



MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

May 20, 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. City Council Minutes P. 3
Work Session..... Monday, May 6, 2019
Regular Session..... Monday, May 6, 2019
B. City Bills P. 15
Regular Purchases..... \$ 224,606.84
Weekly Purchases – 5/3/19..... \$ 40,898.67
Weekly Purchases – 5/10/19..... \$ 21,885.57
Total \$ 287,391.08

- 8) PRESENTATIONS AND RECOGNITIONS
A. Calhoun County Senior Services
Helen Guzzo, Senior Services Manager, will provide the Calhoun County Senior Services Annual Report.

- 9) INFORMATIONAL ITEMS
A. Event Report – Airport Activities P. 21

- 10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION
A. Fiscal Year 2020 Budget Adoption P. 22
City Council will hear public comment on the proposed budget and related property tax millage rates for Fiscal Year 2020.
B. Amendments to the City of Marshall Code of Ordinances Sections 137.04 Marihuana and 137.05 Possession or Use of Drug Paraphernalia P. 37
City Council will hear public comment regarding the proposed amendments to Ordinances 137.04 Marihuana and 137.05 Possession or Use of Drug Paraphernalia.

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. Marihuana Related Offenses Schedule of Fines Resolution P. 49

City Council will consider the recommendation to adopt the resolution for the approval of the proposed Municipal City Infraction Fines Schedule for Marihuana Related Offenses.

B. Annual Compensation of Administrative Officials, Department Heads, and Salaried Personnel P. 52

City Council will consider the recommendation to approve the proposed Fiscal Year 2020 wages for the administrative officials, department heads and salaried personnel.

13) APPOINTMENTS / ELECTIONS

A. Marshall District Library Board Appointments

City Council will consider the recommendation to reappoint Shelley Preston to the Marshall District Library Board with a term expiring March 31, 2022 and appoint Ken Koberstein with a term expiring March 31, 2021.

B. Parks and Recreation Board Appointment

City Council will consider the recommendation to appoint Jerry Underhill to the Parks and Recreation Board with a term expiring July 1, 2021.

14) PUBLIC COMMENT ON NON-AGENDA ITEMS

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

15) COUNCIL AND MANAGER COMMUNICATIONS

16) ADJOURNMENT

Respectfully submitted,

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

Tom Tarkiewicz
City Manager

May 20, 2019

Page 2

IN A WORK SESSION held Monday, May 6, 2019 at 6:00 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 Public Safety Jim Schwartz, Director of Electric and Fiber Utility Ed Rice, Director of Public Services Kristin Bauer, and Finance Director Jon Bartlett.

Absent: None.

City Attorneys David Revore and John Sullivan provided an update on Michigan Marihuana.

Adjourned at 6:55 PM.

Joe Caron, Mayor

Trisha Nelson, Clerk

CALL TO ORDER

IN REGULAR SESSION Monday, May 6, 2019 at 7:00 P.M. in the Council Chambers of Town Hall, 323 West Michigan Avenue, Marshall, MI, the Marshall City Council was called to order by Mayor Caron.

ROLL CALL

Roll was called:

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

Also Present: City Manager Tarkiewicz and Clerk Nelson.

Absent: None.

INVOCATION/PLEDGE OF ALLEGIANCE

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

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Wolfersberger, supported Underhill, to approve the Consent Agenda:

- A. Schedule a public hearing for Monday, May 20, 2019 to receive public comment on the Fiscal Year 2020 General Fund, Special Revenue Funds, Enterprise Funds and Internal Service Funds budgets;
- B. Schedule a public hearing for Monday, May 20, 2019 to hear public comment regarding the proposed amendments to the City of Marshall Code of Ordinances Sections 137.04 Marihuana and 137.05 Possession or Use of Drug Paraphernalia;
- C. Approve the Annual Sidewalk Use License for Dark Horse Commons to operate an outdoor restaurant/café effective May 1, 2019 through April 30, 2020;
- D. Minutes of the City Council Work Session and Regular Session held on Monday, April 15, 2019, City Council Special Session held on Monday, April 22, 2019, and City Council Work Session held on Saturday, April 27, 2019;
- E. Approve city bills in the amount of \$ 336,600.24.

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

PRESENTATIONS AND RECOGNITION

Shannon Tieman, Executive Director of the Marshall Community Foundation, provided an update on the Foundation.

INFORMATIONAL ITEMS

Event Reports were provided for the Relay for Life "Kari On" 5k Race and the Jam for a Cure event.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Recognition of Fountain Clinic as a Charitable Organization:

Moved Metzger, supported Gates, to approve a resolution allowing the Fountain Clinic to be recognized as a nonprofit organization for the purpose of obtaining a charitable gaming license. On a voice vote – **MOTION CARRIED.**

B. School Resource Officer Agreement:

Moved Metzger, supported Wolfersberger, to approve the School Resource Officer Agreement between the City of Marshall and Marshall Public Schools. On a voice vote – **MOTION CARRIED.**

C. Michigan Hard Cap Exemption:

Moved McNeil, supported Wolfersberger, to adopt the resolution to exempt the City of Marshall from the requirements of PA 152 if 2011. On a roll call vote – ayes: Metzger, Traver, Underhill, Wolfersberger, Mayor Caron, Gates, and McNeil; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2019-13**

**RESOLUTION TO ADOPT THE ANNUAL EXEMPTION OPTION AS SET FORTH
IN 2011 PUBLIC ACT 152, THE PUBLICLY FUNDED HEALTH INSURANCE
CONTRIBUTION ACT**

WHEREAS, 2011 Public Act 152 (the "Act") was passed by the State Legislature

and signed by the Governor on September 24, 2011;

WHEREAS, the Act contains three options for complying with the requirements of the Act;

WHEREAS, the three options are as follows:

- 1) Section 3 - "Hard Caps" Option - limits a public employer's total annual health care costs for employees based on coverage levels, as defined in Act;
- 2) Section 4 - "80%/20%" Option - limits a public employer's share of total annual health care costs to not more than 80%. This option requires an annual majority vote of the governing body;
- 3) Section 8 - "Exemption" Option - a local unit of government, as defined in the Act, may exempt itself from the requirements of the Act by an annual 2/3 vote of the governing body;

WHEREAS, the City Council has decided to adopt the annual Exemption option as its choice of compliance under the Act;

NOW, THEREFORE, BE IT RESOLVED the City Council of the CITY of Marshall elects to comply with the requirements of 2011 Public Act 152, the Publicly Funded Health Insurance Contribution Act, by adopting the annual Exemption option for the medical benefit plan coverage year July 1, 2019 through June 30, 2020.

Upon a call of the roll, the vote was as follows:

Ayes: Mayor Caron, Gates, McNeil, Metzger, Traver, Underhill, and Wolfersberger.

Nays: None.

Absent: None.

RESOLUTION DECLARED ADOPTED.

CERTIFICATION OF CITY CLERK

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 6th day of May, 2019.

Trisha Nelson, City Clerk

Date

D. Michigan Public Power Agency Associate Member:

Moved Gates, supported Underhill, to adopt the resolution to become an Associate Member of the Michigan Public Power Agency. On a voice vote – **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2019-14**

**RESOLUTION TO BECOME AN ASSOCIATE MEMBER OF THE MICHIGAN
PUBLIC POWER AGENCY**

At a regular meeting of the City Council of the City of Marshall, Michigan held on May 6, 2019 at 7:00 PM;

PRESENT: Mayor Caron, Gates, McNeil, Metzger, Traver, Underhill, and Wolfersberger.

ABSENT: None.

The following resolution was offered by Gates, who moved its adoption, and the motion was seconded by Underhill.

WHEREAS, the City of Marshall previously determined that additional power supply capacity will be required to meet the future needs of its customers; and

WHEREAS, the Michigan Public Power Agency ("MPPA") was established pursuant to Act 448 of the Public Acts of 1976 (the Michigan Energy Employment Act) for the purpose of undertaking various projects authorized by the Act; and

WHEREAS, the existence of MPPA and membership in MPPA by the City of Marshall, and other municipalities will foster the continuation of joint planning and undertaking of projects, and the resulting economies and efficiencies to be realized thereby will serve the interests of the residents of the City of Marshall; and

WHEREAS, Member municipalities may elect to participate in only those MPPA projects from which they determine they will benefit; and

WHEREAS, the City of Marshall has recommended, and the City of Marshall determines it to be in the best interest of the City of Marshall to become an Associate Member of MPPA for the purpose of undertaking and planning, financing, development, acquisition, construction, reconstruction, improvement, enlargement, betterment operation or maintenance of the projects authorized under and pursuant to Act 448;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Marshall City Council hereby ratifies and confirms:
 - a. Staff is seeking admission of the City of Marshall as an Associate Member of MPPA.
 - b. The City of Marshall electing to become an Associate Member of MPPA.
 - c. The initial appointment of Ed Rice to be its representative on the MPPA's Board of Commissioners, and Tom Tarkiewicz to be its alternate representative.
2. The City of Marshall may, at a later date, make a request to MPPA's Board that it desires to become a Full Member of MPPA.
3. This resolution shall be effective immediately.

Voting For: Mayor Caron, Gates, McNeil, Metzger, Traver, Underhill, and Wolfersberger.

Voting Against: None.

Absent: None.

CERTIFICATION OF CITY CLERK

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 6th day of May, 2019.

Trisha Nelson, City Clerk

Date

E. Notice of Intent to Issue Bonds – Electric Fund:

Moved Wolfersberger, supported Underhill, to approve the resolution “Notice of Intent to Sell Electric System Revenue Bonds” initiating the forty-five-day referendum period prior to the sale of the bonds, and to authorize the City Clerk to publish the Notice of Intent and Right of Referendum. On a voice vote – **MOTION CARRIED.**

**City of Marshall
County of Calhoun, State of Michigan**

Resolution #2019-14

NOTICE OF INTENT RESOLUTION
ELECTRIC UTILITY SYSTEM REVENUE BONDS

A RESOLUTION TO APPROVE:

- Publication of a Notice of Intent to Issue Bonds and Right of Referendum for up to \$5,750,000 of Revenue Bonds to construct Electric Utility System improvements.
- Bonds to be payable solely from Electric Utility System revenues.
- After the notice is published, voters will have a 45-day referendum period during which they could petition for referendum.
- Statement of intent to reimburse expenditures from bond proceeds required by Internal Revenue Code for tax-exempt debt.

PREAMBLE

WHEREAS, the City of Marshall, County of Calhoun, State of Michigan (the "City") determines it to be necessary for the public health, safety and welfare of the City and its residents to acquire, install and construct upgrades, improvements and extensions of the Electric Utility System, together with any appurtenances and attachments thereto and any related site acquisition or improvements (the "Project"); and

WHEREAS, the Revenue Bond Act, Act 94, Public Acts of Michigan, 1933, as amended ("Act 94"), permits a City to borrow money to finance the acquisition, construction, improvement, enlargement, extension, and repair of public improvements through the issuance of revenue bonds; and

WHEREAS, the issuance of revenue bonds under Act 94 payable from revenues of the City's Electric Utility System in an amount to be determined prior to the sale of the Revenue Bonds, but in any event not to exceed Five Million Seven Hundred Fifty Thousand Dollars (\$5,750,000) (the "Revenue Bonds") for the purpose of financing all or a portion of the costs of acquisition, installation and construction of the Project, the funding of reserve funds, and paying costs of issuing the Revenue Bonds, appears to be the most practical means to that end; and

WHEREAS, a notice of intent to issue revenue bonds must be published before the issuance of the Revenue Bonds in order to comply with the requirements of Section 33 of Act 94; and

WHEREAS, the Internal Revenue Service has issued Treasury Regulation § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended, governing proceeds of debt used for reimbursement, pursuant to which the City must declare official intent to reimburse expenditures with proceeds of such debt before making the expenditures.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Clerk is hereby authorized and directed to publish a notice of intent to issue the Revenue Bonds in the *Marshall Ad-Visor & Chronicle*, a newspaper of general circulation in the City.
2. The notice of intent shall be published as a one-quarter (1/4) page display advertisement and shall be in substantially the following form:

NOTICE TO ELECTORS OF THE CITY OF MARSHALL
AND TO USERS OF THE CITY'S ELECTRIC UTILITY SYSTEM OF
INTENT TO ISSUE REVENUE BONDS PAYABLE FROM THE REVENUES OF THE
ELECTRIC UTILITY SYSTEM AND RIGHT OF REFERENDUM

PLEASE TAKE NOTICE that the City Council of the City of Marshall, County of Calhoun, State of Michigan, intends to issue and sell the City's Electric Utility System Revenue Bonds pursuant to Act 94, Public Acts of Michigan, 1933, as amended, in the maximum aggregate principal amount not to exceed Five Million Seven Hundred Fifty Thousand Dollars (\$5,750,000) for the purposes of paying all or a portion of costs to acquire, install and construct upgrades, improvements and extensions of the Electric Utility System, together with any appurtenances and attachments thereto and any related site acquisition or improvements. Costs financed with proceeds of the Revenue Bonds shall include funding of required bond reserve funds and costs of issuance. The bonds may be issued in one or more series and combined with bonds for other purposes as shall be determined by the City Council. Each series of the bonds will mature in annual installments not to exceed 20 years, with interest on the unpaid balance from time to time remaining outstanding on the bonds to be payable at rates to be determined at sale of the bonds but in no event to exceed such rates as may be permitted by law.

SOURCE OF PAYMENT OF REVENUE BONDS

THE PRINCIPAL OF AND INTEREST ON THE REVENUE BONDS SHALL BE PAYABLE SOLELY from the revenues received by the City from the operations of the City's Electric Utility System (the "System"). The revenues will consist of rates, fees and charges billed to the users of the System, a schedule of which is presently on file at City Hall and posted at www.cityofmarshall.com. The rates, fees and charges may from time to time be revised to provide sufficient revenues to provide for the expenses of operating and maintaining the System, to pay the principal of and interest on the Revenue Bonds and any other bonds of the System, and to pay other obligations of the System.

RIGHT OF REFERENDUM

THE REVENUE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A VALID PETITION REQUESTING AN ELECTION ON THE QUESTION OF ISSUING THE REVENUE BONDS, SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS OF THE CITY, IS FILED WITH THE CITY CLERK WITHIN FORTY-FIVE (45) DAYS AFTER THE DATE OF PUBLICATION OF THIS

NOTICE. If such a petition is filed, the Revenue Bonds cannot be issued unless approved by a majority vote of the electors of the City voting on the question of their issuance.

THIS NOTICE is given pursuant to the requirements of Section 33 of Act 94, Public Acts of Michigan, 1933, as amended.

Further information concerning the matters set out in this notice may be secured from the City Clerk's office.

Trisha Nelson, City Clerk
City of Marshall

3. The City Council hereby determines that the foregoing form of notice of intent to issue the Revenue Bonds, and the manner of publication directed, is adequate notice to the electors of the City and the users of the Electric Utility System and is the method best calculated to give them notice of the City's intent to issue the Revenue Bonds, the purpose of the Revenue Bonds, the source of payment of the Revenue Bonds, and the right of referendum of the electors with respect thereto. The City Council hereby determines that the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.

4. The City may incur expenditures for the Project prior to receipt of proceeds of the Revenue Bonds, and may advance moneys for that purpose from the funds of the Electric Utility System to be reimbursed from proceeds of the Revenue Bonds when available. The Finance Director shall keep a specific record of all such expenditures.

5. The City hereby makes the following declaration of intent for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 pursuant to the Internal Revenue Code of 1986, as amended (the "Internal Revenue Code"):

(1) The City reasonably expects to reimburse itself with proceeds of debt to be incurred by the City for certain costs associated with acquisition, installation and construction of the Project which were or will be paid subsequent to sixty (60) days prior to the date hereof from the general funds or capital fund of the City or the City's Electric Utility System.

(2) As of the date hereof, the maximum principal amount of debt expected to be issued for reimbursement purposes, including reimbursement of debt issuance costs, is \$5,750,000, which debt may be issued in one or more series and/or together with debt for other purposes.

(3) A reimbursement allocation of the expenditures described in paragraph (1) above with the proceeds of the borrowing described herein will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the debt to be

issued for the Project to reimburse the City for a capital expenditure made pursuant to this Resolution.

(4) The expenditures for the Project are “capital expenditures” as defined in Treas. Reg. § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with the application of the definition of “placed in service” under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).

(5) No proceeds of the borrowing paid to the City in reimbursement pursuant to this Resolution will be used in a manner described in Treas. Reg. § 1.150-2(h) with respect to abusive uses of such proceeds, including, but not limited to, using funds corresponding to the proceeds of the borrowing in a manner that results in the creation of replacement proceeds (within Treas. Reg. § 1.148-1) within one year of the reimbursement allocation described in paragraph (3) above.

6. The City hereby requests Miller, Canfield, Paddock and Stone, P.L.C. (“Miller, Canfield”) to continue to serve as bond counsel to the City for the Revenue Bonds. The City recognizes that Miller, Canfield, Paddock and Stone, P.L.C., has represented from time to time, and currently represents, various underwriters, banks, and financial institutions, and other potential participants in the financing process for unrelated projects, any of which might offer to purchase the Revenue Bonds.

7. The City hereby requests that Bendzinski & Co., Registered Municipal Advisors with the Municipal Securities Rulemaking Board (the “Municipal Advisor”) continue to serve the City as Municipal Advisor to advise the City on the marketing and sale of the Revenue Bonds.

8. In the event that the Finance Director is not available at the time that it becomes necessary to take actions directed or authorized under this resolution, then the City Manager is authorized to take the actions delegated to the Finance Director by this Resolution.

9. The officers, administrators, agents and attorneys of the City are authorized and directed to take all other actions necessary and convenient to facilitate sale of the Revenue Bonds.

10. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Marshall, County of Calhoun, State of Michigan, at a Regular meeting held on May 6, 2019 at 7:00 p.m., Eastern Time, and that the meeting was conducted and public notice of the 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 the meeting were kept and will be or have been made available as required by Act 267.

I further certify that the following Members were present at the meeting: Mayor Caron, Gates, McNeil, Metzger, Traver, Underhill, and Wolfersberger and that the following Members were absent: None.

I further certify that Member Wolfersberger moved for adoption of the resolution and that Member Underhill supported the motion.

I further certify that the following Members voted for adoption of the resolution: Gates, McNeil, Metzger, Traver, Underhill, Wolfersberger, and Mayor Caron and that the following Members voted against adoption of the resolution: None.

City Clerk

F. 3rd Quarter Financial Report:

Moved Metzger, supported McNeil, to accept the 3rd Quarter Financial Report as presented. On a voice vote – MOTION CARRIED.

G. 3rd Quarter Investment Portfolio:

Moved McNeil, supported Metzger, to accept the 3rd Quarter Investment Portfolio Report as presented. On a voice vote – MOTION CARRIED.

H. 3rd Quarter Cash Position Report:

Moved Gates, supported Wolfersberger, to accept the 3rd Quarter Cash Position Report as presented. On a voice vote – MOTION CARRIED.

APPOINTMENTS/ELECTIONS

A. Appointment of City Attorney:

Moved Traver, supported Metzger, to confirm the Mayor's recommendation of reappointing David Revore as City Attorney and John Sullivan and John Brundage as City Prosecuting Attorney's. On a voice vote – MOTION CARRIED.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

COUNCIL AND MANAGER COMMUNICATIONS

CLOSED SESSION

Moved Metzger, supported Underhill, to enter into closed session under section 8 (c) of the Open Meetings Act to discuss strategy for collective bargaining agreements. On a roll call vote – ayes: Traver, Underhill, Wolfersberger, Mayor Caron, Gates, McNeil, and Metzger; nays: none. **MOTION CARRIED.**

Enter into closed session at 7:59 p.m.

Return to open session at 9:33 p.m.

ADJOURNMENT

The meeting was adjourned at 9:33 p.m.

Joe Caron, Mayor

Trisha Nelson, City Clerk

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
8696	A GRAND OCCASION LTD	40FT OBSTACLE COURSE		175.00
280789	AD-VISOR & CHRONICLE	APRIL ADS		663.24
2019-0082	AIM ASPHALT, INC	STREET PATCHES SPRING 2019	2019.317	2,854.00
9961430671	AIRGAS USA LLC	WELDING GASES		133.31
4487	ALL RELIABLE SERVICES	LINE CLEARANCE TREE TRIMMING FOR JAN 201	2019.213	3,011.06
4431	ALL RELIABLE SERVICES	LINE CLEARANCE TREE TRIMMING FOR JAN 201	2019.213	2,482.09
02250444204	AUTO VALUE MARSHALL	POWER LUBE		329.95
02250446361	AUTO VALUE MARSHALL	OIL DRY		58.50
02250446267	AUTO VALUE MARSHALL	OIL FILTER/OIL		43.11
02250446383	AUTO VALUE MARSHALL	12V 840 CCA		(142.00)
0225446382	AUTO VALUE MARSHALL	12V 800 CCA		128.00
02250446822	AUTO VALUE MARSHALL	WHITE LINE GREASE		3.49
02250446306	AUTO VALUE MARSHALL	SHOP SUPPLIES		37.26
02250444276	AUTO VALUE MARSHALL	LICENSE LAMP - DART 15		29.10
02250444128	AUTO VALUE MARSHALL	SERVICE GAUGE - DART 12		50.08
02250446111	AUTO VALUE MARSHALL	CLR MARKER LAMP/RED MARKER LAMP		24.44
02250445874	AUTO VALUE MARSHALL	SHOP SUPPLIES		6.38
02250445902	AUTO VALUE MARSHALL	SHOP SUPPLIES		27.36
02250445815	AUTO VALUE MARSHALL	TRAILER WIRE - 104		7.18
02250445580	AUTO VALUE MARSHALL	STARTING FLUID		4.19
02250445343	AUTO VALUE MARSHALL	ELECTRICAL TAPE		16.33
02250443463	AUTO VALUE MARSHALL	SIMPLE GREEN		7.19
02250443610	AUTO VALUE MARSHALL	AIR FILTER - 313		35.44
02250443883	AUTO VALUE MARSHALL	SHOP		42.33
02250443928	AUTO VALUE MARSHALL	CABIN AIR FILTER - 402		12.04
02250444077	AUTO VALUE MARSHALL	SHOP		71.28
02250444142	AUTO VALUE MARSHALL	WASHER SOLVENT		71.82
02250444322	AUTO VALUE MARSHALL	BATTERY - 107		131.00
02250444446	AUTO VALUE MARSHALL	PAINT - MOWER		36.18
02250444540	AUTO VALUE MARSHALL	CUT OFF WHEEL		38.23
02250444772	AUTO VALUE MARSHALL	HALOGEN CAPSULE		18.38
02250444757	AUTO VALUE MARSHALL	OIL FILTER		47.66
02250444880	AUTO VALUE MARSHALL	SHOP SUPPLIES		52.92
02250445075	AUTO VALUE MARSHALL	TOWING HITCH/ACCESSORIES - 104		34.86
02250445081	AUTO VALUE MARSHALL	HITCH BALL - 104		44.17
02250445137	AUTO VALUE MARSHALL	PAINT BRUSH/ ETCH&FILL PRIMER		25.97
02250446225	AUTO VALUE MARSHALL	MINI HALOGEN		4.79
02250445753	AUTO VALUE MARSHALL	WIRE BRUSH/ BK LUBE		18.88
02250443862	AUTO VALUE MARSHALL	SHOP		50.28
02250443919	AUTO VALUE MARSHALL	OIL FILTER/ PUSH ROD/ BRAKE FLUID - 306		34.15
02250443980	AUTO VALUE MARSHALL	OIL FILTER		34.40
02250444260	AUTO VALUE MARSHALL	FUEL FILTER/ AIR FILTER - 101		320.04
02250444708	AUTO VALUE MARSHALL	OIL/OIL FILTER		57.56
02250444818	AUTO VALUE MARSHALL	WD40 GAL		25.29
02250445151	AUTO VALUE MARSHALL	OIL FILTER		8.56
02250446239	AUTO VALUE MARSHALL	M4 - OIL/FILTER		43.11
02250446171	AUTO VALUE MARSHALL	M2 - OIL FILTER/OIL/DEGREASER		45.90
02250444500	AUTO VALUE MARSHALL	MOWER TUNE UP		118.78
02250445829	AUTO VALUE MARSHALL	101- OIL FILTER/AIR FILTER		23.73
02250445931	AUTO VALUE MARSHALL	AEROVANTAGE		18.98
02250445951	AUTO VALUE MARSHALL	M5 - DISC BRAKE		200.07
02250445435	AUTO VALUE MARSHALL	CORE RETURN		(36.00)
02250445413	AUTO VALUE MARSHALL	M4 - BATTERY		131.00
02250443537	AUTO VALUE MARSHALL	YELLOW CRAYON		1.69
02250443533	AUTO VALUE MARSHALL	M5 - BATTERY		131.00
022504443622	AUTO VALUE MARSHALL	329 - GOVERNOR		73.09
02250443596	AUTO VALUE MARSHALL	AIRCOIL/THREAD SEALANT		46.16
02250443584	AUTO VALUE MARSHALL	308- DIFFERENTIAL VEN		10.49
02250443703	AUTO VALUE MARSHALL	TURNDOWN/BALL JOINT PRESS		126.13
02250443687	AUTO VALUE MARSHALL	329- REMAN AIR DRYER		461.19
02250443736	AUTO VALUE MARSHALL	PARTS KIT - DOT		143.83
02250444950	AUTO VALUE MARSHALL	M4 - IGNITION COIL/SUPPRESSOR SPRK		550.08
02250445206	AUTO VALUE MARSHALL	TRAILER END KIT		2.59
02250445192	AUTO VALUE MARSHALL	US 440 LAMP		14.54
02250445265	AUTO VALUE MARSHALL	SHOP		37.25
02250446216	AUTO VALUE MARSHALL	DODGE RAM - BATTERY		142.00
02250446217	AUTO VALUE MARSHALL	PNT REMOVER AER		14.69
02250444653	AUTO VALUE MARSHALL	ECONO FAST		10.99
02250445729	AUTO VALUE MARSHALL	M3 - BRAKE PADS, BRAKE DISCS, O - RINGS		421.20
2265862793	AUTO ZONE INC	LOW BEAM HEADLIGHTS		15.99
P14552942	BATTERIES PLUS BULBS	12V BATTERIES		39.90
2132/2136	BAUCKHAM, SPARKS, SEEB	PROFESSIONAL LEGAL SERVICES GENERAL/POLI		3,587.50
124612	BOSHEARS FORD SALES IN	REPLACE MIRROR GLASS		120.12
124801	BOSHEARS FORD SALES IN	17 FORD EXPLORER BODY WORK		1,313.88
634798	BOSHEARS FORD SALES IN	PARTS AND ACCESSORIES		346.00
108784	CARR BROTHERS & SONS	SCREENED TOPSOIL		693.64
5142019	CARRIS, STEVE	PAINT UNIT 425		350.00
2019MY0065	CFS INSPECTIONS	EQUIPMENT INSPECTIONS		1,338.75
5142019	CITY OF COLDWATER	HELP DESK SUPPORT		1,231.95

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INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
5142019	CONSTANTINE TURF FARM	700 SQ FT		147.00
9994	COURTNEY & ASSOCIATES	MONTHLY RETAINER		250.00
5142019	CRT, INC	HP MINI PC FOR MPD		594.00
99278	CRT, INC	ROUTER/ETHERNET		154.00
001011360	CRYSTAL FLASH MARSHALL	FORK LIFT PROPANE		18.26
001009918	CRYSTAL FLASH MARSHALL	FORK LIFT PROPANE		19.16
S3-33110	CUMMINS SALES AND SERV	GENERATOR MAINTENANCE		1,327.76
152615	D & D MAINTENANCE SUPP	JANITORIAL SUPPLIES		301.20
787799	D & G EQUIPMENT INC	MOWER BLADES		1,340.64
546791	DARLING ACE HARDWARE	AXE/CAMP AXE/ SLEDGE/SHOVEL/RAKE		222.91
547373	DARLING ACE HARDWARE	NUTS AND BOLTS		1.00
547351	DARLING ACE HARDWARE	NUTS AND BOLTS		1.44
547303	DARLING ACE HARDWARE	WASHR FOR WASTE SHOE		2.59
546973	DARLING ACE HARDWARE	SHOWER HOSE		13.99
547044	DARLING ACE HARDWARE	NO SMOKING SIGN		10.38
547500	DARLING ACE HARDWARE	NUTS AND BOLTS		16.16
546997	DARLING ACE HARDWARE	MAGNETIC KEY CASE		17.97
547501	DARLING ACE HARDWARE	10X1-1/4 PHIL PAN		13.99
547384	DARLING ACE HARDWARE	CORNER BRACE/ NUTS&BOLTS		13.98
547475	DARLING ACE HARDWARE	SCREEN REPAIR		61.99
547175	DARLING ACE HARDWARE	WEED & FEED		42.99
547779	DARLING ACE HARDWARE	SINGLE BIT AXE		31.99
547758	DARLING ACE HARDWARE	GLUE RTC SILICONE		5.99
547301	DARLING ACE HARDWARE	SILICONE		5.59
546839	DARLING ACE HARDWARE	NUTS & BOLTS		2.55
547388	DARLING ACE HARDWARE	NUTS & BOLTS		3.56
547515	DARLING ACE HARDWARE	NOZZLE GUN/ TOUCH N FLOW PISTOL		20.58
546574	DARLING ACE HARDWARE	PROPANE		3.99
546525	DARLING ACE HARDWARE	GORILLA TAPE		6.99
546694	DARLING ACE HARDWARE	BOLT LEVER		3.49
545684	DARLING ACE HARDWARE	FORK ENSILAGE		49.99
546878	DARLING ACE HARDWARE	CUTOFF BLADE		21.54
546500	DARLING ACE HARDWARE	LED BULB/HOOK CUP/LAMPHOLDER		28.93
544524	DARLING ACE HARDWARE	HOLE SAW BLADE		12.99
544504	DARLING ACE HARDWARE	CUTOFFWHEEL/ CHOPSAW WHEEL		35.96
544846	DARLING ACE HARDWARE	MARKERS FINE POINT		2.99
545029	DARLING ACE HARDWARE	AIR FILTER/SPARK PLUG/ SPRAY GUN		237.10
545450	DARLING ACE HARDWARE	THROTTLE TRIGGER/IGNITION MODULE		341.24
544591	DARLING ACE HARDWARE	BROODER LAMP/SUPERCUT LINE		71.94
2427	DEWOLF AND ASSOCIATES	FTO PROGRAM - PHIL GOODRICH		745.00
INV43607	DORNBOS SIGN INC	SIGNAGE		669.50
3267215	EDWARDS INDUSTRIAL	SALIHOSE ASSEMBLY		83.52
MAIN2019	ERIC DALE HEATING & A	MAINTENANCE AGREEMENT - FIRE		650.00
77365	F. G. CHENEY LIMESTONE	CTN PROJECT - LIMESTONE		119.08
77612	F. G. CHENEY LIMESTONE	CTN PROJECT - LIMESTONE		132.08
77607	F. G. CHENEY LIMESTONE	CTN PROJECT - LIMESTONE		127.92
1157996	FIRST ADVANTAGE LNS OC	SCIANNA, NICHOLAS APT#227		13.75
4927	FREDRICKSON SUPPLY	RODDER HOSE REPAIR		498.16
S107918647.001	GALLOUP COMPANY	PIPE FITTINGS		56.97
S107905900.001	GALLOUP COMPANY	PIPE FITTINGS		54.57
19-04314	GARAGE DOORS UNLIMITED	DPW DOOR REPAIRS		517.10
9153653531	GRAINGER	SQUEEGEES		50.36
9152436904	GRAINGER	ACCT 804945673		64.00
1733650/1745675	GRIFFIN PEST SOLUTIONS	PEST PREVENTION		88.00
20190281	GRP ENGINEERING INC	ENGINEERING SERVICES FOR CTN LINE EXTENS 2019.331		12,000.00
20190370	GRP ENGINEERING INC	ELECTRICAL ENGINEERING		452.50
20190371	GRP ENGINEERING INC	ENGINEERING SERVICES FOR MONROE STREET L 2019.229		2,000.00
20190372	GRP ENGINEERING INC	ENGINEERING SERVICES FOR CTN LINE EXTENS 2019.331		4,000.00
GRP	GRP ENGINEERING INC	ENGINEERING SERVICES FOR PEARL STREET SU 2019.334		5,000.00
11453975	HACH COMPANY	LAB SUPPLIES		515.58
3044	HE CLEANS TOO, LLC	JANITORIAL		158.83
3029	HE CLEANS TOO, LLC	JANITORIAL		184.82
81917	HERMANS MARSHALL HARDW.	BRAKE CLEANER		118.86
81837	HERMANS MARSHALL HARDW.	NUTS/BOLTS/WASHERS/SCREWS		78.40
81802	HERMANS MARSHALL HARDW.	CONCRETE/HOSE ADAPTORS/CLEANER		153.72
81900	HERMANS MARSHALL HARDW.	CAULK		9.98
81817	HERMANS MARSHALL HARDW.	MASKS/BATTERIES/RUSTOLEUM/PAINT THINNER		177.77
0052110-IN	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM 7/18-6/2019.052		865.00
11665	J AND K PLUMBING SUPPL	KITCHEN FAUCET		46.30
9026	JACKSON PUBLISHING CO	LISTING IN SENIOR PREFERENCES SOUTHWEST		25.00
133	JOHN B SULLIVAN	PROFESSIONAL LEGAL SERVICES		6,591.50
10909	KELLOGGS REPAIR	IGN COIL CAP AND TEST/ BRAKE BANDS		35.75
IM108768	KIESLER'S POLICE SUPPL	AMMUNITION		1,467.62
34635	LAKELAND ASPHALT CORPO	BITUMINOUS AGGREGATES - TOP WEAR		239.68
34649	LAKELAND ASPHALT CORPO	BITUMINOUS AGGREGATES		133.28
01051599	LEGG LUMBER	CARRIAGE BOLTS		(15.12)
01051598	LEGG LUMBER	CARRIAGE BOLTS/WASHER/NUT/WOOD BORING SE		57.50
01051990	LEGG LUMBER	PARK BRIDGE		76.90
01052011	LEGG LUMBER	CEMETERY 2X4		71.80

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INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
356953	LYNN PEAVEY COMPANY	ITEM NO 05018		9.95
93813032	MCMaster-CARR	FLOW SIGHT		48.59
94705957	MCMaster-CARR	WASHDOWN ENCLOSURE GREAT LAKES FARM		211.86
S4478860.001	MEDLER ELECTRIC COMPAN	TREE LIGHTS		91.17
S4510517.001	MEDLER ELECTRIC COMPAN	COUPLINGS - CTN		105.95
S4497749.002	MEDLER ELECTRIC COMPAN	RED TAPE		83.44
S4497749.001	MEDLER ELECTRIC COMPAN	RED TAPE		28.81
S4508048.001	MEDLER ELECTRIC COMPAN	LEV 2433 LKG CONN L16-20R		33.36
S4503605.002	MEDLER ELECTRIC COMPAN	EXPANSION COUPLING		16.17
S4503605.001	MEDLER ELECTRIC COMPAN	ELBOW		90.54
S4505073.001	MEDLER ELECTRIC COMPAN	METER BUSHING		66.55
S4498096.001	MEDLER ELECTRIC COMPAN	CAP		26.95
304	MERIT NETWORK INC.	BANDWIDTH 2.0 GBPS INTERNET CONNECTION-	2019.325	(2,900.00)
81705	MERIT NETWORK INC.	BANDWIDTH 2.0 GBPS INTERNET CONNECTION-	2019.325	4,260.00
81815	MERIT NETWORK INC.	BANDWIDTH 2.0 GBPS INTERNET CONNECTION-	2019.325	5,475.00
80732	MERIT NETWORK INC.	BANDWIDTH 2.0 GBPS INTERNET CONNECTION-	2019.325	3,000.00
80575	MERIT NETWORK INC.	BANDWIDTH 2.0 GBPS INTERNET CONNECTION-	2019.325	3,000.00
81975	MERIT NETWORK INC.	BANDWIDTH 2.0 GBPS INTERNET CONNECTION-	2019.325	7,959.10
279938	MICHIGAN INDUSTRIAL GA	WELDING GASES		61.10
IN1377142	MICHIGAN OFFICE SOLUTI	OFFICE EQUIP CONTRACT		76.20
19-87668-1	MILLENNIUM	CONDUIT- 3/4" SDR WITH SILICORE - ORANGE	2019.328	1,976.31
19-87766B	MILLENNIUM	12 COUNT FIBER, WALL BOXES, HAND HOLDS-	2019.329	5,177.08
1437654	MILLER CANFIELD PADDOC	PROFESSIONAL SERVICES - RETAINER		28.50
87811180	MSC INDUSTRIAL SUPPLY	MARKING PAINT		106.80
526666	NAPA OF MARSHALL	CAP/AIR FILTER		2.71
5132019	NATIONAL ASSOC OF SCHO	MEMBERSHIP RENEWAL		40.00
422906	NORTH CENTRAL LABORATO	BLANKET PO FOR LAB SUPPLIES	2019.013	333.62
696132	NYE UNIFORM COMPANY	CAT HOLDER		70.00
696133	NYE UNIFORM COMPANY	TASER HOLSTER		49.50
1330921	OFFICE 360	PAPER		36.98
1333597	OFFICE 360	FOLDERS		11.98
1942	PALM TEES	FLAG FOOTBALL/DODGEBALL/VOLLEYBALL SHIRT		593.00
0134971	POLLARDWATER.COM	PVC		104.87
56361042	POWER LINE SUPPLY	GROUND RODS		986.00
56361041	POWER LINE SUPPLY	MATERIALS FOR CTN PROJECT - ORDER#12333	2019.305	149.00
56361040	POWER LINE SUPPLY	MATERIALS FOR CTN PROJECT - ORDER#12333	2019.305	315.09
56363997	POWER LINE SUPPLY	GROUND ROD RETURN		(502.24)
56363117	POWER LINE SUPPLY	WASHER		96.11
56363124	POWER LINE SUPPLY	MATERIALS FOR CTN PROJECT - ORDER#12333	2019.305	1,470.42
56363197	POWER LINE SUPPLY	GLOVE TESTING		951.75
F23366	POWERPLAN	PARTS		219.29
8076	QUALITY ENGRAVING SERV	SHIPPING		75.97
8077	QUALITY ENGRAVING SERV	SIGNAGE		425.00
748017-00	RESCO	TIE WIRE		80.00
745415-01	RESCO	CLEVIS - CTN		756.80
745413-00	RESCO	UTILITY POLE ORDER FOR CTN PROJECT. RES	2019.304	10,331.00
1019	RIGHT WAY CONTROL LLC	SPRAY WEEDS		1,385.00
1020	RIGHT WAY CONTROL LLC	BARE GROUND SERVICE		670.00
0089951	ROWE PROFESSIONAL SERV	CE SERVICES MONROE STREET BRIDGE	2019.295	1,337.00
12493	RW LAPINE MC	AIR UNIT REPAIRS		1,139.57
9560	SIGNWORLD CONCEPTS	PRINT & CUT DECALS		150.00
319722	SOLOMON CORPORATION	POLEMOUNT TRANSFORMERS QUOTE #Q14398	2019.297	23,305.00
7456	SONAR	SONAR SOFTWARE MONTHLY SERVICE. \$1.25/C	2019.225	1,168.75
7107	SONAR	SONAR SOFTWARE MONTHLY SERVICE. \$1.25/C	2019.225	87.50
1503604	STANTEC CONSULTING MICI	PERRIN DAM WATERMAIN DESIGN/CONSTRUCTION	2019.126	3,666.83
1503607	STANTEC CONSULTING MICI	MICHIGAN AVE WATERMAIN DESIGN/CONSTRUCTI	2019.124	21,765.00
1503608	STANTEC CONSULTING MICI	N. MARSHALL STORAGE TANK PDR	2019.125	799.50
1503606	STANTEC CONSULTING MICI	WATER WITHDRAWL ON-GOING CONSULTING	2019.123	3,731.50
1503611	STANTEC CONSULTING MICI	HYDRAULIC MODELING FOR F DR. SOUTH EXTEN	2019.296	1,447.50
1503610	STANTEC CONSULTING MICI	GEN. SERVICES MSA	2019.140	4,149.50
1506042	STANTEC CONSULTING MICI	WATERMAIN EXTENSION TO LDFA SITE (PREVI	2019.288	9,061.34
S0113000807.007	STUART C IRBY CO	MATERIALS FOR CTN EXTENSION- CROSSARMS,	2019.320	13,407.85
S011337450.001	STUART C IRBY CO	15 KV SWITCHGEAR & FUSES FOR CTN PROJECT	2019.318	15,217.00
S0113000807.005	STUART C IRBY CO	MATERIALS FOR CTN EXTENSION- CROSSARMS,	2019.320	2,094.36
1378256	SUMMIT COMPANIES	FIRE EXTINGUISHER MAINTENANCE - ELEC. D		345.00
MAR16392	TIRE CITY TIRE PROS	WHEEL ALIGNMENT		77.69
MAR16187	TIRE CITY TIRE PROS	WHEEL ALIGNMENT		77.69
MAR16232	TIRE CITY TIRE PROS	TIRE REPAIR -119		20.00
MAR16360	TIRE CITY TIRE PROS	DART 15 - LUBE AND OIL CHANGE		41.44
MAR16358	TIRE CITY TIRE PROS	DART 14 - LUBE AND OIL CHANGE		53.82
125561	TRI AIR TESTING INC	AIR QUALITY TESTING		195.01
154 0058528	UNIFIRST CORPORATION	MARSHALL HOUSE UNIFORMS		39.88
154 0058527	UNIFIRST CORPORATION	WATER UNIFORMS		34.82
154 0058526	UNIFIRST CORPORATION	POWER HOUSE		52.87
154 0059149	UNIFIRST CORPORATION	POWER HOUSE UNIFORMS		52.87
154 0059151	UNIFIRST CORPORATION	MARSHALL HOUSE UNIFORMS		39.88
154 0059146	UNIFIRST CORPORATION	WASTE WATER UNIFORMS		31.45
154 0059150	UNIFIRST CORPORATION	WATER UNIFORMS		34.82
154 0059147	UNIFIRST CORPORATION	DPW GARAGE UNIFORMS		288.08

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
154 0059148	UNIFIRST CORPORATION	ELECTRIC UNIFORMS		174.56
154 0058523	UNIFIRST CORPORATION	WASTER WATER UNIFORMS		32.20
154 0058524	UNIFIRST CORPORATION	DPW GARAGE UNIFORMS		54.42
154 0058525	UNIFIRST CORPORATION	ELECTRIC UNIFORMS		176.17
1863-4	VIRIDIS DESIGN GROUP	DESIGN SERVICES - KETCHUM PARK PAVILION	2019.208	5,268.00
018458	WESCO	EYE PLATE		260.48
54571	WEST MICHIGAN LAWN SER	SPRNKLER SYSTEM START UP		332.00
GRAND TOTAL:				224,606.84

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
200494544X	AT&T MOBILITY	SCADA SYSTEM		(2.57)
5022019	AT&T MOBILITY	INTERNET AT MRLEC		83.17
5022019	BOYNE HIGHLANDS RESOR	LODGING FOR TRAINING - CONF# 11A9K4		513.51
5032019	CALHOUN COUNTY TREASU	TAX INTEREST DATE MISTAKE		160.49
5022019	CASEY HALL	ROUGH INSPECTION		45.00
5032019	CHEMICAL BANK SOUTH	HSA ACCT# 2550994624 - DONALD DAMON		900.00
202340580415	CONSUMERS ENERGY	APRIL ENERGY BILL - WASTE WATER		136.00
201539653454	CONSUMERS ENERGY	APRIL ENERGY BILL - MRLEC		781.27
203764445094	CONSUMERS ENERGY	APRIL ENERGY BILL - WW LIFT STATION		16.27
71570869	CRYSTAL FLASH MARSHAL	314.4 GAL GASOLINE DELIVERED		905.09
5032019	EARTHLINK BUSINESS			70.89
5022019	ERB, JASON	REIMBURSEMENT FOR (2) HI-VIS TSHIRTS FR		22.58
05/02/2019	FAY SERVICING LLC	UB refund for account: 801170008		168.97
05/02/2019	GETTYS, JEFFREY	UB refund for account: 700410013		78.14
5022019	GROSS, JOHN	INSPECTIONS 3/27-4/26		675.00
315110619066330	MENARDS	ACCT 6004300499005848		194.26
5022019	MICHIGAN DEPT OF TREA	SUMMER IFT FINAL		22,264.65
5032019	MICHIGAN DEPT OF TREA	2018 WINTER IFT DIST FINAL		12,782.15
5022019	MID MICHIGAN ELECTRIC	REFUND OF NOT NEEDED EXTRA UNDERGROUND		75.00
05/02/2019	NEWBY, KRISTEN & SAND	UB refund for account: 700770032		10.98
5022019	RICE, CATHY	REFUND OF DEPOSIT		273.00
05/02/2019	RUSTY PRYOR	UB refund for account: 299		55.33
5022019	SCOTT, DOUGLAS	INSPECTIONS 3/26-4/26		585.00
5022019	STATE OF MICHIGAN	MUNICIPAL LICENSE PLATES		65.00
5022019	WOW! BUSINESS	CABLE/TV POLICE DEPT		39.49
GRAND TOTAL:				40,898.67

APPROVAL LIST FOR CITY OF MARSHALL
 EXP CHECK RUN DATES 05/10/2019 - 05/10/2019
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INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
5082019	BENOIT, LUCINDA	CUSTOMER REFUND - YOUTH BASEBALL		22.00
5082019	BOYNE HIGHLANDS RESORT	MICHIGAN SUMMER CHIEF'S CONFERENCE - JOS		485.64
5082019	BURGHODORF, CODY	BOOT ALLOWANCE REIMBURSEMENT		95.38
5082019	CALHOUN COUNTY TREASUR.	TRAILER LOT TAXES		80.00
5082019	COMFORT INN-MT PLEASAN	HOTEL ACCOMMODATIONS - MMTA ADVANCED INS		248.85
5082019	FULLER, MIKE	Y2W1 SCHOOL TRAVEL REIMBURSEMENT		144.39
05/08/2019	HOLISTIC HEALTH & WELL	UB refund for account: 301300007		227.07
17081	KNOLL, THOMAS R.	FARM TO TABLE		9.75
13763/13182	LOWES BUSINESS ACCOUNT	ACCT 821 3032 105909 5		213.54
413059	MARANA GROUP	POSTAGE ACCT# M323		500.00
05082019	MARSHALL AREA GARDEN C	PURCHASING AND PLANTING OF FLOWERS AT FO		1,000.00
5082019	PARKS, MATT	BOARDING FOR K9 - BINGO		287.00
PY0120228*33	POLLARDWATER.COM	STATEMENT CREDIT		(449.88)
5092019	RAMEY, JAMES & CHRISTY	SECRETARY OF STATE REIMBURSEMENT		30.00
0249-006348221	REPUBLIC SERVICES #249	ACCT 3-0249-1022021		1,527.33
5082019	RICE, JEN	SUMMER MARKET POSTCARD FLYER PRINTING RE		225.00
0010477808	SPARTAN STORES	SPARTAN CHARGE CARD		21.10
1623810840	STAPLES BUSINESS CREDI	ACCT 10081052DET		495.46
5344658	U.S. BANK	LOCAL DEVELOPMENT BOND DTD 8-16-2005		250.00
5082019	VANDERVRIES, EDWARD	ASSESSMENT ADMINISTRATION SERVICES - MAY		4,300.00
9829312033	VERIZON WIRELESS	ACCT 987146080-00001		1,020.79
05/08/2019	WAGLER, PAUL	UB refund for account: 2702420005		14.39
59166398	WEX BANK	GAS CARDS - ACCT 0470-00462076-1		9,563.61
05/08/2019	WOODS, SANDY	UB refund for account: 301310006		181.38
5082019	WOW! BUSINESS	ACCT 010058364 AIRPORT		32.97
5082019	WOW! INTERNET-CABLE-PH	ACCT 010040764 MARSHALL HOUSE		1,359.80
GRAND TOTAL:				21,885.57

EVENT REPORT

EVENT: Fly-in Breakfasts, Movie Nights

EVENT LOCATION: Brooks Field Airport

SPONSOR: Marcia Midlam, Brooks Field Aviation Assoc. and City of Marshall Airport Board

EVENT DATE: See Below

EVENT TIMEFRAME: See Below

MDOT PERMIT REQUIRED: No

MDOT PERMIT GRANTED: N/A

ROAD CLOSURE DETAIL: None

ROAD CLOSURE TIMEFRAME: N/A

EVENT CLOSURE DETAIL: None

DETOUR DETAIL: N/A

EVENT DETAIL:

<u>Fly-In Pancake Breakfast (8:00 am to Noon)</u>	<u>Airport Movie Nights (6:00 pm to 11:00pm)</u>
May 18	July 13
June 8	August 10
July 13	
August 10	
September 7 – Historic Fly-In & Drive-In	
September 14	
October 12	

All proceeds from these events will go to the City's special fund dedicated to furnishings and other necessary costs associated with the new Brooks Field Terminal.

COUNCIL NOTIFICATION DATE: May 20, 2019



ADMINISTRATIVE REPORT
May 20, 2019 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council
FROM: Jon B. Bartlett, Finance Director
Tom Tarkiewicz, City Manager

SUBJECT: Budget Public Hearing & Resolution to Adopt City of Marshall Budget and Related Property Tax Millage Rates for Fiscal Year 2020.

BACKGROUND: The budget public hearing was scheduled by Council on May 6, 2019. Attached for your review and action is the resolution for the FY 2020 Budget that totals \$41,843,196 in expenditures and is in compliance with City Charter. This budget resolution reflects the proposed budget emailed to you on April 24, 2019, and as presented at the budget work session on April 27, 2019 and only the allocated position charts have been revised.

RECOMMENDATION: After hearing public comments, it is recommended that the Council adopt the attached resolution to approve the City of Marshall budget and related property tax millage rates for Fiscal Year 2020.

FISCAL EFFECTS: Establish budgetary amounts for the General Fund, Special Revenue funds, Enterprise funds, and Internal Service funds in the amounts set forth in the attached resolution.

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.

Respectfully Submitted,

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Jon B. Bartlett
Finance Director

Tom Tarkiewicz
City Manager

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2019-

THE CITY OF MARSHALL
GENERAL APPROPRIATION ACT AND TAX LEVY RESOLUTION
July 1, 2019 – June 30, 2020

THE CITY OF MARSHALL RESOLVES that the expenditures for the fiscal year, commencing July 1, 2019, and ending June 30, 2020, are hereby appropriated on a departmental and fund total basis as follows:

GENERAL FUND REVENUES

Taxes	\$3,647,482
Licenses and Permits	165,000
Intergovernmental Revenues	965,744
Charges for Services	109,650
Fines and Forfeits	48,300
Interest	30,000
Miscellaneous	206,723
Transfers In	1,679,920
Marshall Reg. Law Enforce.	318,679
Recreation	428,968
Farmer's Market	30,815
Airport	<u>188,920</u>
Total Revenues	\$7,820,201

GENERAL FUND EXPENDITURES

City Council	\$5,011
City Manager	296,637
Assessor	69,362
Attorney	55,000
Human Resources	90,155
Clerk	57,878
Finance/Treasurer	571,536
City Hall	86,510
Chapel	3,972
Other City Property	36,000
Cemetery	172,590
Non-Departmental	733,900
Police	2,009,827
Crossing Guards	12,749
Dispatch	117,000
Fire	1,237,182
Inspection	134,955
Planning/Zoning	79,657
Streets	843,489
Engineering	35,367
Compost	37,058
PSB Operations	120,688
Parks	88,961

Capital Improvements	165,100
Transfers Out	155,535
Marshall Reg. Law Enforce.	327,221
Recreation	443,554
Farmer's Market	25,743
Airport	<u>188,036</u>
Total Expenditures	\$8,200,673

Overall General Fund (including MRLEC, Recreation, Farmer's Market, and Airport) fund reserves shall decrease by \$411,672 based on the FY 2020 revenues and expenditures for the General Fund budget.

The City Council does hereby levy a tax of 17.1629 mills for the period of July 1, 2019, through June 30, 2020 on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the general expense and liability of the City of Marshall and is levied pursuant to Section 8.01, Article 8 of the Charter of the City of Marshall.

The City Council does hereby levy a tax of .4899 mills for the period of July 1, 2019, through June 30, 2020, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Leaf, Brush and Trash Removal Services of the City of Marshall as authorized by a vote of the citizens on November 6, 2012 (renewal vote on this millage was on November 2016 and passed).

The City Council does hereby levy a tax of .9202 mills for the period of July 1, 2019, through June 30, 2020, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied to operate the Dial-A-Ride Transportation System in the City of Marshall as authorized by a vote of the citizens on August 5, 1975.

The City Council does hereby levy a tax of .9202 mills for the period of July 1, 2019, through June 30, 2020, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same. This tax is levied for the purpose of defraying the expense of operating the Recreation Department of the City of Marshall as authorized by a vote of the citizens on April 4, 1959.

The City Council does hereby levy a tax of 1.6041 mills for the period of July 1, 2019, through June 30, 2020, on all taxable real and non-exempt personal property in the City of Marshall, according to the valuation of the same in a district known as the Downtown Development District. This tax is levied for the purpose of defraying the costs of the Downtown Development Authority.

	PROPOSED	ACTUAL	DIFFERENCE
	<u>FY 2020</u>	<u>FY 2019</u>	
General Operating	17.1629	17.1629	0.0000
Leaf, Brush and Trash Removal Services	.4899	.4954	0.0055
Recreation	.9202	.9306	0.0104
Dial-A-Ride	.9202	.9306	0.0104
Downtown Development Authority	1.6041	1.6041	0.0000
TOTAL	<u>21.0973</u>	<u>21.1236</u>	<u>0.0263</u>

The City Manager is authorized to make budgetary transfers within the appropriation centers established through this budget, and that all transfers between departments or funds may be made by the City Manager in an amount not to exceed \$20,000 per occurrence without prior Council approval pursuant to Section 19.2 of the provisions of the Michigan Uniform Accounting and Budgeting Act.

The City Council establishes the budget for the period of July 1, 2019, through June 30, 2020 for the following funds in the amounts set forth below:

ALL FUNDS REVENUES

General Fund	\$7,820,201
MVH-Major & Trunkline	695,749
MVH-Local	297,235
Leaf, Brush and Trash Removal	98,691
Northeast NIA	6,100
Local Development Finance	406,540
Downtown Development	200,595
Marshall House	902,013
Fiber to the Premise	1,417,360
Electric	22,100,900
Dial-a-Ride	541,559
Wastewater	2,019,317
Water	1,898,593
Data Processing	184,253
Motor Pool	<u>1,088,770</u>
Total Revenues	\$39,677,876

ALL FUNDS EXPENDITURES

General Fund	\$8,200,673
MVH-Major & Trunkline	874,219
MVH-Local	387,846
Leaf, Brush and Trash Removal	98,691

Northeast NIA	5,500
Local Development Finance	489,217
Downtown Development	170,295
Marshall House	929,772
Fiber to the Premise	1,135,028
Electric	22,132,003
Dial-a-Ride	569,973
Wastewater	2,857,458
Water	2,678,330
Data Processing	175,139
Motor Pool	<u>1,138,422</u>
Total Expenditures	\$41,843,196

Total fund reserves (not including the capitalization of assets) shall be decreased by \$2,196,520 based on the FY 2020 revenues and expenditures for All Funds. Fund reserves will increase by \$2,993,783 if all capital outlay is capitalized in the enterprise and internal services funds.

The City Council of the City of Marshall did give notice of the time and place when a public hearing on adoption of the budget would be held in accordance with Public Act 43 of 1963, proof of publication of the Notice of Public Hearing is now on file, and which Public Hearing was duly held pursuant to said notice and in conformity therewith. A copy of the budget proposal was on file with the City Clerk and on the City's website and available for public inspection at least one week prior to adoption of the budget; and

Further, the City Council of the City of Marshall did give notice of the time and place when a public hearing would be held in conformity with the provisions of Public Act 5 of 1982 authorizing a tax rate in excess of the present authorized tax rate for General Operating, Recreation, Leaf & Brush, Dial-A-Ride and Downtown Development Authority tax levies, proof of publication of Notice of Public Hearing is now on file, and which Public Hearing was duly held pursuant to said notice and in conformity therewith; and

This Resolution shall take effect July 1, 2019.

Dated: May 20, 2019

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 a Resolution adopted by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 20, 2019, and that said meeting was conducted and that the minutes of said meeting were kept and will be or have been made available.

Trisha Nelson, City Clerk

City Manager's Budget Message

Date: May 20, 2019
To: Honorable Mayor, City Council and Citizens of Marshall
Subject: Transmittal of the FY 2020 Proposed Budget, Fiscal Year Ending June 30, 2020

Dear Mayor, Council Members and Citizens:

I am pleased to provide the proposed two-year fiscal plan that includes the fiscal year 2020 Proposed Budget and 2021 Projected Budget. The two-year fiscal plan projects the anticipated revenue and expenditures over two years and includes strategies to establish an operating fiscal plan that is balanced with the projected revenues and the use of fund reserves. The first year of the plan is the proposed FY 2020 budget, as required by Section 9.02 of the City Charter, and the second-year fiscal plan, FY2021, is only a projection based on the information known to administration today.

OVERVIEW OF CITY BUDGET

Listed below are some of the highlights of the FY 2020 Proposed Budget.

- The General Fund budget, exclusive of Recreation, MRLEC Operations, Farmer's Market, and Airport activities, contained in this document is balanced with the use of \$363,300 in fund balance for FY2020.
- The FY2020 MRLEC Operations budget projects an \$8,542 use of fund reserves. In 2017, the City, State, and County met and reviewed the first 18 months of revenue and expense activity and reset each entity's monthly rent amount. The projected ending fund balance for FY2020 of \$45,627 is 6.99% less than the projected ending fund balance for FY2019.
- The Recreation Department budget for FY2020 is projected to use fund reserves in an amount of \$14,586. Ending FY2020 fund balance projected to be \$227,357 which is a 6% decrease of FY2019
- Farmer's Market is projecting a \$5,072 budget surplus for FY2020 which will result in an ending fund balance of \$45,096 or a 12.7 % increase over the estimated ending fund balance for FY2019.
- The Compost Fund has been eliminated, and all compost related activity is now recorded within the General Fund as a separate department (101-442).
- The FY2020 Airport Fund budget projects the use \$884 budget surplus. The projected total fund balance of the Airport Fund at the end of FY2020 is \$1,716 or a 106% increase from FY2019.
- The FY2020 Major Street Fund budget projects a use of fund reserves in the amount of \$178,470. The projected ending FY2020 fund balance for Major Streets is \$657,629 which exceeds the City's Fund Balance Policy thus the

planned use of reserves. FY2020 ending fund balance will show a 21.35% decrease from FY2019

- The FY2020 Local Streets Fund budget projects a use of fund reserves in the amount of \$90,611 or 19.22%. The projected FY2020 ending fund balance for Local Streets is \$380,796 which exceeds the City's Fund Balance Policy thus the planned use of reserves.
- The FY2020 DDA and LDFA budgets project the use of \$53,007 of fund reserves.
- New for the FY2020 budget is Fund 247 – Northeast Neighborhood Improvement Authority. Revenues are projected at \$6,100 and expenditures at \$5,500.
- The budget for FY2020 for the FiberNet Fund shows a budget surplus of \$282,332 and it is anticipated that the FiberNet Fund will have a positive cash flow for the first time as this is a new utility.
- The FY2020 ending net position for the Electric Fund shows an increase of \$2,898,897 or 129.5% increase of FY2019. This increase is due to a large increase of electricity sold for new large commercial customers.
- Motor Pool – Fund 661 for FY2020 as budgeted, shows a projected increase in ending net position of 10.53% or \$2,590,967.
- The recommended staffing level for all funds is 86.25, which is an increase of 3 FTE's from staffing levels in the FY 2019 Adopted Budget. Staff increases include the Director of Special Projects, Police Detective, and Deputy Director of Electric

GENERAL FUND

- The projected General Fund revenues (excluding Recreation, MRLEC, Farmer's Market, and Airport activities) for FY 2020 is \$6,852,819. This is approximately 3.6% above the projected revenue for FY 2019.
- The projected General Fund expenditures (excluding Recreation, MRLEC, Farmer's Market, and Airport activities) for FY 2020 are estimated at \$7,216,119, an increase of 9.1% over the FY 2019.
- The payroll line items in the various funds reflects wage increases for union personnel based on existing contracts and a 2% wage increase in FY2020 for non-union personnel.
- Data processing charges are spread throughout the various funds based on the needs of each department. The costs are shown in line item 941.01.
- Motor pool vehicle rental line item 941.00 in the various funds reflects a cost based on actual annual cost estimates for each individual vehicle or piece of equipment (includes depreciation and fuel).

- The General Fund-Recreation for FY2020 is supported by \$189,269 in revenues derived from 0.9202 millage levy and user fees of \$238,199.
- The General Fund-Airport estimated revenue of \$188,920, includes an \$83,000 subsidy from the General Fund and is also supported by fuel sales (\$76,100) and hangar rents (\$29,800).
- The overall General Fund projected fund balance at the end of FY2020 is \$2,122,917 or a decrease of 14.6% or the estimated ending fund balance for FY2019.

DRAFT

CAPITAL PROJECTS FY 2020

General Fund:

Fire Department Turnout Gear	\$5,000
Police Vehicle Changeover	\$28,000
Bullet Resistant Vest Replacement	\$5,500
Replace 2nd Floor HVAC City Hall	\$10,000
Repair/Replace Parking Lot at PSB	\$80,000
Replace 1 HVAC Unit at PSB	\$15,000
Crackfill, Seal, and Stripe City Parking Lots	\$5,000
Repair Gravel Road at Cemetery	\$5,000
Repair Asphalt Driveway at Cemetery	\$11,600
	<hr/>
	\$165,100

General Fund - Airport:

Terminal Building	\$28,500
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MVH Major Streets:

Street/Bridge Projects	\$383,000
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MVH Local Streets:

Street Projects	\$140,000
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DDA:

Wayfaring Signs	\$38,800
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Marshall House Apartments:

Refurbish Apartments	\$88,000
Replace suspended Ceiling Common Areas	\$36,000
Replace flooring in Hallway	\$14,500
Replace Exercise Equipment	\$10,000
Upgrade Salon	\$12,000
Convert Screened In Area to 3 Seasons	\$30,000
	<u>\$190,500</u>

FiberNet:

Upgrade Equipment	\$50,000
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Electric:

Underground Cable Replacement	\$200,000
New Transformer and Circuits Pearl St Pole Replacement	\$2,500,000
Partial Conversion of 4kv to 12kv	\$40,000
	\$190,000
	<u>\$2,930,000</u>

Wastewater:

AMI	\$825,000
Upgrade SCADA to 5G	\$12,000
	<u>\$837,000</u>

Water:

Replace 4" with 8" Water Main Eagle St.	\$150,000
AMI	\$700,000
City Works Asset Management	\$20,000
	<u>\$870,000</u>

Motor Pool:

DPW F-250 4x4	\$29,500
DPW F-450 2x4	\$44,000
FiberNet F-150	\$24,000
Police M-3 Ford Explorer	\$41,500
Police SRO Dodge Charger AWD	\$23,000
Police SRO Dodge Charger AWD	\$23,000
Rec. John Deere Tractor	\$30,500
Water Mini Vactor/Valve Turner	<u>\$81,000</u>
	\$296,500

DRAFT

**MOTOR VEHICLE HIGHWAY (MVH)
MAJOR & TRUNKLINE**

MVH Major & Trunkline source of revenue is the State of Michigan Act 51 monies based on a formula taking into account population and the number of street miles (14.38 miles) categorized as major and trunkline streets. It is anticipated that for FY 2020, total expenditures will be higher than revenues in an amount of \$178,470, and the fund balance at year end for the Major Street Fund is estimated to be \$657,629.

MOTOR VEHICLE HIGHWAY (MVH) LOCAL

As with the MVH Major, the revenue source for this fund is the State of Michigan Act 51 monies based on the formula using population and the number of local street miles (25.76 miles). Projected revenues for FY 2020 total \$297,235. This includes \$220,035 in Act 51 revenues and a \$75,000 transfer from Major Street Fund. It is anticipated that the FY2020 ending fund balance for the Local Street Fund will be \$380,796.

LEAF, BRUSH AND TRASH REMOVAL

The Leaf, Brush and Trash Removal Fund derives its revenue from a dedicated millage, approved by the voters in November, 2012 and renewed in 2016. It is recommended that the approved millage of 0.4954 be levied in FY2020 in order to keep fund at a break-even level. The 0.4899 millage levy is anticipated to generate \$98,661 in revenues. The services provided are fall leaf collection, and spring brush and trash pick-ups. The projected expenditures are \$98,691. The goal is for this Fund is to have a minimal Fund Balance at the end of each fiscal year.

NORTHEAST NEIGHBORHOOD IMPROVEMENT AUTHORITY

The FY 2020 projected revenues are \$6,100 for this newly created tax increment financing authority. The total FY 2020 expenditures of \$5,500 is expected to be used for legal expenses.

LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA)

The FY 2020 projected revenues of \$406,540 includes tax capture of \$391,540. The total FY 2020 expenditures of \$489,217 that includes \$93,780 in principal and interest payment on outstanding bonds, and \$344,900 for general operating.

DOWNTOWN DEVELOPMENT AUTHORITY (DDA)

The FY 2020 projected revenues of \$200,595 reflects a slight increase from FY 2019. The total FY 2020 expenditures of \$170,925 is a slight increase in expenditures from FY2019.

MARSHALL HOUSE FUND

The Marshall House is a self-supporting operation that generates its revenues through Federal Section 8 Subsidy Payments and rents. FY 2020 revenues are projected to be \$902,013 and expenditures including depreciation are projected to be \$929,772 which includes \$190,500 for capital outlay. The fund is projected to have a net position of approximately \$1,455,548 at the end of FY 2020.

FIBER TO THE PREMISE

The Fiber to the Premise (FTTP) is a newly created utility approved by City Council in March 2017. The projected revenues for FY2020 are \$1,417,360 with expenditures projected at \$1,135,028. Capital Outlay for FY2020 is projected to be \$50,000. The Fiber to the Premise fund is expected to have positive cash flow in FY2020.

ELECTRIC FUND

The Electric Fund revenues for FY 2020 are projected to be \$22,100,900. FY 2020 expenditures including depreciation and amortization are estimated at \$22,132,003, which includes system capital improvements of \$2,930,000. The fund is projected to have a net position of approximately \$5,137,890 at the end of FY 2020, this includes the City's investment in MSCPA.

DIAL-A-RIDE TRANSPORTATION FUND (DART)

The DART Fund FY2020 budget is supported with \$193,488 of revenues from 0.9202 millage levy, Federal and State funding of \$196,699, and passenger fares of \$48,000. Total FY 2020 projected revenues are estimated at \$449,379. The FY2020 projected expenditures are estimated at \$479,243.

WASTEWATER FUND

The FY 2020 projected revenues of \$2,019,317 constitute an increase over the FY 2019 budget due to a 2016 rate study review. The FY 2020 projected expenditures of \$2,857,458 is an increase of 37.4% over projected expenditures in FY 2019 due to the planned installation of new AMI metering system. The Wastewater Fund's projected net position at the end of FY2019 is \$1,932,069.

WATER FUND

The FY 2020 projected revenues of \$1,898,593 is an increase of approximately .8% over the FY 2019 adopted budget. The FY 2020 projected expenditures of \$2,678,330 results in an estimated FY2020 ending net position of \$3,388,682.

DATA PROCESSING FUND

The Data Processing Fund is an Internal Service Fund which collects revenue from the various City departments based on user rate charges for IT equipment, software, telephones, and a 5-year equipment replacement plan. FY 2020 projected revenues are \$184,253 and expenditures are \$175,139. An increase in net position is anticipated for

the current proposed FY 2020 budget. The estimated net position at the end of FY 2020 is anticipated to be \$367,120

MOTOR POOL

The Motor Pool Fund is an Internal Service Fund. The FY 2020 projected revenues of \$1,088,770 represents an increase of approximately 26.1% over FY 2019. FY 2020 expenditures are projected at \$1,138,422. The ending FY2020 net position is estimated at \$2,590,967.

BUDGET STRATEGIES

The City of Marshall has experienced continual declining revenue streams since the economic downturn of 2008-2009. The property values declined in FY 2010 through FY 2013. However, we are anticipating an increase in the property values utilized for the FY 2020 budget to be slightly higher, up approximately 2.4% from the prior year.

In the past few years, the City's budget has been balanced using combinations of strategies for personnel/expenditure reductions, re-organization centered on managing more efficiently with fewer resources, and higher than normal indirect costs charged to other departments. My main goal is to create a budget that is attainable and sustainable for the future. As you can see below, there is much work to be done to make our General Fund sustainable in the FY's 2020-2025.

2020-21 PROJECTED ACTIVITY	2021-22 PROJECTED ACTIVITY	2022-23 PROJECTED ACTIVITY	2023-2024 PROJECTED ACTIVITY	2024-2025 PROJECTED ACTIVITY
6,995,602	7,039,518	7,079,632	7,120,190	7,142,846
(7,311,911)	(7,584,747)	(7,851,259)	(8,170,662)	(8,550,094)
(316,310)	(545,228)	(771,627)	(1,050,472)	(1,407,248)
2,195,281	1,878,971	1,333,743	562,116	(488,356)
1,878,971	1,333,743	562,116	(488,356)	(1,895,604)

CLOSING STATEMENT

The development of the City's proposed annual budget is a significant task for City Administration. I appreciate the effort put forth by the Administrative Team Members that contributed towards the development of the proposed FY2020 & FY2021 budgets as it began much earlier than normal. This budget is fiscally responsible and provides the blueprint we need as a municipal operation in promoting services to our community, while at the same time being prudent about how those services are funded. Staff will continue to pursue new and creative ways to improve how we provided services for the community and create sustainability.

I look forward to working with you and our citizens through the adoption of the FY 2020 budget. I thank all the members of the staff and City Council for their hard work in preparation and consideration of this budget.

Respectfully submitted,



Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
May 20, 2019 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

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

SUBJECT: Public Hearing on an Ordinance amending CITY OF MARSHALL CODE OF ORDINANCES, SECTIONS 137.04 AND 137.05

BACKGROUND: With the passage of the Medical Marihuana Law and the Recreational Marihuana Law, our current Ordinance **137.04 POSSESSION OR USE OF MARIHUANA** and **137.05 POSSESSION AND USE OF DRUG PARAPHERNALIA** required amending to conform to the current laws. Proposed Amended Ordinances 137.04 and 137.05 are attached.

The proposed changes have been reviewed and researched by the City Prosecuting Attorney and the City Attorney.

RECOMMENDATION: After hearing comments at the public hearing, it is recommended that City Council adopt the proposed Amendments to Ordinance 137.04 and Ordinance 137.05

FISCAL EFFECTS: None expected

Respectfully submitted,

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

James M. Schwartz
Public Safety 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

City of Marshall, Michigan

Ordinance # _____

**AN ORDINANCE AMENDING CITY OF MARSHALL CODE OF ORDINANCES,
SECTIONS 137.04 AND 137.05**

WHEREAS, on November 6, 2018, Michigan voters approved Proposal 1, creating the Michigan Regulation and Taxation of Marihuana Act, codified in MCL 333.27951 et seq; and

WHEREAS, the Sections 137.04 and 137.05 of the Code of Ordinances are in conflict with the Michigan Regulation and Taxation of Marihuana Act; and

WHEREAS, the Michigan Regulation and Taxation of Marihuana Act mandates consistency and uniformity between the Act and local ordinance; and

WHEREAS, the public good is furthered by maintaining consistency and uniformity between the Act and local ordinance;

NOW, THEREFORE, THE CITY OF MARSHALL ORDAINS that the current version of Section 137.04 be deleted and replaced with the version set forth herein;

FURTHER, that the current version of Section 137.05 be amended as set forth herein:

§ 137.04 MARIHUANA.

(A) Definitions:

As used in this section:

CONSUME or **CONSUMING** means to smoke, ingest, eat, drink, or otherwise imbibe.

CULTIVATE means to propagate, breed, grow, harvest, dry, cure, or separate parts of the marihuana plant by manual or mechanical means.

MARIHUANA means all parts of the plant genus cannabis, growing or not; the seeds of the plant; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant or its seeds or resin, including marihuana concentrate and marihuana-infused products. It does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks, except resin extracted from those stalks, fiber, oil, or cake, or any sterilized seed of the plant that is incapable of germination; industrial hemp; or any other ingredient

combined with marihuana to prepare topical or oral administrations, food, drink, or other products.

MARIHUANA CONCENTRATE means the resin extracted from any part of the plant of the genus cannabis.

PROCESS or **PROCESSING** means to separate or otherwise prepare parts of the marihuana plant and to compound, blend, extract, infuse, or otherwise make or prepare marihuana concentrate or marihuana-infused products.

PUBLIC PLACE means a place or location that is open to or may be used by the members of the community, or where the general public has a right or invitation to resort, or where the public may come and go, including without limitation any public street, sidewalk, or park; any area open to the general public in a publicly owned or operated building; real property or an appurtenance to the real property that is publicly owned; areas within a place of business that is open to the public at any time; any space, room, or building wherein, by general invitation, members of the public attend for reasons of business, communal activities, entertainment, instruction, lodging, or similar activities, and are welcome as long as they conform to what is customarily done there; any public conveyance; any place of employment where employees are working and guests or patrons are present or generally invited; any place of public assembly; the common areas of any commercial place of communal living; any place or location to which the public is generally invited or permitted to visit; within a privately owned vehicle located in a public place, such as a parking lot that is open for use by the general public; or otherwise any place determined by the courts of the State of Michigan to be a public place when analyzed in the context to which the term is applied. A public place does not include an area authorized by the city for consumption provided the area is not accessible to persons under 21 years of age.

SMOKING or **SMOKE** means the burning of marihuana or any substance or matter that contains marihuana within a cigar, cigarette, pipe, or any other item or device.

(B) Lawful Acts.

The following acts by a person 21 years of age or older are not unlawful, are not an offense, are not grounds for seizing or forfeiting property, are not grounds for arrest, prosecution, or penalty in any manner, are not grounds for search or inspection, and are not grounds to deny any other right or privilege:

- 1) Except as permitted in section 2), possessing, using or consuming, internally possessing, purchasing, transporting, or processing 2.5 ounces or less of marihuana, except that not more than 15 grams of marihuana may be in the

form of marihuana concentrate.

- 2) Within a person's residence, possessing, storing, and processing not more than 10 ounces of marihuana and any marihuana produced by marihuana plants cultivated on the premises and cultivating not more than 12 plants for personal use.
- 3) Assisting another person who is 21 years or older in any of the acts authorized in this section.
- 4) Giving away or otherwise transferring without remuneration up to 2.5 ounces of marihuana, except that not more than 15 grams of marihuana may be in the form of marihuana concentrate, to a person 21 years or age or older, as long as the transfer is not advertised or promoted to the public.

(C) Unlawful Act - Minor Using, Consuming, Possessing or Cultivating Marihuana.

- 1) It shall be unlawful for any person under the age of 21 to use or consume marihuana;
- 2) It shall be unlawful for any person under the age of 21 to possess marihuana in an amount which does not exceed 2.5 ounces;
- 3) It shall be unlawful for any person under the age 21 to cultivate marihuana in an amount that does not exceed 12 plants;
- 4) A person who is in violation of section 1) is guilty of a misdemeanor punishable by a fine of not more than \$500, or imprisonment in the county jail for a period of not more than 90 days, or both, and forfeiture of the marihuana;
- 5) A person who is in violation of either section 2) or 3) is responsible for a municipal civil infraction and may be punished as follows:
 - a) If the person is less than 18 years of age and it is a first violation, by a fine of not more than \$100 or community service, forfeiture of the marihuana, and completion of 4 hours of drug education or counseling;
 - b) If the person is less than 18 years of age and it is a second or subsequent violation, by a fine of not more than \$500 or community service, forfeiture of the marihuana, and completion of 8 hours of drug education or counseling;
 - c) If the person is at least 18 years of age, by a fine of not more than \$100 and forfeiture of the marihuana;

- d) If the person is at least 18 years of age and it is a second or subsequent violation, by a fine of not more than \$500 and forfeiture of the marihuana.
- 6) If a person under age 21 possesses, cultivates, delivers without remuneration or possesses with intent to deliver more than the amounts set forth in sections 2) or 3), the penalties in sections (H) and (I) shall also apply.
- 7) This section shall not apply to a person under the age of 21 years who uses, consumes or possesses marihuana in compliance with the Michigan Medical Marihuana Act, MCL 333.26421 et seq, as amended.

(D) Unlawful Act - Consuming or Smoking Marihuana in Vehicle.

- 1) It shall be unlawful for any person to consume marihuana while operating, navigating, or being in physical control of any motor vehicle, aircraft, snowmobile, off-road recreational vehicle or motorboat;
- 2) It shall be unlawful for any person to smoke marihuana within the passenger area of any motor vehicle, aircraft, snowmobile, off-road recreational vehicle or motorboat on a public way;
- 3) A person who is in violation of either section 1) or 2), is guilty of a misdemeanor punishable by a fine of not more than \$500, or imprisonment in the county jail for a period of not more than 90 days, or both, and forfeiture of the marihuana.

(E) Unlawful Act - Using or Consuming Marihuana in a Public Place.

- 1) It shall be unlawful for any person to consume marihuana in a public place.
- 2) It shall be unlawful for any person to smoke marihuana where prohibited by the person who owns, occupies or manages the property.
- 3) This section shall not apply if the conduct falls within the prohibitions set forth in subsection (D) above.
- 4) A person 21 years of age or older who violates either section 1) or 2) is responsible for a municipal civil infraction and may be punished by a fine of not more than \$100 and forfeiture of the marihuana.
- 5) A person under age 21 years of age who violates this section is guilty of a misdemeanor punishable by a fine of not more than \$500, or imprisonment in the county jail for a period of not more than 90 days, or both, and forfeiture of the marihuana.

(F) Unlawful Act - Possession or Consumption on School or Correctional Facility Property.

It shall be unlawful for any person to possess marihuana accessories or to possess or consume marihuana on the grounds of a public or private school

where children attend classes in preschool programs, kindergarten programs, or grades 1 through 12, in a school bus, or on the grounds of any correctional facility, including the juvenile detention facility or the property upon which the facility is located. A person who violates this section is guilty of a misdemeanor punishable by a fine of not more than \$500, or imprisonment in the county jail for a period of not more than 90 days, or both, and forfeiture of the marihuana or marihuana accessories.

(G) Unlawful Act - Possession, Cultivation, Delivery Without Remuneration – Place Visible to the Public, Unsecured Location, Concentrate.

- 1) It shall be unlawful for any person to cultivate marihuana plants if the plants are visible from a public place without the use of binoculars, aircraft, or other optical aids.
- 2) It shall be unlawful for any person to cultivate marihuana outside of an enclosed area equipped with locks or other functioning security devices that restrict access to the area.
- 3) It shall be unlawful for any person to possess more than 2.5 ounces of marihuana in the person's place of residence, unless the excess marihuana is stored in a container or area equipped with locks or other functioning security devices that restrict access to the contents of the container or area.
- 4) It shall be unlawful for a person to possess, purchase, transport, process, give away or otherwise transfer without remuneration up to 2.5 ounces of marihuana if more than 15 grams of the marihuana is in the form of concentrate.
- 5) It shall be unlawful for a person to give away or transfer without remuneration up to 2.5 ounces of marihuana if the transfer was advertised or promoted to the public.
- 6) A person who is in violation of sections 1)-5) is responsible for a municipal civil infraction and may be punished by a fine of not more than \$100 and forfeiture of the marihuana.

(H) Unlawful Act – Marihuana, Amount not more than twice the amount.

- 1) It shall be unlawful for any person to possess, cultivate, deliver without remuneration to a person who is at least 21 years of age or possess with intent to deliver any of the following quantities of marihuana:
 - a) more than 12 marihuana plants but not more than 24 plants;
 - b) more than 2.5 ounces but not more than 5 ounces outside a person's residence;

- c) more than 10 ounces but not more than 20 ounces within a person's residence, not including any marihuana produced by plants cultivated on the premises.
- 2) A person who is in violation of section 1)a)-1)c) is subject to the following:
- a) for a first violation, is responsible for a municipal civil infraction and may be punished by a fine of not more than \$500 and forfeiture of the marihuana;
 - b) for a second violation, is responsible for a municipal civil infraction and may be punished by a fine of not more than \$1,000 and forfeiture of the marihuana;
 - c) for a third or subsequent violation, is guilty of a misdemeanor and may be punished by a fine of not more than \$2,000 and forfeiture of the marihuana.

(I) Unlawful Act – Marihuana, Amount more than twice the Amount.

- 1) It shall be unlawful for any person to possess, cultivate or deliver without remuneration to a person at least 21 years of age any of the following quantities of marihuana:
 - a) more than 24 plants;
 - b) more than 5 ounces outside a person's residence;
 - c) more than 20 ounces within a person's residence, not including any marihuana produced by plants cultivated on the premises.
- 2) A person who is in violation of section 1)a-c is responsible for a misdemeanor, punishable by a fine of not more than \$500. If the violation was habitual, willful, and for a commercial purpose, or if the violation involved violence, the punishment may include imprisonment in the county jail for a period of not more than 90 days.

(Prior Code, § 18-123) (Ord. passed 5-3-1982; Am. Ord. passed 7-1-1985; **Ord. 19-___, passed _____, 2019**)

§ 137.05 POSSESSION OR USE OF DRUG PARAPHERNALIA.

- (A) Drug paraphernalia defined. Except as otherwise provided herein, "Drug paraphernalia" means any equipment, product, material, or combination of equipment, products or materials, which are specifically designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance, including but not limited to:

- (1) An isomerization device specifically designed for use in increasing the potency of any species of plant which is a controlled substance;
- (2) Testing equipment specifically designed for use in identifying, or in analyzing, the strength, effectiveness or purity of a controlled substance;
- (3) A weight scale or balance specifically designed for use in weighing or in measuring a controlled substance;
- (4) A diluent or adulterant including, but not limited to, quinine hydrochloride, mannitol, mannite, dextrose, and lactose, specifically designed for use with a controlled substance;
- (5) An object specifically designed for use in ingesting, inhaling, or otherwise introducing cocaine, hashish, or hashish oil into the human body, such as:
 - (a) A metal, wooden, acrylic, glass, stone, plastic, or ceramic pipe with or without a screen, a permanent screen, a hashish head, or punctured metal bowl;
 - (b) A water pipe;
 - (c) A carburetion tube and device;
 - (d) A smoking and carburetion mask;
 - (e) A miniature cocaine spoon, and a cocaine vial;
 - (f) A chamber pipe;
 - (g) A carburetor pipe;
 - (h) An electric pipe;
 - (i) An air-driven pipe;
 - (j) A chillum;
 - (k) A bong; or
 - (l) An ice pipe or chiller.
- (6) A kit specifically designed for use in planting, propagating, cultivating, growing, or harvesting any species of plant which is a controlled substance, or from which a controlled substance can be derived;
- (7) A kit specifically designed for use in manufacturing, compounding, converting, producing, processing, or preparing a controlled substance;
- (8) A device, commonly known as a cocaine kit, that is specifically designed for use in ingesting, inhaling, or otherwise introducing a controlled substance into the human body, and which consists of at least a razor blade and a mirror;

- (9) A device, commonly known as a bullet, that is specifically designed to deliver a measured amount of a controlled substance to the user;
 - (10) A device, commonly known as a snorter, that is specifically designed to carry a small amount of a controlled substance to the user's nose;
 - (11) A device, commonly known as an automotive safe, that is specifically designed to carry and conceal a controlled substance in an automobile, including, but not limited to, a can used for brake fluid, oil, or carburetor cleaner which contains a compartment for carrying and concealing a controlled substance;
 - (12) A spoon, with or without a chain attached, that has a small diameter bowl and that is specifically designed for use in ingesting, inhaling, or otherwise introducing a controlled substance into the human body;
 - (13) A blender, bowl, container, spoon or mixing device used, intended for use, or designed for use in compounding a controlled substance;
 - (14) A capsule, balloon, envelope or other container used, intended for use, or designed for use in packaging small quantities of a controlled substance;
 - (15) A container and other objects used, intended for use, or designed for use in storing or concealing a controlled substance; and
 - (16) A hypodermic syringe, needle and other instrument or implement adapted, for the use of any controlled substance by subcutaneous injection or intracutaneous injection, or any other manner or method of introduction into the human body.
 - (17) Marihuana Accessories, defined as any equipment, product, material, or combination of equipment, products, or materials, which is specifically designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, ingesting, inhaling, or otherwise introducing marihuana into the human body.**
- (B) In determining whether an object is drug paraphernalia, a court or other authority may consider, in addition to all other logically relevant factors, the following:**
- (1) Statements by an owner or anyone in control of the object concerning its use;**
 - (2) The proximity of the object, in time and space, to a direct violation of laws and ordinances relating to controlled substances;**
 - (3) The proximity of the object to controlled substances;**

- (4) **The existence of any residue of controlled substances on the object;**
 - (5) **Advertisements, instructions or other descriptive material which explain or depict the use of the object;**
 - (6) **Expert testimony concerning its use.**
- (C) **Possession of drug paraphernalia prohibited. It shall be unlawful for any person to use, or to possess with intent to use, any drug paraphernalia for planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body, a controlled substance. This prohibition shall include the possession of marihuana accessories on the grounds of a public or private school where children attend classes in preschool programs, or grades 1 through 12, in a school bus, or on the grounds of any correctional facility, including juvenile detention facility property.**
- (D) **Manufacture, delivery or sale of drug paraphernalia prohibited. It shall be unlawful for any person to manufacture with intent to deliver or to sell, to possess with intent to deliver or to sell, to deliver, or to sell, any drug paraphernalia for planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body, a controlled substance.**
- (E) **Advertisement of drug paraphernalia prohibited. It is unlawful for any person to place any advertisement in any newspaper, magazine, handbill, sign, poster, or other publication knowing that the purpose of such advertisement, in whole or in part, is to promote the sale of objects designed or intended for use as drug paraphernalia. This section shall not apply to advertisements for marihuana accessories.**
- (F) **Exceptions. This section shall not apply to the following:**
- (1) **Manufacturers, jobbers, licensed medical technicians technologists, nurses, hospitals, research teaching institutions, clinical laboratories, medical doctors, osteopathic physicians, dentists, chiropodists, veterinarians, pharmacists and embalmers in the normal legal course of their respective business or profession, nor to persons suffering from diabetes, asthma or any other medical condition requiring self-injection;**
 - (2) **Persons 21 years or older who possess, use, manufacture or purchase marihuana accessories except as provided in subsection (C) above;**

- (3) Distribution and sale of marihuana accessories to persons 21 years or older;**
 - (4) The providing of marihuana accessories to registered qualifying patients or registered qualifying caregivers for purposes of a qualifying patient's medical use of marihuana under the Michigan Medical Marihuana Act;**
 - (5) Possession or use of marihuana accessories by registered qualifying patient for the purpose of the qualifying patient's use of marihuana;**
 - (6) A person acting as an agent of a marihuana retailer or marihuana accessory retailer who sells or otherwise transfers marihuana accessories to a person under 21 years of age, if the person reasonably verified that the recipient appeared to be 21 years of age or older by means of government issued photographic identification containing a date of birth, and the person complied with any rules promulgated pursuant to the Michigan Regulation and Taxation of Marihuana Act.**
- (G) Civil forfeiture.** Any drug paraphernalia used, sold, possessed with intent to use or sell, or manufactured with intent sell in violation of this section shall be seized and forfeited to the city.

(H) Penalties.

- (1) Except as otherwise provided herein, any person who shall be convicted of violating any of the provisions of this section shall be deemed guilty of a misdemeanor and shall be punished by a fine not to exceed \$500, or by imprisonment not to exceed 90 days, or by both in the discretion of the court.**
- (2) Any person who violates this section and the violation relates to marihuana accessories shall be responsible for a municipal civil infraction and may be punished by a fine of not more than \$100 and forfeiture of the marihuana accessories.**
- (3) Each day a violation continues shall be considered a separate offense and may be punished accordingly.**

(Ord. 08-06, passed 5-19-2008; Ord. 19-__, passed _____, 2019)

Statutory reference:

Paraphernalia, see MCL 333.7451

Paraphernalia sales, see MCL 333.7453

Possession/Use on school property, see MCL 333.27951 et seq

Exceptions, see MCL 333.7457 and MCL 333.27951 et seq

REPEALER

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect, and the City of Marshall City Code shall remain in full force and effect, amended only as specified above.

SEVERABILITY

If any section, clause or provision of this Ordinance shall be declared to be unconstitutional, void or illegal by any Court of competent jurisdiction, such section, clause or provision shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

ENACTMENT

This ordinance is declared to have been enacted by the City Council of the City of Marshall at a meeting called and held on the 20th day of May, 2019, and ordered to be given publication in the manner prescribed by law.

AYES:

NAYES:

ABSTENTIONS:

Mayor

STATE OF MICHIGAN

COUNTY OF CALHOUN

I, Trisha Nelson, the undersigned, the qualified and acting City Clerk of the City of Marshall, Calhoun County, Michigan, do certify that the foregoing is a true and complete copy of the ordinance adopted by the City Council of the City of Marshall at a meeting called and held on the 20th day of May , 2019, the original of which is on file in my office.

Clerk

Adopted:

Published:



ADMINISTRATIVE REPORT
May 20, 2019 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

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

SUBJECT: Resolution authorizing schedule of civil fines, payable to the Marshall Municipal Ordinance Violation Bureau for admission of responsibility by persons served with Municipal Civil Infractions Violation Notices. Fines related to violations of Ordinance 137.04 and Ordinance 137.05.

MARIHUANA RELATED OFFENSES

BACKGROUND: With the passage of the Medical Marihuana Law and the Recreational Marihuana Law, our current Ordinance **137.04 POSSESSION OR USE OF MARIHUANA** and **137.05 POSSESSION AND USE OF DRUG PARAPHERNALIA** allow for police action. In these ordinances it states a civil infraction has no criminal convictions but only civil fines attached. In those cases, it is the intent of the City of Marshall to issue Municipal Civil Infraction Citations payable directly to the City of Marshall. The proposed fines have been reviewed and researched by the City Prosecuting Attorney.

RECOMMENDATION: It is recommended that City Council adopt the attached resolution for the approval of the proposed Municipal City Infraction Fines Schedule to be payable directly to the City of Marshall Violation Bureau for admission of responsibility.

FISCAL EFFECTS: Increased revenue collected due to fines payable as a result of Civil Infraction violation notices issued to violators under Ordinance 137.04 and Ordinance 137.05 to the City of Marshall through the Marshall Municipal Ordinance Bureau

Respectfully submitted,

Handwritten signature of James M. Schwartz in black ink.

James M. Schwartz
Public Safety Director

Handwritten signature of Tom Tarkiewicz in black ink.

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.
Marshall, MI 49068

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**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2019-__**

**RESOLUTION AUTHORIZING SCHEDULE OF CIVIL FINES, PAYABLE TO THE
MARSHALL MUNICIPAL ORDINANCE VIOLATION BUREAU FOR ADMISSIONS OF
RESPONSIBILITY BY PERSONS SERVED WITH MUNICIPAL CIVIL INFRACTION
VIOLATION NOTICES
MARIHUANA RELATED OFFENSES**

At a regular meeting of the City Council of the City of Marshall, Michigan, held in the Council Chambers, Town Hall located at 323 W. Michigan Avenue, Marshall, Michigan, on the 20th day of May, 2019 at 7 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, on November 6, 2018, Michigan voters approved Proposal 1, creating the Michigan Regulation and Taxation of Marihuana Act, codified in MCL 333.26421 et seq; and

WHEREAS, on May 20, 2019, 2019, City Council passed Ordinance #2019-__, amending Sections 137.04 and 137.05 of the Code of Ordinances to conform the sections to the requirements of the Michigan Regulation and Taxation of Marihuana Act; and

WHEREAS, Sections 137.04 and 137.05 now provide that certain prohibited conduct shall be considered Municipal Civil Infractions; and

WHEREAS, Chapter 35 of the Code of Ordinances authorizes City Council to establish by resolution the schedule of civil fines applicable to Municipal Civil Infractions processed through the Municipal Ordinance Violations Bureau;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marshall establishes the following schedule of fines for certain conduct declared to be Municipal Civil Infractions under Sections 137.04 and 137.05 of the Code of Ordinances:

<u>Section</u>	<u>Violation</u>	<u>Fine Amount</u>
137.04(C)3)c	Possession/Cultivation Minor 18+	\$100
137.04(C)3)d	Possession/Cultivation Minor 18+ Second or Subsequent Offense	\$500
137.04(C)4)	Possession/Cultivation/Delivery without remuneration/Possession	\$500

	with intent to deliver Minor/Not more than twice the amount	\$500
137.04(C)4)	Possession/Cultivation/Delivery without remuneration/Possession with intent to deliver Minor/Not more than twice the amount/Second or subsequent offense	\$1000
137.04(E)4)	Using/Consuming in a public place	\$100
137.04(G)1)	Cultivation/ Place visible to public	\$100
137.04(G)2)	Cultivation /Unsecured location	\$100
137.04(G)3)	Possession > 2.5 ounces in residence Unsecured location	\$100
137.04(G)4)	Possession/Consumption/Purchase/Transport Process/Deliver without remuneration Excess concentrate	\$100
137.04(G)5)	Deliver without remuneration with Advertisement or promotion	\$100
137.04(H)2)a)	Possession/Cultivation/Deliver without remuneration/Possession with Intent to Deliver /Not more than twice the amount	\$500
137.04(H)2)b)	Possession/Cultivation/Deliver without Remuneration/Possession with Intent to Deliver/ Not more than twice the amount Second or subsequent offense	\$1000
137.05(H)2)	Marihuana Accessories/Minor in Possession	\$100

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)
COUNTY OF CALHOUN) ss:

I, the undersigned, the fully qualified Clerk of the City of Marshall, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Marshall at a regular meeting held on the May, 20, 2019, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this 20th day of May, 2019.

Trisha Nelson, City Clerk



ADMINISTRATIVE REPORT
May 20, 2019 - CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager
Tracy Hall, HR Manager

SUBJECT: Annual Compensation of Administrative Officials,
Department Heads, and Salaried Personnel

BACKGROUND: The charter of the City of Marshall, Section 2.27, Annual Compensation states "The city council shall set the salaries of all administrative officials, department heads and salaried personnel by June 30 of every year, except as provided by State law. Such salaries shall be included in the annual budget..."

Attached is a listing, by job title, of the proposed wages for the administrative officials, department heads and salaried personnel. Performance evaluations were completed and a 2% wage increase is being proposed for all position.

These proposed wages are contained within the FY20 proposed budget for the City of Marshall. As indicated by Charter, the wages must be formally approved by Council.

RECOMMENDATION: Approve the proposed FY20 wages for the administrative officials, department heads and salaried personnel as presented.

FISCAL EFFECTS: The wages as shown on the attached listing, are included in the FY20 proposed budget.

ALTERNATIVES: As suggested by City Council.

CITY GOAL CLASSIFICATION: Not Applicable

Respectfully submitted,

Tom Tarkiewicz
City Manager

Tracy L. Hall
HR Manager

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2019-2020 Salaries

effective
7/1/2019

	Pay Grade	Position	2018-2019 Wage	2% Increase		Pay Grade	
				2019-2020 Wage		Minimum	Maximum
1	10	HR Manager / IT Coordinator	48,389.45	49,357.239		38,756.00	50,664.00
2	11	FiberNet Customer Service & Marketing Mgr	43,000.00	43,860.000		42,632.00	55,731.00
3	11	Clerk / Planning & Zoning Admin	50,003.20	51,003.264		42,632.00	55,731.00
4	11	Treasurer	50,490.00	51,499.800		42,632.00	55,731.00
5	11	Marshall House Administrator	50,735.94	51,750.659		42,632.00	55,731.00
6	12	Recreation Administrator	54,100.80	55,182.816		46,894.00	61,303.00
7	13	FiberNet Technical Manager	56,100.00	57,222.000		51,586.00	67,433.00
8	13	DPW Superintendent	59,500.00	60,690.000		51,586.00	67,433.00
9	13	Waste Water Superintendent	61,698.25	62,932.215		51,586.00	67,433.00
10	13	Water Superintendent	62,302.91	63,548.968		51,586.00	67,433.00
11	14	Deputy Police Chief	73,965.34	75,444.647		57,053.00	76,790.00
12	15	Assistant Director of Electric Utilities		80,000.000		61,061.00	83,014.00
13	15	Director of Special Projects		80,000.000		61,061.00	83,014.00
14	15	Director of Finance	81,000.00	82,620.000		61,061.00	83,014.00
15	15	Director of Public Services	81,000.00	82,620.000		61,061.00	83,014.00
16	16	Director of Public Safety	86,595.23	88,327.135		66,523.00	90,441.00
17		Director of Electric Utilities & FiberNet	96,900.00	98,838.000			
18		City Manager	118,161.30	TBD			