



MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

June 18, 2018

- 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. Schedule Public Hearing – Zoning Amendment Applications for 419 E. Hughes, 333 E. Hughes, 938 S. Marshall, and 501 Homer Road P. 3

City Council will consider the recommendation to set a public hearing for July 16, 2018 to hear comments on Zoning Amendment Applications #RZ18.02 (Parcel #53-000-140-00) at 419 Hughes, #RZ18.03 (Parcel #53-001-825-00) at 333 E. Hughes, #RZ18.04 (Parcel #53-001-827-00) at 938 S. Marshall, and #RZ18.05 (Parcel #53-001-522-00) at 501 Homer Road to rezone all properties from R-2 Suburban Residential to MFRD Multi-Family Residential.

B. City Council Minutes P. 8
Regular Session..... Monday, June 4, 2018

C. City Bills P. 10
Regular Purchases..... \$ 271,570.75
Weekly Purchases – 6/1/18..... \$ 6,060.02
Weekly Purchases – 6/8/18..... \$ 8,557.89
Total \$ 286,188.66

8) PRESENTATIONS AND RECOGNITIONS

A. Introduction of New Patrol Officer
Chief Schwartz will introduce Jeshua Whitley as the new Patrol Officer for the Marshall Police Department.

B. Oaklawn Hospital Update
Richard Lindsey will provide an update on new developments from Oaklawn Hospital.

9) INFORMATIONAL ITEMS

A. Event Report – Willis Family Reunion P. 15

Mayor:

Jack Reed

Council Members:

Ward 1 - Kari Schurig

Ward 2 - Nick Metzger

Ward 3 - Brent Williams

Ward 4 - Michael McNeil

Ward 5 - Robert Costa

At-Large - Joe Caron



10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

11) OLD BUSINESS

12) REPORTS AND RECOMMENDATIONS

- A. **Assessing Services Agreement** **P. 16**
City Council will consider the recommendation to approve an Assessing Services Agreement with Mr. Edward VanderVries.
- B. **FY 2018 Year-End Budget Adjustments** **P. 23**
City Council will consider the recommendation to approve the resolution to amend the FY 2018 Budget.
- C. **Department of Public Services Contract** **P. 29**
City Council will consider the recommendation to approve the contract changes with Teamsters Local 214.
- D. **Annual Compensation of Administrative Officials, Department Heads, and Salaried Personnel** **P. 31**
City Council will consider the recommendation to approve the proposed FY19 wages for the Administrative Officials, Department Heads, and Salaried Personnel as presented

13) APPOINTMENTS / ELECTIONS

14) PUBLIC COMMENT ON NON-AGENDA ITEMS

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

15) COUNCIL AND MANAGER COMMUNICATIONS

16) ADJOURNMENT

Respectfully submitted,

Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
JUNE 18, 2018 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

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

SUBJECT: Set Public Hearing for July 16, 2018 to consider Zoning Amendment Applications #RZ18.02 (Parcel #53-000-140-00) at 419 Hughes, #RZ18.03 (Parcel #53-001-825-00) at 333 E. Hughes, #RZ18.04 (Parcel #53-001-827-00) at 938 S. Marshall, and #RZ18.05 (Parcel #53-001-522-00) at 501 Homer Road to rezone all properties from R-2 Suburban Residential to MFRD Multi-Family Residential

BACKGROUND: Kelly Williams, owner of 3 out the 4 parcels listed, is seeking to rezone these parcels from their current zoning of R-2 Suburban Residential to Multi-Family Residential to move forward with his plans to build apartments. The City of Marshall currently owns 333 E. Hughes but it is in the process of being sold to Mr. Williams.

The Planning Commission received Mr. Williams request at their regular meeting on May 9, 2018 and held a public hearing on the matter at their regular meeting on June 13, 2018. Public comment included:

- Velma Weston, 502 Homer Road. Expressed her concerns with environmental impacts and if anyone has consulted with the DEQ, concerns with the property values in the area, and also concerns with traffic volume and the need for a traffic study to be conducted. She was also concerned with the storm water issues in the area wanted to make it clear that she objected to all 4 of the rezoning applications that are being sought.
- Patty West, 1023 S. Marshall. Expressed her concerns with the traffic flow in the area since there are already issues with the school in the area. She is also concerned with the water run-off issues in that area and spoke of the historical value of the home at 938 S. Marshall. Ms. West also made it clear she was opposed to all 4 rezoning requests.
- Robin Shellenberger, 509 Homer Road. Expressed objection to the request. She just recently purchased the home at 509 Homer Road and does not want apartments next to her home to disrupt the natural setting that is there.
- Ray Klein, 115 W. Hughes. Expressed his concern with the size and the number of apartments in that area and is opposed to all four of the rezoning requests.

After the public hearing, the Planning Commission worked through a Zoning Amendment worksheet and addressed the following criteria:

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

- (1) The proposed zoning district is more appropriate than any other zoning district, or more appropriate than adding the desired use as a special land use in the existing zoning district.
- (2) The property cannot be reasonably used as zoned.
- (3) The proposed zone change is supported by and consistent with the goals, policies and future land use map of the adopted city master plan. If conditions have changed since the plan was adopted, as determined by the Planning Commission, the consistency with recent development trends in the area shall be considered.
- (4) The proposed zone change is compatible with the established land use pattern, surrounding uses, and surrounding zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values, and is consistent with the needs of the community.
- (5) All the potential uses allowed in the proposed zoning district are compatible with the site's physical, geological, hydrological and other environmental features.
- (6) The change would not severely impact traffic, public facilities, utilities, and the natural characteristics of the area, or significantly change population density, and would not compromise the health, safety, and welfare of the city.
- (7) The rezoning would constitute and create an isolated and unplanned district contrary to the city master plan which may grant a special privilege to one landowner not available to others.
- (8) The change of present district boundaries is consistent in relation to existing uses, and construction on the site will be able to meet the dimensional regulations for the proposed zoning district listed in the schedule of regulations.
- (9) There was a mistake in the original zoning classification, or a change of conditions in the area supporting the proposed rezoning.
- (10) Adequate sites are neither properly zoned nor available elsewhere to accommodate the proposed uses permitted in the requested zoning district.

MOTION by Bomia, supported by Hubbell, to recommend to the City Council the approval of Zoning Amendment Application #RZ18.02 (Parcel #53-000-140-00) to rezone 419 Hughes from R-2 Suburban Residential to MFRD Multi-Family Residential District. On a roll call vote; ayes: Banfield, Bomia, Collins, Davis, Hubbell, Zuck, and McNiff; nays: none. **MOTION CARRIED.**

MOTION by Hubbell, supported by Banfield, to recommend to the City Council the approval of Zoning Amendment Application #RZ18.03 (Parcel #53-000-001-825 to rezone 333 E. Hughes from R-2 Suburban Residential to MFRD Multi-Family Residential District. On a roll call vote; ayes: Bomia, Collins, Davis, Hubbell, Zuck, McNiff, and Banfield; nays: none. **MOTION CARRIED.**

MOTION by Hubbell, supported by Bomia, to recommend to the City Council the approval of Zoning Amendment Application #RZ18.03 (Parcel #53-001-827-00) to rezone 938 S. Marshall from R-2 Suburban Residential to MFRD Multi-Family Residential District. On a roll call vote; ayes: Collins, Davis, Hubbell, Zuck, McNiff, Banfield, and Bomia; nays: none. **MOTION CARRIED.**

MOTION by Hubbell, supported by Zuck, to recommend to the City Council the approval of Zoning Amendment Application #RZ18.05 (Parcel #53-001-522-00) to rezone 501 Homer Road from R-2 Suburban Residential to MFRD Multi-Family Residential District. On a roll call vote; ayes: Davis, Hubbell, McNiff, Banfield, Bomia, and Collins; nays: Zuck. **MOTION CARRIED.**

RECOMMENDATION: Staff recommends that City Council set a public hearing for July 16, 2018 to hear comments on Zoning Amendment Applications #RZ18.02 (Parcel #53-000-140-00) at 419 Hughes, #RZ18.03 (Parcel #53-001-825-00) at 333 E. Hughes, #RZ18.04 (Parcel #53-001-827-00) at 938 S. Marshall, and #RZ18.05 (Parcel #53-001-522-00) at 501 Homer Road to rezone all properties from R-2 Suburban Residential to MFRD Multi-Family Residential.

FISCAL EFFECTS: None at this time.

CITY GOAL CLASSIFICATION: GOAL AREA I. ECONOMIC DEVELOPMENT

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

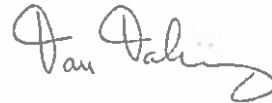
Creative redevelopment of vacant commercial and industrial property.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,



Trisha Nelson
City Clerk



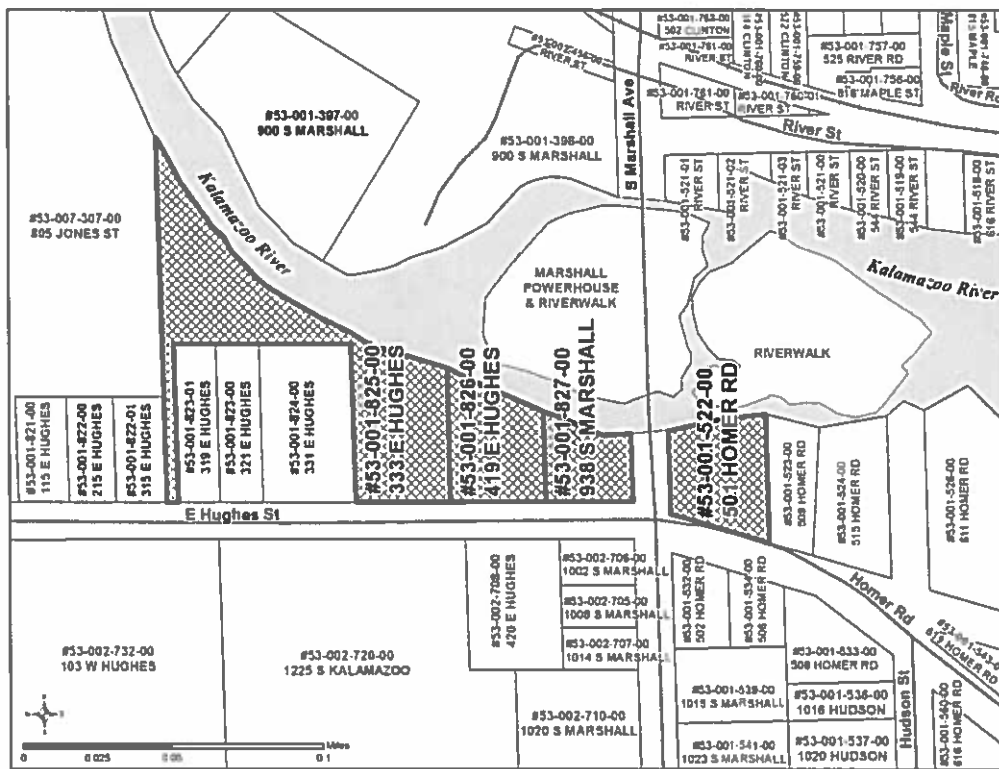
Tom Tarkiewicz
City Manager

**CITY OF MARSHALL
ORDINANCE #2018-##**

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF MARSHALL SO AS TO CHANGE THE ZONING OF PARCELS OF REAL PROPERTY AT 333 E. HUGHES STREET, PARCEL #53-001-825-00; 419 E. HUGHES STREET, PARCEL #53-001-826-00; 938 S. MARSHALL, PARCEL #53-001-827-00; AND 501 HOMER ROAD, PARCEL #53-001-522-00 FROM THE ZONING DISTRICT OF SUBURBAN RESIDENTIAL (R-2) TO MULTI-FAMILY RESIDENTIAL (MFRD).

THE CITY OF MARSHALL, MICHIGAN ORDAINS:

Section 1. Pursuant to the authority granted in Section 7.1 of the Marshall City Code, the Zoning Map of the City of Marshall is hereby amended so as to change the zoning district for the below described properties from Suburban Residential (R-2) to Multi-Family Residential (MFRD).



TAX PARCEL #53-001-825-00 (333 E. HUGHES ST.) LEGAL DESCRIPTION

MARSHALL CITY, UPPER VILLAGE LOT 823 EXC E 145' OF S 280', LOT 824 EXC S 280', AND LOT 825.

TAX PARCEL #53-001-826-00 (419 E. HUGHES ST.) LEGAL DESCRIPTION

MARSHALL CITY, UPPER VILLAGE, LOT 826.

TAX PARCEL #53-001-827-00 (938 S. MARSHALL AVE.) LEGAL DESCRIPTION

MARSHALL CITY, UPPER VILLAGE LOT 827. WITH A PERMANENT EASMENT: COMMENCING AT THE SE CORNER OF LOT 827, UPPER VILLAGE OF MARSHALL, ACCORDING TO THE RECORDED PLAT THEREOF, AS RECORDED IN LIBER 3 OF DEED OF PLATS, PG 12, THE POB OF SAID PERMANENT EASEMENT; THENCE ALONG THE SOUTH LOT LINE, WEST 8.25'; THENCE PARALLEL WITH THE EAST LOT LINE, NORTH 88'; THENCE WEST 10'; THENCE NORTH 60'; THENCE EAST 10'; THENCE SOUTH 27.75'; THENCE ALONG THE NORTH LINE OF SAID LOT, EAST 8.25' TO THE EAST LOT LINE; THENCE ALONG SAID EAST LOT LINE, SOUTH 120.04' TO THE POB. +/- .037 AC

TAX PARCEL #53-001-522-00 (501 HOMER RD.) LEGAL DESCRIPTION

MARSHALL CITY, UPPER VILLAGE LOT 522 & LOT 523 EXC E 23 FT. WITH A PERMANENT EASEMENT, [ESTABLISHED WITH EASEMENT DOCUMENT (LIBER 4160 PAGE 360), DATED AUG 1, 2017], DESCRIBED AS: COMMENCING AT THE SW CORNER OF LOT 522, UPPER VILLAGE OF MARSHALL, ACCORDING TO THE RECORDED PLAT THEREOF, AS RECORDED IN LIBER 3 OF DEED OF PLATS, PAGE 12, THENCE ALONG THE WEST LINE OF SAID LOT, NORTH 96 FT TO POB: THENCE CONTINUING ALONG THE WEST LOT LINE, N 75 FT; THENCE E 10 FT, THENCE S 75 FT; THENCE W 10 FT TO THE POB, SAID EASEMENT CONTAINING .017 ACRES (750 SF) OF LAND M/L, ALSO BEING SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.

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

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

Adopted and signed this _____ day of _____, 2018.

Jack Reed, MAYOR

Trisha Nelson, CITY CLERK

I, Trisha Nelson, being duly sworn as the City Clerk for the City of Marshall, hereby certify that the foregoing is a true and complete copy of an ordinance approved by the City Council, City of Marshall, County of Calhoun, State of Michigan, at a regular meeting held on May 7, 2018, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available by said Act.

Trisha Nelson, CITY CLERK

CALL TO ORDER

IN REGULAR SESSION Monday, June 4, 2018 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 Reed.

ROLL CALL

Roll was called:

Present: Council Members: Caron, McNeil, Metzger, Mayor Reed, and Schurig.

Also Present: City Manager Tarkiewicz.

Absent: Council Members Costa and Williams.

Moved McNeil, and supported Caron, to excuse the absence of Council Members Costa and Williams. On a voice vote: **MOTION CARRIED.**

INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Reed led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Metzger, supported Schurig, to approve the agenda with the addition of item 9B-Event Report for Booth Family Reunion. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

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

- A. Approve the recommendation to issue a license to Grand River Brewery to operate an outdoor/restaurant café effective May 1, 2018 through April 30, 2019;
- B. Minutes of the City Council Regular Session held on Monday, May 21, 2018;
- C. Approve city bills in the amount of \$ 253,822.15;

On a roll call vote – ayes: Caron, McNeil, Metzger, Mayor Reed, and Schurig; nays: none. **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITION

None.

INFORMATIONAL ITEMS

Event Reports were provided for the Repertoire Summer Recital and the Booth Family Reunion.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Repair of Main Transformers at Pearl Street Substation:

Moved Metzger, supported Schurig, to approve the recommendation to award the repair of the Pearl Street Substation to Solomon Corp. in the amount of \$59,665 with an additional \$6,000 for contingency work. On a roll call vote – ayes: Caron, McNeil, Metzger, Mayor Reed, and Schurig; nays: none. **MOTION CARRIED.**

B. Electronic Material Contracts for the FiberNet Project – Phase V:

Moved Schurig, supported McNeil, to approve the recommendation to approve the purchase of the electronic equipment required for Phase V of the FiberNet Project from the low bidder, Metro Wireless, in the amount of \$112,460. On a roll call vote – ayes: Caron, McNeil, Metzger, Mayor Reed, and Schurig; nays: none. **MOTION CARRIED.**

APPOINTMENTS/ELECTIONS

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

April Crock, the new reporter for the Chronicle-Advisor was introduced.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 7:31 p.m.

Jack Reed, Mayor

Trisha Nelson, City Clerk

UNJOURNALIZED

OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
18-06265	ACP INTERNATIONAL	WARNING SIGNS		525.07
3169	ALL RELIABLE SERVICES	2017/18 ELECTRIC LINE CLEARANCE TREE TR	2018.008	4,044.88
3135	ALL RELIABLE SERVICES	2017/18 ELECTRIC LINE CLEARANCE TREE TR	2018.008	2,528.32
88746	ALL-TRONICS INC	KEY FOBS		162.50
50252847	ALTEC INDUSTRIES INC	PLATFORM IS TILTED		360.00
50252826	ALTEC INDUSTRIES INC	SERVICE CALL		600.00
180510331	AMBS CALL CENTER	CALL CENTER COVERAGE FY18	2018.039	374.63
25438	ASPEN WIRELESS	DESIGN AND ENGINEERING SERVICES FOR FIB	2018.011	16,666.67
1152770-0518	AT CONFERENCE	CONFERENCE CALL		10.15
225-431164	AUTO VALUE MARSHALL	POST WASHER, 12V 485 CCA, CORE CREDIT		109.68
225-430715	AUTO VALUE MARSHALL	5W40 SYN GAL		163.96
225-431587	AUTO VALUE MARSHALL	STABILIZER CYL		34.99
225-429973	AUTO VALUE MARSHALL	FLAT BLACK, SEMI FLAT BLACK		20.67
225-431138	AUTO VALUE MARSHALL	FILTERS		162.10
225-430693	AUTO VALUE MARSHALL	OIL FILTER		20.38
225-430791	AUTO VALUE MARSHALL	CLEAR COAT, CHAMP WHITE		56.18
225-430318	AUTO VALUE MARSHALL	RUNNING BOARD		391.00
225-430461	AUTO VALUE MARSHALL	WHITE SPRAY		15.98
225-431102	AUTO VALUE MARSHALL	HUB/ROTOR ASSY, CERAMIC PADS, DISC BRAK		339.24
225-431275	AUTO VALUE MARSHALL	AXLE NUTS		43.52
225-431378	AUTO VALUE MARSHALL	DEX COOL		106.74
225-431545	AUTO VALUE MARSHALL	20 OZ R134A		91.78
225-429871	AUTO VALUE MARSHALL	4-1/2 IN X 7/8		15.38
225-430521	AUTO VALUE MARSHALL	RED DIP		9.49
225-430919	AUTO VALUE MARSHALL	SEAM SEAL BLK		9.99
225-430766	AUTO VALUE MARSHALL	RELAY		19.58
388-P1882221	BATTERIES PLUS BULBS	BATTERIES		18.72
P772510	BATTERIES PLUS BULBS	CFD26W/841		16.47
278994-IN	BEAVER RESEARCH CO	INSECT KILLER		80.00
95920	BOSHEARS FORD SALES I	2010 F250 FORD		1,004.50
24572	BROBST, DAVID	REIMBURSEMENT OF DAMAGES CAUSED BY ELEC		254.97
053018	BRUTSCHE CONCRETE PRO	SIGN POST BASES		1,460.00
8119	BUD'S TOWING & AUTOMO	BUS #10		125.00
LOCAL-2018-0000000	CALHOUN COUNTY TREASU	LAW ENFORCEMENT RECORDS SYSTEM ANNUAL F	2018.424	3,937.50
315113718116472	CAPITAL ONE COMMERCIA	SUPPLIES		142.86
114781	CARON CHEVROLET	HOSE ASM		318.94
060818	CARRIS, STEVE	UNIT #309		350.00
MVJ7564	CDW-G GOVERNMENT	COMPUTER CABINET		680.39
8837	CHAPMAN'S NURSERY & L	TREES		3,108.71
15846	COBAN TECHNOLOGIES	COBAN DVMS SOLUTION RENEWAL		990.00
5574	CONSTANTINE TURF FARM	1400 SF STANDARD ROLL TURF		294.00
INV0087802	CONSUMERS CONCRETE PR	CC 18" DIAMOND BLADE		325.00
9983	COURTNEY & ASSOCIATES	MONTHLY RETAINER		250.00
71554941	CRYSTAL FLASH MARSHAL	GASOLINE		1,062.91
973383	CRYSTAL FLASH MARSHAL	PROPANE CYLINDERS		21.36
651300000	CRYSTAL FLASH MARSHAL	INVC 432736 LESS CREDITS FOR OLD DIESEL		(195.12)
147327	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES		180.00
147284	D & D MAINTENANCE SUP	TISSUE DISPENSER		34.20
147328	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES		133.86
683023	D & G EQUIPMENT INC	V-BELT		216.75
683024	D & G EQUIPMENT INC	SWITCH & CLUTCH		462.45
COPS	DARK ALLEY CYCLE	PATROL CYCLE BATTERY		176.46
05/23/18	DARK ALLEY CYCLE	BIKE REPAIRS		793.39
529165	DARLING ACE HARDWARE	LUBE		3.99
528696	DARLING ACE HARDWARE	KEYS		3.98
528895	DARLING ACE HARDWARE	HITCH PINS		27.87
528493	DARLING ACE HARDWARE	COMPACT AIR CIRCULATOR		44.99
528506	DARLING ACE HARDWARE	GLUE		2.99
528787	DARLING ACE HARDWARE	BLEACH, MOP DECK, PAIL		29.45
528955	DARLING ACE HARDWARE	MOUNTING PUTTY		4.98
525420	DARLING ACE HARDWARE	U BOLTS		11.94
526434	DARLING ACE HARDWARE	DERLIN SLEEVE		2.45
528024	DARLING ACE HARDWARE	NUTS, BOLTS		1.86
526574	DARLING ACE HARDWARE	CLAMP HOSE		8.34
528049	DARLING ACE HARDWARE	ACE SHVL RND-PT		14.99
527065	DARLING ACE HARDWARE	ROOF CAP NAILS		7.99
525703	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		7.56
525622	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		14.16
528234	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		1.42
526498	DARLING ACE HARDWARE	STEEL WOOL, TAP CARDED		9.58
527879	DARLING ACE HARDWARE	HP ULTRA 5 GAL MIX		49.99
525792	DARLING ACE HARDWARE	KEY		1.99
524240	DARLING ACE HARDWARE	DAWN, SPONGES		9.17
522595	DARLING ACE HARDWARE	VELCRO STRIP, COV LCK		33.97
523036	DARLING ACE HARDWARE	BATTERY		13.99
523251	DARLING ACE HARDWARE	LITE ORGANIZER, ANCHOR, PHONE CABLE WAL		25.63
523633	DARLING ACE HARDWARE	PHONE/CABLE WALPLT, TUBE ALUM, MEASURIN		72.72
524070	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		1.50
3530	DIGICOM GLOBAL INC	SERVICE 2-WAY RADIO		99.00

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
EXECUIN25929	DIGITAL HIGHWAY INC	AIRLINK GX450 WIFI LTE/EVDO/HSPA+VZW M	2018.406	743.07
138263	DLZ	CONSTRUCTION OVERSIGHT & INSPECTION MAR	2018.216	4,839.57
INV38644	DORNBOS SIGN INC	SPEED LIMIT SIGNS		193.50
INV38621	DORNBOS SIGN INC	CROSSPIECE BRACKET EXT, CAP BRACKET EXT		530.00
3	DREAM CLEAN HOUSEKEEP	APARTMENT CLEANING		85.00
2	DREAM CLEAN HOUSEKEEP	APARTMENT CLEANING		75.00
7969512	ERADICO PEST SERVICES	DETECTION & TREATMENT		216.00
7846723	ERADICO PEST SERVICES	PEST CONTROL		65.00
I98414	ERIC DALE HEATING & A	SERVICE CALL		405.00
I98350	ERIC DALE HEATING & A	CHAPEL SERVICE CALL		429.31
I98441	ERIC DALE HEATING & A	MARSHALL HOUSE SERVICE CALL		202.33
MIBAT260246	FASTENAL COMPANY	SUPPLIES		103.72
MIBAT260211	FASTENAL COMPANY	BATTERY, ROLL TOWEL		126.96
46944	FERGUSON WATERWORKS #	1" TUBING		89.20
18-439	FIRST DUE	HELMETS, GLOVES		741.00
12652	FUG	TABLE CLOTH		217.30
112682460	GLOBAL EQUIPMENT COMP	PICNIC TABLES	2018.421	2,535.56
3251233	GLOBAL RENTAL CO., IN	RENTAL BUCKET TRUCK FOR FIBERNET- 2016	2018.320	2,300.00
9304024169	GRAYBAR ELECTRIC	COMMSCOPE SPLICING MATERIALS FOR FIBERN	2018.385	525.00
9304024167	GRAYBAR ELECTRIC	COMMSCOPE MST'S AND SUPERIOR ESSES 12 C	2018.336	641.10
9304024168	GRAYBAR ELECTRIC	509 NID'S AND DROP CABLES, REEL FLEX CA	2018.352	4,827.00
9304096925	GRAYBAR ELECTRIC	509 NID'S AND DROP CABLES, REEL FLEX CA	2018.352	4,264.72
9304053963	GRAYBAR ELECTRIC	COMMSCOPE SPLICING MATERIALS FOR FIBERN	2018.385	10,416.87
9304216149	GRAYBAR ELECTRIC	MST ORDER- QUOTE #0228586317	2018.350	10,863.04
9304143861	GRAYBAR ELECTRIC	MST ORDER- QUOTE #0228586317	2018.350	22,337.56
9304189430	GRAYBAR ELECTRIC	B DROP ALUM COMM		389.25
9304216152	GRAYBAR ELECTRIC	COMMSCOPE REAL FLEX SC APC/LC CABLES	2018.376	1,241.00
9304167655	GRAYBAR ELECTRIC	COMMSCOPE MST'S AND SUPERIOR ESSES 12 C	2018.336	865.00
9304143863	GRAYBAR ELECTRIC	509 NID'S AND DROP CABLES, REEL FLEX CA	2018.352	4,832.64
9304189429	GRAYBAR ELECTRIC	509 NID'S AND DROP CABLES, REEL FLEX CA	2018.352	9,765.64
9304288470	GRAYBAR ELECTRIC	GB#0230219625 THOMAS&BETTS SMALL WEDG	2018.407	201.54
9304263278	GRAYBAR ELECTRIC	MST ORDER- QUOTE #0228586317	2018.350	1,209.52
9304239469	GRAYBAR ELECTRIC	MST ORDER- QUOTE #0228586317	2018.350	10,956.81
9304239468	GRAYBAR ELECTRIC	COMMSCOPE REAL FLEX SC APC/LC CABLES	2018.376	1,922.25
9304167656	GRAYBAR ELECTRIC	FIBER INTERFACE DEVICE	2018.352	2,520.00
9304122701	GRAYBAR ELECTRIC	LAYUP STICK WITH HOOK END	2018.392	147.14
6091	GRONDIN PRINTING & AW	LAB WORKSHEETS		149.00
10952	GUTTERS R US LLC	LAWN MOWING AT MRLEC FOR THE 2018 SUMME	2018.328	330.00
10648	GUTTERS R US LLC	2017/18 SNOW REMOVAL AT MARSHALL HOUSE	2018.155	368.00
245416	GWIN, DARWIN	MOWED BROOKS NATURE AREA		225.00
10974084	HACH COMPANY	AMMONIA TNT		1,055.93
9163266796	HD SUPPLY FACILITIES	TOILET SEAT		59.74
9163055185	HD SUPPLY FACILITIES	HAND SHOWER CHR		69.87
2762	HE CLEANS TOO, LLC	JANITORIAL SUPPLIES		128.98
83761	HERMANS MARSHALL HARD	HOSE		12.49
83764	HERMANS MARSHALL HARD	2 PK MASKS		4.99
78427	HERMANS MARSHALL HARD	SPRAY BOTTLES		5.98
83629	HERMANS MARSHALL HARD	CUPS, ?		25.63
83789	HERMANS MARSHALL HARD	MEASURING CUP		2.79
83590	HERMANS MARSHALL HARD	BLUE STRIPING PAINT		62.91
83803	HERMANS MARSHALL HARD	WASTE BASKETS		43.98
1886	HIGLEY'S TREE SERVICE	REMOVE TREE AND STUMP 605 W. MANSION	2018.422	2,000.00
20535	HUNTER PRELL COMPANY	GREEN & CHERRY WATERMAIN BREAK	2018.420	4,027.00
20466	HUNTER PRELL COMPANY	SERVICE AT MARSHALL HOUSE		452.17
47705-IN	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM		395.00
1-676144	IRVIN'S HARDWARE	DIE GRINDER		79.95
060618	ISAAC & SONS	UNITS 105 & 226		170.00
6821	J AND K PLUMBING SUPP	DELTA PIN WALL MNT		28.84
PC001305797:01	JACKSON TRUCK SERVICE	THERMOSTAT		98.94
129	JOHN D BRUNDAGE & JOH	01/01/18 THROUGH 03/31/18		8,267.00
7251	JS BUXTON	LIME		1,098.23
052818	K-MART	APRIL & MAY CHARGES		119.91
S106748711.001	KENDALL ELECTRIC INCO	CPR EATON LIGHTING		421.34
307937	KNIGHT WATCH, INC	24-HR FIRE ALARM MONITORING		224.85
33149	LAKELAND ASPHALT CORP	TOP WEARING BITUMINOUS AGGREGATES		52.47
33130	LAKELAND ASPHALT CORP	BITUMINOUS AGGREGATES		116.07
1047867	LEGG LUMBER	80# MORTAR MIX		5.99
1048123	LEGG LUMBER	2" EXT SCR STAR DR, 80# GRAVEL MIX		53.93
1048209	LEGG LUMBER	HANDRAIL, BRACKETS, OAK, MINWAX		173.33
1048263	LEGG LUMBER	DRYWALL		11.69
13697	LEWEY'S SHOE REPAIR	STRAND'S BOOT ALLOWANCE		83.06
102	MAGIC MAIDS	CLEAN APTS		500.00
33162	MARCOUX, ALLEN, BOWER	SEPTEMBER 2017 THROUGH NOVEMBER 2017 SE		2,400.00
33785	MARCOUX, ALLEN, BOWER	SERVICES FROM DECEMBER THROUGH APRIL 20		3,780.00
33784	MARCOUX, ALLEN, BOWER	LDFA DECEMBER CHARGES		900.00
64523255	MCMASTER-CARR	WORK GLOVES		24.14
S4331907.001	MEDLER ELECTRIC COMPA	ALUM STR CORD CONN		106.76
272677	MICHIGAN INDUSTRIAL G	OXYGEN		45.71
274118	MICHIGAN INDUSTRIAL G	CYLINDER RENTAL INVOICE		60.97

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
M 05-18	MICHIGAN SOUTH CENTRA	NATURAL GAS - MAY 2018		49.54
18-71394A	MILLENNIUM	DROP WIRE B CLAMP		365.88
18-71668-1	MILLENNIUM	3/4" CONDUIT		464.75
2018 GRAND	MPARKS	2018 GRAND EXPERIENCE TRIP 2		12,750.00
56940249	MSC INDUSTRIAL SUPPLY	SAFETY GLASSES		12.44
56942329	MSC INDUSTRIAL SUPPLY	SAFETY GLASSES		37.32
56939689	MSC INDUSTRIAL SUPPLY	SAFETY GLASSES		31.80
86370	O'LEARY WATER CONDITI	WATER DELIVERED		27.00
86940	O'LEARY WATER CONDITI	MAY & JUNE COOLER RENTAL, WATER		29.00
2018-29	OERTHERS	HANGING BASKET		12.89
1078772	OFFICE 360	TAPE DISPENSER, PAPER		33.64
456901	OLD MACDONALD'S FARM	CUPS		42.00
2018-0006	PARKS COMMUNICATION S	SERVICE CALL - TRAINING ROOM PROJECTOR		80.00
2018-0005	PARKS COMMUNICATION S	FIBERNET INSTALLATION SERVICES		540.00
6430620-00	POWER & TELEPHONE SUP	QUOTE#6427983 HANDHOLDS- POLY CONCRETE	2018.345	11,766.00
56264754	POWER LINE SUPPLY	GIN BINDER		491.57
56264690	POWER LINE SUPPLY	CONDOX CABLEGLIDER CABLE PULLER MACHINE	2018.409	6,282.57
56265000	POWER LINE SUPPLY	4/0 COPPER WIRE- 500' COIL	2018.371	1,885.35
56264825	POWER LINE SUPPLY	RAIN PANTS - FULLER		95.35
56264753	POWER LINE SUPPLY	HOT STICK		163.00
56262784	POWER LINE SUPPLY	CONNECTOR VISE BRZ		206.41
56263194	POWER LINE SUPPLY	SEAL METER PLASTIC PADLOCK		526.60
21106	POWERDMS	STANDARD FOR MICH ASSOC OF CHIEF OF POL	2018.412	1,893.00
F92812	POWERPLAN	FILTERS & CARTRIDGES		371.98
F92883	POWERPLAN	AIS OIL ANALYSIS		15.20
290859	PRINTLINK	BUSINESS CARDS - MEYER		46.70
CG824280	PROSOURCE OF KALAMAZO	WALL BASE		623.24
18-8423	QUALITY EXCAVATORS, I	21AA GRAVEL		2,480.00
1039	QUALITY LAWN CARE	LAWN CARE AT AIRPORT		900.00
I1805071160	REALPAGE INC	ANNUAL FEES - MARSHALL HOUSE		2,705.71
86264	ROWE PROFESSIONAL SER	MONROE STREET BRIDGE ENGINEERING	2018.051	7,254.00
20621	RS TECHNICAL SERVICE	DIAPHRAGM KIT, VALVE KIT		1,442.97
52429	SECURITY DESIGN SERVI	QUOTE #23301 - DS NETWORK VIDEO RECORDE	2018.399	5,764.00
5729-6	SHERWIN-WILLIAMS	VINYL FLOORING APT 309	2018.423	1,857.08
9281	SIGNWORLD CONCEPTS	PARKING LOTS SIGN FOR CLOSURE WHILE SEA		252.00
205322	STANLEY LAWN & GARDEN	SPEED FEED HEAD		32.98
1361733	STANTEC CONSULTING MI	SEDIMENT TESTING OF KALAMAZOO RIVER IMP	2018.125	1,766.60
1361734	STANTEC CONSULTING MI	WATER WITHDRAWAL PROFESSIONAL SERVICES	2018.353	2,227.59
1361735	STANTEC CONSULTING MI	DEQ WATER WITHDRAWAL CONSULTING	2018.354	3,256.35
761-10349362	STATE OF MICHIGAN	LEAD AND COPPER SAMPLING	2018.425	1,040.00
052918	STEPHEN T DEAN	REPAIR BRICK SIDEWALK ON HAMILTON ST		960.00
MAR10133	TIRE CITY TIRE PROS	DART 15		52.69
MAR10062	TIRE CITY TIRE PROS	DART 11		36.23
3715409	TOSHIBA AMERICA BUSIN	COPIER USAGE		65.58
JP45293	TRI-COUNTY INTERNATIO	VALVE		37.62
96569940	ULINE	BLUE STACK BINS		39.98
161 0021001	UNIFIRST CORPORATION	DPW		52.53
161 0021002	UNIFIRST CORPORATION	PUBLIC SERVICES		346.81
161 0021005	UNIFIRST CORPORATION	MARSHALL HOUSE		39.68
161 0021003	UNIFIRST CORPORATION	POWER HOUSE		52.03
161 0021004	UNIFIRST CORPORATION	WATER DEPT		89.65
161 0021000	UNIFIRST CORPORATION	WASTE WATER		26.07
161 0019984	UNIFIRST CORPORATION	WATER DEPT		38.20
161 0020507	UNIFIRST CORPORATION	WASTE WATER		35.27
161 0020510	UNIFIRST CORPORATION	POWER HOUSE		52.03
161 0019982	UNIFIRST CORPORATION	PUBLIC SERVICES		156.98
161 0020509	UNIFIRST CORPORATION	PUBLIC SERVICES		154.48
161 0020508	UNIFIRST CORPORATION	DPW		52.53
584304	USA BLUEBOOK	STATIC MIXER		183.98
E02604	VERMEER OF MICHIGAN,	QUOTE#00559JANJ-R2 VERMEER SPX25 VIBRA	2018.363	23,950.00
71642	WALTERS-DIMMICK PETRO	ROTELLA T6 5W40 SYNTHETIC		1,199.75
50245	WEST MICHIGAN LAWN SE	SPRINKLER SYSTEM STARTUP		427.21
GRAND TOTAL:				271,570.75

APPROVAL LIST FOR CITY OF MARSHALL
 EXP CHECK RUN DATES 05/26/2018 - 06/01/2018
 UNJOURNALIZED
 OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
053018-C	BANFIELD, TIM	ENERGY OPTIMIZATION - A/C		100.00
478	BERRY, ARLENE	REFUND - PROGRAM CANCELLED - FLOOR HOCK		30.00
479	BONDY, RUTH	REFUND - PROGRAM CANCELLED		60.00
480	BOOTH, DEB	REFUND - PROGRAM CANCELLED		60.00
053018	BROWN, GLEN	ENERGY OPTIMIZATION - LED LIGHTING		20.00
053018	CITY OF MARSHALL	PETTY CASH REIMBURSEMENT		9.42
476	COULTER, SHIRLEY	REFUND - PROGRAM CANCELLED		60.00
481	CUNIC, LINDA	REFUND - PROGRAM CANCELLED - FLOOR HOCK		30.00
052518	DEVENEY, JAMES R	INSPECTOR COMMISSIONS		316.00
053018	FISHER, CHARLIE	MEAL		10.00
052818	FISHER, CHARLIE	MEALS - MUTUAL AID		40.00
052918	FISHER, CHARLIE	FUEL PURCHASED FOR MUTUAL AID		95.00
053018-A	FITZPATRICK, JOSEPH	ENERGY OPTIMIZATION - LED BULBS		26.96
482	GINN, EVELYN	REFUND - PROGRAM CANCELLED - FLOOR HOCK		30.00
052518	GROSS, JOHN	INSPECTOR COMMISSIONS		405.00
053018-B	HALLOCK, CHERYL	ENERGY OPTIMIZATION - FURNACE & THERMOS		135.00
477	KNICKERBOCKER, VICKI	REFUND - PROGRAM CANCELLED		60.00
9156-0518	MARSHALL COMMUNITY CU	9156 - MILLER		910.87
3507-0518	MARSHALL COMMUNITY CU	3507 - MCDONALD		770.05
S4332664.001	MEDLER ELECTRIC COMPA	PVC TERMINAL ADAPTER, 2" 105D PLSTC		22.02
053018	MURCH, CLAUDIA	ENERGY OPTIMIZATION - WASHER/DRYER		50.00
06/01/2018	MURRAY, NOAH & BURKE,	UB refund for account: 1900760043		87.02
483	MYERS, EDNA	REFUND - PROGRAM CANCELLED - FLOOR HOCK		30.00
053018	NASH, WILL	ENERGY OPTIMIZATION - LED LIGHTING		10.00
052518	PARKS, MATT	TRAVEL ADVANCE		300.00
486	POTTER, MARILYN	REFUND - PROGRAM CANCELLED		30.00
052918	S&N HYDROSEEDING	REFUND OF DEPOSIT LESS WATER USAGE & HY		420.00
053018	SCHOENROCK, ROBERT	ENERGY OPTIMIZATION - LED LIGHTING		96.00
052518	SCOTT, DOUGLAS	INSPECTOR COMMISSIONS		990.00
06/01/2018	SHERRELL, NICK	UB refund for account: 401080019		61.68
CM151	SMITH, TERRY & FREEMI	REFUND PAYMENT FOR CONNECTION FEES		380.00
485	SMITH, VIRGILIA	REFUND - PROGRAMS CANCELLED		60.00
484	SPITZLEY, ELAINE	REFUND - PROGRAM CANCELLED - FLOOR HOCK		60.00
052818	SUNDBERG, KIP	MEALS - MUTUAL AID		40.00
05/30/18	TRIEBOLD, AUGUST	ENERGY OPTIMIZATION - LED LIGHTING		20.00
488	VILAND, CONNIE	REFUND - PROGRAM CANCELLED		30.00
487	VILAND, CONNIE	REFUND - PROGRAM CANCELLED		60.00
053018	WEERS, KIM	ENERGY OPTIMIZATION - FURNACE & THERMOS		135.00
053018	ZEBOLSKY, JOEL	MEAL		10.00
GRAND TOTAL:				6,060.02

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
145970911-0518	A T & T	ACCT #145970911		83.78
06/07/2018	AUTO LAB OF MARSHALL	UB refund for account: 3000530007		74.63
06/07/2018	BURTIS, SARA	UB refund for account: 401900014		69.68
053118	CALHOUN COUNTY TREASU	MAY TRAILER FEES		80.00
2550568915-0618	CHEMICAL BANK SOUTH	HSA ACCT #2550568915 HALL, TRACY		900.00
2551241900-0618	CHEMICAL BANK SOUTH	HSA ACCT #2551241900 LANE, CRYSTAL		1,800.00
2552513513	CHEMICAL BANK SOUTH	HSA ACCT #2552513513 SCHIPPER, CLINTON		300.00
060118	CITY OF MARSHALL	FOOD VENDOR APPLICATION FOR FIBERNET		250.00
202963023657	CONSUMERS ENERGY	1000 0916 3708		29.32
204030954173	CONSUMERS ENERGY	1030 1852 0884		15.12
205365850164	CONSUMERS ENERGY	1030 0915 7670		19.10
204920897588	CONSUMERS ENERGY	1000 6710 1772		18.54
205721802663	CONSUMERS ENERGY	1030 1352 1119		17.40
060818	DALTON, CHRISTINE	PERMIT REFUND OVERPAYMENT - HOME DEPOT		50.00
060718	DANAE AND THE GRIND	BLUES FEST ENTERTAINMENT		500.00
06/07/2018	HARRIS, MALLORY	UB refund for account: 1400760050		87.07
3328150	IIX INSURANCE INFORMA	MOTOR VEHICLE REPORTS		36.20
060718	LUKE REPASS	BLUES FEST ENTERTAINMENT		1,000.00
052318	MAEDA	SURETY BOND FOR LIQUOR LICENSE		50.00
060718	MARCI LINN BAND	BLUES FEST ENTERTAINMENT		800.00
1004-0518	MARSHALL COMMUNITY CU	1004 - SCHWARTZ		199.22
06/07/2018	PAISON, KEVIN & SHROA	UB refund for account: 3108040009		74.56
060518	PHILPOTT, ANTHONY	BOOT ALLOWANCE		90.05
637240052693	SCOOTER'S REFUSE SERV	DUMPSTERS & 96-GAL CARTS FOR BLUES FEST		832.00
18247-2018	STATE OF MICHIGAN - M	RENEWAL OF MUNICIPAL WASTEWATER TREATME		95.00
060718	WHO DAT BLUES BAND	BLUES FEST ENTERTAINMENT		1,000.00
06/07/2018	WILLIAMS, HEATHER	UB refund for account: 3204280025		53.25
10058364-0518	WOW! BUSINESS	ACCT #010058364		32.97
GRAND TOTAL:				8,557.89

EVENT REPORT

EVENT: Willis Family Reunion

EVENT LOCATION: Ketchum Park

SPONSOR: Pat Willis – 269-986-2701

EVENT DATE: Sunday August 5th 2018

EVENT TIMEFRAME: 12:00 pm to 10:00pm

MDOT PERMIT REQUIRED: No

MDOT PERMIT GRANTED: N/A

ROAD CLOSURE DETAIL: None

ROAD CLOSURE TIMEFRAME: N/A

EVENT CLOSURE DETAIL: N/A

DETOUR DETAIL: N/A

EVENT DETAIL:

The Willis Family are anticipating approximately 50 people to attend the reunion and will make sure to clean up any residual garbage and other items.

COUNCIL NOTIFICATION DATE: June 18, 2018



ADMINISTRATIVE REPORT
June 18, 2018 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

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

SUBJECT: Assessing Services Agreement

BACKGROUND: In January of this year our current assessor, Julie Cain-Derouin, announced that she would be retiring sometime around mid-year (actual date is July 6). With that announcement, the Finance Director met with the Albion City Manager to discuss what the best option would be going forward, and from those discussions it was decided to keep the current assessing agreement in place if possible.

The City then proceeded to advertise the assessing position opening, not only locally, but with the Michigan Municipal League, the Michigan Townships Association, and with the Michigan Assessors Association. The City received five responses, of which, not a single applicant had any level of assessing certification or enough assessing experience to warrant an interview.

On May 3, 2018 the Finance Director received an assessing agreement proposal from Mr. Edward VanderVries, MMAO IV, whom the City already has an assessing agreement with concerning the Marshall Energy Center. Staff has reviewed the proposed agreement and feels that it is in the best interest of the City to enter into the attached three-year agreement with Mr. VanderVries. The City is required by the Michigan State Tax Commission to have a level 3 or higher assessor and Mr. VanderVries meets this criteria. Staff would also like to point out that the agreement provides for at least eight days a month of in house office hours for our citizens.

The City of Albion was notified on May 14, 2018 of Marshall's decision not to renew our current assessing agreement based on the fact we could not hire a qualified assessor and that Mr. VanderVries proposal would be presented to Marshall City Council in June.

RECOMMENDATION: Staff recommends that Council approve the attached Assessing Services Agreement with Mr. Edward VanderVries at the following rates:

July 1, 2018 – June 30, 2019	\$52,800
July 1, 2019 – June 30, 2020	\$54,000
July 1, 2020 – June 30, 2021	\$55,200

And to authorize the City Manager and the City Clerk to sign the agreement.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835


cityofmarshall.com

FISCAL EFFECTS: The General Fund Assessing budget that was adopted by Council on May 21, 2018, will be amended to incorporate this assessing agreement proposal and the possibility of hiring part-time support staff. The associated revenue from the City of Albion will also be eliminated at that time.

CITY GOAL CLASSIFICATION: N/A

ALTERNATIVES: As suggested by Council.

Respectfully submitted,



Tom Tarkiewicz
City Manager



Jon B. Bartlett
Finance Director

AGREEMENT FOR ASSESSMENT SERVICES
Beginning July 1st, 2018
City of Marshall

SECTION 1. INTENT

- 1.1 It is the intent of this agreement to establish the terms, conditions, and responsibilities of Edward K. VanderVries hereinafter referred to as the "CONTRACTOR" and the City of Marshall, hereinafter referred to as "City", for the performance of the duties regarding Assessment Services for the City.

SECTION 2. CONTRACTORS RESPONSIBILITIES

- 2.1 Contractor agrees to provide an Assessor at the certification level required by the State Assessors Board. If at such time the state requires an increased level of certification, contractor will provide an assessor to meet said level within the time guidelines provided by the State of Michigan. All work hereinafter designated as to be completed by "Assessor" will be completed by Contractor (Edward VanderVries) listed with the State Tax Commission as the Assessor of Record. Contractor will provide an assistant, Kathryn Wright 1 day per week in addition to Contractor schedule.
- 2.2 4 - 1/2 days per month will be spent in the City by Contractor and 4 days per month will be provided by Contractor's assistant. Additional days may be required to complete the work, but these hours are designated for office hours and regularly scheduled fieldwork. In the event the Assessor or Assistant is unable to make the scheduled days, the Assessor or Assistant will make up those days, except days, which fall on legal holidays, and days that the City offices are closed. 8 days per year will be used for education and/or vacation. Days in the office shall include the following:
- 2.3 Work Days & Hours: TBD (Tentative Schedule – Mondays 8:00am – 12:00pm and each Wednesday)
- 2.3.1 Days spent at the Michigan Tax Tribunal.
- 2.3.2 Board of Review attendance.
- 2.3.3 During the month of March, the Assessor's responsibilities will be fulfilled by the Board of Review attendance. Board of Review meetings may be staffed by assistant.
- 2.3 The Assessor shall prepare the assessments for the ad valorem assessment roll and all special act rolls. The Contractor is not responsible for any special assessment rolls but will assist in the preparation and provide current information as requested.
- 2.4 Pick up new construction. This will be done through a physical review of new construction, through cooperation of the building department and through a review of building permits. A copy of all building permits will be provided for the Assessor's use. All building permits must have the property code number entered on the permit.
- 2.5 The City shall also supply the Assessor with a copy of all fire calls involving improved properties, with property code numbers attached.
- 2.5 Eliminate across the board increases by developing ECF neighborhoods, land values, and applying any future increases/decreases to the areas in which they belong.
- 2.6 Prepare sales studies using available data.

- 2.7 File all forms and reports in a timely manner.
- 2.8 Respond to all equalization studies.
- 2.9 Attend and/or provide designated assistant to attend Board of Review meetings. The meetings will be cooperatively scheduled between the City and the Assessor.
- 2.10 July and/or December Board of Review: The Contractor shall prepare for and attend or provide assistant to attend the July and December Board of Review.
- 2.11 Defend all appeals to the Small Claims Division of the Michigan Tax Tribunal. This includes all appeals which exist, or which may arise from the prior assessments. Upon termination of this contract, the City shall assume responsibility for any future or ongoing appeals. A written summary will be provided for any unsettled petitions.
- 2.12 Any appeals to the Entire Tribunal which require legal counsel will be supplied by the City. The City may employ another firm to prepare a supportable and defensible report. The Assessor will keep the City Manager informed of these appeals and supply the City with a recommendation and potential tax impact.
- 2.13 Establish good public relations and will work with and educate property owners to eliminate adversarial situations.
- 2.14 Conduct a personal property canvass to ensure that the personal property roll reflects equity. The Contractor will provide certified personal property examiners if personal property audits are determined to be necessary and will request audits be conducted by the county if certified personnel are available.
- 2.15 The STC is currently requesting, but not requiring, a mass re-inspection of 20% of real property annually. If it is determined during the term of this contract that a reappraisal requiring a site visit with measuring buildings and updating all information is required, a separate proposal will be provided to account for that work. As part of this contract, 20% of all real property will receive a site visit to update the photo, effective age, and verify that no buildings are missing or being assessed when they no longer exist. (See section 4.3)
- 2.16 The Contractor shall provide all necessary personal transportation and field equipment to perform the assessing functions.
- 2.17 The Contractor shall prepare an estimate for the City of items not covered under this agreement.

SECTION 3. TIME FRAME

- 3.1 This agreement for assessment services shall begin on July 1, 2018 and conclude June 30, 2021.
- 3.2 Both the City and the Contractor may cancel this agreement upon 60 days written notice.
- 3.3 Both parties may renegotiate this agreement 60 days prior to its conclusion.
- 3.4 The Contractor/Assessor will be required to perform the assessing duties under the laws, rules, and guidelines in existence as of the signing of this contract. Should the laws, rules, and or guidelines change during the term of this contract, then the Contractor and City shall be afforded the opportunity to renegotiate this contract.

SECTION 4. SERVICE FEES

- 4.1 The City shall pay a fee for the Assessment Services as follows:
 - 4.2 **Assessment Administration**
 - 4.2.1 Annually paid as follows:
 - 4.2.2 Year 1 – July 2018 – June 2019 - \$4,300 per month.
 - 4.2.3 Year 2 – July 2019 – June 2020 - \$4,400 per month.
 - 4.2.4 Year 3 – July 2020 – June 2021 - \$4,500 per month.
 - 4.2.5 Per the IRS, and Michigan Wage Department, \$100 per month will be paid to the Assessor of Record as an employee of City of Marshall. This payment will be made utilizing the city's existing payroll program and time periods.
 - 4.2.6 Payment for services listed in sub-sections 4.2.1 – 4.2.4 will be made for services not covered as an employee. The Contractor will provide a W-9 with all required information to be paid as a sub-contractor. Any work performed by assistants will be the responsibility of, and paid by, the Contractor. The Contractor will maintain general liability insurance and E&O insurance with City of Marshall named as an additional insured, which will cover the contractor and all sub-contractors who will be performing work on behalf of City of Marshall. Payment will be made to Edward K. VanderVries by the 10th day of each month.
 - 4.3 **Review, Reappraisal, & Field Inspection**
 - 4.3.1 As part of this contract, if a Full Reappraisal is required by the State or the City, the work will be completed by designated ECF Neighborhoods to ensure equity on the assessment roll. 20% of the City will be completed annually. The cost for this service will be \$34.00 per parcel and will include new measurements of all buildings, a new photo (Front & Back whenever possible), a sketch of the property improvements, and land & building details entered into the BS&A Assessing Software Database. The City will be billed separately for the re-valuation work as it is completed. A detailed report will be provided with the billing. (This section is optional and may be implemented with approval by the City)
 - 4.4 **Fee for mapping services as follows:**
 - 4.4.1 The Contractor/Assessor if required to approve/deny parcel splits, the Contractor reserves the right to split any fee charged by the City. The parcel split applications must include accurate surveys, sketches and legal descriptions and will be required to update the parcel database and maps.

SECTION 5. CITY RESPONSIBILITIES

- 5.1 The City shall provide property description cards containing needed initial information such as property number, legal description, owner, and address information, as well as all the present existing data and measurements. (It is understood that this information may be incomplete, which would be a good reason for the 20% per year full reappraisal approach.)
- 5.2 The City shall provide appropriate tax maps, office supplies, postage and mailing service if necessary. The City Hall will be utilized for meeting with taxpayers on the scheduled days in the City.
- 5.3 The City shall supply computer hardware and software to perform the pricing function. The City must maintain the hardware and software through a regular maintenance program. The Contractor will back up the system on a regular basis with alternate backup devices and provide copies to the City as requested or at least once per year. Any data loss because of hardware or software problems must be replaced at the City's expense.
- 5.4 The City may provide clerical support (if applicable) for customary correspondence, servicing simple inquiries, and Board of Review Minute taking and preparation.



Tom Tarkiewicz
City of Marshall Manger

Edward VanderVries – MMAO IV, PPE
Contractor

Trisha Nelson
City of Marshall Clerk

YES NO
Record of City Vote

Date

06/18/18

Date

Edward K. VanderVries

7160 Venice Dr.
Portage MI 49024
(269) 720-1928

EDUCATION:

Completed 4 years at Western Michigan University, College of Business, Associates Degree from Kalamazoo Valley Community College May 2006. Graduated from Portage Central High School in 1981. Received the Michigan Master Assessing Officer - MMAO (4) June 2012. Certified Personal Property Examiner.

EXPERIENCE:

Assessment & Consulting Services 1996 to Present – DBA Edward K. VanderVries,

I provide contract assessment & consulting services. I am currently employed and/or contracted by the City of Portage, and City of Zeeland (Power Plant Property Only) as the Assessor of Record. I am under contract to provide assessment services to Oceana County, Moran Township, and Sheridan Township. I utilize personally trained and supervised personnel and provide certified assessors where required. I also consult with local units with large scale Nuclear, Gas Fired, and Coal Electric Generating Plants. I provide assessment consultation to the City of Luna Pier for their Coal Plant.

Equalization Director – 6-2012 to 12-2017 – Van Buren County

Director of Land Services 7-2003 to 7-2016 – Van Buren County

Director Planning & Economic Development – 7-2005 to 7-2016

Supervisor for the preparation of state mandated reports such as the Equalization Report, Interim Report, Headlee Report, and Analysis for Equalized Valuation Report. Prepares all sales and appraisal studies by reviewing information for all assessing units within the County. Gathers data from various documents submitted by the townships and cities to compute and compile the annual Equalization Report. Performs real property appraisals as assigned. Performs audit verification for personal property accounts and participates in the appraisal of all types of personal property subject to the General Property Tax Law for equalization purposes. Makes determination of value for ad valorem personal property assessment and equalization purposes, including statement verification and checking utilities. Coordinates work effort of department employees and contractors performing commercial/industrial appraisals. Oversees the Planning and Land Management staff responsible for name and address information and parcel identification and GIS mapping. Staff Rep to the Van Buren County Brownfield Redevelopment Authority and the Economic Development Corporation.

Instructor 2011 to Present – Michigan Assessors Association & State Tax Commission (STC)

Instructor for the State Tax Commission - The Equalization Process semester as part of the STC MAAO 1 year program 2012 - 2017. Also, I taught this class with Laurie Spencer as a continuing education class offered by the MAA at their 2011, 2012, & 2013 schools. I am currently writing several courses for the STC

Property Appraiser III 11-2001 to 7-2003 – City of Portage

Responsible for all residential appraisals, new construction, board of review & tribunal appeals. I prepared and updated warrant for City Treasurer throughout the year. I assisted Deputy Assessor with commercial and industrial appraisals, new construction, and board of review & tribunal appeals. I supervise and train level II appraisers with fieldwork and computer entry. I performed all land division approvals for the city and performed all land splits throughout the year. Prepared DDA and TIFA recapture reports annually for the finance director.

Assessor/Zoning Administrator 12-2000 to 11-2001 – Caledonia Township

Assessor/Zoning Administrator/Code Enforcement Officer: Responsible for all assessment duties and placing updated information into computer. I prepared all state, county and local reports required by the STC. I reviewed all zoning issues, logged complaints, did site inspections, sent warnings and citations as well as represented the township in all court matters. I was the staff representative to the Zoning Board of Appeals.

Assessor 6-1996 to 12-2000 - Ted Gruizinga, Inc.

Responsible for 3 Units of Government; Caledonia Township, Charleston Township, and the City of Galesburg. Updating assessment cards and placing updated information into computer programs (SAMS or Equalizer). I prepared all state, county and local reports required by the STC.

(This was a sub-contractor position)

Owner 1989 to 2003 PC Training & Maintenance. As the owner, I taught and performed network installations. I employed 3 teachers and also taught for Davenport University. I personally installed many of the networks in Allegan, Kalamazoo, and Van Buren Counties along with the introduction of BSA assessment software.

REFERENCES:

References are available upon request.



ADMINISTRATIVE REPORT
June 18, 2018 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

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

SUBJECT: FY 2018 Year-End Budget Amendments

BACKGROUND: Public Act 2 of 1968, better known as the Uniform Budgeting and Accounting Act, requires an amendment to the adopted budget when it can be determined that the budget projections will be different than originally anticipated. Each June, staff reviews the revenues and expenditures in order to develop an amended budget resolution to more closely reflect the actual operational costs and the associated revenues. All numbers in the “change column” that have a parenthesis, reflect a negative direction in terms of the budget. For example, if the “change column” for revenue has a parenthesis, then revenues are expected to be lower than originally budgeted.

The following is a summary of the recommended budget amendments:

General Fund

- Revenues: Property Taxes and Fines & Forfeits are lower than anticipated. Licenses & Permits, Interest Earned, and Miscellaneous were higher than anticipated. Overall, Revenue is estimated to be \$5,969 higher than originally budgeted.
- Expenditures: Overall, all departments were very close in meeting their budgets. The Assessor’s expenditures are less than anticipated due to the departure of the Assessing Assistant. Planning & Zoning expenditures are less than anticipated due to the departure a Director. Capital Improvements expenditures are higher than anticipated due to the construction of the retaining wall on Rice Creek.
- The General Fund is anticipated to have a \$41,418 surplus at the end of FY2018.

Recreation

Revenues are estimated to be \$40,497 less than expected due to a slight decrease in property tax revenue and a much larger decrease in user fees. Expenditures are estimated to be the same as originally projected.

Farmer’s Market

Revenues are down \$2,916 and expenditures are estimated as originally budgeted.

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MVH-Major Streets

Revenues increased due to additional State Operating Assistance. Expenditures remain unchanged from the original budget.

Local Development Finance Authority

Revenue increase due to higher than anticipated personal property loss reimbursement.

Downtown Development Authority

Results are in-line with original expectations

Marshall House

Revenue decrease is due to an increase in turnovers for the year. Expenditures are lower by \$15,079 due to lower capital improvement costs.

Dial-A-Ride

Results are very close to original expectations when the bus purchase and corresponding reimbursement are taken out of the budget.

Water

Revenues are estimated to be \$60,380 lower than expected and expenditures are estimated to be \$2,500,000 lower than expected due to the north side water tower project being delayed.

Data Processing

Expenditures were slightly higher than anticipated.

Motor Pool

The original budgeted deficit of \$333,386 was reduced to \$207,554 due to the fact that many of the larger vehicles are being leased instead of an outright purchased.

RECOMMENDATION:

To adopt the attached resolution to amend the FY 2018 Budget.


FISCAL EFFECTS:

As detailed by the information included in this Administrative Report.

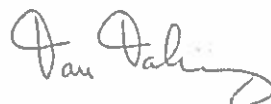
ALTERNATIVES:

As suggested by Council.

Respectfully Submitted,



Jon B. Bartlett
Finance Director



Tom Tarkiewicz
City Manager

CITY OF MARSHALL, MICHIGAN
 RESOLUTION #2018-XX
THE CITY OF MARSHALL
AMENDED GENERAL APPROPRIATION ACT RESOLUTION
July 1, 2017 – June 30, 2018

THE CITY OF MARSHALL RESOLVES that the revenues and expenditures for the fiscal year, commencing July 1, 2017, and ending June 30, 2018, are hereby amended on a departmental and fund total basis as follows:

<u>General Fund Revenues</u>	<u>Adopted</u>	<u>Amended Mid-Year</u>	<u>Amended June, 2018</u>	<u>Change</u>
Taxes	3,576,491	3,576,491	3,535,378	(41,113)
Licenses and Permits	92,000	92,000	123,700	31,700
Intergovernmental Revenues	816,136	816,136	816,136	0
Charges for Services	97,852	97,852	104,000	6,148
Fines and Forfeits	50,300	50,300	25,548	(24,752)
Rents	45,000	45,000	34,500	(10,500)
Interest	10,000	10,000	36,000	26,000
Miscellaneous	169,872	312,872	331,358	18,486
Other Financing Sources	1,556,080	1,556,080	1,556,080	0
Total Revenues	6,413,731	6,556,731	6,562,700	5,969
<u>General Fund Expenditures</u>				
City Council	3,507	3,507	3,507	0
City Manager	166,944	168,444	168,444	0
Assessor	159,439	159,439	140,000	19,439
Attorney	50,000	50,000	50,000	0
Human Resources	82,654	84,154	85,100	(946)
Clerk	94,966	96,266	96,266	0
Treasurer	496,382	499,482	499,482	0
City Hall	71,024	72,224	72,224	0
Chapel	900	900	900	0
Other City Property	29,300	29,300	32,800	(3,500)
Cemetery	179,292	179,442	179,442	0
Non-Departmental	696,135	684,725	684,725	0
Police	1,773,210	1,761,230	1,761,230	0
Crossing Guards	11,791	11,791	11,791	0
Dispatch	112,500	112,500	112,500	0
Fire	1,130,039	1,130,439	1,130,439	0
Inspection	142,181	142,181	140,000	2,181
Planning/Zoning	82,827	82,827	70,000	12,827
Streets	789,040	776,272	730,000	46,272
Engineering	36,310	36,310	36,310	0
Public Svcs. Build Operations	129,431	129,431	129,431	0
Community Development	0	0	0	0

	<u>Adopted</u>	<u>Amended Mid-Year</u>	<u>Amended June, 2018</u>	<u>Change</u>
Parks	84,829	97,957	97,957	0
Capital Improvements	91,030	247,910	295,000	(47,090)
Total Expenditures	6,413,731	6,556,731	6,521,282	35,449
GF Net Surplus/(Deficit)	0	0	41,418	

GF - Recreation				
Revenues	421,542	459,042	418,545	(40,497)
Expenditures	423,109	463,926	463,926	0
Net Surplus/(Deficit)	(1,567)	(4,884)	(45,381)	

GF - Farmers Market				
Revenues	27,625	27,625	24,709	(2,916)
Expenditures	20,599	20,599	20,599	0
Net Surplus/(Deficit)	7,026	7,026	4,110	

GF - Composting				
Revenues	3,750	3,750	3,750	0
Expenditures	31,937	31,937	31,937	0
Net Surplus/(Deficit)	(28,187)	(28,137)	(28,187)	

Leaf/Brush				
Revenues	96,084	96,084	96,084	0
Expenditures	95,995	95,995	95,995	0
Net Surplus/(Deficit)	89	89	89	

MVH-Major & Trunkline				
Revenues	570,536	772,833	772,833	0
Expenditures	748,533	962,831	962,831	0
Net Surplus/(Deficit)	(177,997)	(189,998)	(189,998)	

MVH-Local				
Revenues	435,435	435,435	499,725	64,290
Expenditures	484,466	542,466	542,466	0
Net Surplus/(Deficit)	(49,301)	(107,031)	(42,741)	

MRLEC				
Revenues	333,920	333,920	332,442	(1,478)
Expenditures	306,112	306,112	306,112	0
Net Surplus/(Deficit)	27,808	27,808	26,330	

Drug Forfeiture Fund				
Revenues	0	0	0	0
Expenditures	0	0	14,500	0
Net Surplus/(Deficit)	0	0	(14,500)	

	<u>Adopted</u>	<u>Amended Mid-Year</u>	<u>Amended June, 2018</u>	<u>Change</u>
<u>Local Develop. Finance Auth.</u>				
Revenues	389,695	389,695	475,886	86,191
Expenditures	375,345	525,345	525,345	0
Net Surplus/(Deficit)	14,350	(135,650)	(49,459)	

<u>Downtown Develop. Auth.</u>				
Revenues	179,774	179,774	179,774	0
Expenditures	171,724	171,724	171,724	0
Net Surplus/(Deficit)	8,050	8,050	8,050	

<u>GF - Airport</u>				
Revenues	147,282	156,082	161,800	5,718
Expenditures	147,282	160,182	161,800	(1,618)
Net Surplus/(Deficit)	0	(4,100)	0	

<u>Marshall House</u>				
Revenues	970,500	970,500	955,421	(15,079)
Expenditures	1,399,222	1,399,222	1,384,143	15,079
Net Surplus/(Deficit)	(428,722)	(428,722)	(428,722)	

<u>FiberNet</u>				
Revenues	348,400	348,400	38,000	(310,400)
Expenditures	2,389,819	2,389,819	2,389,819	0
Net Surplus/(Deficit)	(2,041,419)	(2,041,419)	(2,351,819)	

<u>Electric</u>				
Revenues	12,480,500	12,480,500	13,141,387	660,887
Expenditures	14,282,985	14,282,985	14,282,985	0
Net Surplus/(Deficit)	(1,802,485)	(1,802,485)	(1,141,598)	

<u>Dial-A-Ride</u>				
Revenues	590,960	591,960	447,033	(144,927)
Expenditures	612,174	613,174	473,174	140,000
Net Surplus/(Deficit)	(21,214)	(21,214)	(26,141)	

Excludes Albion Connector (New Freedom Grant)

<u>Wastewater</u>				
Revenues	1,961,120	1,961,120	1,861,052	(100,068)
Expenditures	2,314,072	2,314,072	2,214,072	100,000
Net Surplus/(Deficit)	(352,952)	(352,952)	(353,020)	

	<u>Adopted</u>	<u>Amended Mid-Year</u>	<u>Amended June, 2018</u>	<u>Change</u>
Water				
Revenues	1,844,580	1,844,580	1,784,200	(60,380)
Expenditures	4,466,493	4,466,493	1,966,493	2,500,000
Net Surplus/(Deficit)	(2,621,913)	(2,621,913)	(182,293)	

Data Processing				
Revenues	172,621	172,621	172,621	0
Expenditures	181,807	181,807	185,800	(3,993)
Net Surplus/(Deficit)	(9,186)	(9,186)	(13,179)	

Motorpool				
Revenues	711,296	711,296	552,683	335,718
Expenditures	1,044,682	1,043,182	760,237	537,554
Net Surplus/(Deficit)	(333,386)	(331,886)	(207,554)	

RESOLVED, the use of prior year's fund balance/net position reserves is not reflected in a Fund's revenue figure above, and that the source of funding for a Fund's Net Loss/(Deficit) shall be the use of prior year's fund balance/net position reserves;

This Resolution shall take effect upon adoption.
Dated June 18, 2018

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 June 18, 2018

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



ADMINISTRATIVE REPORT
June 18, 2018 – City Council Meeting

TO: Honorable Mayor and City Council

FROM: Tom Tarkiewicz, City Manager
Tracy Hall, Human Resources Coordinator

SUBJECT: Department of Public Services Contract
Teamsters Local 214

BACKGROUND: The City of Marshall has completed negotiations with the International Brotherhood of Teamsters, Chauffeurs, Warehouseman and Helpers of America and its Local 214, Department of Public Services. We have reached mutual agreement on the collective bargaining agreement. Attached is a Fact Sheet summarizing the major changes made to the Agreement.

As of this writing, the bargaining unit has not ratified the contract but is planning to meet prior to the Council meeting. The three-year agreement will expire June 30, 2021.

RECOMMENDATION: We respectfully request that City Council approve the Contract changes as presented.

FISCAL EFFECTS: The costs associated with implementation of contract provisions.

ALTERNATIVES: As suggested by City Council.

Respectfully submitted,

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

Tom Tarkiewicz
City Manager

A handwritten signature in black ink, appearing to read "Tracy Hall".

Tracy Hall
Human Resources Coordinator

323 W. Michigan Ave.

Marshall, MI 49068

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Negotiation Summary City of Marshall DPS

Wages

Increase wages 2% July 1 of the first and second year of the contract and 3% July 1 of the third year of the contract.

The Power House Maintenance positions have changed with the addition of substations. Therefore, the two employees in maintenance positions will receive a market adjustment of \$3 per hour in the first year.

Health Care

Employees paying 12% of their health insurance premium will start paying 14%. Employees paying 22% will remain at 22%.

Optical Insurance

Employees will start paying the same percentage of the optical insurance premium that they pay for the health insurance premium.

Life Insurance

The amount of the group life insurance for each employee of this union will be increased from a \$30,000 policy to a \$50,000 policy.

Water Licenses

Employees in the Water Department have been receiving \$0.25 for each license they hold. This will be increased to \$0.25 for the first license, \$0.35 for the second license, and \$0.50 for the third. These rates are supported by a market study of area municipal utilities.

Uniform Allowance

Employees will be reimbursed for the purchase of footwear and outerwear up to a maximum of \$250 per year of the contract. This is an increase from \$200 per year.

Meals for Mutual Aid

Language was added to clarify the amount employees would receive to cover the cost of meals when working/traveling for a mutual aid assignment.



ADMINISTRATIVE REPORT
June 18, 2018 - 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 FY19 proposed budget for the City of Marshall. As indicated by Charter, the wages must be formally approved by Council.

RECOMMENDATION: Approve the proposed FY19 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 FY19 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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Non-union Wages

effective
7/1/2018

	Pay Grade	Position	2018-19 Wage
1	10	Clerk	46,407.88
2	10	HR Manager / IT Coordinator	48,389.45
3	11	Transit Manager	44,880.00
4	11	Treasurer	50,490.00
5	11	Marshall House Administrator	50,735.94
6	12	FiberNet Customer Service & Marketing Mgr	51,000.00
7	12	Recreation Administrator	54,100.80
8	12	Assessor	57,867.66
9	13	FiberNet Technical Manager	56,100.00
10	13	DPW Superintendent	61,093.59
11	13	Waste Water Superintendent	61,698.25
12	13	Water Superintendent	62,302.91
13	14	Deputy Police Chief	73,965.34
14	15	Finance Director	71,370.62
15	15	Director of Public Services	79,396.64
16	16	Director of Public Safety	86,595.23
17	16	Director of Electric Utilities & FiberNet	96,900.00
18		City Manager	TBD