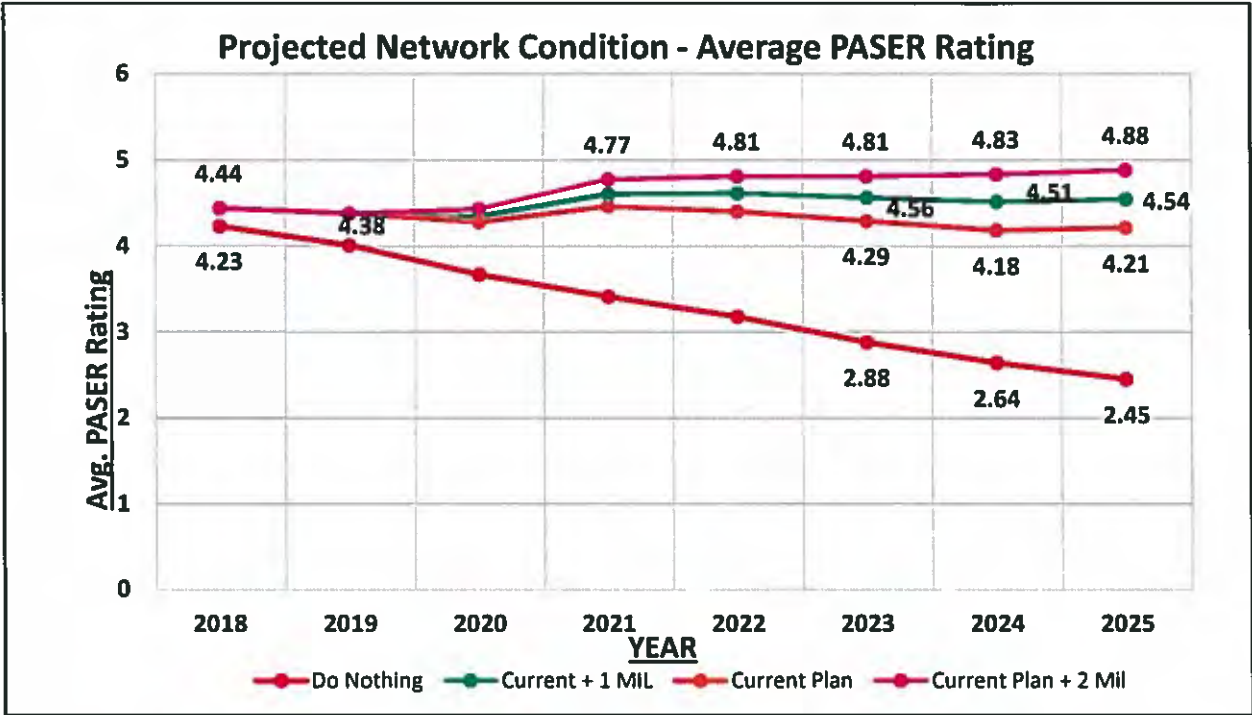
As the cost of construction and operations have increased and local street funding has remained relatively static the ability to adequately fund projects has reduced, thus the overall system is on the decline. To stop this downward trend additional Local Street funding would be warranted. If additional Local Street funds were secured transfers from the Major to Local system could be reduced and thus the Overall City System would benefit.

Much of the Major Street system is eligible for grant funding where the local system is ineligible for these funds. Additionally the funding allocations distributed from the state between the Major and Local Street systems also contributes to an funding imbalance between the two systems as the Major Street system receives higher funding from the State. Recently the city has been successful in securing grant funding however statewide the need for funds is great and grant requests are always very competitive.

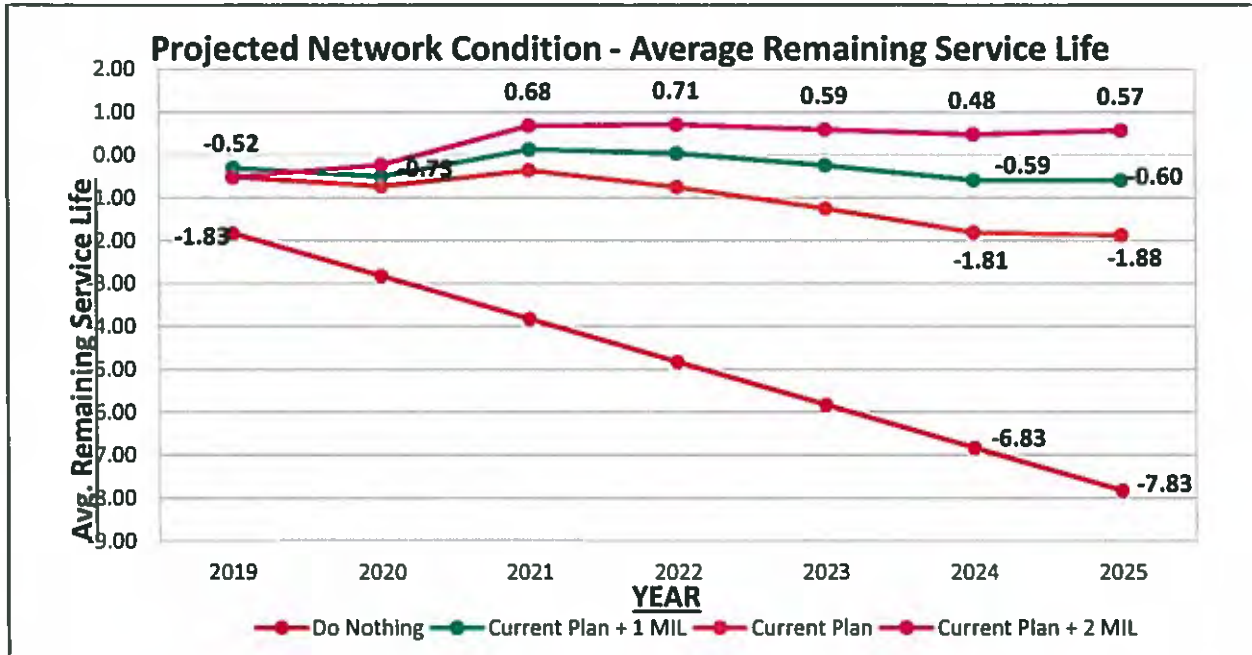
Marshall is a member of the Marshall Small Urban area which provides \$375,000 of grant funding in odd years shared between the City and the Calhoun County Road Department (CCRD). These federal Surface Transportation Program (STP) funds are limited for use by agencies within designated urbanized boundaries defined by the U.S. Census with a population of \$5,000 to \$50,000. In 2017, the city utilized the \$375,000 in Small Urban funds plus city matching funds to reconstruct North Dr. and pave Monroe Street. The county will be using the 2019 funds and the city has submitted a project application for utilization of the 2021 Funds. The city was also successful in securing Transportation Economic Development Funds (TEDF) for the paving of N. Kalamazoo/Brewer Street which will be completed in spring of 2019. Both of these grant sources can only be utilized for Federal Aid Eligible roads within the Major Street System and almost all grants require a match of 20% or more of city funds.

Without an influx of additional funding the overall street system will continue to decline. The two graphs on the next page show the Average PASER Rating and the Remaining Service Life (RSL) of the Overall Street System. Recall that the RSL number is the point at which a road transitions from a 5 rating to a 4 rating or when the pavement starts to provide a Substandard Service Quality. This RSL number is significant as it is the time when most road fixes required for the street will be structural in nature and thus more costly to repair. It is a common practice to spend as much as reasonably possible on maintenance, as these are cost effective, and keep the road system in the Fair category.

Currently Marshall's overall system averages can be seen on these graphs. The system is hovering right around an average rating slightly higher than a 4, this is concerning as a large portion of the streets are about to transition to a rating or RSL that forces consideration for more expensive fixes. While this RSL is a standard to be considered it should be noted that we do evaluate the proper maintenance levels needed for each specific street based on field conditions. The rating and RSL data is testament to the need for additional funding should there be a desire to reverse this downward trend.



Changes in Average PASER Ratings due to Funding Levels



Average Remaining Service Life Remaining at Different Funding Levels

Funding Options

The addition of a sustainable funding source for the Local Street system, with responsible management of funds, could improve the quality of the overall street system. There are several options available for additional funding; these include:

- 1) A voted millage earmarked for Local Street system construction and maintenance.
- 2) The establishment of a policy for Special Assessment Districts for street construction.
- 3) A fixed yearly single lot assessment earmarked for Local Street system construction and maintenance.
- 4) Combination of a millage and the special assessment process.

Below are some Pros/Cons related to these options:

Pros/Cons:

1) Voted Millage:

Pros

- This is based on taxable valuable so this option provides uniformity based on assessed home value.
- The assessment benefits the entire city as such all businesses, residents, and visitors see the benefit even if the improvement is not necessarily on their street.
- An additional \$200,000 in funds for increased mileage of work.
- Businesses are contributing to the preservation of the City's road asset as their usage, i.e.; trucking, etc., is the most damaging to streets.

Cons

- Additional \$50 per 100,000 assessed taxable value per year to all residence and business owners within the City Limits
- Businesses and residents are all assessed and may not see work over the period of the millage.
- Businesses pay a greater assessment and generally don't use residential streets
- City & County Buildings, Hospitals, etc. are tax exempt and thus do not contribute to these funds.

2) Special Assessment Districts:

Pros

- Only residents impacted by the construction project are assessed.
- Project is wholly funded by the benefitting properties and the remaining Act 51 funds are available for operational expenses.

Cons

- Disproportionate as it is based on road frontage along the construction project.
- Businesses generally have very long frontages and would have the largest of assessments.
- Being that assessments have never been done in the city there may be some political heat upon starting this process.
- Residents may have difficulty paying the whole bill due to incomes. Cities have funded these assessments with interest and can run the debt over a period of time. This increases city work but is beneficial to the residents.

3) Fixed Yearly Property Assessment:

Pros

- Flat yearly fee for everyone irrespective of property size and value.

Cons

- Industrial properties pay the same assessment as everyone as such some may harbor hard feelings regarding their excessive street usage, i.e.; trucking, etc. but assessed at the same level as a residential property.

4) Combination millage/special assessment:

Special assess only road reconstruction projects with the assessment to property owners covering the concrete portion of the project, drive approaches and curb and gutter. The remainder of the project is paid by the Act 51 funds.

Pros

- Assessments are only established for complete road reconstruction projects, which are generally the smallest percentage of projects.
- The project concrete is covered by the properties that benefit from the newly constructed road; however the entire city millage covers the remainder of the project costs.

Cons

- Assessments vary by property frontage and drive approach size, a 50' frontage with a double width driveway approach would be approximately \$2,500.
- Being that assessments have never been done in the city there may be some political heat upon starting this process.

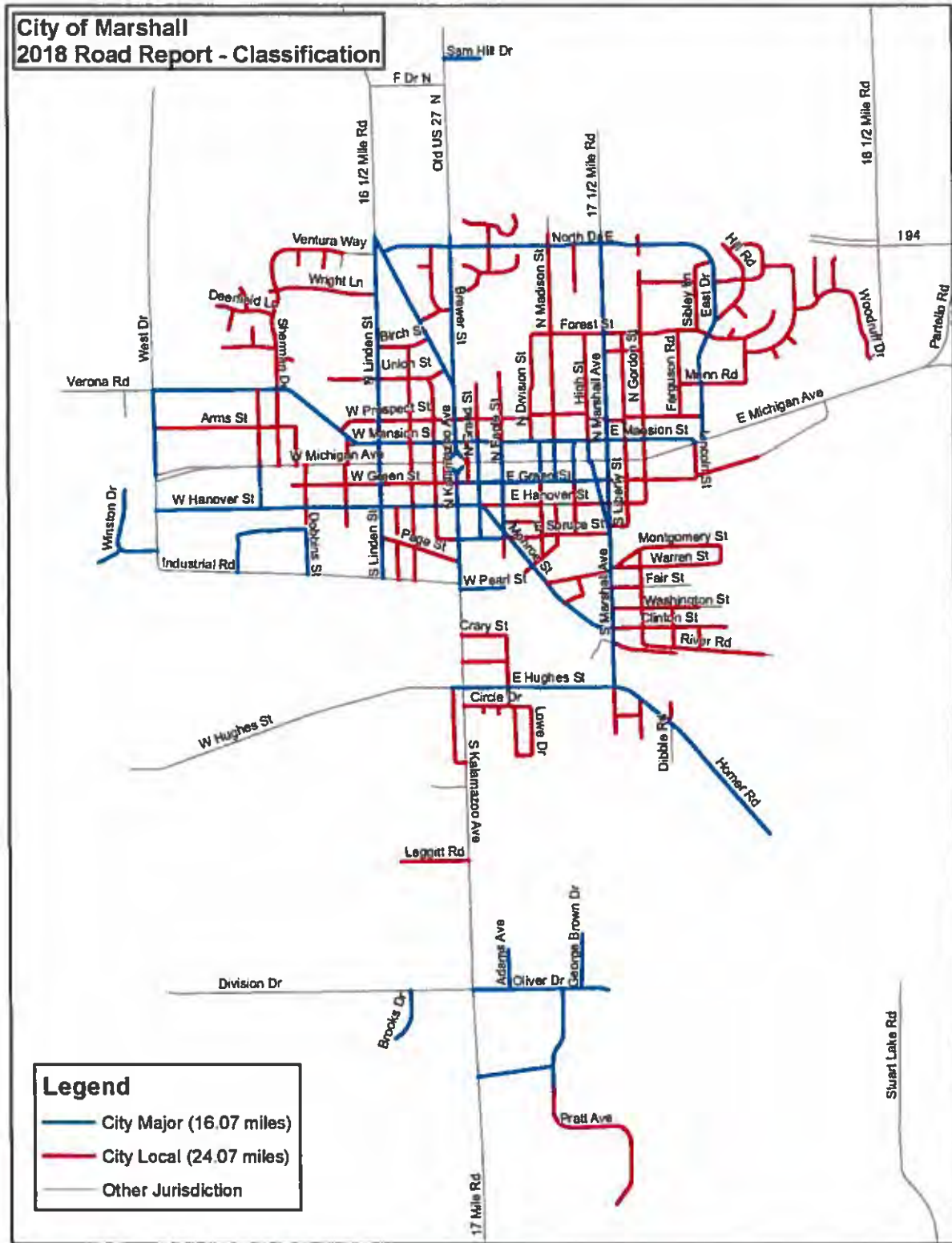


Figure 1 – Street Major/Local Designations

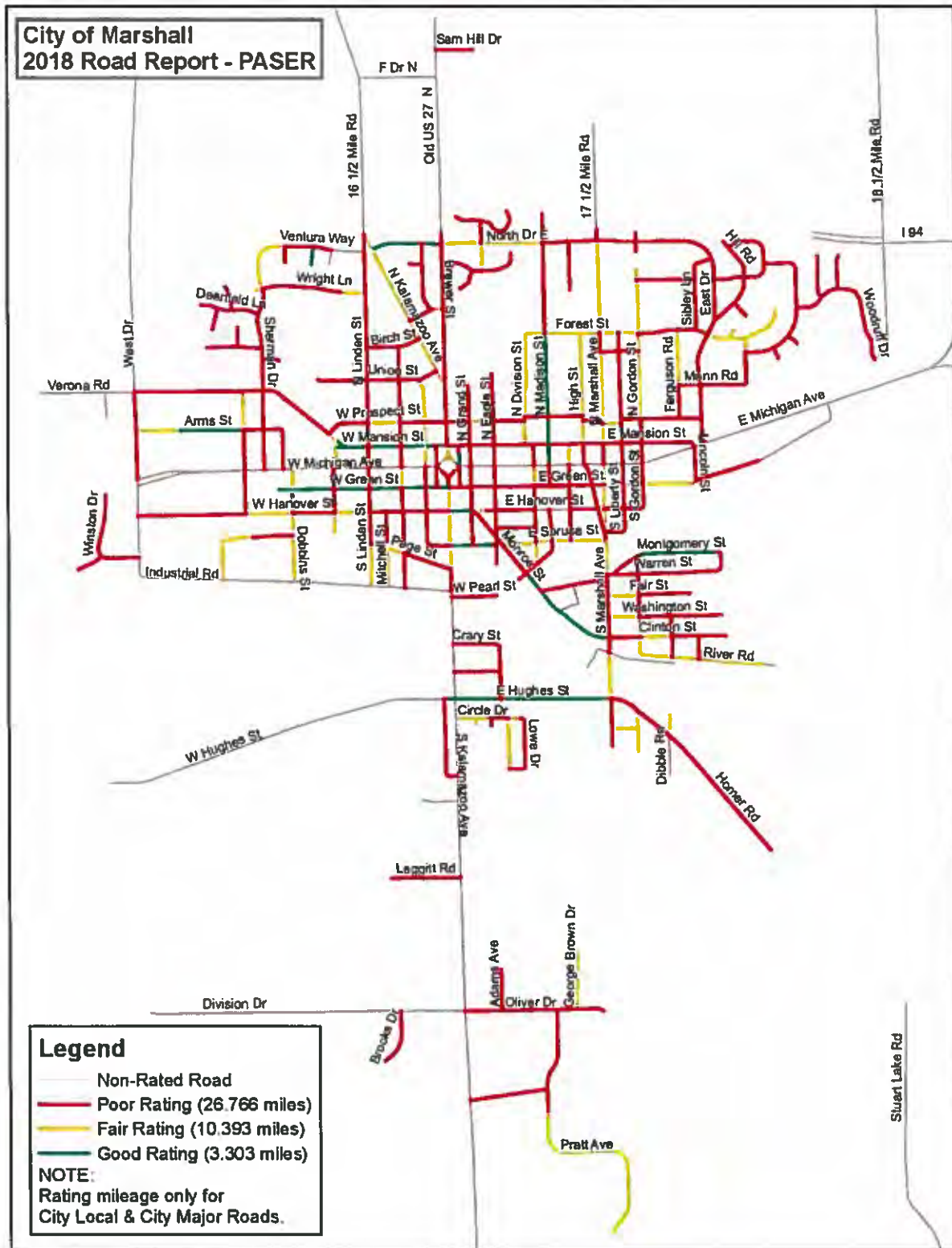


Figure 2 – Entire System 2018 PASER Ratings

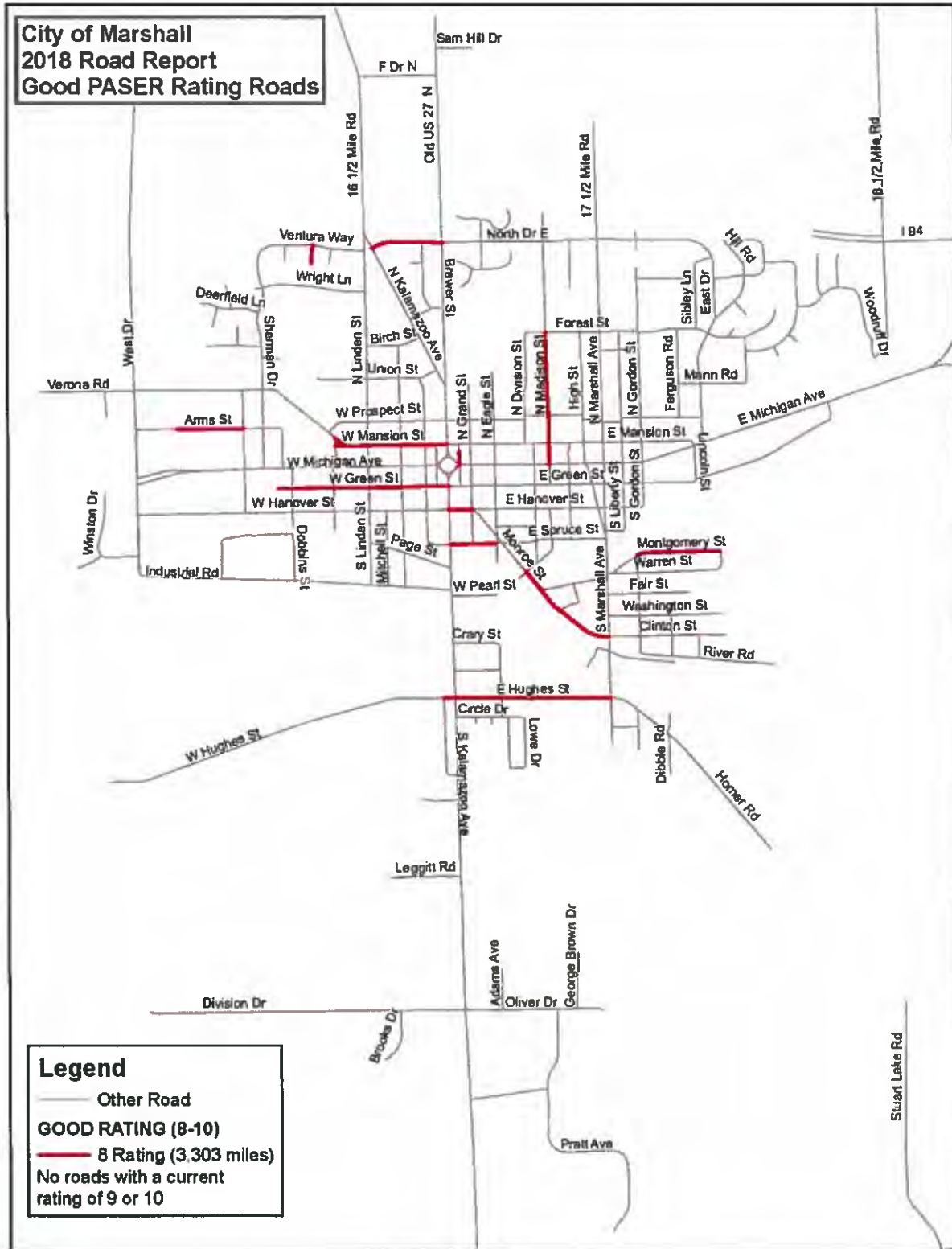


Figure 3 – 2018 “Good” Rated Roads

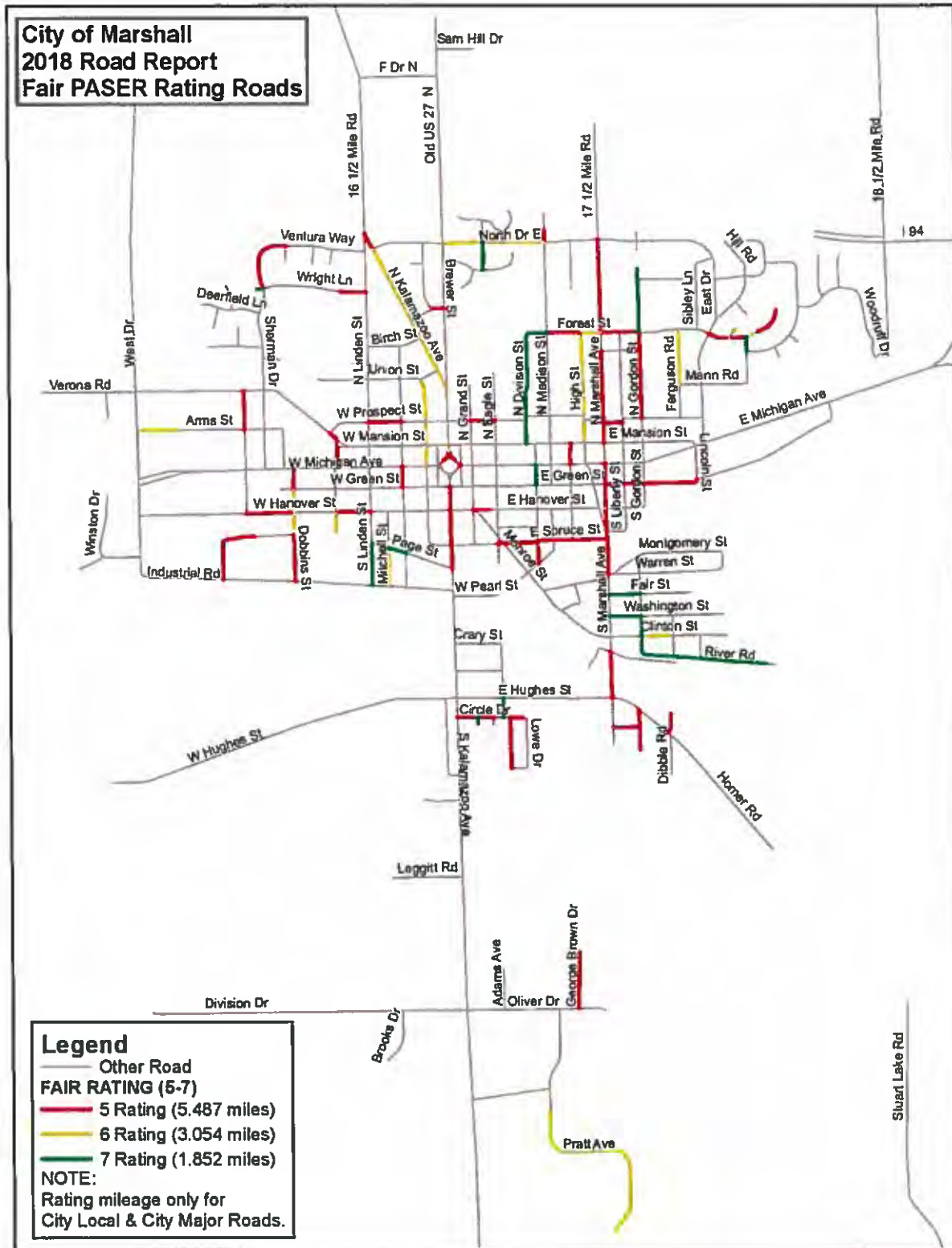


Figure 4 – 2018 “Fair” Rated Roads

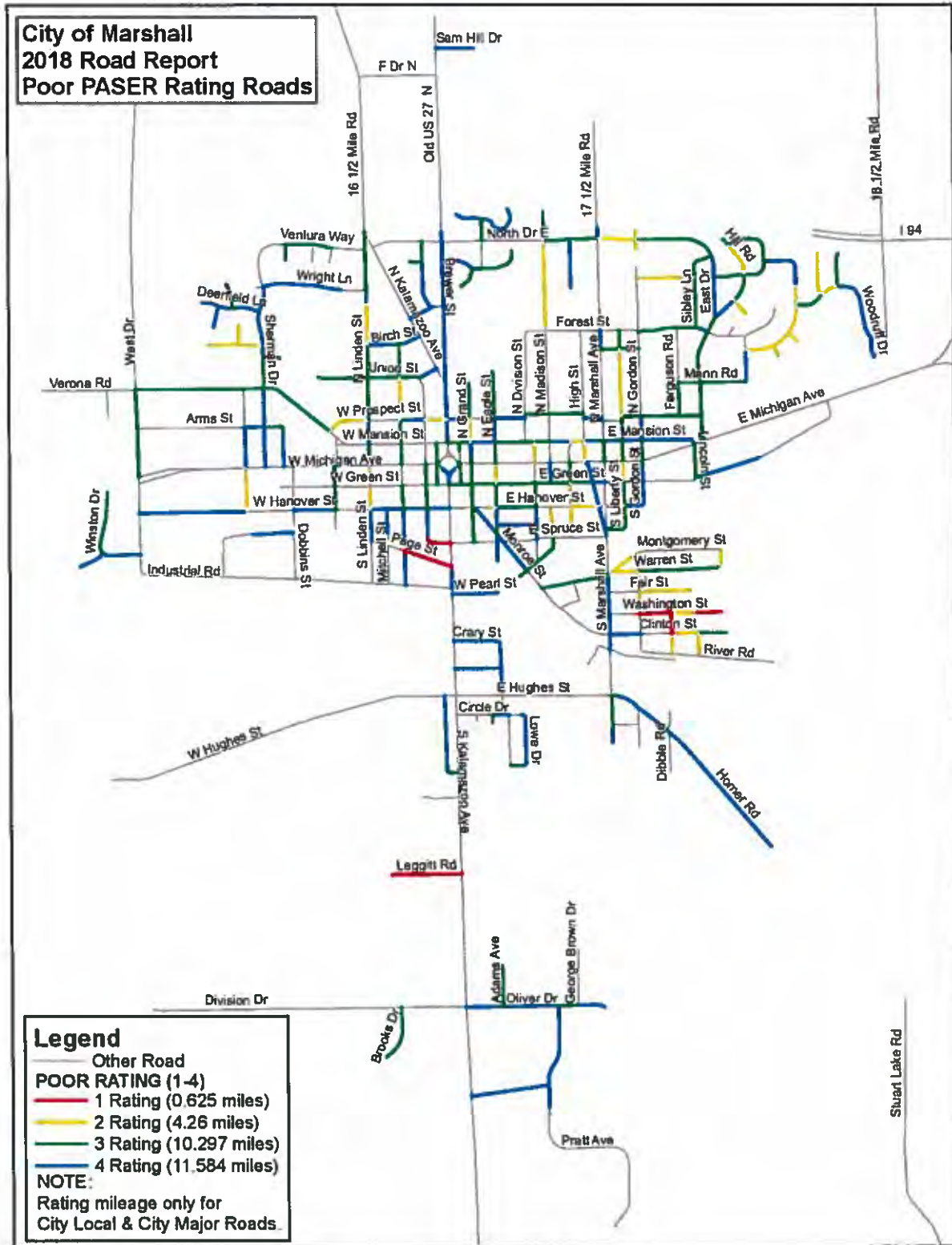


Figure 5 – 2018 “Poor” Rated Roads

**ENTIRE SYSTEM: GOOD-FAIR-POOR TREND
2017 TO 2018**

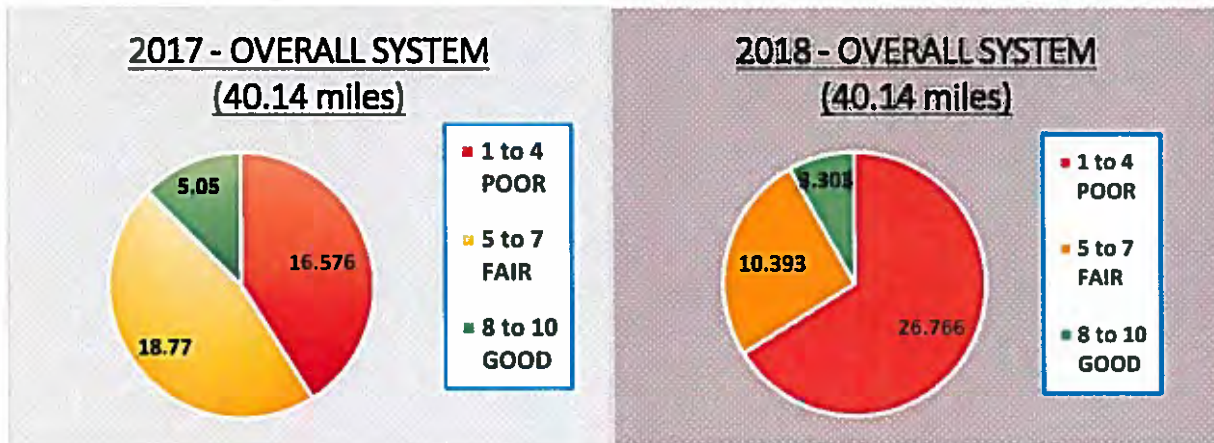
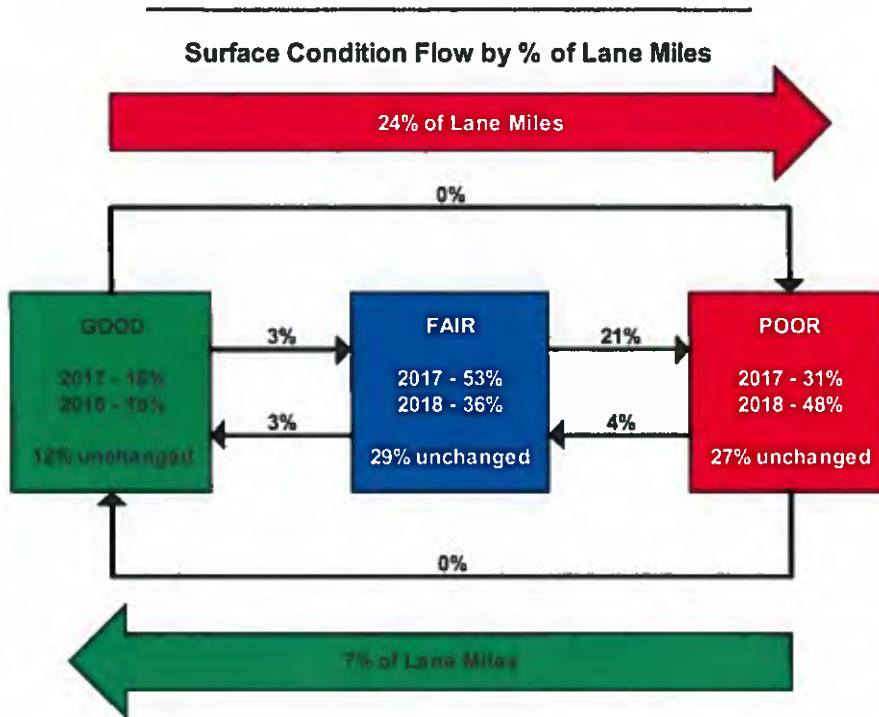


Figure 6 – City of Marshall – Overall Street Trend

**MAJOR STREETS: GOOD-FAIR-POOR TREND
2017 TO 2018**

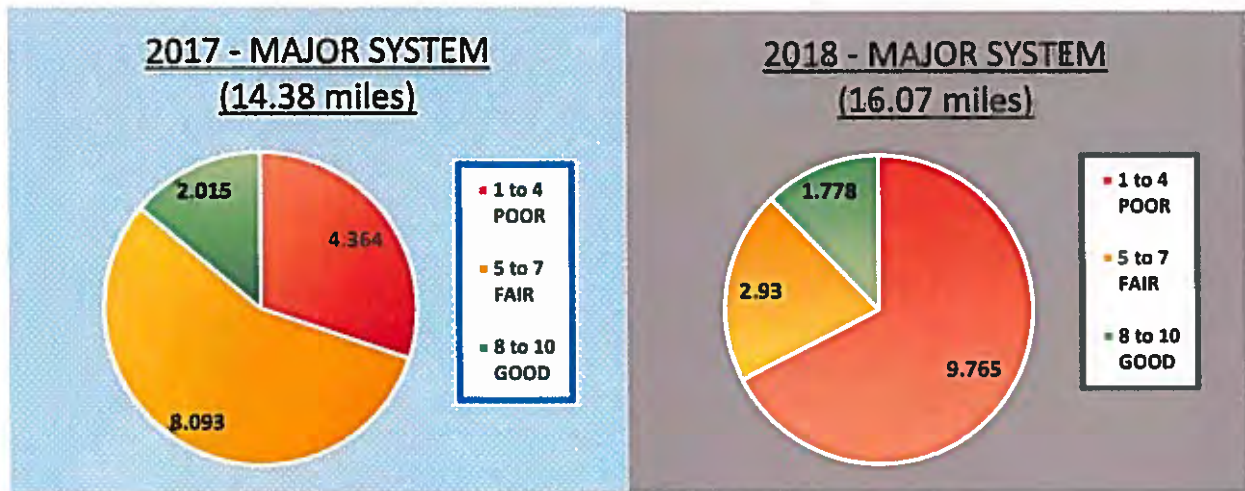
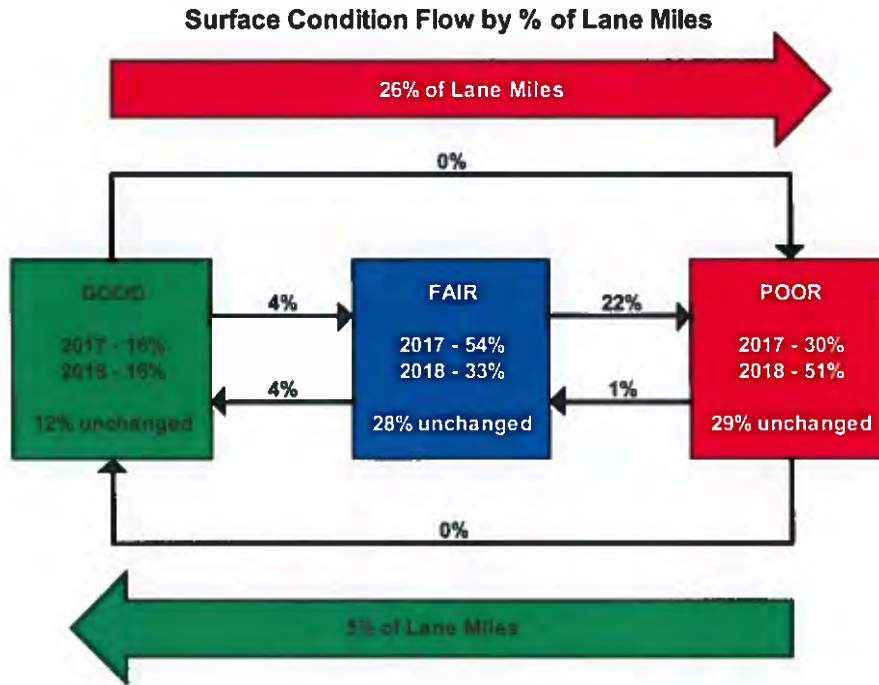
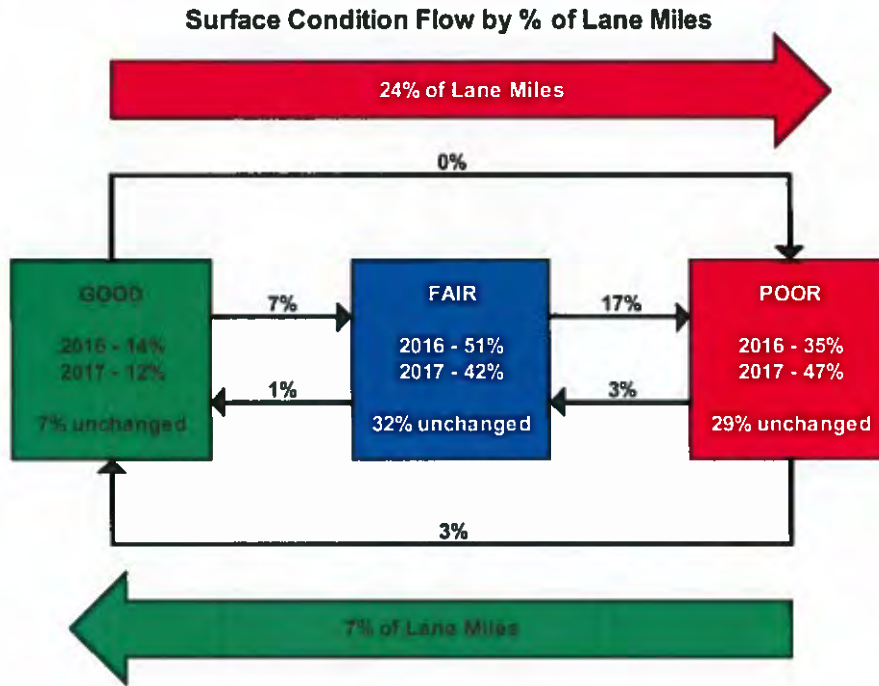


Figure 7 – City of Marshall – Major Street Trend

**LOCAL STREETS: GOOD-FAIR-POOR TREND
2016 TO 2017***



*Data is from 2016 to 2017 since Local Roads were not rated in 2018

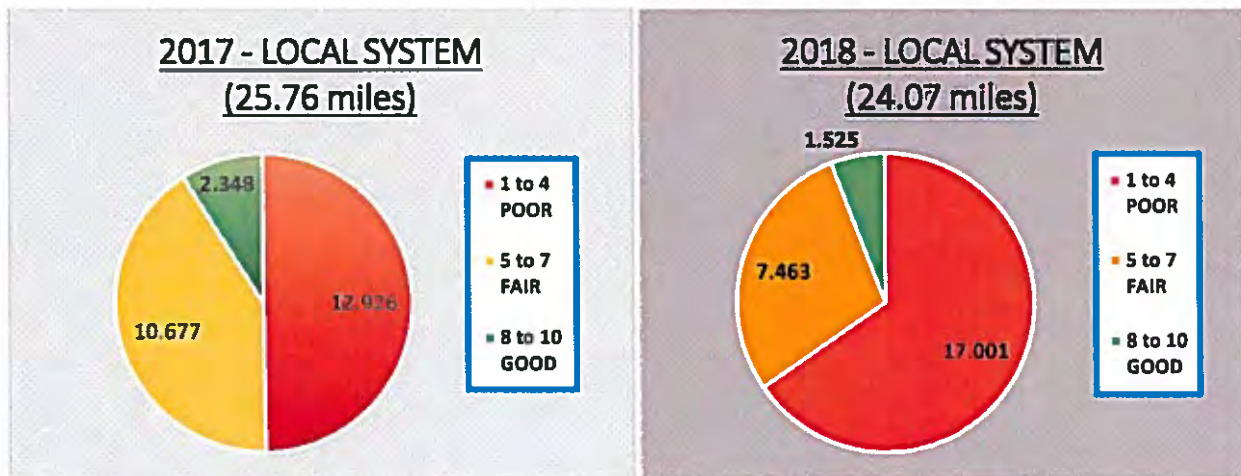


Figure 8 – City of Marshall – Local Street Trend



ADMINISTRATIVE REPORT
February 19, 2019 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Kristin Bauer, Director of Public Services
Tom Tarkiewicz, City Manager

SUBJECT: Local Street Milling and Paving

BACKGROUND: Bids were requested for the Milling and Resurfacing of Wooded Lane, Hill Road Ct. and a portion of Hill Rd.

These bids we received on February 11, 2019 and are as follows:

Contractor	Contract Total
Lakeland Asphalt Battle Creek, MI	\$191,932.50
Parrish Excavating Quincy, MI	\$195,418.00
Reith & Riley Kalamazoo, MI	\$214,858.50
Michigan Paving Kalamazoo, MI	\$237,745.00
Asphalt Solutions Marshall, MI	\$591,824.50
Quality Asphalt Homer, MI	\$207,334.30 Bid rec'd late

Due to the favorable bid pricing and following discussions with the low bidder it was determined that the milling and resurfacing of the entire length of Hill Road would be economically feasible and produce a better end product for the city. The additional block of Hill Road from Wooded Ln. to East Dr. would increase the estimated project total by approximately \$50,000 for a total project cost of \$241,932.50.

RECOMMENDATION: It is recommended that City Council approve the bid and additional work from Lakeland Asphalt of Battle Creek, MI for the amount of \$241,932.50 with a contingency amount of \$23,067.50 for a total of \$265,000.00 and to authorize a budget amendment increasing the budget for account 203-900-970.00 by \$44,500.

FISCAL EFFECTS: By authorizing the above-mentioned budget amendment, line item 203-900-970.00 will have a budget of \$265,000.00.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Kristin Bauer
Director of Public Services

Tom Tarkiewicz
City Manager

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