



**CITY COUNCIL
WORK SESSION AGENDA
Monday, June 19, 2017
5:30 PM
City Hall Training Room**

A. Work session item

Stantec Inc. will present the Marshall Hydroelectric Project Disposition Study - Analysis of Concepts for Repair or Removal of Marshall Perrin Dam.

B. Other items

C. Future Work Sessions

D. Future topics

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

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cityofmarshall.com



MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

June 19, 2017

- 1) CALL TO ORDER
2) ROLL CALL
3) INVOCATION – Don Coppo, 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. FY 2017 Year-End Budget Amendments P. 4
B. Contract with Merit Network P. 10
C. City Council Minutes P. 15
D. City Bills P. 34

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

8) PRESENTATIONS AND RECOGNITIONS

- A. Wolverine Pipeline Presentation

9) INFORMATIONAL ITEMS

10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

- A. PA 425 Conditional Land Transfer with Marengo Township for 1005 East Michigan Avenue P. 39

City Council will hear public comment on a request to enter into a PA 425 Conditional Land Transfer with Marengo Township for 1005 East Michigan Avenue.

11) OLD BUSINESS



12) REPORTS AND RECOMMENDATIONS

A. Major Material Requisitions for the FiberNet Project Phase 1 P. 46

City Council will consider the recommendation to approve the awarding of the major material contract for the construction of the FiberNet backbone to Graybar in the amount of \$48,388.20 with a contingency of \$5,000.00 and authorize the City Clerk to sign the contract.

B. Labor Contracts for the FiberNet Project Phase 1 P. 48

City Council will consider the recommendation to approve awarding of the construction of FiberNet backbone to Earthcom in the amount of \$121,224.85 with a contingency of \$13,000.00 and authorize the City Clerk to sign the contract.

13) APPOINTMENTS / ELECTIONS

A. Local Advisory Committee Appointment P. 50

City Council will consider the recommendation to appoint Helen Guzzo to the Local Advisory Committee with a term expiring February 1, 2020.

14) PUBLIC COMMENT ON NON-AGENDA ITEMS

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

15) COUNCIL AND MANAGER COMMUNICATIONS

16) CLOSED SESSION

City Council will be requested to enter into Closed Session under section 8 (c) of the Open Meeting Act to discuss strategy with the negotiation of a collective bargaining agreement.

17) ADJOURNMENT

Respectfully submitted,

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

Tom Tarkiewicz
City Manager

June 19, 2017

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ADMINISTRATIVE REPORT
June 19, 2017 – CITY COUNCIL MEETING

TO: Honorable Mayor and City Council

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

SUBJECT: FY 2017 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 were higher than anticipated due to an increase in personal property reimbursement, and miscellaneous revenue was higher than anticipated due to the sale of the rescue fire truck.
- Expenditures: Overall, all departments were very close in meeting their budgets.

Recreation

- Revenue increase due to higher participation.

Farmer’s Market

- Revenues increased due to the overall success of the Market. Expenditures increased due to increase in attendance and marketing.

MVH-Major and Local Streets

- Revenues increased due to additional State Operating Assistance. Expenditure increase is due to the timing of road projects.

Local Development Finance Authority

- Revenue increase due to higher personal property reimbursement.

Downtown Development Authority

- Results are in-line with original expectations

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Airport

- Results are in-line with original expectations

Marshall House

- Revenue increase is due to the rent increase that went into effect October 1, 2016. Expenditure increase is primarily due to the elevator replacement project and parking lot replacement.

Electric

- Revenues and Expenditures were lower than expected.

Dial-A-Ride

- Results are very close to original expectations.

Water & Wastewater

- Revenues were higher due to the implementation of the rate study.

Data Processing

- Results are very close to original expectations.

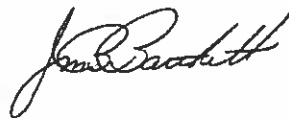
RECOMMENDATION: To adopt the attached resolution to amend the FY 2017 Budget.

FISCAL EFFECTS: As detailed by the information included in this Administrative Report.

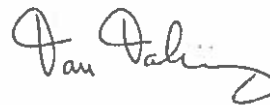
ALTERNATIVES: As suggested by Council.

CITY GOAL CLASSIFICATION: GOAL AREA I. ECONOMIC DEVELOPMENT
Sustain and intensify the economic vitality of the Marshall area.
Improve the City of Marshall financial operations, providing financial security and stability into the future.

Respectfully Submitted,



Jon B. Bartlett
Finance Director



Tom Tarkiewicz
City Manager

CITY OF MARSHALL, MICHIGAN
RESOLUTION #2017-XX
THE CITY OF MARSHALL
AMENDED GENERAL APPROPRIATION ACT RESOLUTION
July 1, 2016 – June 30, 2017

THE CITY OF MARSHALL RESOLVES that the revenues and expenditures for the fiscal year, commencing July 1, 2016, and ending June 30, 2017, 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, 2017</u>	<u>Change</u>
Taxes	3,502,884	3,502,884	3,560,500	57,616
Licenses and Permits	67,000	67,000	81,265	14,265
Intergovernmental Revenues	811,136	811,136	822,490	11,354
Charges for Services	110,600	110,600	95,160	(15,440)
Fines and Forfeits	50,300	50,300	54,150	3,850
Interest	6,500	6,500	21,600	15,100
Miscellaneous	270,150	270,150	313,886	43,736
Other Financing Sources	1,789,424	1,789,424	1,774,424	(15,000)
Total Revenues	6,607,994	6,607,994	6,723,475	115,481
<u>General Fund Expenditures</u>				
City Council	4,108	4,108	3,708	400
City Manager	192,672	192,672	191,672	1,000
Assessor	164,885	164,111	164,885	(774)
Attorney	50,000	50,000	55,000	(5,000)
Human Resources	86,254	86,254	89,990	(3,736)
Clerk	96,835	96,835	100,250	(3,415)
Treasurer	532,053	532,053	530,053	2,000
City Hall	74,153	74,153	74,153	0
Chapel	1,400	1,400	500	900
Other City Property	30,000	30,000	30,000	0
Cemetery	133,728	133,728	180,804	(47,076)
Non-Departmental	1,183,269	1,183,269	1,246,446	(63,177)
Police	1,663,037	1,663,037	1,647,294	15,743
Crossing Guards	14,224	14,224	12,224	2,000
Dispatch	112,900	112,000	110,000	2,000
Fire	909,032	909,032	1,030,565	(121,533)
Inspection	141,977	141,977	140,800	1,177
Planning/Zoning	109,818	109,818	89,610	20,208
Streets	855,258	855,258	825,807	29,451
Engineering	54,581	54,581	46,166	8,415
Public Svcs. Build Operations	123,703	123,703	141,240	(17,537)

	<u>Adopted</u>	<u>Amended Mid-Year</u>	<u>Amended June, 2017</u>	<u>Change</u>
Parks	152,712	152,712	126,500	26,212
Capital Improvements	27,900	27,900	33,000	(5,100)
Total Expenditures	6,712,825	6,712,825	6,870,667	(157,842)
GF Net Surplus/(Deficit)	(104,831)	(104,831)	(147,192)	

GF - Recreation				
Revenues	395,605	395,605	417,500	21,895
Expenditures	418,854	418,854	414,650	4,204
Net Surplus/(Deficit)	(23,249)	(23,249)	2,850	

GF - Farmers Market				
Revenues	22,959	22,959	23,625	666
Expenditures	17,614	17,614	18,840	(1,226)
Net Surplus/(Deficit)	5,345	5,345	4,785	

GF - Composting				
Revenues	15,750	15,750	36,050	20,300
Expenditures	65,056	65,056	88,695	(23,639)
Net Surplus/(Deficit)	(49,306)	(49,306)	(52,645)	

Leaf/Brush				
Revenues	96,720	96,720	95,398	(1,322)
Expenditures	96,677	96,677	95,318	1,359
Net Surplus/(Deficit)	43	43	80	

MVH-Major & Trunkline				
Revenues	534,786	534,786	535,472	686
Expenditures	628,603	628,603	668,750	(40,147)
Net Surplus/(Deficit)	(93,817)	(93,817)	(133,278)	

MVH-Local				
Revenues	315,160	315,160	317,540	2,380
Expenditures	324,024	324,024	501,360	(177,336)
Net Surplus/(Deficit)	(8,864)	(8,864)	(183,820)	

MRLEC				
Revenues	333,811	333,811	300,300	(33,511)
Expenditures	212,836	212,836	319,635	(106,799)
Net Surplus/(Deficit)	120,975	120,975	(19,335)	

Local Develop. Finance Auth.				
Revenues	419,000	419,000	446,900	27,900
Expenditures	384,990	384,990	400,000	(15,010)
Net Surplus/(Deficit)	34,010	34,010	46,900	

	<u>Adopted</u>	<u>Amended Mid-Year</u>	<u>Amended June, 2017</u>	<u>Change</u>
Downtown Develop. Auth.				
Revenues	172,740	172,082	195,740	23,658
Expenditures	228,283	172,082	195,740	(23,658)
Net Surplus/(Deficit)	(56,083)	0	0	

GF - Airport				
Revenues	158,500	158,500	160,620	2,120
Expenditures	160,467	174,667	182,080	(7,413)
Net Surplus/(Deficit)	(1,967)	(16,167)	(21,460)	

Marshall House				
Revenues	754,510	754,510	880,500	125,990
Expenditures	1,186,235	1,186,235	767,754	418,481
Net Surplus/(Deficit)	(431,725)	(431,725)	112,746	

Electric				
Revenues	15,831,000	15,831,000	12,494,653	(3,336,347)
Expenditures	16,810,736	16,810,736	14,437,661	2,373,075
Net Surplus/(Deficit)	(979,736)	(979,736)	(1,943,008)	

Dial-A-Ride				
Revenues	585,158	585,158	558,931	(26,227)
Expenditures	628,600	628,600	542,041	86,559
Net Surplus/(Deficit)	(43,442)	(43,442)	16,890	

Wastewater				
Revenues	1,540,100	1,540,100	1,653,700	113,600
Expenditures	2,224,370	2,224,370	2,046,531	177,839
Net Surplus/(Deficit)	(684,270)	(684,270)	(392,831)	

Water				
Revenues	1,587,600	1,597,131	1,695,000	97,869
Expenditures	1,679,161	1,688,692	1,723,851	(35,159)
Net Surplus/(Deficit)	(91,561)	(91,561)	(28,851)	

	<u>Adopted</u>	<u>Amended Mid-Year</u>	<u>Amended June, 2017</u>	<u>Change</u>
Data Processing				
Revenues	151,905	151,905	151,905	0
Expenditures	178,605	178,605	177,279	1,326
Net Surplus/(Deficit)	(26,700)	(26,700)	(25,374)	

Motorpool				
Revenues	698,950	698,950	699,058	108
Expenditures	849,078	946,487	691,214	255,273
Net Surplus/(Deficit)	(150,128)	(247,537)	7,844	

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 19, 2017

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 19, 2017 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 19, 2017 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and Council Members

FROM: Ed Rice, Director of Electric Utilities
Tom Tarkiewicz, City Manager

SUBJECT: Contract with Merit Network, Inc. for FiberNet Project Network Connection.

BACKGROUND: The City Council approved the construction of the new FiberNet Project at its regular meeting on March 20, 2017. The City Council also approved, at its regular meeting on May 15, 2017, a colocation agreement with the Calhoun Intermediate School District (CISD) to provision the City's FiberNet connection to a long haul communication provider. Quotes were received from two (2) long haul providers at the CISD.

Merit Network, Inc. provided quotes beginning at 100, 200, 300 and 400 Mbps with a flexible burstable pricing scheme to 1Gbps. Merit's 100Mbps quote is \$8,700/year with a flexible burst rate to 1Gbps. The second quote that was received had a single pricing for 100Mbps at \$9,600/year with a fixed \$8.00/Mb burstable adder over the 100Mbps to 1Gbps.

Merit Network, Inc. was founded in 1966 and is a non-profit focused on higher education, K-12, government, health care, libraries, research institutions and other non-profits in Michigan. It has over 3,800 miles of fiber-optic infrastructure mainly in Michigan.

RECOMMENDATION: It is recommended that the City Council approve entering in an expandable 2-year contract with Merit Network, Inc. for an initial 100Mbps with a flexible burstable rate to 1Gbps for \$8,700/year plus a one-time \$3,906 set up fee and authorize the City Clerk to sign the contract. Total expense for two (2) years \$21,306.

FISCAL EFFECTS: The estimated FiberNet ISP expense contained in the FiberNet Cost Benefit Analysis and included in the FY 2018 budget for GL Number 570-570-930.00, is \$23,900 for two (2) years.

ALTERNATIVES: 1) Project cancellation
2) Suggestions by City Council

323 W. Michigan Ave.

Marshall, MI 49068

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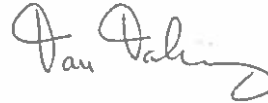
CITY GOAL CLASSIFICATION: GOAL AREA III. INFRASTRUCTURE

Preserve, rehabilitate, maintain and expand city infrastructure and assets.

Respectfully Submitted,



Edward E. Rice, P.E.
Electric Utilities Director



Tom Tarkiewicz
City Manager



Merit Network Service Agreement Schedule

Service Agreement Number: 20160916-DED-39372-EJD-1

Merit Network, Inc.
 1000 Oakbrook Drive, Suite 200
 Ann Arbor, MI 48104
 1.734-527-5700 1.734-527-4125
 www.merit.edu

Internet Access Quote

May 26, 2017 - Updated

Prepared For:
 Jim Selby
 City of Marshall
 323 W. Michigan Ave
 Marshall, MI 49068

Provided By:
 Jameka Williams/Elwood Downing
 734-527-5731/734-527-5702
 jamekaw@merit.edu/ejd@merit.edu

Select One ↓

Select One →

		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		1-Yr Contract		2-Yr Contract		3-Yr Contract		5-Yr Contract	
		One-time	Recurring	One-time	Recurring	One-time	Recurring	One-time	Recurring
<input type="checkbox"/>	1 Gbps Fiber Connection	Equipment	\$4,856		\$4,856		\$4,856		\$4,856
		Upgrade Allowance	\$0		-\$1,700		-\$2,550		-\$3,400
		Telco Installation	\$0		\$0		\$0		\$0
		Merit Installation	\$750		\$750		\$750		\$750
	100 Mbps Total Bandwidth	Annual Contracted Bandwidth		\$7,680		\$7,200		\$6,840	
	Annual Access Fee		\$1,500		\$1,500		\$1,500		\$1,500
	Additional Services		\$0		\$0		\$0		\$0
	Total First Year Cost	\$5,606	\$9,180	\$3,906	\$8,700	\$3,056	\$8,340	\$2,206	\$7,980
	(monthly)		\$763		\$725		\$695		\$665
<input type="checkbox"/>	1 Gbps Fiber Connection	Equipment	\$4,856		\$4,856		\$4,856		\$4,856
		Upgrade Allowance	\$0		-\$1,700		-\$2,550		-\$3,400
		Telco Installation	\$0		\$0		\$0		\$0
		Merit Installation	\$750		\$750		\$750		\$750
	200 Mbps Total Bandwidth	Annual Contracted Bandwidth		\$15,360		\$14,400		\$13,680	
	Annual Access Fee		\$1,500		\$1,500		\$1,500		\$1,500
	Additional Services		\$0		\$0		\$0		\$0
	Total First Year Cost	\$5,606	\$16,860	\$3,906	\$15,900	\$3,056	\$15,180	\$2,206	\$14,460
	(monthly)		\$1,405		\$1,325		\$1,265		\$1,205
<input type="checkbox"/>	1 Gbps Fiber Connection	Equipment	\$4,856		\$4,856		\$4,856		\$4,856
		Upgrade Allowance	\$0		-\$1,700		-\$2,550		-\$3,400
		Telco Installation	\$0		\$0		\$0		\$0
		Merit Installation	\$750		\$750		\$750		\$750
	300 Mbps Total Bandwidth	Annual Contracted Bandwidth		\$23,040		\$21,600		\$20,520	
	Annual Access Fee		\$1,500		\$1,500		\$1,500		\$1,500
	Additional Services		\$0		\$0		\$0		\$0
	Total First Year Cost	\$5,606	\$24,540	\$3,906	\$23,100	\$3,056	\$22,020	\$2,206	\$20,940
	(monthly)		\$2,045		\$1,925		\$1,835		\$1,745

Preferred Billing Period (e.g. 7/1 - 6/30): _____

Invoice Frequency: Annual Bi-Annual Quarterly Monthly

Note: Invoice frequencies other than annual incur a \$25 billing fee per invoice

Burstable Pricing - Burstable bandwidth is measured by the "average peak" usage of the circuit, defined as the maximum bandwidth used in successive traffic samples taken over 30 minutes on two consecutive days in a month. Affiliate pays for the minimum bandwidth specified by the Contracted Bandwidth Fee, plus any additional charge for actual peak bandwidth used each month. The additional charge is calculated as the difference between the specified bandwidth fee and the fee for the peak bandwidth used that month. If Affiliate uses more than the base amount in three consecutive months, the highest amount used in each of those months would become the new base.

Accepted: _____ (Signature) _____ (Date)



Merit Network Service Agreement Schedule

Merit Network, Inc.
 1000 Oakbrook Drive, Suite 200
 Ann Arbor, MI 48104
 1.734-527-5700 f.734-527-4125
 www.merit.edu

Service Agreement Number: 20160916-DED-39372-EJD-1

Internet Access Quote

May 26, 2017 - Updated

Prepared For:
 Jim Selby
 City of Marshall
 323 W. Michigan Ave
 Marshall, MI 49068

Provided By:
 Jameka Williams/Elwood Downing
 734-527-5731/734-527-5702
 jamekaw@merit.edu/ejd@merit.edu

Select One ↓

Select One →

		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		1-Yr Contract		2-Yr Contract		3-Yr Contract		5-Yr Contract	
		One-time	Recurring	One-time	Recurring	One-time	Recurring	One-time	Recurring
<input type="checkbox"/> 1 Gbps Fiber Connection	Equipment	\$0		\$0		\$0		\$0	
	Upgrade Allowance	\$0		\$0		\$0		\$0	
	Telco Installation	\$0		\$0		\$0		\$0	
	Merit Installation	\$250		\$250		\$250		\$250	
<input type="checkbox"/> 400 Mbps to 1 Gbps	Annual Contracted Bandwidth		\$28,080		\$27,480		\$26,100		\$24,120
	Annual Access Fee		\$1,500		\$1,500		\$1,500		\$1,500
	Additional Services		\$0		\$0		\$0		\$0
Total	Total First Year Cost	\$250	\$29,580	\$250	\$28,980	\$250	\$27,600	\$250	\$25,620
Bandwidth	(monthly)		\$2,465		\$2,415		\$2,300		\$2,135

Preferred Billing Period (e.g. 7/1 - 6/30): _____

Invoice Frequency: Annual Bi-Annual Quarterly Monthly
 Note: Invoice frequencies other than annual incur a \$25 billing fee per invoice

Burstable Pricing - Burstable bandwidth is measured by the "average peak" usage of the circuit, defined as the maximum bandwidth used in successive traffic samples taken over 30 minutes on two consecutive days in a month. Affiliate pays for the minimum bandwidth specified by the Contracted Bandwidth Fee, plus any additional charge for actual peak bandwidth used each month. The additional charge is calculated as the difference between the specified bandwidth fee and the fee for the peak bandwidth used that month. If Affiliate uses more than the base amount in three consecutive months, the highest amount used in each of those months would become the new base.

Your signature below constitutes agreement with the Proposed Solution and Connectivity Diagram found in Attachment B of this Service Agreement Schedule.

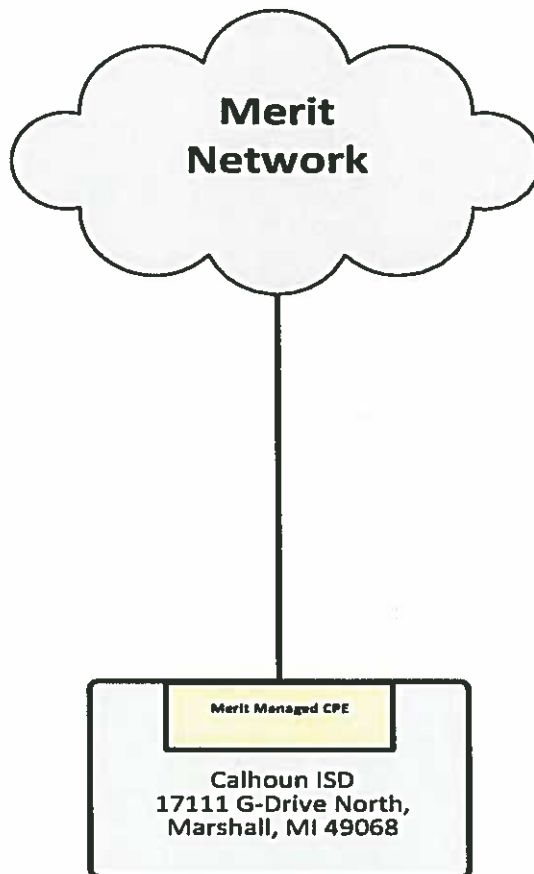
Accepted: _____ (Signature) _____ (Date)

Proposed Solution:

THIS SECTION IS NOT NEEDED

Merit Internet Service provides a layer 3 connection to City of Marshall as an end-to-end managed service. Merit will provide up to one Gigabit (based on the bandwidth selected). New Merit managed Customer Premise Equipment (CPE) is required for this internet service. City of Marshall is responsible for their own encryption and layer 2 tagging.

Proposed Solution – City of Marshal



merit
Created by IAK / 9-21-2016

CALL TO ORDER

IN REGULAR SESSION Monday, June 5, 2017 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, Costa, McNeil, Metzger, Mayor Reed, Schurig, and Williams.

Also Present: City Manager Tarkiewicz and Clerk Nelson.

Absent: None.

INVOCATION/PLEDGE OF ALLEGIANCE

David Good of First Baptist Church gave the invocation and Mayor Reed led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Williams, supported Metzger, to approve the agenda with the addition of item 8B. Boy Scout – Eagle Scout Award. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

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

- A. Authorize the City Clerk to sign the lease with MAEDA;
- B. Approve the bid from Haviland Products from Grand Rapids, MI and award the five-year contract in the amount of \$45,354 annually. It is also recommended that the Phosphate contract be awarded to Elhorn from Mason, MI in the amount of \$11,124 annually;
- C. Approve the proposal from Courtney & Associates and issue a purchase order in the amount of \$30,000 for work to begin July 1, 2017;
- D. Approve the bid from Rieth & Riley of Kalamazoo, MI for Green Street between S. Kalamazoo to Dobbins Street and Montgomery Street between Cedar Street to Maple Street including new sidewalk from S. Marshall Avenue to Kids Kingdom in Ketchum Park, for the estimated amount of \$255,353.55 with a contingency amount of \$24,646.45 for a total of \$280,000.00;
- E. Approve the proposal from Miracle Midwest in the amount of \$32,550 for the purchase of shade sails for Grand Street Park;
- F. Nullified the hangar lease executed on May 1, 2017 for a 60' by 64' area at Brooks Field with Mr. Brian Spencer;

- G. Approve the resolution to allow the Transportation Manager and/or City Manager to sign off on agreements to allow for future funding of projects for the City of Marshall Dial-A-Ride;
- H. Adopt the resolution to authorize certified archery instructors employed by the City of Marshall to teach archery within the city limits;
- I. Scheduled a public hearing for Monday, June 19, 2017 to hear comment on a PA 425 Conditional Land Transfer with Marengo Township for 1005 East Michigan Avenue;
- J. Minutes of the City Council Work Session and Regular Session held on Monday, May 15, 2017;
- K. Approve city bills in the amount of \$ 1,162,678.05.

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

PRESENTATIONS AND RECOGNITION

A. Marshall Athletic Field:

Mayor Reed acknowledged the Marshall Recreation Department for receiving a \$10,000 grant from the Calhoun County Visitors Bureau for the refitting of the Athletic Fields.

B. Boy Scout – Eagle Scout Award:

Mayor Reed recognized Evan Walker on the occasion of earning his Eagle Scout rank in the Boys Scouts of America.

INFORMATIONAL ITEMS

Event Reports were provided for the 2017 Chicken BBQ and the Skeleton Festival.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Zoning Amendment #RZ17.02 – 500 S. Kalamazoo Avenue:

Jeremy Vincent explained that the property was purchased in January with intentions of expanding the business. They have applied for a Class A Dealer's license for the purpose of selling pop-up campers.

Mayor Reed opened the public hearing to hear comment on the request to rezone 500 S. Kalamazoo Avenue from I-1 (Research and Technical District) to B-4 (Regional Commercial District).

Hearing no comment, the hearing was closed.

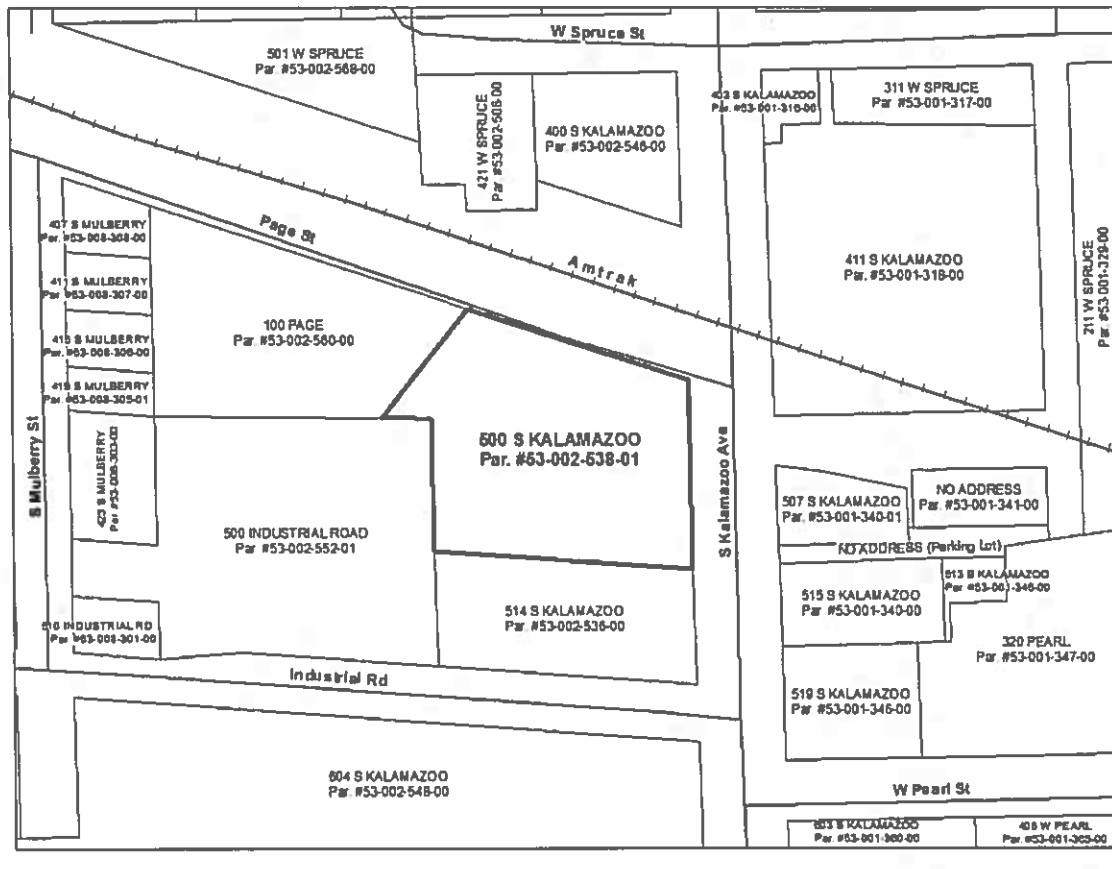
Moved Williams, supported Schurig, to approve Zoning Amendment Application #RZ17.02 to rezone 500 S. Kalamazoo Avenue from I-1 (Research and Technical District) to B-4 (Regional Commercial District). On a roll call vote – ayes: Costa, McNeil, Metzger, Mayor Reed, Schurig, Williams, and Caron; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL
ORDINANCE #2017-02**

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF MARSHALL SO AS TO CHANGE THE ZONING OF ONE PARCEL OF REAL PROPERTY AT 500 SOUTH KALAMAZOO AVENUE, PARCEL #53-002-538-01 FROM THE ZONING DISTRICT OF RESEARCH AND TECHNICAL DISTRICT (I-1) TO REGIONAL COMMERCIAL DISTRICT (B-4).

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 Research and Technical District (I-1) to Regional Commercial District (B-4).



Property Descriptions

PARCEL #53-002-538-01

A PARCEL OF LAND LOCATED IN THE SE 1/4 OF SEC 26, T2S, R6W, CITY OF MARSHALL CALHOUN COUNTY MICHIGAN BEING DESCRIBED AS: COM AT THE E 1/4 CORN OF SEC 26 TO THE S LINE OF THE CONRAIL RR; TH N 69 DEG, 29' 24"W, 52.85 FT ALONG S LINE TO W LINE OF KALAMAZOO AVENEUE TO THE POB OF THE FOLLOWING DESCRIBED PARCEL; TH S 00 DEG 00' 46"E, 183.24 FT ALONG W LINE; TH N 85 DEG 16' 56" W, 296.21 FT (RECORDED AS 297 FT); TH N00 12' 31" E, 129.78 FT; TH N 84 DEG 46' 50" W, 60.10 FT; TH N 38 DEG 49' 08"E, 154.16 FT TO THE S LINE OF CONRAIL RR; TH S 69 DEG 29' 24" E, 275.37 FT TO THE POB. SUBJECT TO ALL EASEMENTS, CONDITIONS, AND LIMITATIONS OF RECORD. 2007LD-009 SEE PARCEL 002-538-00

Common Addresses

500 South Kalamazoo Avenue

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 5th day of June, 2017.

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 June 5, 2017, 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

B. Zoning Amendment #RZ17.04 – 417 Locust Street:

Kelly Williams, owner of 417 Locust Street, explained this is a vacant lot and wishes to use the land to develop multi-family residential housing.

Mayor Reed opened the public hearing to hear comment on the request to rezone 417 Locust Street from R-2 (Suburban Residential District) to MFRD (Multi-Family Residential District).

Hearing no comment, the hearing was closed.

Moved Caron, supported Williams, to approve Zoning Amendment Application #RZ17.04 to rezone 417 Locust Street from R-2 (Suburban Residential District) to MFRD (Multi-Family Residential District). On a roll call vote – ayes: McNeil, Metzger, Mayor Reed, Schurig, Williams, Caron, and Costa; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL
ORDINANCE #2017-03**

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF MARSHALL SO AS TO CHANGE THE ZONING OF ONE PARCEL OF REAL PROPERTY AT 417 LOCUST ROAD, PARCEL #53-001-442-01 FROM THE ZONING DISTRICT OF SUBURBAN RESIDENTIAL (R-2) TO MULTI-FAMILY RESIDENTIAL DISTRICT (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).

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 June 5, 2017, 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

C. Zoning Amendment #RZ17.03 – 1002 Mann Road:

Jacqueline Slaby, Director of Community Services, explained the area is approximately 10.9 acres in the O'Keefe neighborhood. Jerry Clifton, owner of the property, desires to use the land to develop multi-family housing.

Mayor Reed opened the public hearing to hear comment on the request to rezone 1002 Mann Road from R-2 (Suburban Residential District) to MFRD (Multi-Family Residential District).

John Fahrenbruch, 401 Julia's Place, commented he has concerns with an apartment complex overlooking his back yard and feels it would not be good for the property values in the area. He also has concerns with traffic pattern in the area and feels that more compatible uses are available and an open-ended rezoning is not a good idea.

Joyce Soebbing, 1102 O'Keefe, feels that an open-ended rezoning is not the answer. A Planned Unit Development would be much more appealing for the neighborhood and a plan would be available for everyone to see and he would have to get approval to make changes.

Art Hill, 910 O'Keefe, feels that the rezoning is not a good compatible use and there is no commitment. He asked the Council to not give there approval.

Hearing no further comment, the hearing was closed.

Moved Williams, supported Costa, to approve Zoning Amendment Application #RZ17.03 to rezone 1002 Mann Road from R-2 (Suburban Residential District) to MFRD (Multi-Family Residential District). On a roll call vote – ayes: none; nays: Metzger, Mayor Reed, Schurig, Williams, Caron, Costa, and McNeil. MOTION DEFEATED.

D. Sign Ordinance:

Jacqueline Slaby, Director of Community Services, provided background regarding the Sign Ordinance and the proposed changes. The Planning Commission held a public hearing on May 10, 2017.

Mayor Reed opened the public hearing to hear comment regarding the proposed changes to the Sign Ordinance.

Hearing no comment, the hearing was closed.

Moved McNeil, supported Costa, to adopt the proposed changes to the Sign Ordinance. On a roll call vote – ayes: Schurig, Williams, Caron, Costa, McNeil, Metzger, and Mayor Reed; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL
ORDINANCE #2017-04**

AN ORDINANCE TO AMEND CITY OF MARSHALL ZONING CODE, CHAPTER AND SECTION 2.2 DEFINITIONS AND 5.0 SITE STANDARDS SECTIONS B AND C, TABLE 5.1.3 AND M (ii)(c) THE CITY OF MARSHALL ORDAINS:

Section 1. That **chapter 2.0, Definitions** of the Marshall City Zoning Code, is hereby amended to **Strike the following definitions:**

- (13) "*Expressive Sign*. A sign placed or displayed for the purpose of expressing an opinion about any societal or political issue."
- (26) "*Off Premises Sign*. A temporary sign or permanent sign advertising any establishment, merchandise, service, or entertainment which is not sold, produced, manufactured, or furnished at the property on which said sign is located."
- (40) "*Vehicle Sign*. A temporary sign or permanent sign which is mounted or painted on a vehicle which is displayed in public view under such circumstances as to indicate that the primary purpose of said display is to attract the attention of the public rather than to serve the business or the owner thereof in the manner which is customary for said vehicle."

Section 1a. That **chapter 5.0, Site Standards** of the Marshall City Zoning Code, is hereby amended to **Strike the following site standards:**

- B (iv) (b) "Off Premises"
- B (ix) "Political and Expressive signs"
- C (iv) "Vehicle signs"

Section 1b. That **table 5.1.3, Signs by Type, as Permitted by District** of the Marshall City Zoning Code, is hereby amended to **Strike the following signs by type:**

- A. R-1, R-2, R-3 districts (x) Political/Expressive

- B. MFRD and MHPD districts (xi) Political/Expressive
- C. POSD district (xi) Political/Expressive
- D. B-3 district (x) Political/Expressive
- E. B-3 and B-4 districts (xi) Political/Expressive
- F. FS district (ix) Political/Expressive
- G. I-1 and I-2 districts (xii) Political/Expressive
- H. HCHSD (xi) Political/Expressive

Section 1c. That chapter 5.0, Site Standards of the Marshall City Zoning Code, is hereby amended to **Strike the following site standards:**

- (M) (ii) (c) Political Signs and Expressive Signs. Political and expressive signs are permitted in all districts, subject to the following:
 - (1) It shall be unlawful to place or display a political or expressive sign on any property owned or under control of the City of Marshall the County of Calhoun the State of Michigan, the United States of America, any school district, any utility, or within any right-of-way easement located on private property, unless otherwise permitted by law.
 - (2) No political or expressive sign shall exceed 6 square feet in area or 3 feet in height.
 - (3) The total square footage of all political or expressive signs on a given parcel shall not exceed 24 square feet at any time.
 - (4) It shall be unlawful to display or place a political sign which is in violation of the requirements of the Michigan Campaign Finance Act (MCL 169.201 et seq.) as amended from time to time.

Section 2. This Ordinance [or a summary thereof as permitted by MCL 125.3401] shall be published in the *Marshall Chronicle*, a newspaper of general circulation in the City of Marshall qualified under state law to publish legal notices. This Ordinance shall be recorded in the Ordinance Book and such recording shall be authenticated by the signatures of the Mayor and the City Clerk.

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

Adopted and signed this 5th day of June, 2017.

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 June 5, 2017, 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

E. Michigan Medical Marihuana Facilities Licensing Act Ordinance:

City Attorney Jim Dyer provided background regarding the Michigan Medical Marihuana Facilities Licensing Act (MMMFLA) signed into law in 2016. The MMMFLA does not require any action by a municipality, but that inaction would mean that none of the uses permitted by the MMMFLA would be available in Marshall. Attorney Dyer does not advise that course of action.

Mayor Reed opened the public hearing to hear public comment on the proposed Michigan Medical Marihuana Facilities Licensing Act Ordinance.

Michael Robertson of 316 E. Spruce stated that legalizing Marihuana is going to happen and by adopting this ordinance we are ahead of the game.

Mike Pennock of 842 E. Michigan is in favor of Medical Marihuana. He feels the process is organized and cited the law, the process of obtaining a license, and the regulations.

Eric Myer of 4101 1 ½ Mile Road, East Leroy, expressed support of the ordinance and his interest in a location for a growing facility. He asked Council to reconsider the 1 mile radius between facilities and fencing requirements.

John Vercher of 623 W. Hanover is in support of the ordinance and being compliant with the law. He stated that this could lead to job creation and increased commerce which results in tax revenue. He stated concerns with the fees and the limitation of distance between facilities.

Mathew Sill inquired if the ordinance would only be in effect for the city limits.

Chad Zaki commented he has been in the Medical Marihuana industry since 2010 and he feels that more separation between facilities is better and history has shown less problems. He also stated that the number of licenses and the uses allowed by state law has been left up to the cities to decide which to allow in their jurisdictions.

Hearing no further comment, the hearing was closed.

Motion

Moved Schurig, supported McNeil, to approve the Michigan Medical Marihuana Facilities Licensing Act Ordinance as presented.

Amendment #1

Moved Williams, supported Metzger, to amend the ordinance to remove subsections 1 and 2 from the "Growers" Section and renumber accordingly. On a roll call vote – ayes: Caron, Costa, McNeil, Metzger, Mayor Reed, Schurig, and Williams; nays: none. **MOTION CARRIED.**

Amendment #2

Moved Costa, supported Metzger, to amend the ordinance to add "A security plan must be approved by the City Manager with the advice of the Director of Public Safety" to the definition of a Security Plan on Page 2. On a roll call vote – ayes: Williams, Caron, Costa, McNeil, Metzger, Mayor Reed, and Schurig; nays: none. **MOTION CARRIED.**

Restate Original Motion

Moved Schurig, supported McNeil, to approve the Michigan Medical Marihuana Facilities Licensing Act Ordinance as amended. On a roll call vote – ayes: Costa, McNeil, Metzger, Mayor Reed, Schurig, Williams, and Caron; nays: none. **MOTION CARRIED.**

**CITY OF MARSHALL, MICHIGAN
ORDINANCE #2017-05**

The City of Marshall, Michigan Ordains:

Legislative Findings

The City of Marshall, through its elected City Council, recognizes that the state of Michigan has permitted by legislative action, the medical use of Marihuana, in the Michigan Medical Marihuana Act (the MMMA, being MCL 333.26421 et seq.) and provided for the licensing and regulation of medical marihuana growers, processors, provisioning centers, secure transporters, and safety compliance facilities, in the Michigan Medical Marihuana Facilities Licensing Act (the MMMFLA, being, MCL 333.27101 et seq.)

It is further recognized that the MMFLA provides that a municipal ordinance is a prerequisite for State approval of any State license issued under the MMFLA. It is further recognized that, at the time of the enactment of this ordinance, Marihuana remains subject to criminal penalties under both federal and state law.

It is further recognized that while federal and state regulation of Marihuana may be pervasive, and local regulation of Marihuana subject to a claim of preemption, the MMMFLA expressly permits local control or regulation of certain aspects of the operation of a Medical Marihuana facility, but only if the City enacts an ordinance permitting some, or all, of the facilities also regulated by the MMMFLA.

It is further recognized that <<reserved for future council input following the public hearing >>.

Purposes and Intent

The City of Marshall adopts this ordinance:

- (1) To implement the provisions of the MMMFLA (Public Act 281 of 2016; MCL333.27101, et. seq.) with respect to local zoning and land use.
- (2) To establish a new section in the City of Marshall code pertaining to the permitted distribution of medical marihuana consistent with state law. Nothing in this Chapter purports to permit activities that are otherwise illegal under state or local law.
- (3) To prevent the diversion of medical marihuana for unlawful use and protect the safety and welfare of the community.
- (4) To provide for and limit, the location, type and number of facilities licensed under the MMMFLA within the City limits, without totally prohibiting the types of land uses otherwise permitted by the MMMFLA.

Definitions

The following phrases, when used in this Chapter, shall be construed as defined in the MMMFLA, as amended. These definitions are for guidance only, and the actual definition in the MMMFLA:

“Grower” means a licensee that is a commercial entity located in this state that cultivates, dries, trims, or cures and packages marihuana for sale to a processor or provisioning center.

“Marihuana” means that term as defined in section 7106 of the public health code, 1978 PA 368, MCL 333.7106.

“Marihuana-infused product” means a topical formulation, tincture, beverage, edible substance, or similar product containing any usable marihuana that is intended for human consumption in a manner other than smoke inhalation. Marihuana-infused product shall not be considered a food for purposes of the food law, 2000 PA 92, MCL 289.1101 to 289.8111.

"Processor" means a licensee that is a commercial entity located in this state that purchases marihuana from a grower and that extracts resin from the marihuana or creates a marihuana-infused product for sale and transfer in packaged form to a provisioning center.

"Co-location" means the aggregation of multiple types of licenses, or additional licenses of the same type, permitted under the MMMFLA and located on one, or more, lot of record owned by an existing MMMFLA licensee, approved for operation in the City of Marshall.

"Stacking" means where an existing MMMFLA licensee, approved for operation in the City of Marshall, by written agreement, leases to or operates for another MMMFLA licensee, approved for operation in the City of Marshall.

"Volatile Substances Processing Room" means a Class 1, Division 1 room, as defined by the National Fire Protection Act, or such other fire, mechanical or electrical code adopted or in use by the City of Marshall, concerning the use of gas or other volatile substances in an extraction process.

"Security Plan" means a plan for preventing unauthorized access to, or theft and pilferage from, an MMMFLA licensed facility, approved for operation in the City of Marshall. The plan shall be subject to review and reasonable approval by City staff, but shall include at a minimum the following components: (1) an eight (8) foot tall perimeter fence; (2) an exterior lighting system; (3) a building security system; (4) an on-site security guard program; (5) an off-site official contact list; (6) established hours of operation; (7) appropriate signage; (8) a plan for facility inspection by the City of Marshall, which shall include no less than an annual comprehensive fire and security inspection; and, (9) such other conditions as may be suitable for the particular license, or facility to be operated by the MMMFLA licensee. A security plan must be approved by the City Manager with the advice of the Director of Public Safety.

"Safety compliance facility" means a licensee that is a commercial entity that receives marihuana from a marihuana facility or registered primary caregiver, tests it for contaminants and for tetrahydrocannabinol and other cannabinoids, returns the test results, and may return the marihuana to the marihuana facility.

"Secure transporter" means a licensee that is a commercial entity located in this state that stores marihuana and transports marihuana between marihuana facilities for a fee.

"State operating license" or, unless the context requires a different meaning, "license" means a license that is issued under this act that allows the licensee to operate as 1 of the following, specified in the license:

- (i) A grower.

(ii) A processor.

(iii) A secure transporter.

(iv) A safety compliance facility.

"Zoning Ordinance" means the City of Marshall Zoning Ordinance, adopted September 16, 2016, as amended.

Grower

The location at which a grower cultivates medical marihuana is a permitted use in the following zoning districts; I-1, and I-2, as provided by and subject to the requirements of the Zoning Ordinance (art. III, § 3.19-20). The city will restrict locations and entity but shall not restrict number of licenses managed by that entity.

The grower must also meet the following requirements:

(1) The odor must be managed at the site and by the installation of an operable filtration to ventilation and exhaust equipment and odors must otherwise be effectively confined to the interior of the building or dwelling from which the odor is generated.

(2) The facility must not be within 5,280 – foot of another grow or processing facility.

(3) For a facility using artificial light for night time growing period, a plan to contain demonstrating that the owner can contain all artificial light to the interior space of the facility.

(4) An approved Security Plan.

(5) Co-location and Stacking of this license shall be permitted, up to, but not beyond, any applicable lot coverage limitations set forth in the City Marshall Zoning Code.

Processor

The location at which a processor extracts resin from the marihuana or creates a marihuana-infused product is a permitted use in the following zoning districts; I-1, and I-2, as provided by and subject to the requirements of the Zoning Ordinance (art. III, § 3.19-20). The city will restrict locations and entity but shall not restrict number of licenses managed by that entity.

A processor must meet the following requirements:

(1) The odor must be managed by the installation of an operable filtration to ventilation and exhaust equipment and odors must otherwise be effectively confined to the interior of the building or dwelling from which the odor is generated.

(2) No marihuana shall be manufactured or processed in any manner that would create excessive noise beyond the interior of the structure if adjoining tenants may be disturbed by said noise.

(3) The facility must not be within 5,280 – foot of another grow or processing facility.

(4) An approved Security Plan.

(5) Co-location and Stacking of this license shall be permitted, up to, but not beyond, any applicable lot coverage limitations set forth in the City Marshall Zoning Code.

Secure Transporter

The location at which a secure transporter stores marihuana and transports marihuana from is a permitted use in the following zoning districts I-1 and I-2, as provided by and subject to the requirements of the Zoning Ordinance (art. III, § 3.19-20). The city will allow up to two (2) state approved and licensed secure transporters.

A transporter must meet the following requirements:

(1) An approved Security Plan.

(2) Co-location of this license shall be permitted, up to, but not beyond, any applicable lot coverage limitations set forth in the City Marshall Zoning Code.

Safety Compliance Facility

The location at which a safety compliance facility tests medical marihuana and marihuana in-fused products is a permitted use in the following zoning districts; I-1, and I-2, as provided by and subject to the requirements of the Zoning Ordinance (art. III, § 3.19-20). The city will allow up to two state approved and licensed safety compliance facilities. A Safety Compliance must meet the following requirements:

(1) An approved Security Plan.

(2) Co-location of this license shall be permitted, up to, but not beyond, any applicable lot coverage limitations set forth in the City Marshall Zoning Code.

Municipality Compliance with State Board

1. The city shall provide the following information to the state Medical Marijuana licensing board within 30 days after the city receives notification from the applicant that he or she has applied for a license under Public Act 281.

a. A copy of the local ordinance that authorizes the Medical Marijuana Facility.

b. A copy of any zoning regulations that apply to the proposed Medical Marijuana Facility within the city.

c. A description of any violation of the local ordinance or zoning regulations included under subdivision (a) or (b) committed by the applicant, but only if those violations relate to activities licensed under this act or the Michigan Medical Marijuana Act.

2. The board may consider this information submitted in subsection (1) however, the failure of the city to provide the information to the board shall not be used against the applicant.

3. A municipal ordinance may establish an annual, nonrefundable fee of not more than \$5000 to defray the administrative and enforcement costs of associated with the operation of a Marijuana facility in the municipality.

4. Information a municipality obtains from an applicant related to licensure under this section is exempt from disclosure under the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

Future Legislation or Initiative to Allow Adult Use of Marihuana

In the event that future laws deem Adult Use of Marihuana to be legal in the state of Michigan, the city hereby preserves the ability to allow additional Marihuana Facilities in accordance with law and market demand.

Severability

If any section, sub-section, paragraph, sentence, or word of this Chapter is deemed to be invalid, the invalidity of such provision shall not affect the validity of any other sections, sub-sections, paragraphs, sentences, or words of this Chapter, or the application thereof; and to that end, the sections, sub-sections, paragraphs, sentences, and words of this Chapter shall be deemed severable.

This Ordinance [or a summary thereof as permitted by MCL 125.3401] shall be published in the Marshall Chronicle, a newspaper of general circulation in the City of Marshall qualified under state law to publish legal notices. This Ordinance shall be recorded in the Ordinance Book and such recording shall be authenticated by the signatures of the Mayor and the City Clerk.

This Ordinance is declared to be effective immediately upon publication.

Adopted and signed the 5th day of June, 2017.

Jack Reed, MAYOR

Trisha Nelson, City Clerk

I, Trisha Nelson, being duly sworn as the 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 June 5, 2017, 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

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Transfer Property to the Local Development Financing Authority or the Economic Development Corporation:

Moved Williams, supported Metzger, to approve the resolution to transfer property within the Industrial Park to the Local Development Financing Authority or the Economic Development Corporation as appropriate. On a roll call vote – ayes: Metzger, Mayor Reed, Schurig, Williams, Caron, Costa, and McNeil; nays: none. MOTION CARRIED.

**CITY OF MARSHALL, MICHIGAN
RESOLUTION #2017-13**

**RESOLUTION TO TRANSFER PROPERTY TO THE
EDC OR LDFA AS APPROPRIATE**

WHEREAS, the City of Marshall has established an Economic Development Corporation (EDC) and a Local Development Finance Authority (LDFA); and

WHEREAS, from time to time the City of Marshall has acquired real property to establish an industrial park(s) and accumulate real property for economic development purposes; and

WHEREAS, the City has the authority to sell and transfer its ownership interest in real property under Article 7, Section 22 of the Michigan Constitution of 1963, and under Section 4e of Michigan's Home Rule City Act, and Section 2.20 of the City of Marshall Charter, as amended; and

WHEREAS, the EDC and LDFA are the appropriate parties to hold real property acquired by the City of Marshall for economic development purposes; and

WHEREAS, the City has determined that it is in its best interests to transfer ownership of all property that it may hold for economic development purposes to either its EDC or its LDFA; and,

WHEREAS, the City has in the past transferred by deed property that it held for economic development purposes to its EDC or LDFA, and the City finds it is necessary to confirm or ratify that those transfers were authorized by the City Council pursuant to Charter Section 2.20; and

WHEREAS, Charter Section 2.20 requires the reading of any resolution to sell real property, with a value that exceeds \$4.00 per capita according to the last official U.S. Census, after two public readings of the resolution at two regularly scheduled meetings of the City Council; and

WHEREAS, the City has determined that the real property commonly known as the L. Alta Brooks Industrial Park parcels 1-5; the Quigley Property and the Lafferty Property as more fully described in the attached Exhibits 1 and 2; is all economic development property that is properly transferred to either the EDC or the LDFA of the City of Marshall, as may be appropriate.

NOW THEREFORE BE IT RESOLVED, that the Marshall City Council does authorize the transfer by deed of the real property commonly known as the L. Alta Brooks Industrial Park parcels 1-5; the Quigley Property and the Lafferty Property as more fully described in the attached Exhibits 1 and 2, to either the EDC or the LDFA of the City of Marshall, as may be appropriate.

BE IT FURTHER RESOLVED, that the Marshall City Council does hereby consent to, and fully ratify, any past transfers by deed of the real property commonly known as the L. Alta Brooks Industrial Park parcels 1-5; the Quigley Property and the Lafferty Property as more fully described in the attached Exhibits 1 and 2, to either the EDC or the LDFA of the City of Marshall, or a third party purchaser, as may have been appropriate.

BE IT FURTHER RESOLVED, that the Marshall City Council will schedule a second public reading of this resolution at its next regularly scheduled meeting on June 5, 2017.

BE IT FURTHER RESOLVED, that the City Clerk shall be, and hereby is,

authorized for and on behalf of the City of Marshall to execute and deliver any deeds, or other documents necessary or appropriate to carry out this Resolution.

Dated: June 5, 2017

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed seal of said City of Marshall, this 5th day of June, 2017.

Trisha Nelson, City Clerk

APPOINTMENTS/ELECTIONS

None.

PUBLIC COMMENT ON NON-AGENDA ITEMS

Kayla Leach of 115 S. Fountain spoke regarding the Autism Benefit.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 8:38 p.m.

Jack Reed, Mayor

Trisha Nelson, City Clerk

User: ctanner

EXP CHECK RUN DATES 06/22/2017 - 07/06/2017

DB: Marshall

UNJOURNALIZED

OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
93634	ACROMAG	PROGRAMMABLE TRANSMITTER AND USB CABLE	2017.292	131.08
SCM 10002881	ALEXANDER CHEMICAL COR	CREDIT FOR SULFUR DIOXIDE		(115.00)
2160	ALL RELIABLE SERVICES	'2017 ELECTRIC LINE CLEARANCE; PER CONTRA	2017.283	1,936.48
2140	ALL RELIABLE SERVICES	'2017 ELECTRIC LINE CLEARANCE; PER CONTRA	2017.283	4,021.20
156632	ALLEGRA BATTLE CREEK	DRAWING SCANS - WASTEWATER PLANT		127.50
170510350	AMBS CALL CENTER	ANSWERING SERVICE		198.91
15-546795	ARROW UNIFORM			27.47
15-546800	ARROW UNIFORM	CUST #010198-04		55.42
15-546802	ARROW UNIFORM	CUST #010198-06		31.23
15-546803	ARROW UNIFORM	CUST #010198-05		30.02
15-540470	ARROW UNIFORM	CUST #010198-04		55.42
15-540472	ARROW UNIFORM	CUST #010198-06		31.23
15-540473	ARROW UNIFORM	CUST #010198-05		30.02
15-540465	ARROW UNIFORM	CUST #010198-01		27.47
15-534166	ARROW UNIFORM	CUST #010198-01		27.47
15-534173	ARROW UNIFORM	CUST #010198-06		31.23
15-534174	ARROW UNIFORM	CUST #010198-05		30.02
15-534171	ARROW UNIFORM	CUST #010198-04		55.42
15-546798	ARROW UNIFORM	CUST #010198-02		54.25
15-546801	ARROW UNIFORM	CUST #010198-03		153.28
15-540468	ARROW UNIFORM	CUST #010198-02		54.25
15-540471	ARROW UNIFORM	CUST #010198-03		153.28
15-534169	ARROW UNIFORM	CUST #010198-02		54.25
15-534172	ARROW UNIFORM	CUST #010198-03		153.28
15-552802	ARROW UNIFORM	CUST #15-552802		55.42
15-552805	ARROW UNIFORM	CUST #010198-05		30.02
15-552804	ARROW UNIFORM	CUST #010198-06		31.23
15-552797	ARROW UNIFORM	CUST #010198-01		27.47
15-552800	ARROW UNIFORM	CUST #010198-02		54.25
15-1552803	ARROW UNIFORM	CUST #010198-03		153.28
388-107290-01	AUSTIN-BATTERIES PLUS	LED LAMPS		179.00
388-208775	AUSTIN-BATTERIES PLUS	6.5W G25 2700K LED BULBS		11.95
388-208661	AUSTIN-BATTERIES PLUS	6.5W G25 2700K LED BULBS		59.75
225-410730	AUTO VALUE MARSHALL	MINI LAMP		3.90
225-413353	AUTO VALUE MARSHALL	BLACK		15.79
225-410864	AUTO VALUE MARSHALL	WARREN AW46		87.98
225-411078	AUTO VALUE MARSHALL	MINI LAMP		3.90
225-414076	AUTO VALUE MARSHALL	SPARK PLUG, 10W30		9.08
225-412272	AUTO VALUE MARSHALL	AEROVANTAGE BLADE		17.38
225-413042	AUTO VALUE MARSHALL	DUAL BEAM HEADLIGHT		19.48
RO#976	AUTOBODY USA - MARSHAL	BODY DAMAGE REPAIR PICKUP #111	2017.307	2,159.83
060817	BAKER TOOL RENTAL & ST	TRENCHER		90.00
060117	BAKER TOOL RENTAL & ST	MINI EXCAVATOR		175.00
53876	BATTLE CREEK LANDSCAPE	SPRINKLER SERVICE		48.58
262281-IN	BEAVER RESEARCH CO	BLUE MAGIC FLOOR CLEANER		111.70
BLU-8095	BLU FISH CONSULTING, L	WEBSITE DEVELOPMENT AND DESIGN- TRAINING	2017.311	2,187.50
632609	BOSHEARS FORD SALES IN	MOULDING FOR #136		66.50
118445	BUD'S WRECKER SERVICE	CLEANED UP GLASS & OTHER ITEMS FROM STRE		85.00
3475	CB HALL ELECTRIC COMP	AEXIT LIGHTS AT DPW		149.00
190757	CHEMCO PRODUCTS INC	POLYMER	2017.035	977.45
STREETS20170000008	CITY OF BATTLE CREEK	QUARTERLY TRAFFIC SIGNAL MAINT		360.22
4238	CONTROL SOLUTIONS INC	TROUBLESHOOT CONNECTIVITY ISSUES TO HVAC		1,955.00
9971	COURTNEY & ASSOCIATES	MONTHLY RETAINER		250.00
93931	CRT, INC	SYMANTEC ENDPOINT PROTECTION ANTIVIRUS	2017.300	2,080.00
93950	CRT, INC	SWITCH 5PORT, CABLE CAT5		122.00
93967	CRT, INC	CABLE CAT5, MONITOR		163.00
94010	CRT, INC	CLOUD STORAGE MONTHLY		930.51
51595489	CRYSTAL FLASH MARSHALL	DYED DIESEL - GENERATOR FUEL		503.10
53330741	CRYSTAL FLASH MARSHALL	PREM NL E10		1,152.62
3-39766	CUMMINS BRIDGEWAY	MRLEC SERVICE CALL		539.78
141589	D & D MAINTENANCE SUPP	JANITORIAL SUPPLIES AT CITY HALL		104.63
141314	D & D MAINTENANCE SUPP	JANITORIAL SUPPLIES AT MRLEC		102.30
141479	D & D MAINTENANCE SUPP	JANITORIAL SERVICES - MRLEC - MAY	2017.106	4,454.67
141191	D & D MAINTENANCE SUPP	JANITORIAL SUPPLIES		24.66
1236	D HILL ENVIRONMENTAL	WASTEWATER LAB QA WORKSHOP		300.00
506440	DARLING ACE HARDWARE	INSECT REPEL CUTTER		7.98
507276	DARLING ACE HARDWARE	STRIPING PAINT, STRAP EMT 1 HOLE		9.57
507251	DARLING ACE HARDWARE	DRILL BITS, TMASTER HEX HEAD, STRAPS		37.30
507775	DARLING ACE HARDWARE	DRILL BIT		9.98
506929	DARLING ACE HARDWARE	CLAMP TUBE, HANGR TUBING		6.23
506857	DARLING ACE HARDWARE	RECIP BLADES		12.99
506895	DARLING ACE HARDWARE	NAILS		5.59
506967	DARLING ACE HARDWARE	PLUMBING SUPPLIES		2.99
507905	DARLING ACE HARDWARE	SILICONE WHT		9.98
507835	DARLING ACE HARDWARE	CATCH ROLLER DBL		1.98
507061	DARLING ACE HARDWARE	BLADE CUTOFF METAL		11.96
507633	DARLING ACE HARDWARE	5LB SUPERCUT LINE		54.95
506821	DARLING ACE HARDWARE	5LB COMM LINE		49.95
506954	DARLING ACE HARDWARE	TIES CABLE		5.99

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 DB: Marshall

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
506884	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		9.18
506906	DARLING ACE HARDWARE	BAR CARPET SILV - RETURN		(23.98)
506815	DARLING ACE HARDWARE	KEY		5.97
506900	DARLING ACE HARDWARE	BAR CARPET SILV		23.98
507053	DARLING ACE HARDWARE	BATTERY		9.18
507319	DARLING ACE HARDWARE	ROD THREAD, NUTS & BOLTS		20.18
507369	DARLING ACE HARDWARE	NUTS, BOLTS & FASTENERS		14.18
507351	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		1.00
136991	DLZ	ENGINEERING SERVICES FOR S MARSHALL ST B2016.180		15,589.25
3203465	EDWARDS INDUSTRIAL SAL	BUSHING, SHEAVE		30.85
14894	EMERGENCY VEHICLE SERV	SERPENTINE BELT, BELT TENSIONER		700.19
4888660	ERADICO PEST SERVICES,,	PEST CONTROL JUNE 2017		216.00
302017	FAIRBANKS MORSE	REPAIR KIT		247.49
MIBAT244095	FASTENAL COMPANY	JANITORIAL SUPPLIES		291.79
26510A	FIFTHROOM.COM	SAVANNAH PAVILION- QUOTE # 3011205 FOR S2017.252		8,333.00
218052	FIRE EXTINGUISHER SERV	ANNUAL EXTINGUISHER INSPECTION - WASTEWA		133.50
217649	FIRE EXTINGUISHER SERV	ANNUAL EXTINGUISHER INSPECTION--MH		136.00
97372	FIRST DUE	CREDIT DUE		(3.10)
S105885147.001	GALLOUP COMPANY	PVC SOC OR THD TUTB		50.62
S105885147.002	GALLOUP COMPANY	SUPPLIES		50.62
S105804320.001	GALLOUP COMPANY	SUPPLIES		261.68
GT214-61	GAWNE TRUCKING INC	SLUDGE HAULING	2017.034	24,888.00
5021317	GEORGE INSTRUMENT CO	QUOTE#0642776111TIM- TEMPERATURE SWITCH	2017.291	154.97
5021326	GEORGE INSTRUMENT CO	PNEUMATIC TRANSDUCER	2017.291	621.73
111120123	GLOBAL EQUIPMENT COMP	AIHEAVY DUTY ABSORBENT PADS		50.95
111087349	GLOBAL EQUIPMENT COMP	AIMBT GRAY DIMPLES UNIVERSAL WGT PADS		53.62
111097473	GLOBAL EQUIPMENT COMP	AI DOGIPOT		187.05
9459374519	GRAINGER	UNDERGROUND ENCLOSURE		679.00
9452079412	GRAINGER	TUBING		179.25
9452079404	GRAINGER	UNTION TEE, CONNECTOR		48.82
9428057856	GRAINGER	FARM DUTY SEWER PUMP		872.00
9425361574	GRAINGER	MOTOR, MOTOR RUN CAPACITOR, MOUNTING KIT		105.29
1469205	GRIFFIN PEST SOLUTIONS	323 W MICHIGAN		33.00
810246	GWIN, DARWIN	MOWED BROOKS NATURE AREA		375.00
10437524	HACH COMPANY	AMMONIA, PHOSPHORUS,		619.30
10472547	HACH COMPANY	AMMONIA		566.17
239122	HAVILAND PRODUCTS COMP.	CHLORINE GAS, SULFUR DIOXIDE	2017.289	1,229.21
239432	HAVILAND PRODUCTS COMP.	FERRIC CHLORIDE	2017.289	4,272.64
78786	HERMANS MARSHALL HARDW.	1 GAL THINNER, BAGS, BOLTS, ???		54.86
79419	HERMANS MARSHALL HARDW.	SCREWS, CURTAIN ROD, STOPPERS, STRAPS, W		25.52
053117	HERMANS MARSHALL HARDW.	CREDIT DUE		(18.61)
78556	HERMANS MARSHALL HARDW.	NOZZLES		13.58
78530	HERMANS MARSHALL HARDW.	CONCENTRATE ROUNDUP		27.99
78609	HERMANS MARSHALL HARDW.	KEYS		4.98
78614	HERMANS MARSHALL HARDW.	NYLON ROPE, TAPE		110.64
78527	HERMANS MARSHALL HARDW.	ROUNDUP		22.99
78525	HERMANS MARSHALL HARDW.	ROUNDUP		21.99
78623	HERMANS MARSHALL HARDW.	ASPHALT PATCH		41.97
78751	HERMANS MARSHALL HARDW.	ROUNDUP, CHAIN LINK, WASP SPRAY, ASPHALT		100.23
79445	HERMANS MARSHALL HARDW.	KNOCKOUT		4.29
17380	HUNTER PRELL COMPANY	REPAIR 2" WATER LEAK ON BOILER SUPPLY LI		333.26
42990-IN	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM		395.00
1769	J & K PLUMBING SUPPLY	PIPE, NIPPLE, COUP		13.90
1566	J & K PLUMBING SUPPLY	SUPPLIES		14.43
1866	J & K PLUMBING SUPPLY	PVC PIPE CELCO		14.72
142	JUSTICE FENCE	REPAIR GATE		530.73
140561	KNIGHT WATCH, INC	FIRE ALARM MONITORING		224.85
2768-IN	KRUM PUMP & EQUIPMENT	BUNA-N COUPLING SPIDERS		56.00
1043861	LEGG LUMBER	GRAVEL MIX		17.96
343	MAEDA	ANNUAL MEMBERSHIP DUES		500.00
MAR3797	MARSHALL TIRE CITY	TIRE		272.98
7923	MARSHALL WELDING & FAB	FABRICATE BLIND FLANGE COVER PLATE		160.00
31675263	MCMMASTER-CARR	SAFETY SUPPLIES, MARKERS		437.40
31757274	MCMMASTER-CARR	UNDERGROUND TAGS		377.60
267413	MICHIGAN INDUSTRIAL GA.	ACETYLENE, OXYGEN		47.64
167625	MICHIGAN POLICE EQUIPM	GLOCK 17 W/NS		409.00
1360953	MILLER CANFIELD PADDOC	GENERAL EMPLOYMENT MATTERS		2,103.75
R1452-3	MRWA	LINE LOCATING CLASS	2017.309	270.00
475791	NAPA OF MARSHALL	SLIME TIRE SEALANT		16.90
474815	NAPA OF MARSHALL	SLIME TIRE SEALANT, AC PRO		50.74
474750	NAPA OF MARSHALL	FREON		23.75
475597	NAPA OF MARSHALL	MOLY EP SYNTHETIC		8.49
388907	NORTH CENTRAL LABORATO	LAB SUPPLIES	2017.032	694.83
604308	NYE UNIFORM COMPANY	BODY ARMOR		764.61
80508	O'LEARY WATER CONDITIO	WATER DELIVERED		58.50
2017-33	OERTHERS	SOIL FOR PLANTERS		110.24
2017-35	OERTHERS	GRASS SEED		58.89
2017-44	OERTHERS	GRASS SEED 50#		113.95
855203	OFFICE 360	NOTE, TAPE, LEGAL PADS, BATTERIES, LABEL		91.29

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
855532	OFFICE 360	LEGAL PAD, CORRCT TAPE		19.22
857419	OFFICE 360	TAPE DISPENSER, TAPE		13.78
858152	OFFICE 360	PAPER		49.99
051717	PENNFIELD CHARTER TOWN	FIRE FIGHTERS TRAINING REIMBURSEMENT		30.00
1662629-00	POTTER DISTRIBUTING	6 PERFECT AIRE 12000 BTU THW 115V	2017.294	2,147.00
56146836	POWER LINE SUPPLY	TESTING OF GLOVES		490.38
12118996	POWER LINE SUPPLY	RETURNED VESTS		(122.24)
56151034	POWER LINE SUPPLY	ACUITY BRAND LED ROADWAY FIXTURES	2017.299	2,791.58
56150928	POWER LINE SUPPLY	GLOVES		89.01
56151035	POWER LINE SUPPLY	TRANSFORMER CURRENT 600V		298.77
56147488	POWER LINE SUPPLY	CLIP FOR HARD HAT		2.50
286032	PRINTLINK	BUSINESS CARDS - JACQUELINE SLABY		46.70
571617	QUALITY LAWN CARE	AIRPORT LAWN CARE		900.00
50875	R&R FIRE TRUCK REPAIR,	ANNUAL EQUIPMENT MAINT		685.74
INV805537	RESIDEX	QUICK DRY		696.00
17799	SECURITY CORPORATION	SERVICE TRIP TO MRLEC		192.75
8122409393	SHRED-IT USA LLC	SHREDDING SERVICES		215.10
8960	SIGNWORLD CONCEPTS	SIGNS FOR CITY HALL - ENGINEERING, MAYOR		29.25
75968	SME	SOILS TESTING WILZAR DEVELOPMENT	2017.313	7,500.00
21063-0617	SPARTAN STORES	CUST #021063		14.37
1210239	STANTEC CONSULTING MIC	ASSET MANAGEMENT PROGRAM PLAN ASSISTANCE	2017.223	2,432.78
1204381	STANTEC CONSULTING MIC	FIXED ASSET INVENTORY - WWTP AND LIFT ST	2017.264	2,328.50
1204384	STANTEC CONSULTING MIC	WATER TREATMENT ASSET MANAGEMENT	2017.254	2,261.25
8044646993	STAPLES ADVANTAGE	MARKER, CLASP ENVS		30.81
8044766543	STAPLES ADVANTAGE	ENVS		12.22
900018671	STATE INDUSTRIAL PRODUC	FLOOR CLEANER		103.33
761-8162878	STATE OF MICHIGAN	STORMWATER PERMIT FEE		260.00
436119	STEENSMA	WOODS ROTARY MOWER	2017.306	2,098.00
JLC17-020	THE JAMES LEFFEL & CO	INSPECTION OF HYDRO TURBINE BY ANDERS DY	2017.317	2,757.11
3457394	TOSHIBA AMERICA BUSINE	COPIER @ MRLEC		87.79
3989	U.S. LAWNS OF KALAMAZO	2017 LAWN MOWING CONTRACT AT VARIOUS CIT	2017.278	3,884.00
T0871020	UNIVAR USA INC	POLYMER - PRAESTOL K275FLX		812.50
267642	USA BLUEBOOK	BLEED VALVE ASSY		74.24
272730	USA BLUEBOOK	ATC DIVERSIFIED ARA		89.82
17-066	USA SOFTBALL OF MICHIG	2017 ADULT TEAM REGISTRATIONS		1,395.00
530350997	UTILITIES INSTRUMENTAT	PEARL STREET -UPGRADE RELAYING / QUOTE #	2016.306	2,924.00
45180	WALTERS-DIMMICK PETROL	#2 GREASE		99.75
830494	XEROX FINANCIAL SERVIC	XEROX EQUIPMENT LEASE AND FILING FEES	2017.293	1,349.04
GRAND TOTAL:				136,141.01

APPROVAL LIST FOR CITY OF MARSHALL
 EXP CHECK RUN DATES 06/02/2017 - 06/02/2017
 UNJOURNALIZED
 OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
145970911-0517	A T & T	ACCT #145970911		75.00
052617	ARNOLD, GEORGE	CDL DRIVERS TEST		150.00
05/31/2017	BESSLER, ED & BEVERLY	UTILITY REFUND FOR ACCT# 2707160001		991.47
053117	CALHOUN COUNTY TREASU	MAY TRAILER FEES		80.00
315113517030961	CAPITAL ONE COMMERCIA	ACCT #6004-3004-9900-5848		99.44
2551002526	CHEMICAL BANK SOUTH	HSA ACCT #2551002526 WEBB, STUART		1,170.00
2550996025-0517	CHEMICAL BANK SOUTH	HSA ACCT #2550996025 SEARS, THERESA		1,170.00
206255205588	CONSUMERS ENERGY	1000 0033 5602		821.45
052517	DEVENEY, JAMES R	INSPECTION COMMISSION		160.00
463	ETHERIDGE, ERICA	REFUND - FLAG FOOTBALL CANCELLED		42.00
052517	GROSS, JOHN	INSPECTION COMMISSION		400.00
052617	HERMAN, PAUL	CDL DRIVERS TEST		150.00
461	KISSINGER, ALEXIS	REFUND - ADULT SOFTBALL		236.00
3507-0217	MARSHALL COMMUNITY CU	3507 - MCDONALD		569.80
052517	NICHOLS, JEFFREY S	INSPECTION COMMISSION		840.00
060117	PARKS, MATT	CASH ADVANCE		300.00
06/01/2017	PATRICK, TIFF	UB refund for account: 3101160029		79.14
053017	SCOTT, THOMAS	TRAVEL EXPENSE REIMBURSEMENT		35.00
05/30/17	SCOTT, THOMAS	ASSESSOR EDUCATION		10.00
2017	STATE OF MICHIGAN	UNCLAIMED PROPERTY, FIN #38-6004708		1,166.93
MAAO	STATE OF MICHIGAN	THOMAS SCOTT - MAAO		50.00
13934621-0517	WOW! BUSINESS	ACCT #013934621		35.29
10040269-0517	WOW! BUSINESS	ACCT #010040269		509.00
GRAND TOTAL:				9,140.52

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APPROVAL LIST FOR CITY OF MARSHALL
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INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
161364	AD-VISOR & CHRONICLE	MAY ADS		555.58
464	FELTNER, GEORGE	REFUND - ADULT SOFTBALL		150.00
06/07/2017	HAYS, SAMANTHA & COSS	UB refund for account: 3203280019		75.49
82130231059095-061	LOWES BUSINESS ACCOUN	ACCT #821 3023 105909 5		1,144.09
060617	MIRACLE RECREATION EQ	50% DOWN PAYMENT OF GRAND STREET SHADE	2017.310	16,275.00
06/08/2017	NOSTRANT, JODI	UB refund for account: 2401480003		57.63
249-005534089	REPUBLIC SERVICES #24	ACCT #3-0249-1022021		1,127.90
060617	SANDERS, TIM	MEAL		10.00
06/07/2017	SHULTZ, JENNIFER	UB refund for account: 3205300019		40.44
060617	SIEGEL, ROBERT	MEAL		10.00
102130	TELNET WORLDWIDE	ACCT # 8948		1,651.06
6035301205061839-5	TRACTOR SUPPLY CREDIT	ACCT #6035 3012 0506 1839		9.99
500-0337004-000	U.S. BANK EQUIPMENT F	PAYOFF ON AGREEMENT 500-0337004-000		382.04
06/07/2017	WALBECK, LYNN	UB refund for account: 802780004		67.99
50142525	WEX BANK	ACCT #0470-00-462076-1		7,564.71
10058364-0517	WOW! BUSINESS	ACCT #010058364		32.97
10040764-0617	WOW! INTERNET-CABLE-P	ACCT #010040764		1,359.83
GRAND TOTAL:				30,514.72



ADMINISTRATIVE REPORT
June 19, 2017 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council
FROM: Tom Tarkiewicz, City Manager
SUBJECT: Public Hearing for PA 425 Conditional Land Transfer with Marengo Township for 1005 East Michigan Avenue

BACKGROUND: The City and Marengo Township has received a request from Eileen Burns, owner of The Hi Lite Cruz In restaurant at 1005 East Michigan Avenue. The restaurant has recently had a septic system failure and desires City sanitary sewer service.

The connection to the City sanitary sewer requires that the property come into the City. The City and Marengo Township need to hold a public hearing on the proposed PA 425 Conditional Land Transfer and adopt the attached resolution. Marengo Township cooperated with the City in 2004 when the Loves Travel Stop needed utilities through a PA 425. The Township will be given annually three mills of tax revenue.

RECOMMENDATION: After hearing comments at the public hearing, it is recommended that the City Council approve the PA 425 Conditional Land Transfer with Marengo Township for 1005 East Michigan Avenue.

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

FISCAL EFFECTS: Possible fee generation for permitting.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Tom Tarkiewicz
City Manager

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

**CITY OF MARSHALL - TOWNSHIP OF MARENGO
CONTRACT FOR CONDITIONAL TRANSFER OF PROPERTY
(The Hi Lite Cruz In)**

The Agreement made on the ___ day of _____, 2017 between the City of Marshall, a Michigan municipal corporation, 323 West Michigan Avenue, Marshall, Michigan 49068 (the "CITY") and the Township of Marengo, a Township duly organized under the laws of the State of Michigan, and existing in Calhoun County, Michigan, having offices at 13995 23 Mile Rd., Albion, Michigan 49224 (the "TOWNSHIP").

WHEREAS, the provision of municipal services by the CITY to the Property described below would further the economic well-being of both the CITY and the TOWNSHIP and increase the probability of additional development of the Property; and

WHEREAS, the only feasible way to provide municipal services to the Property appears to be through an agreement between the TOWNSHIP and the CITY whereby the Property will come under the jurisdiction of the CITY; and

WHEREAS, the TOWNSHIP and the CITY wish to cooperate to encourage economic development for the area of the Property, enhance the financial stability for both the TOWNSHIP and CITY and further the public safety and welfare of the residents of the CITY and TOWNSHIP; and

WHEREAS, the parties have each conducted a public hearing to receive input on the proposed transfer of Property;

NOW THEREFORE, by authority of Act 425 of the Public Acts of 1984 and in consideration of the premises, covenants and conditions hereinafter set forth, the parties agree as follows:

1. The TOWNSHIP consents to the transfer to the CITY of a certain parcel of real estate and improvements thereon located in Marengo Township, Calhoun County, Michigan, and described on the Exhibit A attached hereto (the "Property").

2. The CITY agrees to accept the transfer of the Property as described, for all purposes allowed under Public Act 425 of 1984, as amended; and to make available municipal services to the Property.

3. The transfer of the Property contemplated by this Agreement shall occur at midnight on July 1, 2017. This Agreement shall remain in full force and effect for a period of approximately forty nine (49) and 1/2 years and from the date of transfer and shall terminate on December 30, 2066.

4. Following transfer, and during the term of this Agreement, the CITY shall have full jurisdiction over the Property; subject to the following limitations:

A. The CITY recognizes the need to afford reasonable protection to the adjacent and contiguous property remaining in the TOWNSHIP. Therefore, to achieve that end, the TOWNSHIP Board shall have the power to veto decisions made by the CITY at all levels relating to zoning changes and variances affecting any parcel of the transferred Property which

is adjacent and contiguous to property remaining in the TOWNSHIP. The CITY shall notify the TOWNSHIP in writing at least 30 days in advance of any hearing regarding any proposed zoning changes and variances affecting any parcel of the transferred Property which is adjacent and contiguous to property remaining in the TOWNSHIP. After a decision is made to change zoning or to change variances, CITY shall notify TOWNSHIP in writing with the specific details of the proposed changes. TOWNSHIP shall have 60 days after notification to either veto or approve said zoning changes and variances.

5. The CITY and the TOWNSHIP agree that the CITY shall have the authority to assess and collect ad valorem taxes, real and personal, on the Property and any improvements thereon during 2018 and for the remainder of the term of this Agreement. The TOWNSHIP shall have the authority to assess and collect ad valorem taxes, real and personal, on the Property and any improvements thereon during calendar year 2017.

The CITY and TOWNSHIP further agree that, commencing in calendar year 2018 and continuing through 2066, all such taxes that the CITY collects for its own general operating fund purposes only, and which are attributable to the Property shall be shared between the CITY and the TOWNSHIP as follows:

A. The TOWNSHIP shall receive the equivalent of 3 mil(s) of the CITY's property tax operating levy, on the taxable value of the Property for the taxable year as established by the CITY, subject to any subsequent adjustments resulting from tax appeals. The CITY shall transmit the TOWNSHIP's share of such revenues annually on or before thirty (30) days after receipt of same.

6. Except as provided in Paragraph 7, upon expiration of this Agreement, if the Property is contiguous with the CITY, jurisdiction of the Property shall pass to the CITY and the TOWNSHIP will have no further rights or interest in the Property. Except as provided in Paragraph 7, upon expiration of this Agreement, if the Property is not contiguous with the CITY, the TOWNSHIP and the CITY agree to renew this Agreement for an additional 50 years with the same terms as provided herein. For purposes of this Agreement, the term "contiguous with the CITY" shall mean that any portion of any boundary of the Property shall be immediately adjacent to property that is within the City Limits of the City of Marshall. The existence of a roadway or railway right-of-way, stream or river or other similar features between the boundary of the Property and the City Limits of the CITY shall not make the Property outside of the definition of "contiguous with the CITY".

7. In the event the CITY shall not share tax revenues from the Property as provided in Paragraph 5 or shall breach any other provision of this Agreement, the TOWNSHIP shall be entitled to terminate this Agreement, whereupon jurisdiction of the Property shall revert to the TOWNSHIP.

8. Insofar as and to the extent that any paragraph or part of this Agreement may be contrary to the public policy or law, then such paragraph or part thereof, except Paragraphs 1 through 3 or any part thereof, shall be deemed severed and stricken from this contract and all remaining paragraphs and parts thereof of this contract shall be fully enforceable.

9. Within fifteen (15) days of execution of this contract, the City Clerk shall file a duplicate original of this contract with the Calhoun County Clerk, the Michigan Secretary of State and the Calhoun County Register of Deeds.

WITNESSES:

CITY OF MARSHALL

BY: _____
Trisha Nelson
Its: Clerk

BY: _____
Thomas Tarkiewicz
Its: City Manager

WITNESSES:

MARENGO TOWNSHIP

BY: _____
Duane Shrontz
Its: Supervisor

BY: _____
Doreen VanSickle
Its: Clerk

Exhibit A

Two parcels of land described as follows:

A parcel of land in Section 19, Township 2 South, Range 5 West, Marengo Township, Calhoun County, Michigan, more particularly described as follows:

Commencing at the East ¼ Post of Section 19, Township 2 South, Range 5 West; thence Southerly 178.40 feet along the East line of said Section 19 to the centerline of the I-94 median; thence South 89 degrees 52' 20" West, 375.80 feet along the centerline of said median to the centerline of Partello Road; thence South 50 degrees 42' 40" West 637.85 feet along the centerline of Partello Road; thence South 39 degrees 17' 20" East, 80 feet to the place of beginning, said place of beginning being the point of the intersection of the Southeasterly right of way line of Partello Road (Business I-94) with the Southerly right of way line of Ramp "A" (East Bound) of Highway I-94; thence South 39 degrees 17' 20" East, 200 feet; thence South 50 degrees, 42' 40" West, 200 feet; thence North 39 degrees 17' 20" West, 200 feet to said Southeasterly line of Partello Road; thence North 50 degrees 42' 40" East, 200 feet along said Southeasterly line, to the place of beginning,

AND ALSO the following:

A parcel of land commencing at the East ¼ Post of Section 19, Township 2 South, Range 5 West, Marengo Township, Calhoun County, Michigan; thence Southerly 178.40 feet along the East line of said Section 19 to the centerline of the I-94 median; thence South 89 degrees 52' 20" West, 375.80 feet along the centerline of said median to the centerline of Partello Road; thence South 50 degrees 42' 40" West 637.85 feet along the centerline of Partello Road; thence South 39 degrees 17' 20" East, 80 feet; thence North 76 degrees 58' 15" East, 417.10 feet along said right of way line of Ramp "A" (East Bound) of Highway I-94; thence North 64 degrees 37' 08" East 392.85 feet along said right of way line of Ramp "A" to the place of beginning; thence North 64 degrees 37' 08" East, 35 feet along said right of way of Ramp "A"; thence South 00 degrees 00' 20" East 35 feet; thence North 57 degrees 41' 36" West, 37.42 feet to a point located on the right of way line of Ramp "A", being the place of beginning.

[Tax Parcel ID No.: 13-15-192-024-01]

EXHIBIT A

LEGAL DESCRIPTION FOR (Hi-Lite Cruz-In Diner) TAX PARCEL #15-308-015-00

ADDRESS (as listed on deed): 1005 & 1005 1/2 East Michigan Ave.

OWNER: Eileen Burns

Land situated in the Township of Marengo, County of Calhoun, State of Michigan, described as follows:

Beginning at a Consumers Power Company 2 inch iron pipe monument marking the intersection of the Southeasterly line of the Marshall to Duck Lake Highway with Northerly line of the Consumers Power Company 33 foot width right-of-way adjoining the Northerly line of the US-12 Highway; thence North 48 degrees 50 minutes East, magnetic, along Southeasterly line of said Marshall to Duck Lake Highway, 212.00 feet to a 1-inch iron pipe; thence South 28 degrees 54 minutes East, 90.08 feet to a 1-1/4 inch iron pipe on the Northerly line of the said Consumers Power Company right-of-way; thence South 73 degrees 22 minutes West, along the right-of-way line, 212.00 feet to point of beginning and all lying on the Southeast 1/4 of the Southwest 1/4 of Section 19 and the Northeast 1/4 of the Northwest 1/4 of Section 30, Town 2 South, Range 5 West, Marengo Township, Calhoun County, Michigan.

ALSO, a strip of land in the North 1/2 of the Northwest 1/4 of Section 30, Town 2 South, Range 5 West, beginning on the Southeasterly line of Duck Lake Road, (formerly Rice Creek Road) at a point 2 rods Northerly (measured at right angles) from the Northerly line of Territorial Road; running thence Northeasterly parallel with the Northerly line of said Territorial Road and 2 rods distant therefrom, 212 feet; thence South 28 degrees 54 minutes East to the Northerly line of said Territorial Road; thence Southwesterly along the Northerly line of said Territorial Road to the center of said Duck Lake Road; thence Northeasterly along said centerline to a point 2 rods Northerly (measured at right angles) from the Northerly line of said Territorial Road; thence Northerly parallel with the Northerly line of said Territorial Road to the place of beginning.

Tax Parcel Number: 13-16-308-015-00

RECEIVED

MAY 31 2017

To Whom This Concerns,

CITY OF MARSHALL

**I Am Eileen Burns, Owner of The Hi Lite Cruz In Restaurant in
Marshall Mich. I am Writing to Request a PA425 land Transfer so as to
Hook Up to the Existing Sewer Line. I was Advised By Alec E. the
Waste Water Supervisor to Write a Letter so We Can Hook Up Asap..
As our Drywell is Failing Slowly .. And Wish to Accomplish This Asap..
Thanks for Your Consideration.**

Regards,



Eileen Burns

**The Hi Lite Cruz In
1005 E. Michigan Ave.
Marshall, Mi. 49068**

269-209-7775

269-962-6661



**ADMINISTRATIVE REPORT
JUNE 19, 2017 - CITY COUNCIL MEETING**

REPORT TO: Honorable Mayor and Council Members

FROM: Ed Rice, Director of Electric Utilities
Tom Tarkiewicz, City Manager

SUBJECT: Major Material Requisitions for the FiberNet Project Phase 1

BACKGROUND: The City Council approved the construction of the new FiberNet Project at its regular meeting on March 20, 2017. Requests for Proposals (RFPs) have been issued and received for major material (46,000 feet of 144-count fiber-optic cable, 5,500 feet of 48-count fiber-optic cable) requisitions associated with the construction of the “backbone” portion of the project (Phase I). There will be several other phases forthcoming for the project that will also require council approval for labor and materials associated with those phases.

Major Material Requisition for the construction of the “backbone” (phase 1) of the FiberNet Project.

Competitive bids were sought and received from six (6) qualified contractors with the following results:

FiberNet Phase 1: Network Backbone (Materials)			
Bidders	144-Count Single-Mode Fiber	48-Count Single-Mode Fiber	Total
Irby Mt. Pleasant, MI	No Bid	No Bid	-
Graybar Chicago, IL	\$46,078.20	\$2,310.00	\$48,388.20
Millenium Mount Morris, MI	\$46,460.00	\$2,255.00	\$48,715.00
Wesco Daleville, IN	\$50,646.00	\$2,409.00	\$53,055.00
Resco Middleton, WI	\$54,740.00	\$2,585.00	\$57,325.00
Power Line Supply Reed City, MI	\$72,680.00	\$4,620.00	\$77,300.00

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

RECOMMENDATION: It is recommended that the City Council approve the awarding of the major material contract for the construction of the FiberNet backbone to Graybar in the amount of \$48,388.20 with a \$5,000 contingency and authorize the City Clerk to sign the contract.

FISCAL EFFECTS: The estimated fiber backbone major material cost, Capital Outlay-OSP (GL Number 570-570-970.00), contained in the FiberNet Cost Benefit Analysis and included in the FY 2018 FiberNet Budget is \$68,163.

CITY GOAL CLASSIFICATION: **GOAL AREA III. INFRASTRUCTURE**
Preserve, rehabilitate, maintain and expand city infrastructure and assets.

ALTERNATIVES: 1) Project cancellation
2) Suggestions by City Council

Respectfully Submitted,



Edward E. Rice, P.E.
Electric Utilities Director



Tom Tarkiewicz
City Manager



**ADMINISTRATIVE REPORT
JUNE 19, 2017 - CITY COUNCIL MEETING**

REPORT TO: Honorable Mayor and Council Members

FROM: Ed Rice, Director of Electric Utilities
Tom Tarkiewicz, City Manager

SUBJECT: Labor Contracts for the FiberNet Project Phase 1

BACKGROUND: The City Council approved the construction and commissioning of the new FiberNet Project at its regular meeting on March 20, 2017. Requests for Proposals (RFPs) have been issued and received for a construction labor contract associated with the construction of the "backbone" portion of the project (Phase I). There will be several other phases forthcoming for the project that will also require council approval for labor and materials associated with those phases.

Labor contract for the installation of 45,135 feet of 144-count and 5,517 feet of 48-count fiber-optic cable and associated hardware.

Competitive bids were sought and received from eight (8) qualified contractors with the following results:

FiberNet Phase I: Network Backbone (Labor)		
Bidders	Unit-Priced Total	Comments
Earthcom Williamston, MI	\$121,224.85	
Edge Communications Plano, TX	\$140,915.11	No Bid Bond
Universal Communications Olathe, KS	\$153,261.00	
Underground Contractors Wixom, MI	\$194,212.90	
Turnkey Network Solutions Caledonia, MI	\$219,924.81	
Henkels & McCoy Batavia, IL	\$220,848.56	
Challenger Technologies Jackson, MI	\$224,016.60	
R. Roes Contracting Kawkawlin, MI	\$248,914.90	

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f 269.781.3835
cityofmarshall.com

RECOMMENDATION: It is recommended that the City Council approve the awarding of the construction of FiberNet backbone to Earthcom in the amount of \$121,224.85 with a \$13,000.00 contingency and authorize the City Clerk to sign the contract.

FISCAL EFFECTS: The estimated fiber backbone construction labor cost, Capital Outlay-OSP (GL Number 570-570-970.00), contained in the FiberNet Cost Benefit Analysis and the FY 2018 FiberNet Budget is \$82,374. The overage in the labor contract is due to 6.1 miles backbone mileage in the CBA versus 9.6 miles of actual fiber-optic backbone. The total FiberNet Project CBA estimated cost of \$2,460,357 remains unimpacted by the backbone labor overage.

CITY GOAL CLASSIFICATION: GOAL AREA III. INFRASTRUCTURE
Preserve, rehabilitate, maintain and expand city infrastructure and assets.

ALTERNATIVES: 1) Project cancellation
2) Suggestions by City Council

Respectfully Submitted,



Edward E. Rice, P.E.
Electric Utilities Director



Tom Tarkiewicz
City Manager



**CITY OF MARSHALL
BOARDS & COMMISSIONS
APPLICATION**

Your interest and willingness to serve the City of Marshall is appreciated. The purpose of this application is to provide the Mayor and Council with basic reference data and information pertaining to residents being considered for appointment to a City board or commission. The information supplied on this form will be available for the Mayor and Council and may be used for their deliberation concerning such appointments.

Date 6/2/2017

Applicant Name Helen Guzzo, Calhoun County Senior Services

Address 315 W. Green Street, Marshall, MI 49068

Home Phone ^{Cell} 269-967-3868 Work Phone 269-781-0846

E-Mail Address ~~hguzzo@calhouncountymi.gov~~ hguzzo@calhouncountymi.gov

How long have you lived in the City of Marshall? Work for Calhoun County in Marshall

Education MSW

Community Experience and Affiliations: _____

See resume

Please specify the Board/Committee sought: Local Advisory Council

Why would you like to serve in this capacity? Include experience or expertise relevant to board or committee for which you are applying.

Represent Seniors, age 60 plus.

Senior Services funds Community Action to

provide Countywide transportation services.

Can you commit to attend all meeting: Yes or No

Please feel free to attach a resume, brief bio, hobbies, former committee work, etc.

HELEN GUZZO, MSW

125 Sterling Court • Battle Creek, MI 49015
269-967-3868 • quz4pasta@att.net

Social Worker with extensive experience implementing programs, writing policy and working with others to accomplish goals. Recognized leader with a high degree of professionalism. Housing and supportive services experience on the Federal, State and local level. Skilled at event planning, grant writing, budgeting, public speaking and networking with the community. Proven ability to develop relationships and solve problems. I am flexible, positive and organized. Experienced user of technology and valued team member recognized for strong communication skills, both written and oral, and an impeccable work ethic.

CITY OF BATTLE CREEK COMMUNITY SERVICES, COMMUNITY DEVELOPMENT DIVISION • 2014 - Present **Community Development Specialist**

Plan and implement strategies for engaging community leaders and organizations to solve problems and improve neighborhoods. Implement grant programs funded by the HOME Investment Partnership and Community Development Block Grant (CDBG) programs. Work in partnership with Code Compliance, Planning & Zoning and Inspections Divisions.

- Helped organize the Calhoun County Lead Poisoning Prevention Task Force and co-authored its strategic plan to address poisoning of children from lead-based paint by increasing blood testing, organizing a public education campaign and applying for resources to remediate sources of lead poisoning in houses and the environment.
- Engaged community partners to conduct an organizational assessment of Battle Creek's Homeless Coalition.
- Designed the community process and survey, with a team, for the research and writing of the City of Battle Creek's 2015-2019 Consolidated Plan, required by the U.S. Department of Housing & Urban Development to receive community development funding.
- Write and review grants, requests for proposals, and contracts for homeowner and rental rehabilitations.
- Analyze federal regulations to ensure compliance with policies and procedures.
- Researched and developed a HOME program policies and procedures manual.

ACCESS SERVICES, Fort Washington, PA • 2008 - 2011

Chairperson, Board of Directors

Led the board of a large nonprofit organization (over \$23M budget) serving people with mental and intellectual disabilities.

- Established a development committee seeking to increase donations to the organization and use of volunteers.
- Traveled with a World Projects team to Moldova in Eastern Europe to work with children in need.
- Approved spending and served on the audit committee.

SELF-EMPLOYED, Battle Creek, MI • 1997 - 2000, 2013 - 2014

Independent Consultant

Developed strategic plans for homeless assistance programs with community groups and nonprofit organizations

- Coordinated Greater Battle Creek Homeless Coalition. Organized a regional conference attended by over 100 and successfully applied for federal and state homeless assistance.
- Led efforts to develop a state-wide homeless assistance plan for State of Michigan. Worked closely with applicants to create project proposals. Drafted state-wide application for federal funding, which was awarded \$4.94M in 1998 and \$5.1M in 1999.
- Trained Washtenaw County Continuum of Care Board on federal grant procedures.
- Collaborated with Oakland County to establish community-wide homeless assistance coalition.
- Assisted the City of Lansing in monitoring Supportive Housing Program grantees, developing an ongoing grant performance monitoring system, and conducting compliance training.

MICHIGAN COALITION AGAINST HOMELESSNESS, Lansing, MI • 1995 - 1997

Executive Director

Worked statewide to train leaders of homeless assistance organizations to successfully apply for federal and state funding; managed federal and foundation grants; spoke at conferences and public meetings; educated providers and policy makers about housing and homeless assistance policy. Hired and supervised associates and consultants; designed public information campaigns; and organized two state-wide conferences on homelessness and housing.

- Increased Coalition membership from 70 to 350 organizations.
- Recruited and worked with 30-member, state-wide Board of Directors.

HELEN GUZZO, MSW

269-967-3868 • guz4pasta@att.net

PROFESSIONAL EXPERIENCE CONTINUED

U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT (HUD), Community Planning and Development, Office of Special Needs Assistance, Washington, D.C. • 1991 - 1995

Program Specialist

Prepared and analyzed homeless assistance policies, regulations, and funding notices. Provided training to nonprofit organizations, state/local governments, and HUD staff. Supervised program evaluations and surveys.

- Reviewed grant applications and recommended funding proposals.
- Designed grant processes and reporting forms.
- Represented HUD at inter-agency meetings.
- Completed internships with National Institute of Mental Health and the Detroit HUD Field Office.

HOUSING OPPORTUNITIES COMMISSION, Montgomery County, MD • 1990 - 1991

Graduate Intern & Community Organizer, Division of Resident Services

Prepared grant proposals, reconciled financial statements, and assisted with developing budgets.

- Designed evaluation system for the public housing agency's transitional housing programs.
- Developed an association to increase resident involvement in program planning.

Prior to 1990, I worked as a Discharge Planner at Holy Cross Hospital in Silver Spring, MD, and as a Shelter Manager for Luther Place Shelter Ministries in Washington, D.C.

COMMUNITY SERVICE

UNITED WAY READING BUDDY PROGRAM • 2015 - Present

Through a public school volunteer program, read once a week to elementary students

BATTLE CREEK AREA CATHOLIC SCHOOLS • 2002 - Present

Volunteer as a parent and organizer of fundraisers and special events. Leader of Band Boosters

COMMUNITY HEALTHCARE CONNECTIONS • 2013 - 2015

Served on the fundraising committee and helped organize special events

PROJECT 20/20 • 2011 - 2015

Active member, promoted civic engagement and conversation to strength the community

WINDAMERE HOMEOWNERS ASSOCIATION • 2011 - 2015

Served as secretary and president, worked to improve the neighborhood and organize special events to promote community

UNITED WAY OF BATTLE CREEK AND KALAMAZOO REGION • 2002 - 2006

Fund allocation committee member, evaluated applications and recommended funding

BATTLE CREEK CIVIC NEWCOMERS • 1998 - 2006

Served on the Board of Directors as president, treasurer and chair of numerous committees

CITY OF BATTLE CREEK HOUSING BOARD OF APPEALS MEMBER • 2000 - 2004

Heard and decided appeal requests for code compliance and housing code violations

EDUCATION

UNIVERSITY OF MARYLAND AT BALTIMORE

Master of Social Work in Community Organizing and Social Administration

MICHIGAN STATE UNIVERSITY, JAMES MADISON COLLEGE

Bachelor of Arts in Urban Policy

ADVANCED TRAINING

THE NONPROFIT CENTER AT LA SALLE UNIVERSITY, SCHOOL OF BUSINESS

Certification in Nonprofit Management