



MARSHALL CITY COUNCIL AGENDA

MONDAY – 7:00 P.M.

December 4, 2017

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

7) CONSENT AGENDA

A. 2018 City Council Meetings P. 4

City Council will receive the dates for the 2018 City Council Meetings.

B. 2018 Boards and Commissions P. 6

City Council will receive the listing of the Board and Commission positions that are scheduled to expire and the term of office.

C. Schedule Public Hearing – Marshall Excelsior IFT P. 8

City Council will consider the recommendation to schedule a public hearing for Monday, December 18, 2017 to hear public comment regarding an application for an Industrial Facilities Tax Exemption Certificate for Marshall Excelsior at 1506 George Brown Drive.

D. Major/Local Street Budget Adjustment P. 17

City Council will consider the recommendation to approve the budget adjustments within the Capital Outlay Budget in the amount of \$214,278 for 202-900-970.00 and \$30,000 for 203-900-970.00.

E. City Council Minutes P. 19

Regular Session..... Monday, November 6, 2017

Special Session Monday, November 27, 2017

F. City Bills P. 26

Regular Purchases..... \$232,745.48

Regular Purchases..... \$ 444,570.10

Purchased Power..... \$ 639,004.31

Weekly Purchases – 11/3/17..... \$ 32,795.61

Weekly Purchases – 11/10/17..... \$ 222,005.44

Weekly Purchases – 11/17/17..... \$ 51,241.30

Weekly Purchases – 11/22/17..... \$ 22,677.28

Total¹..... \$ 1,645,039.52

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. Certificates of Appreciation

City Council will present Certificates of Appreciation to past Board and Commission members.

B. Oaklawn Hospital Presentation

A representative from Oaklawn Hospital will be present to give an annual update.

C. 2017 Annual Financial Audit

9) INFORMATIONAL ITEMS

10) PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

A. Zoning Amendment #JPC-RZ17.01 to rezone Parcel #53-131-009-06 to FS (Freeway Services) P. 36

City Council will hear public comment regarding Zoning Amendment #JPC-RZ17.01 to rezone Parcel #53-131-009-06 to FS (Freeway Services).

11) OLD BUSINESS

12) REPORTS AND RECOMMENDATIONS

A. Electronic Material Acquisition for the FiberNet Project P. 40

City Council will consider the recommendation to approve awarding the electronic material contract to the low bidder, Metro Wireless International, Inc. of Detroit, for the acquisition of the FiberNet project electronic material in the amount of \$552,318.00.

B. MDOT Contract for S. Marshall Avenue Bridge P. 43

City Council will consider the recommendation to approve the resolution authorizing the City Clerk to sign MDOT Contract No. 17-5492 for Job Number: 126749A – S. Marshall Avenue Bridge Reconstruction and associated estimated city project share costs.

C. Construction Oversight and Testing Services P. 45

City Council will consider the recommendation to approve DLZ Michigan Inc. of Lansing to complete the necessary Construction Field Management / Inspections and associated Testing for the S. Marshall Avenue Bridge project at a cost, per their proposal, not to exceed \$140,878.

D. MDOT Contract for N. Kalamazoo Avenue and Brewer Street P. 53

City Council will consider the recommendation to approve the resolution authorizing the City Clerk to sign MDOT Contract No. 17-5519 for resurfacing work on N. Kalamazoo Avenue and Brewer Street.

E. 2017 Road Report P. 55

City Council will consider the recommendation to accept the 2017 Road Report.



13) APPOINTMENTS / ELECTIONS

A. Board of Review Appointments

City Council will consider the recommendation to approve the reappointment of Kevin Bartlett, Desmond Kirkland, and Kathy Miller to the Board of Review with terms expiring January 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) ADJOURNMENT

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Tom Tarkiewicz".

Tom Tarkiewicz
City Manager



ADMINISTRATIVE REPORT
December 4, 2017 – CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Trisha Nelson, Clerk
Tom Tarkiewicz, City Manager

SUBJECT: 2018 City Council Meetings

BACKGROUND: According to Marshall City Charter Section 2.15 (a), Council shall meet regularly at least once in every month. As such, the Council has customarily held its meetings on the first and third Monday of the month, unless a holiday falls on a Monday.

Attached is a listing of meeting dates for City Council in the Year 2018. All meetings will be held at 7:00 p.m. in the Council Chambers of Town Hall.

RECOMMENDATION: None. This is an informational report.

FISCAL EFFECT: None.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Trisha Nelson

Trisha Nelson
Clerk

Tom Tarkiewicz

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



CITY OF MARSHALL

PUBLIC NOTICE

THE MARSHALL CITY COUNCIL MAY HOLD WORK SESSIONS PRIOR TO COUNCIL MEETINGS AT 6:00 P.M., AT TOWN HALL IN THE TRAINING ROOM, 323 WEST MICHIGAN AVENUE, MARSHALL, MI 49068.

THE MARSHALL CITY COUNCIL WILL HOLD ITS REGULAR MEETINGS IN THE YEAR 2018 AT 7:00 P.M., AT TOWN HALL IN THE COUNCIL CHAMBERS, 323 WEST MICHIGAN AVENUE, MARSHALL, MI 49068, ON THE FOLLOWING DATES:

Tuesday, January 2nd

Tuesday, January 16th

Monday, February 5th

Tuesday, February 20th

Monday, March 5th

Monday, March 19th

Monday, April 2nd

Monday, April 16th

Monday, May 7th

Monday, May 21st

Monday, June 4th

Monday, June 18th

Monday, July 2nd

Monday, July 16th

Monday, August 6th

Monday, August 20th

Tuesday, September 4th

Monday, September 17th

Monday, October 1st

Monday, October 15th

Monday, November 5th

Monday, November 19th

Monday, December 3rd

Monday, December 17th

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Trisha Nelson, Clerk



ADMINISTRATIVE REPORT
December 4, 2017 – CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

FROM: Trisha Nelson, Clerk
Tom Tarkiewicz, City Manager

SUBJECT: Appointment or Reappointment of Boards and
Commission Members

BACKGROUND: According to Marshall City Charter Section 2.13(d) Council shall, in December of each year, publish a listing of all board or commission positions which are scheduled to expire the following year and the term of office for each. Such notice shall also state how applicants may apply for such vacancies. The notice shall be published in a newspaper of general circulation within the city. Said notice shall also be posted in City Hall.

Attached is a listing of vacancies which will be published in the Advisor Chronicle.

RECOMMENDATION: None. This is an informational report

FISCAL EFFECT: None.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Trisha Nelson

Trisha Nelson
Clerk

Tom Tarkiewicz

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

CITY OF MARSHALL NOTICE

Boards and Commissions Positions

Section 2.13: Appointment of Boards and Commissions, of the City Charter, requires publication, in December, a listing of all Board and Commission positions which are scheduled to expire the following year and the term of office.

Following is a listing of Boards and Commissions positions whose terms are scheduled to expire in 2018. Interested parties wishing to volunteer their services may apply by filling out an application and submitting a resume to the Mayor, Marshall City Hall, 323 West Michigan Avenue, Marshall, MI 49068. Some expired seats may be filled by the incumbent member.

Board or Commission	Term of Office
AIRPORT BOARD	
One positions	10/1/2018 to 9/30/2021
BROOKS NATURE AREA	
Three positions	8/15/2018 to 8/14/2021
CONSTRUCTION BOARD OF APPEALS	
Three positions	10/7/2018 to 10/6/2021
DISTRICT LIBRARY BOARD	
One position	3/31/2018 to 3/30/2021
DOWNTOWN DEVELOPMENT AUTHORITY/ LOCAL DEVELOPMENT FINANCE AUTHORITY	
Two positions	9/15/2018 to 9/14/2022
LOCAL ADVISORY COMMITTEE	
One position	2/1/2018 to 1/31/2021
MARSHALL FARMERS MARKET ADVISORY BOARD	
Three positions	10/20/2018 to 10/19/2021
PARKS AND RECREATION	
Two positions	7/01/2018 to 6/30/2021
PLANNING COMMISSION	
Four positions	11/01/2018 to 10/31/2021
ZONING BOARD OF APPEALS	
Two positions	3/10/2018 to 3/09/2021

Trisha Nelson, Clerk
12/4/2017



ADMINISTRATIVE REPORT
December 4, 2017 – City Council Meeting

REPORT TO: Honorable Mayor and Council Members

FROM: Tom Tarkiewicz, City Manager
K. Scott Fleming, President & CEO of MAEDA

SUBJECT: Marshall Excelsior Company, 1506 George Brown Drive.
Industrial Facilities Tax Exemption

BACKGROUND: The City of Marshall has received a request from Marshall Excelsior Company, for an Industrial Facilities Tax Exemption Certificate. The requested abatement is to consider a \$1,192,752.46 investment in a building addition and equipment. The application and agreement are attached.

RECOMMENDATION: It is recommended that the Council schedule a public hearing for December 18, 2017 as required by the Industrial Facilities Tax Exemption Certificate Application to hear comments on the IFT.

FISCAL EFFECTS: If the IFT is granted, the LDFA will forego an estimated \$20,948.68 in taxes each year over the next 7 years. The company will receive an estimated \$9,541.28 in tax savings each year over the next 7 years. This assumes that personal property will remain taxable.

CITY GOAL CLASSIFICATION:

GOAL AREA I. ECONOMIC DEVELOPMENT

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

ALTERNATIVES: As suggested by Council.

Respectfully submitted,

Tom Tarkiewicz
City Manager

K. Scott Fleming
President & CEO of MAEDA

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183


f 269.781.3835

cityofmarshall.com

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.


13a. Preparer Name Scott Fleming	13b. Telephone Number 724-765-8124	13c. Fax Number 269-558-0307	13d. E-mail Address sfleming@marshallaeda.o
14a. Name of Contact Person James Zuck	14b. Telephone Number 269-789-6700	14c. Fax Number 269-781-8340	14d. E-mail Address jzuck@marshallexcelsior.c
▶ 15a. Name of Company Officer (No Authorized Agents) Franco Domingo - vice President			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 269-781-8340	15d. Date 12/04/2017
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 1506 George Brown Drive - Marshall, Michigan 49068		15f. Telephone Number 269-789-6700	15g. E-mail Address fdomingo@marshallexcels

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.		
16c. LUCI Code		16d. School Code
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk 	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

**Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909**

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

MEC Project Number:	100815JZ01
Project Description:	Office Expansion / MEC 1506 George Brown Drive
Project Start Date:	10/2/2015
Project Finish Date:	7/15/2017

Vendor	Description	Cost	Released	Complete
Jason Farmer	Construction drawings / Plan Designs	\$3,900.00	10/2/2015	X
Jason Farmer (Dave Shannon)	Structural Engineering / Footing Designs	\$250.00	10/2/2015	X
MJE Consulting	Engineering plans / Electrical / Plumbing /HVAC	\$4,700.00	10/2/2015	X
Scotty's Construction (WOW)	WOW Fiber Relocation	\$4,314.80	10/30/2015	X
Consumers Energy	Natural gas main relocation	\$1,678.01	10/26/2015	X
AJ Veneklasen	Project management fee / General	\$30,000.00	10/15/2015	X
Jason Farmer	Construction drawings / Plan Revisions / Sealed Permit Plans - City	\$2,305.00	11/9/2015	X
AJ Veneklasen	Sanitary Main Relocation (Re-Route for foundation clearance on East footings)	\$1,800.00	11/11/2015	X
Consumers Energy	Natural Gas Meter / Regulator Change	\$823.17	12/18/2015	X
Jason Farmer	Architectural Consulting	\$750.00	3/4/2016	X
DH Roberts	Excavation / Foundation / Concrete / Masonary / Structural steel / External Structural	\$582,790.00	9/21/2015	X
DH Roberts	Replacement glass store front door on Southern visitor entrance / Installed cost	\$1,800.00	11/5/2015	X
AJ Veneklasen	Interior finish construction / HVAC / Electrical / Plumbing	\$338,325.00	10/30/2015	X
AJ Veneklasen	Contract Change Order #2 - Additional options added per addendum # 4	\$14,514.08	2/22/2016	X
AJ Veneklasen	Contract Change Order #3 - Epoxy finish existing FF hall way, training room, bath rooms	\$6,731.20	3/1/2016	X
AJ Veneklasen	Contract Change Order #6 - VCT Replacement / existing first floor tile cooridor	\$2,590.56	3/1/2016	X
AJ Veneklasen	Contract Change Order #10 - Fire Dampers / Exhaust fan	\$1,988.00	3/31/2016	X
AJ Veneklasen	Contract Change Order #11 - Reduction in fire rating / drywall deduct credit	-\$1,880.00	3/31/2016	X
AJ Veneklasen	Contract Change Order #13 - VCT & Paint existing customer vestibule	\$3,548.16	3/31/2016	X
AJ Veneklasen	Contract Change Order #14 - Add Oak trim to steel door casings / new office area	\$3,628.80	3/31/2016	X
West Michigan Office Interiors	Office Furniture / Workstations	\$161,191.61	5/19/2016	X
Quality Communications	Terminal connections	\$532.03	5/26/2016	X
Budget Blinds	Interior Window Treatments / Blinds	\$6,700.00	6/6/2016	X
META	Breakroom Furniture	\$4,348.04	4/5/2017	X
Battle Creek Landscape (BCLS)	Finished landscape / Office Expansion	\$15,424.00	6/23/2017	X

Current project total: **\$1,192,752.46**

IFTEC LETTER OF AGREEMENT

DATE: NOVEMBER 10, 2017

COMPANY NAME: Marshall Excelsior Company

FACILITY ADDRESS: 1506 George Brown Drive
Marshall, MI 49068

City Council
City of Marshall
323 W. Michigan Avenue
Marshall, MI 49068

RE: Industrial Facilities Tax Exemption Certificate between:

Marshall Excelsior Company and the City of Marshall

Dear Members of Council:

Marshall Excelsior Company (the "Company") has submitted the attached Application (the "Application") to you requesting approval of an Industrial Facilities Tax Exemption Certificate ("IFTEC"), pursuant to Michigan Public Act 198 of 1974, as amended, for the property located at 1506 George Brown Drive, Marshall, (the "Facility") (Legal Description of the property where the Facility is located is attached).

To encourage approval of the IFTEC and in recognition of the investments the City of Marshall (the "City") will make toward the economic growth of the Company, which will benefit the City, the Company agrees as follows:

1. **General.** (Check applicable lines consistent with the Application)

- ☒ a. The Company will make the improvements set forth in the Application within two (0) years of the effective date of the IFTEC (the "Effective Date").
- ☒ b. The Company will purchase and/or lease and install the private property as set forth in the Application within current Effective Date.
- ☒ c. The Company will create 15 new full-time jobs at the Facility within two (2) years of the Effective Date, and/or the Company will retain 200 existing jobs at the Facility within two (2) years of the Effective Date.
- ☒ d. The Company will comply with the requirements imposed by the City as part of the site review prior to issuance of a Certificate of Occupancy.

2. **Compliance with Laws.** The Company agrees that it will operate the Facility in accordance with all applicable Federal, State, and local laws or regulations, including but not limited to zoning, outside storage, industrial waste disposal, air and water quality, utility, noise control, and other environmental regulations.
3. **Continued Operation of the Facility.** The Company further agrees to continue to operate the Facility within the City for the period of ~~17~~ years from the effective date of the IFTEC in order to retain the benefits of the IFTEC.
4. **Premature Vacation of the Facility.** If the Company vacates, or intends to vacate, the Facility prior to the end of the term of the IFTEC, the Company shall be responsible for the following:
 - a. If the Company intends to vacate the Facility for which the IFTEC has been approved and issued prior to the end of the term of this agreement, the Company agrees to notify the City Assessor in writing of such intent and the reasons for vacating not less than 60 days prior to vacating the facility.
 - b. The Company agrees to make reasonable provisions satisfactory to the City and in compliance with all applicable laws, codes and ordinances to maximize the likelihood of re-occupancy or re-use of the unoccupied building for productive use within a reasonable time period after the Facility is vacated.
 - c. The Company shall, if requested by the City, deposit an amount equal to the amounts anticipated to be due from the Company under this agreement as a result of the Company vacating the Facility prior to the term for which the IFTEC was approved, including but not limited to any reasonable cleanup or maintenance costs, administrative fees, court costs, and attorney fees incurred.
 - d. The Company shall pay any outstanding taxes and shall repay to all affected municipalities an amount equal to the total tax amount abated by the IFTEC (unless recovery of a lesser amount is requested by the City or other taxing authority) within 30 days of the date of an invoice for such taxes.
 - e. If the Company fails to pay the amount of the invoice for abated taxes within 30 days of the date of the City invoice, the Company shall be responsible for any additional costs incurred by the City in recovery of such taxes, including, but not limited to administrative fees, court costs, and attorney fees incurred.
5. **Notice of Completion and Final Cost Report.** The Company will submit to the City, not later than 90 days after the completion date for each property component for which an IFTEC was granted a Notice of Completion and Final Cost Report in a form requested by the City which includes the actual completion date and final cost of each project component for which an IFTEC was originally granted, and an explanation if the final cost of either the real or personal property listed on the Application was greater than the original estimated amount by more than 10%.

6. **Employment Status Report.** In accordance with the initial letter of intention to apply for an IFTEC, the Company will submit to the City, not later than January 10th of the second year after the effective date and every two years thereafter while the IFTEC is in effect, an Employment Status Report in a form requested by the City, which includes the number of actual full-time jobs created and/or retained as a direct result of the project for which the certificate was granted, and an explanation if the jobs actually created was less than the original estimated amount.
7. **Review and Audit: Payment of Costs.** The Company understands that the City may review and audit the information provided by the Company to determine compliance with this agreement and that in the event the audit raises a material non-compliance with the provisions of this agreement, that any costs for such services will be paid by the Company in accordance with a fee schedule approved by the City Council, which may be adjusted from time to time based upon increases in costs to the City. Except as provided in this paragraph, each party shall bear its own costs for a review or audit.
8. **Remedies for Default for Failure to Satisfy Representations Made in Application.** The Company recognizes and agrees that the amount of abated taxes to be paid shall constitute a lien under Michigan Law, and that the City retains all rights to enforce the lien. The Company understands that the City may pass a resolution requesting that the State Tax Commission reduce the term of the IFTEC or revoke the IFTEC to the extent that the construction or expansion of the Facility has not been completed, expenditures made, or employment reached as represented by the Company in the application, by sending a copy of this Agreement along with a copy of the City Council resolution authorizing such action to the State Tax Commission. In addition, the Company acknowledges that the City may take into account any deficiency in job creation, or real or personal property investment made under this application in a subsequent application for an IFTEC filed by the Company.
9. **Consequences of Unsuccessful Real or Personal Property Tax Appeal.** The Company acknowledges that if during the term of this Agreement, the Company appeals any real or personal property assessment to the Michigan Tax Tribunal or other court of competent jurisdiction upon which it does not prevail, that the Company shall pay to the City all reasonable costs, expenses, and attorney fees incurred by the City in defending such appeals within thirty (30) days of the date of receipt of an invoice from the City. The Company also acknowledges that the City may consider such appeals in deciding the term of any subsequent certificates granted to the Company.
10. **Unforeseen Events.** By execution of this agreement, it is understood that the Company's investment in the Facility and the City's investment in the granting of the IFTEC are to encourage economic growth within the City. The City acknowledges that in some instances, economic conditions may prevent the Company from complying fully with this agreement and the terms of the Application. The City will give the Company an opportunity to explain the reasons for any variations from the representations contained in the application and will evaluate the Company's situation prior to taking any action authorized by paragraph 4 and 8 of this agreement.

11. **Entire Agreement.** Together with the complete application, this is the entire agreement of the parties relating to the matters covered by this Agreement, and no prior or subsequent promises, representations or assurances, whether in any other form, shall be used to modify, vary or contradict any provision of this Agreement, except for any written amendment to this Agreement or separate agreement signed following the date of this Agreement by authorized representatives of all parties to this Agreement. In the event of conflict between the documents, the terms in this Letter of Agreement shall prevail.
12. **Severability.** The invalidity of any section, subsection, clause or provision of this Agreement shall not affect the validity of the remaining sections, subsections, clauses or provisions thereof, which shall remain in full force and effect to govern the parties' relationship.
13. **Reimbursement of Attorney Fees for Modification of Standard Agreement.** The Company agrees to reimburse the City within 30 days of the date of a receipt of an invoice from the City for all attorney fees incurred by the City in the negotiation or preparation of changes to the standard IFTEC Letter of Agreement.

ACCEPTED BY: THE COMPANY

NAME: Jim Zuck

TITLE: Director of Strategic, Regulatory & Technical Affairs / MRQ

SIGNATURE: _____ 11/10/2017

STATE OF MICHIGAN
COUNTY OF CALHOUN

The forgoing acceptance was acknowledged this 10th day of November 2017
by James Zuck, Director on behalf of Marshall Excelsior
(Name) (Title) (Company Name)

Jennifer Modert
Notary Public, Calhoun County, MI
My Commission expires: January 22, 2020

JENNIFER MODERT
Notary Public, State of Michigan
County of Calhoun
My Commission Expires Jan. 22, 2020
Acting In the County of Calhoun

**ACCEPTED BY: THE CITY OF MARSHALL, A
MICHIGAN MUNICIPAL
CORPORATION**

NAME: Jack Reed

TITLE: Mayor

SIGNATURE: _____

NAME: Trisha Nelson

TITLE: City Clerk

SIGNATURE: _____

**STATE OF MICHIGAN
COUNTY OF CALHOUN**

The forgoing acceptance was acknowledged this _____ day of _____
by Jack Reed and Trisha Nelson, Mayor and City Clerk, respectively, on behalf of
the City of Marshall, a Michigan municipal corporation.

Notary Public, _____ County, MI
My Commission expires: _____

When recorded, return to:
City Clerk
City of Marshall
323 W. Michigan Ave.
Marshall, MI 49068

Drafted by:
City of Marshall
323 W. Michigan Ave.
Marshall, MI 49068



ADMINISTRATIVE REPORT
December 4, 2017 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

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

SUBJECT: Capital Outlay Budget Adjustments
202 – Major MVH and 203 – Local MVH

BACKGROUND: During Capital Improvement Planning (CIP) late in 2016 several estimates for construction projects were approved. Since this time it was determined that several additional items should have been included in the FY18 CIP related to the two (2) upcoming bridge projects, they are as follows:

202 – MVH Major & State Trunkline Budget (202-900-970.00):

<u>S. Marshall Avenue Bridge Project:</u>		<u>Change</u>
• Increase Match funds for Construction to:	\$110,000	+ \$ 14,000
• Add Construction Mgmt. & Testing:	\$140,878	+ \$140,878
<u>Monroe Street Bridge Project:</u>		<u>Change</u>
• Add costs for Engineering Services:	\$ 59,400	+ \$ 59,400
TOTAL INCREASE:		\$214,278

The below adjustment represents additional costs for the Green Street project. The additional costs include additional sidewalk removal and replacements to comply with ADA requirements, the addition of e-curb costs to minimize front yard impacts from sidewalk elevation changes, additional length of Green Street west of Dobbins St., etc.

203 – MVH Local & State Trunkline Budget (203-900-970.00):

<u>Green/Montgomery Street Project:</u>		<u>Change</u>
• Add costs for Construction:	\$ 30,000	+ \$ 30,000
TOTAL INCREASE:		\$ 30,000

RECOMMENDATION: It is recommended that the City Council approve the above budget adjustments within the Capital Outlay budget in the amount of \$214,278 for 202-900-970 and \$30,000 for 203-900-970.

FISCAL EFFECTS: Additional allocations to the 202-900-970 and 203-900-970 are available in the fund reserves for the associated budgets. The projected fund balance (including the above adjustments) at the end of FY18 for Fund 202 & Fund 203 will be \$521,348 and \$290,000 respectively; which is well above the threshold set by the City's Fund Balance Policy.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

CITY GOAL CLASSIFICATION: GOAL AREA IV: INFRASTRUCTURE

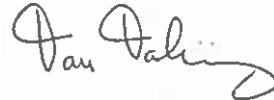
Preserve, rehabilitate, maintain and expand city infrastructure and assets.

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,



Kristin Bauer
Director of Public Services



Tom Tarkiewicz
City Manager

CALL TO ORDER

IN REGULAR SESSION Monday, November 6, 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

Zack Langford of Surrendered Life Church gave the invocation and Mayor Reed led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Moved Metzger, supported Williams, to approve the agenda with the addition of item 12F – FiberNet Bucket Truck Purchase. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Moved Williams, supported Caron, to approve the Consent Agenda:

- A. Scheduled a public hearing for Monday, December 4, 2017 to hear public comment on Zoning Amendment #JPC-RZ17.01 to rezone Parcel #53-131-009-09 to FS (Freeway Service);
- B. Approved the proposed Traffic Control Order #103 to remove the NO PARKING signs on the south side of Prospect Street between Linden Street and Kalamazoo;
- C. Minutes of the City Council Regular Session held on Monday, October 16, 2017;
- D. Approve city bills in the amount of \$ 544,926.71;

On a voice vote – **MOTION CARRIED.**

PRESENTATIONS AND RECOGNITION

A. Eagle Scout Award:

Mayor Reed presented a resolution to express congratulations to William Rayner on the occasion of earning the rank of Eagle Scout in the Boy Scouts of America.

**CITY OF MARSHALL
COUNTY OF CALHOUN, STATE OF MICHIGAN**

**A RESOLUTION TO EXPRESS CONGRATULATIONS
AND PUBLIC APPRECIATION TO WILLIAM RAYNER ON THE OCCASION OF
EARNING THE RANK OF EAGLE SCOUT
IN THE BOY SCOUTS OF AMERICA, AND FOR HIS
EAGLE SERVICE PROJECT OF POLLINATOR CONSERVATION AT BROOKS
NATURE AREA.**

WHEREAS, the City Council of the City of Marshall is aware that William Rayner has earned the rank of Eagle Scout in the Boy Scouts of America by completing all requirements of that rank, and was elevated to the rank of Eagle Scout on September 27, 2017; and

WHEREAS, William Rayner has distinguished himself with earning the rank of Eagle Scout, which is earned by only four out of one hundred young men who join the Boy Scouts of America; and

WHEREAS, William Rayner has also provided the community for his Eagle Service Project the addition of two beehives and five butterfly houses, as well as educational signage about the importance of pollinators to the ecosystem at the Brooks Nature Area; and

WHEREAS, the Boy Scout Troop 373 of Marshall, MI, in particular, and William Rayner most particularly, embody the spirit of Scouting in America.

NOW, THEREFORE LET IT BE RESOLVED, that the City Council of the City of Marshall hereby recognizes and congratulates William Rayner on his significant life achievement, to thank him for his time and effort spent to better himself and those with whom he is acquainted and wishes him well on all of his future endeavors.

BE IT FURTHER RESOLVED, that the City Council of the City of Marshall encourages its citizens to consider William Rayner as an example of one of Marshall's finest community-minded and goal-oriented young men.

Date

Jack Reed, Mayor

B. Heritage Commons Senior Enrichment Center Presentation:

Kitty Knoll provided an overview and progress report for Heritage Commons Senior Enrichment Center.

INFORMATIONAL ITEMS

None.

PUBLIC HEARINGS & SUBSEQUENT COUNCIL ACTION

None.

OLD BUSINESS

None.

REPORTS AND RECOMMENDATIONS

A. Liquor License – Veritas Vineyard LLC:

Moved Metzger, supported Schurig, to approve the liquor license application for Veritas Vineyard LLC located at 101 W. Michigan Avenue. On a voice vote – **MOTION CARRIED.**

B. Marshall Energy Center Assessing Services Agreement:

Moved Caron, supported Williams, to approve the contractual agreement with Mr. Edward VanderVries to provide consulting and assessing services for the MEC project and authorize the Clerk to sign the agreement. On a voice vote – **MOTION CARRIED.**

C. 1st Quarter Investment Portfolio Report:

Moved Metzger, supported McNeil, to accept and place on file the 1st Quarter Investment Portfolio Report as presented. On a voice vote – **MOTION CARRIED.**

D. 1st Quarter Financial Report:

Moved Williams, supported Schurig, to accept and place on file the 1st Quarter Financial Report as presented. On a voice vote – **MOTION CARRIED.**

E. 1st Quarter Cash & Investment Position Report:

Moved Williams, supported McNeil, to accept and place on file the 1st Quarter Cash & Investment Position Report as presented. On a voice vote – **MOTION CARRIED.**

F. FiberNet – Bucket Truck Purchase:

Moved Schurig, supported McNeil, to authorize the purchase of a 2011 Ford F-550 from Agger Automotive, Inc. of Englewood, CO in the amount not to exceed \$47,900 plus \$1,000 for title transfer and associated costs. On a roll call vote – ayes: Caron, Costa, McNeil, Metzger, Mayor Reed, Schurig, and Williams; nays: none. **MOTION CARRIED**

APPOINTMENTS/ELECTIONS

A. Marshall Farmers Market Advisory Board:

Moved Metzger, supported Costa, to approve the appointment of Jason Killoran to the Marshall Farmers Market Advisory Board with a term expiring October 20, 2020. On a voice vote – **MOTION CARRIED.**

B. Construction Board of Appeals Appointment:

Moved Caron, supported Williams, to approve the reappointment of Brent Bidwell to the Construction Board of Appeals with a term expiring October 6, 2019. On a voice vote – **MOTION CARRIED.**

PUBLIC COMMENT ON NON-AGENDA ITEMS

Ron Petty shared his academic experience and his experience in corrections and working with delinquent children. He stated the importance of structuring programs for a positive peer culture. He feels the City is missing the boat and the matter needs more attention than it is being given. Mr. Petty shared a personal story with his experience with drugs and stated that is why he can't be quiet in regards to this matter.

Alice Peterson appreciated the feedback after the last Council meeting but still has concerns. She stated that addictions are like a cliff, they are dangerous. She feels we can prevent the problem and asked Council to reconsider.

Michael Robertson stated the Council is doing a good job and gave his support for putting the laws in place and being proactive about the issue. He feels the Council is doing the right thing for the community.

Kathy Miller spoke regarding the growing industry of medicinal marijuana. She respects others opinions regarding the issue but feels the issue at hand is economic growth. She stated it has been hard seeing some of the character assassinations that has been going on to council members and never thought she would see that in this town.

Jerry Clifton spoke in opposition of the MMMFLA ordinance. He quoted council members previous statements and commented on the leadership. Mr. Clifton feels the issue at hand should have been brought to a vote and urged Council to revoke the ordinance.

Paul Schuette expressed his support. The work the City Council does is never taken lightly and feels the Council protects the City. He stated the majority of the people support council and the minority are very vocal.

Derek Allen voiced his unwavering support for Mayor Reed and the council as a whole. He supports the economic development pursuit and urged them to continue the pursuit and not get discouraged by the personal attacks. He stated the vast majority of the people support council and thanked them for their service.

Dee Nelson is new to the community and stated she is not for or against marihuana but wants to see Marshall improve. She feels Marshall is not doing this for money but we do need money for services

Dennis Nelson spoke regarding conversations he has had with his granddaughter regarding marihuana and expressed his appreciation of the Councils service.

Ian Stewart cares for our town and the future and appreciates our leadership and believes in the decisions that are being made. Mr. Stewart thanked Council for their service.

Joe Jarvis, partner with Great Lakes Farms, spoke regarding the proposed grow facility in the industrial park. He stated his family has been involved in medical cannabis for the past decade and are passionate about what they do. It will be a highly regulated industry and Marshall will be right at the forefront.

Mike Elias, Vice President of Quality Operations for Great Lakes Farms, introduced himself to the Council. He stated he is a data driven individual and never takes a haphazard approach to anything. The growing operation they are proposing is a well-oiled machine that has been proven in Arizona.

Mike Bareman commended Council for recognizing an Eagle Scout and what we do for our seniors. It is very important to recognize achievements.

Doug Murch stated that he believes in the City and the direction we are moving. He believes Marshall is a great place to live and believes it is very important to stand up to bullies.

Karen Fritz stated she had proudly met almost all of the Council members and believes in their decision.

John Sherwood stated he was raised in this town and has covered news events for 50 years and respects the leadership he has seen. He worked for the Battle Creek Enquirer as an opinion editor and learn to recognize that the minute somebody presents their opinion in the form of an insult they have lost the rational argument.

Richard Huggett moved back to Marshall from Denver and expressed his support for the City Council. He shared his experience with living near grow facilities in Denver and their contributions to the neighborhoods.

Richard Lindsey listed many accomplishments of the Marshall community in the last

five years. And expressed his support of the Council, Mayor, and City Manager.

Glenn Frye stated he has been a Marshall resident since 1969. He feels marihuana is a very addictive drug and urged council to not allow it in the City of Marshall.

Caryn Drenth stated she attended the Council meeting to thank the Council for their work and being proactive and thoroughly doing their research.

COUNCIL AND MANAGER COMMUNICATIONS

ADJOURNMENT

The meeting was adjourned at 8:57 p.m.

Jack Reed, Mayor

Trisha Nelson, City Clerk

CALL TO ORDER

IN SPECIAL SESSION Monday, November 27, 2017 at 5:30 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, Metzger, Mayor Reed, Schurig and Williams.

Also Present: Director of Community Services, Jacqueline Slaby.

Absent: Council Members Costa and McNeil.

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

PUBLIC HEARING

Close Out MEDC Grant for the Cronin Building Project:

Jacqueline Slaby provided background regarding the rehabilitation of the Cronin Building at 101 W. Michigan Avenue. The rehab project was taken on by developer, Steve Eyke, in collaboration with the Michigan Economic Development Corporation. To close out the grant, several items needed to be completed including a grant monitoring, a close out public hearing, and final project report. On November 29th, a representative from MEDC will conduct monitoring on the construction site and review the administrative project files.

Mayor Reed opened the public hearing to hear public regarding the close out of the MEDC grant at the Cronin Building.

Hearing no comment, the hearing was closed.

Moved Schurig, supported Caron, to approve to close out the MEDC grant for MSC214047-CDF Cronin Building located at 101 West Michigan Avenue. On a voice vote – **MOTION CARRIED.**

ADJOURNMENT

The meeting was adjourned at 5:45 p.m.

Jack Reed, Mayor

Trisha Nelson, City Clerk

APPROVAL LIST FOR CITY OF MARSHALL
EXP CHECK RUN DATES 11/25/2017 - 12/22/2017
UNJOURNALIZED
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
9948736293	AIRGAS USA LLC	CYLINDER RENTAL		111.25
2647	ALL RELIABLE SERVICES	2017/18 ELECTRIC LINE CLEARANCE TREE TR	2018.008	2,761.56
2656	ALL RELIABLE SERVICES	2017/18 ELECTRIC LINE CLEARANCE TREE TR	2018.008	3,823.42
25051	ASPEN WIRELESS	WATER WELL TELETRY SYSTEM & PTMP BASE S	2018.184	6,955.00
25052	ASPEN WIRELESS	WATER WELL TELETRY SYSTEM & PTMP BASE S	2018.184	21,110.00
25062	ASPEN WIRELESS	DESIGN AND ENGINEERING SERVICES FOR FIB	2018.011	16,666.67
388-107673-01	AUSTIN-BATTERIES PLUS	175MH BULBS		151.60
BLU-8458	BLU FISH CONSULTING,	FIBERNET WEBSITE		40.00
5007-000015636	C & C LANDFILL	TRASH REMOVAL FROM DDA DUMPSTER ENCLOSU		133.53
315131417018182	CAPITAL ONE COMMERCIA	ACCT #6004-3004-9900-5848		50.84
315131117041773	CAPITAL ONE COMMERCIA	FLAG, TAPE MEASURE, PLUMBING SUPPLIES		25.85
111017	CARRIS, STEVE	PAINT HALLWAYS, LAUNDRY ROOM AT MH		1,025.00
12522	CCS OPERATING CO	CRANE RENTAL		960.00
37432	CRUISERS	BRACKET, FILL PLATES		79.94
INV-16091	CTT-MTU	2017 ROADSOFT - KRISTIN BAUER		10.00
144228	D & D MAINTENANCE SUP	FILTER BAGS		10.99
517819	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		5.60
517564	DARLING ACE HARDWARE	NUTS, BOLTS, CORD CHANNEL COVR		13.50
516506	DARLING ACE HARDWARE	KEYS		5.97
515473	DARLING ACE HARDWARE	CATCH DRAW LOCK		5.99
517091	DARLING ACE HARDWARE	NAILS		5.59
517823	DARLING ACE HARDWARE	NUTS & BOLTS		13.00
130303	DAVIS & STANTON	RECOGNITION AWARD BARS		108.00
6441521	ERADICO PEST SERVICES	MULTI FAMILY CERTIFICATION DETECTION &		216.00
96192	ERIC DALE HEATING & A	REPLACE HEAT EXCHANGER FOR LENNOX FURNA	2018.190	2,500.00
4660	ERIC DALE HEATING & A	NEW LENNOX ML180 90K BTU80% AFUE GAS FU	2018.199	3,200.00
S102418556.001	ETNA SUPPLY	REED DMHSA ADPTR ASSY		172.50
111717	FORTITUDE FIRE LLC	HALLIGAN TOOL 30"		280.00
FS20171113750	FS.COM- NORTH AMERICA	TRANSCEIVERS FOR FIBERNET	2018.198	2,566.80
9301052278	GRAYBAR ELECTRIC	MULTIPLE SERVICE TERMINALS FOR FIBERNET	2018.129	61,898.27
9300990088	GRAYBAR ELECTRIC	DAMAGED FIBER CABLE	2018.003	(15,608.34)
9301015597	GRAYBAR ELECTRIC	DAMAGED FIBER CABLE	2018.003	(1,683.00)
9301052279	GRAYBAR ELECTRIC	FIBER PANELS	2018.133	7,206.65
9300980346	GRAYBAR ELECTRIC	FIBERNET MATERIALS FOR PHASE 2 ON QUOTE	2018.146	1,441.33
9300990092	GRAYBAR ELECTRIC	144 COUNT FIBER- ORIGINALLY SHIPPED TO	2018.173	15,608.34
992841790	GRAYBAR ELECTRIC	CLASS A GALV STRND, STACKABLE BOX, COVE	2018.003	17,291.34
1533611	GRIFFIN PEST SOLUTION	900 S MARSHALL		46.00
1533610	GRIFFIN PEST SOLUTION	323 W MICHIGAN		33.00
20170635	GRP ENGINEERING INC	ENGINEERING SERVICES FOR SOUTH SUBSTATI	2017.330	1,000.00
20170634	GRP ENGINEERING INC	MISC ENGINEERING SERVICES		274.51
9851	GUTTERS R US LLC	ROOF & GUTTER ELECTRIC HEAT CABLE, GUTT		1,160.00
10710902	HACH COMPANY	LAB SUPPLIES		250.45
2589	HE CLEANS TOO, LLC	GARBAGE BAGS, HAND TOWELS		485.01
100243-1117	HERITAGE CLEANERS	LAUNDRY		355.50
83318	HERMANS MARSHALL HARD	STRAPS, VAC BELTS		35.39
80447	HERMANS MARSHALL HARD	STENCILS		10.99
80457	HERMANS MARSHALL HARD	BITS, DUCT TAPE		7.97
83285	HERMANS MARSHALL HARD	BALL VALVE		12.99
83284	HERMANS MARSHALL HARD	PUNCH		8.99
83335	HERMANS MARSHALL HARD	NUTS AND BOLTS		19.12
83314	HERMANS MARSHALL HARD	KEY		2.49
11086	HOEKSTRA ROOFING COMP	REPAIR HOLES IN VALL AND WALL AT AIRPOR		261.95
8922	INTERIOR MAINTENANCE	STRIP AND SEAL FLOORS IN COMMUNITY ROOM		578.50
111417	ISAAC & SONS	FURNITURE CLEANING, COMM. ROOM CHAIRS,	2018.191	1,525.00
4045	J AND K PLUMBING SUPP	SUPPLIES		9.49
4044	J AND K PLUMBING SUPP	SUPPLIES		(8.85)
4144	J AND K PLUMBING SUPP	SUPPLIES		82.63
9598	KELLOGG'S REPAIR	RECOIL ASSM-S		151.50
S106339240.001	KENDALL ELECTRIC INCO	PVC ELBOW		37.55
201715.00-2171058	LAWSON-FISHER ASSOCIA	PERRIN DAM FERC PART 12D INSPECTION AND	2018.062	708.00
13377, 13394	LEWEY'S SHOE REPAIR	LEE FRIEND'S BOOT ALLOWANCE, EARL LUIB'		329.99
18	M.C. SMITH ASSOCIATES	ELEVATOR MODERNIZATION	2016.200	720.00
1-504	M.C. SMITH ASSOCIATES	504 UNIT RENOVATIONS	2018.192	585.00
110217	MARSHALL AREA FIRE FI	MEDICAL FIRST RESPONDER TEXT BOOKS		201.32
269512	MICHIGAN INDUSTRIAL G	SPARK LIGHTER, CLEANER TIP, .030 2LB SP		22.41
9904	MICHIGAN TILE & CARPE	VINYL AND INSTALLATION FOR #108		742.00
X105006668:01	MIDWEST TRANSIT EQUIP	DART #11 & #13		466.43
72138778	MSC INDUSTRIAL SUPPLY	VESTS		36.02
604307	NYE UNIFORM COMPANY	CARGO PANTS, SHIRTS, BELT		490.79
625801	NYE UNIFORM COMPANY	NAME BAR		16.61
626120	NYE UNIFORM COMPANY	SHOP COAT		47.64
188419	OAKLAWN HME/OAKLAWN H	RAISED TOILET SEAT		58.77
949783	OFFICE 360	TAPE & DISPENSER		12.31
1790	PALM TEES	T-SHIRTS, BBALL REVERSIBLE UNIFORMS		816.00
133812	PB ELECTRONICS INC	REBUILD K BAND GUNN OSCILLATOR/MIXER AS		281.25
6331773-00	POWER & TELEPHONE SUP	FIBERNET MATERIALS- QUOTE # 6331773-00	2018.167	97.90
6331773-01	POWER & TELEPHONE SUP	FIBERNET MATERIALS- QUOTE # 6331773-00	2018.167	191.82
56201398	POWER LINE SUPPLY	GLOVES		106.56
56201134	POWER LINE SUPPLY	SERVICE CLAMPS		163.00

APPROVAL LIST FOR CITY OF MARSHALL
EXP CHECK RUN DATES 11/25/2017 - 12/22/2017
UNJOURNALIZED
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
56201136	POWER LINE SUPPLY	2 BARS-- OUR STOCK #E466	2018.195	2,824.86
56201130	POWER LINE SUPPLY	MEASURING STICK		310.00
56201133	POWER LINE SUPPLY	GROUND ROD		565.61
56200714	POWER LINE SUPPLY	MOUNTING BRACKET		104.41
56201137	POWER LINE SUPPLY	WR159 CONNECTOR		56.93
56201138	POWER LINE SUPPLY	TERMINATION KIT		394.45
56201104	POWER LINE SUPPLY	RUBBER GOODS TESTING/GLOVES		1,347.76
8047177111	POWER LINE SUPPLY	COPY PAPER, LABELS		51.55
1152418	PROFORMANCE DJ'S LLC	SCHOOL SPECIAL		150.00
12149	RADIO COMMUNICATIONS	REPAIR EQUIPMENT		45.00
17437	RC SYSTEMS INC.	SOFTWARE ANNUAL SUPPORT CONTRACT	2018.188	4,000.00
346650	ROE-COMM., INC	RADIO SERVICE - PRIVATE WORK CHANNEL		72.50
20276	RS TECHNICAL SERVICE	SERVICE CALL		126.00
ON:20390/2132668	SERVERS DIRECT	SUPERMICRO A+ ULTRA 1023 US SERVERS - A	2018.110	17,550.00
7176	SHOULDICE INDUSTRIAL	REPAIR EXTERIOR POST LIGHT		405.63
9113	SIGNWORLD CONCEPTS	M6 DECALS		675.00
9120	SIGNWORLD CONCEPTS	VEHICLE DECALS 22.5" X 13" LAMINATED PR	2018.182	2,182.50
1281802	STANTEC CONSULTING MI	SEDIMENT TESTING OF KALAMAZOO RIVER IMP	2018.125	9,334.25
1281799	STANTEC CONSULTING MI	SOUTH INDUSTRIAL PARK CAPACITY STUDY	2017.315	28,995.84
8047401706A	STAPLES ADVANTAGE	WRIST REST, POST IT NOTES		32.79
8047509238	STAPLES ADVANTAGE	BATTERIES, DRY ERASE SET		45.67
8047290806	STAPLES ADVANTAGE	PENS, CALENDARS, HANDSOAP, GLOVES		225.50
8047177111	STAPLES ADVANTAGE	DESKPAD, PLANNERS, CALENDARS		166.89
8047401706	STAPLES ADVANTAGE	CREDIT FOR DESKPAD, PLANNERS, CALENDARS		(166.89)
MAR6512	TIRE CITY TIRE PROS	DART 10 - TIRE		141.05
161 0005931	UNIFIRST CORPORATION	WATER DEPT		34.80
161 0005927	UNIFIRST CORPORATION	WASTE WATER		32.57
161 0005930	UNIFIRST CORPORATION	POWER HOUSE		52.03
161 0005932	UNIFIRST CORPORATION	MARSHALL HOUSE		50.64
161 0005928	UNIFIRST CORPORATION	DPW		58.33
161 0005929	UNIFIRST CORPORATION	PUBLIC SERVICES		145.74
161 0005377	UNIFIRST CORPORATION	PUBLIC SERVICES		145.74
161 0005376	UNIFIRST CORPORATION	DPW		58.33
161 0005380	UNIFIRST CORPORATION	MARSHALL HOUSE		50.64
161 0005379	UNIFIRST CORPORATION	WATER DEPT		34.80
161 0005378	UNIFIRST CORPORATION	POWER HOUSE		52.03
161 0005375	UNIFIRST CORPORATION	WASTE WATER		32.57
411425	USA BLUEBOOK	HACH PHOSVER 3 POWDER PILLOWS, HACH DPD		203.12
185396	WESCO DISTRIBUTION IN	DROP CABLES		386.30
177598	WESCO DISTRIBUTION IN	DROP CABLE		173.35
GRAND TOTAL:				232,745.48

User:~ctanner

EXP CHECK RUN DATES 01/01/2014 - 12/31/2017

DB: Marshall

UNJOURNALIZED

OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
2624	ALL RELIABLE SERVICES	2017/18 ELECTRIC LINE CLEARANCE TREE TR	2018.008	2,646.50
2616	ALL RELIABLE SERVICES	2017/18 ELECTRIC LINE CLEARANCE TREE TR	2018.008	2,991.69
88123	ALL-TRONICS INC	RELOCATE PHONE IN GARAGE		197.46
1701800024	ARS COLLECTIONS	COMMISSION ON COLLECTION		301.89
388-107627-01	AUSTIN-BATTERIES PLUS	1PK 25W T5 DIRECT 3500K		325.00
225-421714	AUTO VALUE MARSHALL	GREASE		9.38
225-421417	AUTO VALUE MARSHALL	MINI LAMP		1.32
225-420086	AUTO VALUE MARSHALL	MINI LAMP, HALOGEN CAPSULE		26.08
225-421482	AUTO VALUE MARSHALL	OIL FILTER, OIL		56.46
225-420424	AUTO VALUE MARSHALL	REMAN STARTER, STARTER CREDIT		134.99
225-419377	AUTO VALUE MARSHALL	MUFFLER		191.99
114938	B S & A SOFTWARE	MAINTENANCE RENEWAL 1 YR NOVEMBER 1 - N	2018.177	8,061.00
270022-IN	BEAVER RESEARCH CO	MICRON FILTER		110.00
800343	BOSHEARS FORD SALES I	2017 EXPLORER INTERCEPTOR POLICE MODEL	2018.019	28,568.00
92065	BOSHEARS FORD SALES I	A/C COMPRESSOR AND BELT WORK ON #10	2018.164	2,047.11
92413	BOSHEARS FORD SALES I	2010 CHEVY G4500		32.68
96515	BRUTSCHE CONCRETE PRO	1/2 YARD 5 BAG		113.21
2720	BUD'S TOWING & AUTOMO	DART BUS		85.00
315130117034830	CAPITAL ONE COMMERCIA	60W A19 5K LED 10PK		23.98
110617	CARRIS, STEVE	PAINT WALLS IN UNIT #222		350.00
2017EE0150	CONSOLIDATED FLEET SE	GROUND LADDERS		313.50
9976	COURTNEY & ASSOCIATES	MONTHLY RETAINER		250.00
95240	CRT, INC	CLOUD STORAGE		918.75
95261	CRT, INC	UPS BACKUPS		106.00
924863 ADJ	CRYSTAL FLASH MARSHAL	ADJUSTMENT FOR OVERPAY		(0.87)
3-56420	CUMMINS BRIDGEWAY	ANNUAL GENERATOR MAINTENANCE	2018.166	1,170.62
3-56626	CUMMINS BRIDGEWAY	SERVICE AT MRLEC		1,419.25
3-56419	CUMMINS BRIDGEWAY	ANNUAL WWTW GENERATOR PM	2018.170	1,719.32
143969	D & D MAINTENANCE SUP	JANITORIAL SUPPLIES		197.05
110217	D.I.Y. EQUIPMENT RENT	MINI EXCAVATOR		175.00
517109	DARLING ACE HARDWARE	ROPE		4.64
517176	DARLING ACE HARDWARE	TOGGLE BOLT		2.88
517154	DARLING ACE HARDWARE	CO DETECTOR		27.99
516675	DARLING ACE HARDWARE	BACKPACK BLOWER		549.95
516939	DARLING ACE HARDWARE	DECK SCREWS, WIRE		12.98
516639	DARLING ACE HARDWARE	COUPLE CPVC 3/4"		2.94
516054	DARLING ACE HARDWARE	GREAT STUFF BIG GAP		2.99
516019	DARLING ACE HARDWARE	BLADE RECIP		12.99
516556	DARLING ACE HARDWARE	SAND SPONGE, WOOD STAIN, CAULK, NUT & B		29.55
516826	DARLING ACE HARDWARE	KEYS		3.98
516737	DARLING ACE HARDWARE	PIPE VENT DRYER		4.99
516754	DARLING ACE HARDWARE	BATH/TUB REPAIR KIT		13.99
516666	DARLING ACE HARDWARE	NUTS, BOLTS, FASTENERS		8.50
516847	DARLING ACE HARDWARE	AIR FILTER, COVER, SUPPORT, V-BELT, LAB		143.46
516745	DARLING ACE HARDWARE	HOOK, GLASS		51.99
517053	DARLING ACE HARDWARE	40T BLADE CARBIDE, NUT & BOLTS		20.91
516570	DARLING ACE HARDWARE	CONN, BUSHING, POWER CORD		13.27
516929	DARLING ACE HARDWARE	CONN, HEX BUSHINGS, 1/2 GREEN FIELD		9.47
137536	DLZ	FY18 BRIDGE INSPECTIONS	2018.002	429.24
110170068588	EAST JORDAN IRON WORK	7045Z CASTINGS 7045M1 CASTING LIDS	2018.178	2,798.22
3221131	EDWARDS INDUSTRIAL SA	HOSE ASSY		93.89
124830A	EVIDENT INC	SECURITY TIES		38.00
MIBAT252210	FASTENAL COMPANY	SCREWS		12.70
MIBAT251920	FASTENAL COMPANY	MOLYLUBE, SPRAYWAYCRZYCLN		114.77
MIBAT252024	FASTENAL COMPANY	MOLYLUBE		73.72
219450	FIRE EXTINGUISHER SER	SERVICE CALL		79.00
1071947	FIRST ADVANTAGE	WARD		13.75
110117	FIVE STAR UNDERGROUND	CITY HALL WINTERIZATION		70.00
110117-A	FIVE STAR UNDERGROUND	DOWNTOWN SPRINKLER WINTERIZATION		70.00
110117-B	FIVE STAR UNDERGROUND	WEST END ISLAND SPRINKLER WINTERIZATION		70.00
110117-C	FIVE STAR UNDERGROUND	PSB SPRINKLER WINTERIZATION		70.00
110117-D	FIVE STAR UNDERGROUND	CARVER PARK SPRINKLER WINTERIZATION		70.00
110117-E	FIVE STAR UNDERGROUND	FOUNTAIN PARK SPRINKLER WINTERIZATION		70.00
110117-F	FIVE STAR UNDERGROUND	SOFTBALL FIELD SPRINKLER WINTERIZATION		70.00
17-10079	GARAGE DOORS UNLIMITE	CITY HALL REPAIRS		886.10
17-10338	GARAGE DOORS UNLIMITE	PSB SERVICE CALL		99.00
95615	GLACIER COMPUTER	XPOLORE TECHNOLOGIES ASSESSORIES FOR W	2018.136	644.99
3722	GOODWIN'S PLUMBING, L	BREAK-ROOM GARBAGE DISPOSAL		125.00
9300730183	GRAYBAR ELECTRIC	FIBERNET MATERIALS FOR PHASE 2 ON QUOTE	2018.146	189.00
9300857957	GRAYBAR ELECTRIC	GB UOTE#0228590067 SPLICE ENCLOSURES,	2018.133	10,764.01
9300832400	GRAYBAR ELECTRIC	GB UOTE#0228590067 SPLICE ENCLOSURES,	2018.133	586.36
9802	GUTTERS R US LLC	ICE MELTER		492.25
810250	GWIN, DARWIN	MOWED BROOKS NATURE AREA		75.00
INV94789	HASSELBRING CLARK	MH COPIER LEASE		236.00
257323	HAVILAND PRODUCTS COM	CHLORINE	2018.007	591.47
83264	HERMANS MARSHALL HARD	MAPP TORCH AND SUPPLIES		71.97
83002	HERMANS MARSHALL HARD	OCCUPANCY SENSOR		69.98
83023	HERMANS MARSHALL HARD	SILICONE, GREASE		7.08
83044	HERMANS MARSHALL HARD	MARKERS		13.96

UNJOURNALIZED

OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
33003	HERMANS MARSHALL HARD	36" VENT BRUSH		11.49
30406	HERMANS MARSHALL HARD	OIL DRY, BATTERIES, BULBS, SHIELDS, P T		84.05
18659	HUNTER PRELL COMPANY	SERVICE CALL FOR CHEMICAL HOOD IN EVIDE		1,399.85
14794-IN	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM		395.00
423571	IMPACT SOLUTIONS	METER INSTALLATION		73.60
423527	IMPACT SOLUTIONS	DELIVERY FEE		7.00
110717	ISAAC & SONS	#108		85.00
110717A	ISAAC & SONS	HALL - 4TH FLOOR		495.00
3968	J AND K PLUMBING SUPP	PVC 4"		8.33
3966	J AND K PLUMBING SUPP	O-RINGS		1.13
3965	J AND K PLUMBING SUPP	SUPPLIES		22.82
3896	J AND K PLUMBING SUPP	MALE ADAPTER CPVC		0.82
3924	J AND K PLUMBING SUPP	CLOSET GASKET		5.65
3905	J AND K PLUMBING SUPP	SUPPLIES		35.14
3918	J AND K PLUMBING SUPP	BUSH PVC		6.20
3981	J AND K PLUMBING SUPP	SUPPLIES		5.03
3927	J AND K PLUMBING SUPP	SUPPLIES		4.04
103117	JIMMY'S JOHNS	FARMERS MARKET SERVICES		117.50
1069580	JOHNSON, ROSATI, SCHU	GENERAL MATTERS		390.00
1069581	JOHNSON, ROSATI, SCHU	MCDONALDS CORP VS CITY		510.00
7062	JS BUXTON	LIME	2018.016	1,170.73
715045	KAR LABORATORIES INC	BIOSOLIDS ANALYSIS		305.00
217403	KELLOGG COMMUNITY COL	EMT110 CLASS FOR DAMRON & LIBBRECHT		100.00
S106340188.001	KENDALL ELECTRIC INCO	ELBOWS		46.22
152020599	KONECRANES INC	ANNUAL OSHA COMPLIANCE CRANE AND HOIST	2018.094	700.00
1046056	LEGG LUMBER	LUMBER		55.41
1045975	LEGG LUMBER	SHELF BRACKET		7.17
1046017	LEGG LUMBER	2X4X8 PREMIUM		13.47
1045856	LEGG LUMBER	6X6 TREATED, 4X8-1/4 LUAN PLYWOOD		66.97
1045843	LEGG LUMBER	GRAVEL MIX		71.85
1045849	LEGG LUMBER	CREDIT FOR GRAVEL MIX		(71.85)
1045989	LEGG LUMBER	1X6 PINE		8.52
111317	MARSHALL AREA GARDEN	DECORATION OF 16 URNS ON MICHIGAN AVE		351.28
7781C11831	MARSHALL MEDICAL ASSO	FUJITA, KNIGHT, PROVOST, STRAUB, SUNDBE		790.00
8120	MARSHALL WELDING & FA	REPAIR HANDLE ON COMPACTER		65.00
IN79551	MESSICK'S	PADDLE SET, SHEAR BOLT		693.97
IN86500	MESSICK'S	SHEAR BOLTS		62.75
IN67261	MESSICK'S LANCASTER T	LEAF LOADER BLOWERS	2018.175	17,893.91
200002984	MICHIGAN ASSOCIATION	ENHANCING CLERICAL JOB SKILLS		160.00
270273	MICHIGAN INDUSTRIAL G	CYLINDER RENTAL		57.25
9886	MICHIGAN TILE & CARPE	NEW LVT PLANK FLOORING AND BASE THROUGH	2018.181	840.00
9877	MICHIGAN TILE & CARPE	NEW LVT PLANK FLOORING AND BASE THROUGH	2018.181	2,686.00
1376731	MILLER CANFIELD PADDO	GENERAL EMPLOYMENT MATTERS		55.00
69170418	MSC INDUSTRIAL SUPPLY	PAINT CABINET		140.67
71663768	MSC INDUSTRIAL SUPPLY	SURVEYORS POLY VEST		18.01
488889	NAPA OF MARSHALL	HYD JACK OIL		4.94
83211	O'LEARY WATER CONDITI	OCT & NOV COOLER RENTAL, WATER DELIVERE		61.00
83210	O'LEARY WATER CONDITI	WATER DELIVERED		45.00
2017-91	OERTHERS	ELECTROLYTE, DOG FOOD		121.67
943868	OFFICE 360	RECEIPT PAPER		96.89
943953	OFFICE 360	HANG FLDR		17.08
53334	PEERLESS MIDWEST INC	WELL #2 OVERHAUL	2018.060	16,738.14
52561	PEERLESS MIDWEST INC	S. INDUSTRIAL WATER EXPLORATION	2018.067	60,000.00
6330187-00	POWER & TELEPHONE SUP	COMMSCOPE MST'S; DROP CABLES; REALFLEX	2018.160	203.35
6330219-00	POWER & TELEPHONE SUP	COMMSCOPE MST'S; DROP CABLES; REALFLEX	2018.160	254.40
6329699-00	POWER & TELEPHONE SUP	COMMSCOPE MST'S; DROP CABLES; REALFLEX	2018.160	1,973.42
56197719	POWER LINE SUPPLY	MATERIALS FOR NORTH KALAMAZOO CIP CONV	2018.092	9,933.36
56196670	POWER LINE SUPPLY	LED ROADWAY LIGHTS- ACUITY ATB2 STOCK R	2018.130	1,729.16
56196669	POWER LINE SUPPLY	GLOVES		53.40
56196668	POWER LINE SUPPLY	DUCT TAPE		304.74
56196666	POWER LINE SUPPLY	COVER PLATE		38.79
56198876	POWER LINE SUPPLY	WR775 CONNECTOR		123.16
56198873	POWER LINE SUPPLY	SMALL TRANSFORMER PAD		1,283.63
56198877	POWER LINE SUPPLY	ARRESTER 3KV RISER		491.95
56198878	POWER LINE SUPPLY	EQUIPMENT BRACKET		583.30
56198860	POWER LINE SUPPLY	LED ROADWAY LIGHTS- ACUITY ATB2 STOCK R	2018.130	15,558.75
56198874	POWER LINE SUPPLY	100 AMP CUT OUTS FOR INVENTORY- OUR STO	2018.183	4,279.99
56198875	POWER LINE SUPPLY	LED ROADWAY LIGHTS- ACUITY ATB2 STOCK R	2018.130	2,223.18
162720	QUALITY LAWN CARE	LAWNCARE AT AIRPORT		1,723.00
101880	R.W. MERCER	SERVICE CALL		303.48
111417	REVITALIZE LLC	RENTAL REHAB; DOWNTOWN APARTMENTS GRANT	2017.066	5,450.00
718695	RIETH-RILEY CONSTRUCT	FY18 LOCAL STREET MILLING AND PAVING	2018.001	77,169.90
7114806	RIETH-RILEY CONSTRUCT	FY18 LOCAL STREET MILLING AND PAVING	2018.001	127,005.40
1898	ROC ELECTRIC	SERVICE CALL - FOUNTAIN ST		295.00
249007	SLC METER LLC	SHIPPING ON VALVE BOXES		162.50
1274885	STANTEC CONSULTING MI	PROJECT - FLYING EAGLE & NEW WORLD WORK	2018.163	11,532.50
99213	THOMAS NEIDLINGER MD	DONALD		85.00
MAR6195	TIRE CITY TIRE PROS	TIRE REPAIR		20.00
MAR6275	TIRE CITY TIRE PROS	LABOR ON TRUCK/TRAILER		54.73

APPROVAL LIST FOR CITY OF MARSHALL
 EXP CHECK RUN DATES 01/01/2014 - 12/31/2017
 UNJOURNALIZED
 OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
111630	TRI AIR TESTING INC	NEPA 1989 2013 EDITION AIR ANALYSIS		172.00
91727753	ULINE	PAINT CANS		97.02
161 0004802	UNIFIRST CORPORATION	MARSHALL HOUSE		50.64
161 0004801	UNIFIRST CORPORATION	WATER DEPT		40.50
161 0004800	UNIFIRST CORPORATION	POWER HOUSE		52.03
161 0004797	UNIFIRST CORPORATION	WASTE WATER		32.57
161 0004799	UNIFIRST CORPORATION	PSB		144.32
161 0004798	UNIFIRST CORPORATION	DPW		58.33
161 0004261	UNIFIRST CORPORATION	DPW GARAGE		58.33
161 0004262	UNIFIRST CORPORATION	PSB		145.74
161 0004260	UNIFIRST CORPORATION	WASTE WATER		32.57
161 0004265	UNIFIRST CORPORATION	MARSHALL HOUSE		50.64
161 0004263	UNIFIRST CORPORATION	POWER HOUSE		52.03
161 0004264	UNIFIRST CORPORATION	WATER DEPT		34.80
14182-18-12	UNION ELECTRIC INC	INSTALL NEW LED SIGN LIGHTS		325.00
308167	VANGUARD FIRE AND SEC	OCTOBER PRE-ENG INSPECTION		225.00
176233	WESCO DISTRIBUTION IN	DROP CABLES		677.50
GRAND TOTAL:				444,570.10



MICHIGAN SOUTH CENTRAL POWER AGENCY

720 HERRING ROAD • LITCHFIELD, MICHIGAN 49252
 PHONE (517) 542-2346 • FAX (517) 542-3049
 www.mscca.net

ORIGINAL INVOICE

MARSHALL CITY ELECTRIC DEPARTMENT
 323 WEST MICHIGAN AVENUE
 MARSHALL, MICHIGAN 49068
 Attn: Mr. Tom Tarkiewicz

Invoice Date: 15-Nov-17
 Due Date: 30-Nov-17
 Service From: 01-Oct-17
 To: 31-Oct-17

Peak Demand	17,846 kw			
Total Energy Received	9,149,892 kWh			
Hydro Generation	21,259 kWh			
Net Billing kWh's	9,128,633 kWh			
		Debt Service Costs and Capacity Credits		
Area	Entitlement %	Operating and Maintenance Costs		Total
SUBSTATION LOAD COST		294,532.81		294,532.81
MARKET RESOURCE VALUE		(170,680.14)		(170,680.14)
PROJECT 1-ENDICOTT	24.0%	3,165.46	-	3,165.46
PROJECT IV	0.0%	-	-	-
PRAIRIE STATE	16.7%	58,452.76	32,939.54	91,392.30
MENOMINEE HYDRO	24.0%	31,646.90	-	31,646.90
OCONTO FALLS HYDRO	24.0%	18,349.72	-	18,349.72
AFEC	16.5%	78,033.33	11,492.49	89,525.82
AMP HYDRO 1	20.9%	(392.15)	167,899.60	167,507.45
AMP HYDRO 2 GREENUP	18.4%	5,019.02	5,391.34	10,410.35
AMP HYDRO 2 MELDAHL	18.4%	(4,848.11)	18,470.35	13,622.24
AMP SOLAR	0.0%	-	-	-
AMP CONTRACTS	0.0%	-	-	-
AMPGS	0.0%	-	-	-
TRANSMISSION	15.9%	42,768.68		42,768.68
MISO	14.6%	3,222.48		3,222.48
SUBSTATION	34.4%	-		-
ADMINISTRATION	14.7%	26,062.88		26,062.88
MEMBER	0.0%	-		-
MEMBER HYDRO	19.5%	-		-
CAPACITY		-		-
RATE STABILIZATION		17,477.36		17,477.36
TOTAL COST	\$	402,810.99	236,193.32	639,004.31
	\$/kWh	0.04413	0.02587	0.07000
CREDITS	\$	-	-	-
	\$/kWh	0.00000	0.00000	0.00000
NET COST	\$	402,810.99	236,193.32	639,004.31
	\$/kWh	0.04413	0.02587	0.07000
		Pay this amount		\$ 639,004.31

Any amounts due and not paid by the due date shall bear interest at the rate of 1% per month until paid.

APPROVAL LIST FOR CITY OF MARSHALL
EXP CHECK RUN DATES 01/01/2014 - 11/03/2017
UNJOURNALIZED
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
145970911-1017	A T & T	ACCT #145970911		75.76
102817	BURGHDOFF, CODY	BOOT ALLOWANCE - OUTERWEAR		99.10
102717	CAIN-DEROUIN, JULIE	TRAVEL EXPENSE REIMBURSEMENT		77.92
102817	CARPENTER'S GREENHOUSE	SNAP & DUFB TOKENS REDEEMED		4.00
205098546195	CONSUMERS ENERGY	1000 0033 5602		702.58
103017COM	CRT, INC	T-BRICK HOURS	2018.159	11,000.00
102817	EICHER'S BAKERY	SNAP & DUFB TOKENS REDEEMED		15.00
10/31/17	FINNEY, EMILY	CDL TEST REIMBURSEMENT		80.00
7325324	GABRIDGE & COMPANY, P	FY2017 GENERAL AUDIT, FEDERAL SINGLE AU	2018.174	16,250.00
11/03/2017	GLASER, LUKE	UB refund for account: 800460005		27.32
102817	GREAT SCOTT ICE CREAM	SNAP & DUFB TOKENS REDEEMED		3.00
1522812	GRIFFIN PEST SOLUTION	1201 ARMS ST		42.00
103117	HANNON, JAMIE	ENERGY OPTIMIZATION - ENERGY STAR TV		40.00
853477	HUB INTERNATIONAL MID	AIRPORT LIABILITY		2,200.00
11/03/2017	MAURER, SHANE	UB refund for account: 2900820025		71.86
49258995	MCMASTER-CARR	CIRCULATION PUMP, MICROFIBER WIPES		569.36
48835823	MCMASTER-CARR	HOSE COUPLINGS, BOLT CLAMP		387.38
S4236946.001	MEDLER ELECTRIC COMPA	BALLAST		61.33
S4235789.001	MEDLER ELECTRIC COMPA	4" PVC		89.60
S4238537.001	MEDLER ELECTRIC COMPA	4" PVC ELBOW		41.94
S4235060.001	MEDLER ELECTRIC COMPA	BATTERIES, TAPE		169.60
102817	MILLER'S COUNTRY ACRE	SNAP & DUFB TOKENS REDEEMED		11.00
102817	MODERN DINOSAUR FARM	SNAP & DUFB TOKENS REDEEMED		8.00
102817	NOTTAWA CROSSING	SNAP & DUFB TOKENS REDEEMED		3.00
102817	OLD MCDONALD'S FARM	SNAP & DUFB TOKENS REDEEMED		7.00
11/03/2017	PAULEY, JANICE	UB refund for account: 3203300039		65.93
188300	PELL'S TIRE SERVICE	SERVICE CALL		155.00
110217	SAYLOR, TERRY	ENERGY OPTIMIZATION - FURNACE, A/C		295.00
11/03/2017	SMITH, HAYLEY	UB refund for account: 3205160036		90.09
102817	SNICKS FARM	SNAP & DUFB TOKENS REDEEMED		59.00
102817	STUTZMAN FARMS	SNAP & DUFB TOKENS REDEEMED		2.00
102817	THE CHEESE PEOPLE	SNAP & DUFB TOKENS REDEEMED		49.00
102817	TOLLGATE GARDENS	SNAP & DUFB TOKENS REDEEMED		6.00
13934621-1017	WOW! BUSINESS	ACCT #013934621		36.84
GRAND TOTAL:				32,795.61

APPROVAL LIST FOR CITY OF MARSHALL
EXP CHECK RUN DATES 01/01/2014 - 11/10/2017
UNJOURNALIZED
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
193717	AD-VISOR & CHRONICLE	OCTOBER ADS		1,044.90
110717	AGGER AUTOMOTIVE INC	2011 FORD F550 BUCKET TRUCK VIN#1FDUF5	2018.176	42,949.00
103117	CALHOUN COUNTY TREASU	OCTOBER TRAILER FEES		80.00
INV04252	FORECAST 5 ANALYTICS,	5CAST - LICENSE AGREEMENT	2018.179	7,000.00
11/10/2017	GORDIER, CASSANDRA &	UB refund for account: 2900070033		58.88
110617	HENDLER, JOHN	ENERGY OPTIMIZATION - LED BULBS		295.00
3241638	IIX INSURANCE INFORMA	MOTOR VEHICLE REPORTS		79.25
110117	LUIB, EARL	BOOT ALLOWANCE		105.99
103117	MCNALLY ELEVATOR COMP	MARSHALL HOUSE APARTMENTS 2016 ELEVATOR	2017.276	152,847.90
M 10-17	MICHIGAN SOUTH CENTRA	NATURAL GAS - OCTOBER 2017		65.06
2034	MUNETRIX LLC	LEVEL 3 MUNICIPAL LICENSE - TRANSPARENC	2018.180	2,851.75
11/10/2017	OLMSTEAD, ETHAN	UB refund for account: 1900940037		135.95
249-005717900	REPUBLIC SERVICES #24	ACCT #3-0249-1022021		1,127.90
110617	SCHULER'S RESTAURANT	ENERGY OPTIMIZATION - LED LIGHTING		2,969.97
603551782034889310	STAPLES CREDIT PLAN	ACCT #6035 5178 2034 8893		31.93
52004089	WEX BANK	ACCT #0470-00-462076-1		7,620.12
10058364-1017	WOW! BUSINESS	ACCT #010058364		32.97
10040764-1117	WOW! INTERNET-CABLE-P	ACCT #010040764		1,359.83
965407	XEROX FINANCIAL SERVI	COPIER LEASES		1,349.04
GRAND TOTAL:				222,005.44

APPROVAL LIST FOR CITY OF MARSHALL
 EXP CHECK RUN DATES 01/01/2014 - 11/17/2017
 UNJOURNALIZED
 OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
269781444711-17	A T & T	269 781-4447 749 4		281.01
269781907011-17	A T & T	269 781-9070 573 1		78.05
269781981511-17	A T & T	269 781-9815 267 0		3,900.04
269789901111-17	A T & T	269 789-9011 599 1		107.98
11/16/2017	BLOWERS, NICOLE	UB refund for account: 2706700005		59.70
111517	BROCKIE, BRODIE	HAUNTED TRAIL SUPPLIES		27.54
11/16/2017	CHEMICAL BANK	UB refund for account: 701860007		53.08
25500568915-1117	CHEMICAL BANK SOUTH	HSA ACCT #25500568915 HALL, TRACY		630.00
11/16/2017	CUMMINS, ANNE	UB refund for account: 401760005		187.88
111617	DARLING ACE HARDWARE	ENERGY OPTIMIZATION - FOUNTAIN AUTOMOTI		437.12
11/16/2017	DEGRAW, DAVID	UB refund for account: 1701640003		175.27
11/16/2017	DONNER, ZACKARY	UB refund for account: 2101860002		531.66
11/16/2017	DUNNIGAN, EMILY	UB refund for account: 3204380028		86.57
111617	EAST END STUDIO	ENERGY OPTIMIZATION - LED LIGHTING		1,167.36
11/16/2017	EDWARDS, ASHLEY	UB refund for account: 3204300023		75.46
11/16/2017	GERBER, SETH & SARAH	UB refund for account: 1902300001		88.85
102817	HALL, RICHARD J	SNAP & DUFB TOKENS REDEEMED 09/02/17--1		4.00
111617-B	HOWE, DAN & KARLA	ENERGY OPTIMIZATION - FURNACE		125.00
11/16/2017	JETECH	UB refund for account: 3005080045		84.54
11/16/2017	KING, DORIS	UB refund for account: 3005800025		81.78
111617	LIVINGSTON, DANIEL	ENERGY OPTIMIZATION - LED LIGHTING		35.00
82130231059095-111	LOWES BUSINESS ACCOUN	ACCT #821 3023 105909 5		259.32
3507-1017	MARSHALL COMMUNITY CU	3507 - MCDONALD		393.86
9784-1117	MARSHALL COMMUNITY CU	9784 - BARTLETT		180.00
7617-1117	MARSHALL COMMUNITY CU	7617 - RAMEY		269.03
7681-1117	MARSHALL COMMUNITY CU	7681 - TARKIEWICZ		71.22
9156-1117	MARSHALL COMMUNITY CU	9156 - MILLER		1,478.78
11/16/2017	MARSHALL COMMUNITY CU	UB refund for account: 1801880002		50.00
111617-C	METZGER, MIKE	ENERGY OPTIMIZATION - FURNACE AT 476 LY		125.00
111417	MICHIGAN BUILDING & R	CONSTRUCTION COSTS MSC-2015-5883-HO #2	2018.152	34,788.00
111717	MICHIGAN MUNICIPAL TR	2017 & 2018 MEMBERSHIP - WILLIAM DOPP I		100.00
11/16/2017	MILLER, ERIC	UB refund for account: 701440015		59.18
2018	MMAAO	2018 MEMBERSHIP - JULIE CAIN-DEROUIN		20.00
16665-A	POWERDMS	POLICE ACCREDITATION REPORTING SYSTEM		2,662.50
111617	RAMEY, JAMES & CHRIST	ENERGY OPTIMIZATION - LED LIGHTING		46.96
11/16/2017	RAYSON, STACEY	UB refund for account: 2104320012		49.79
20045-1117	RICE'S SHOES, INC	PHIL DAMON'S BOOT ALLOWANCE		361.20
11/16/17	ROBSON, RAYMOND	ENERGY OPTIMIZATION - FURNACE AT 321 N		125.00
11/16/2017	ROUBLE, GARTH	UB refund for account: 3102500001		71.24
21063-1117	SPARTAN STORES	CUST #021063		182.64
2018	STATE OF MICHIGAN	JULIE CAIN-DEROUIN 2018 ASSESSOR CERTIF		175.00
11/16/2017	STEELE, HARRY	UB refund for account: 2900620032		29.97
111617-A	TRIEBOLD, AUGUST	ENERGY OPTIMIZATION - LED LIGHTING		20.00
111517	TRUDEAU, TERI	HAUNTED TRAIL SUPPLIES		74.10
111617	UPRIGHT, LORIE	ENERGY OPTIMIZATION - FURNACE AND A/C		295.00
9795540325	VERIZON WIRELESS	ACCT #987146080-00001		887.60
11/16/2017	WAITE, KYLE	UB refund for account: 3204860024		64.29
11/16/2017	WHEELER, ALLEN	UB refund for account: 2000720009		84.04
14226414-1017	WOW! BUSINESS	ACCT #014226414		99.69
GRAND TOTAL:				51,241.30

APPROVAL LIST FOR CITY OF MARSHALL
EXP CHECK RUN DATES 11/18/2017 - 11/24/2017
UNJOURNALIZED
OPEN

INVOICE NUMBER	VENDOR NAME	DESCRIPTION	PO NUMBER	AMOUNT
287238047810X11111	AT&T MOBILITY	ACCT #287238047810		57.51
11/21/2017	BARNES, STEPHANIE	UB refund for account: 3204560012		69.76
206878184948	CONSUMERS ENERGY	1000 0033 5602		1,966.70
205899539946	CONSUMERS ENERGY	1000 7224 3312		202.84
205187614640	CONSUMERS ENERGY	1000 0759 4680		127.88
203140762959	CONSUMERS ENERGY	1000 6710 1772		26.79
206255455059	CONSUMERS ENERGY	1030 0915 7670		25.75
204653657029	CONSUMERS ENERGY	1030 1352 1119		15.74
205899540184	CONSUMERS ENERGY	1030 1580 0248		253.32
202339830511	CONSUMERS ENERGY	1030 1852 0884		241.18
201538902498	CONSUMERS ENERGY	1000 0916 3708		105.81
201538902497	CONSUMERS ENERGY	1000 0916 3203		127.30
201538902499	CONSUMERS ENERGY	1000 0916 3971		457.11
111817	CROW, CURT	BOOT ALLOWANCE - WORKWEAR		74.19
7018274-1117	EARTHLINK BUSINESS	ACCT #0007018274		70.11
111617	HACKWORTH, MICHAEL	TRAVEL EXPENSE REIMBURSEMENT		44.88
110817	LEACH, DOUG	CDL DRIVERS LICENSE RENEWAL		47.00
112017	MAEDA	EXCESS REVENUE/EXPENDITURE FOR FY2017 P 2018.196		12,811.02
4868-1117	MARSHALL COMMUNITY CU	4868 - RICE		1,800.53
9421-1117	MARSHALL COMMUNITY CU	9421 - SEARS		257.56
S4244573.001	MEDLER ELECTRIC COMPA	4" AND 1 " PVC CONDUIT -- INV#S4244573. 2018.193		1,557.59
S4244103.001	MEDLER ELECTRIC COMPA	OUTDOOR LED FIXTURE CREDIT		(123.51)
S4239728.001	MEDLER ELECTRIC COMPA	OUTDOOR LED FIXTURE		122.51
S4235789.002	MEDLER ELECTRIC COMPA	4" PVC ELBOW		90.96
2018	MICHIGAN ASSOC OF MUN	MEMBERSHIP - TRISHA NELSON		60.00
11/16/2017	MORRIS-FLOOD ASSOCIAT	DEPOSIT REFUND LESS 1800 GAL WATER & HY		382.00
11/21/2017	RAMOS, DAVID	UB refund for account: 500720024		88.51
11/21/2017	RUDOLPH, JAMES L	UB refund for account: 701300002		65.11
118738	TELNET WORLDWIDE	ACCT # 8948		1,651.13
GRAND TOTAL:				22,677.28



ADMINISTRATIVE REPORT
December 4, 2017 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council Members

FROM: Jacqueline Slaby, Director of Community Services
Tom Tarkiewicz, City Manager

SUBJECT: Public Hearing for December 4, 2017 to consider Zoning Amendment #JPC-RZ17.01 to rezone Parcel # 53-131-009.06 to FS (Freeway Services)

BACKGROUND: Parcel # 53-131-009-06, along Old US 27 N, had previously been transferred from Marshall Township to the City of Marshall through the Master 425 Agreement between the Township and City.

A rezoning of the property from Marshall Township's zoning to City of Marshall's zoning will allow us to guide the development of this property to align with the City of Marshall's expectations and goals laid out in the City Zoning Ordinance. In recent months, developers have purchased the property and have proposed new construction of two hotels and two restaurants starting in late spring of 2018. The property is located north of Oaklawn's medical office(s) and south of I-94 and Denny's restaurant. The surrounding properties are zoned as commercial (Freeway Services).

The Joint Planning Commission received the rezoning request at their public meeting on October 3, 2017 and held a public hearing on the matter at their public meeting on October 24, 2017. Proper notice was published in the Ad-Visor and sent to property owners within 300 feet of the parcel.

No public commented.

Commissioners discussed the need for approvals from the County and any other authority that oversees Old US 27 N prior to site plan approvals for any future development proposals along the corridor as growth continues to address traffic and access management concerns. The Commission went through the Rezoning Checklist and found that this rezoning met the majority of the criteria.

MOTION by Lyng, supported by Banfield, to recommend to the City Council the approval of the Zoning Amendment Application #JPC-RZ17.05 to rezone Parcel # 53-131-009-06 as FS (Freeway Services). On a voice vote; **MOTION CARRIED.**

After hearing public comment(s) the Joint Planning Commission moved to recommend to City Council to approve the rezoning of Parcel # 53-131-009-06 from CS (Community Services) to FS (Freeway Services).

On November 6, 2017 City Council set a public for December 4, 2017 to hear public comments on the rezoning request.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

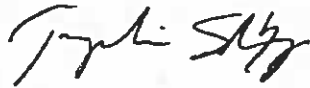
RECOMMENDATION: It is recommended after hearing public comments at the public hearing that City Council approves Rezoning Request #JPC-RZ17.01, to rezone Parcel # 53-131-009-06 as FS (Freeway Services).

FISCAL EFFECTS: None at this time.

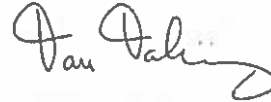
CITY GOAL CLASSIFICATION: GOAL AREA I: ECONOMIC DEVELOPMENT
Sustain and intensify the economic vitality of the Marshall area.

ALTERNATIVES: As suggested by Council.

Respectfully submitted,



Jacqueline Slaby
Director of Community Services



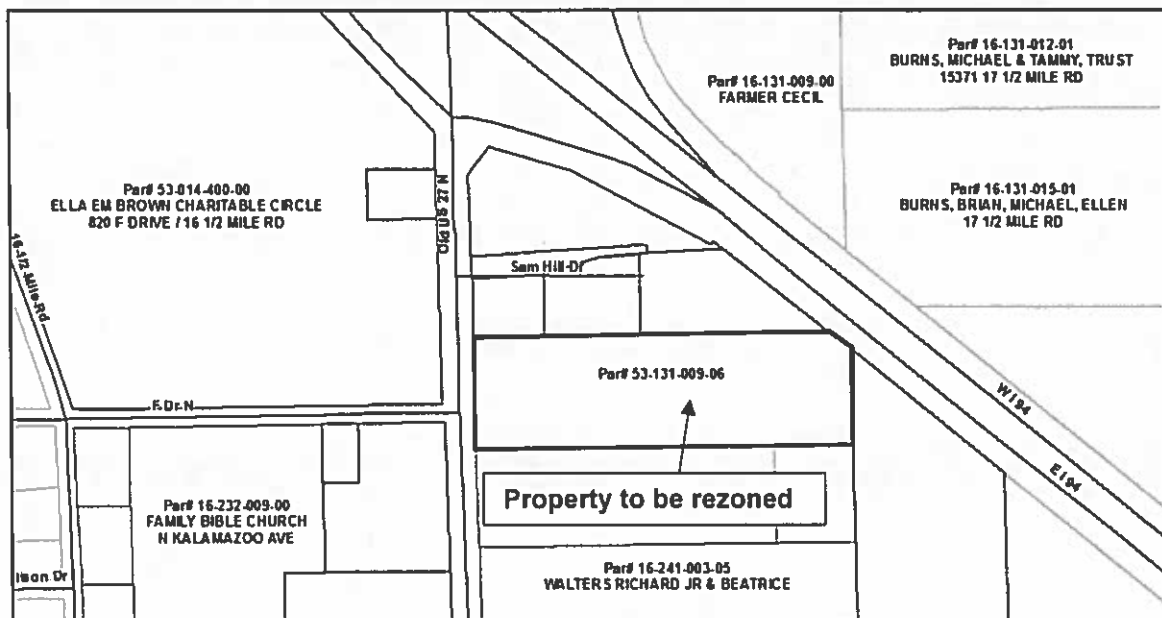
Tom Tarkiewicz
City Manager

**CITY OF MARSHALL
ORDINANCE #2017-**

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 PARCEL #53-131-009-06 ALONG OLD US 27 N TO FREEWAY SERVICES (FS).

THE CITY OF MARSHALL, MICHIGAN ORDAINS:

Section 1. Pursuant to the authority granted in Section 7.1 of the Marshall City Code, the Zoning Map of the City of Marshall is hereby amended so as to designate the zoning district for the below described property as Freeway Services (FS).



Property Descriptions

PARCEL #53-131-009-06

MARSHALL CITY, SEC 13 & 24 T2S-R6 S256.02 OF SW 1/4 OF SW 1/4 SEC EXC I94 ROW N 126' OF W 1/2 OF NW 1/4 SEC 24

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

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

Adopted and signed this _____ day of _____, 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 December 4, 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



ADMINISTRATIVE REPORT
December 4, 2017 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and Council Members

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

SUBJECT: Electronic Material Acquisitions for the FiberNet Project

BACKGROUND: The City Council approved the construction and commissioning of the new FiberNet Project at its regular meeting on March 20, 2017. The construction of the "backbone ring" (Phase I) was approved by the City Council on June 19, 2017 and is now complete. The next planned phase (Phase II) consisting of the construction of approximately 60% of the aerial laterals and spurs off the backbone ring was approved by the City Council on October 2, 2017 and is now 25% complete. Electronic equipment and cabinets are now required to light up the fiber-optic cable for the entire project.

Requests for Proposals (RFPs) were issued to 18 qualified fiber-optic electronic material suppliers and advertised in the Advisor-Chronicle for the electronic materials required for the "lighting" of the FiberNet project. Six (6) bids were received with one (1) decline to bid. There will be at least two additional phases forthcoming for the project that will also require city council approval for materials associated with those phases.

Bids were received for the electronic materials required for the entire FiberNet project. The attached bid tabulation shows the equipment quotes. Some of the vendors did not bid all of the items. Metro Wireless International, Inc. of Detroit bid all items and was the low price on all but one item. For that item, 25 Climate Monitors, Metro Wireless bid \$2,046.50 higher. It is felt that it would be best that all items are purchase through one bidder.

The tabulation chart reflects an asterisk (*) and in white, items which were not bid by the vendors. The price bid from Metro Wireless International, Inc. of Detroit was placed there to reflect what their total amount that would have cost the City. The \$552,318 bid from Metro Wireless International, Inc. of Detroit is recommended. It may be necessary to increase a material quantity to meet the final design. Staff will be giving quarterly updates on the project to the Council.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

RECOMMENDATION: It is recommended by staff that the City Council approve the awarding of the electronic material contract to the best qualified and low bidder, Metro Wireless International, Inc. of Detroit, for the acquisition of the FiberNet project electronic material in the amount of \$552,318.00.

FISCAL EFFECTS: The total FiberNet Project Cost-Benefit Analysis construction budget of \$2,460,357 remains achievable. Funds will be expended from 570-570-970.00. The FY2018 budget for 570-570-970.00 is \$1,486,123 and if this purchase is approved the remaining budget will be \$232,944.27.

ALTERNATIVES: Suggestions by City Council

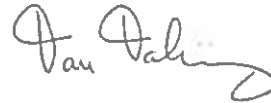
CITY GOAL CLASSIFICATION: GOAL AREA IV -- INFRASTRUCTURE

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

Respectfully Submitted,



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



Tom Tarkiewicz
City Manager

Electronic & Cabinet Material Requisitions for FiberNet (November)

Company	Description	Model	Quantity	Metro Wireless	Graybar	CDW	Walker & Associates	WESCO
Brocade	48-port 1 GbE SFP fiber switch	ICX7450-48F-E	25	\$149,937.50	\$153,539.75	\$156,250.00	\$160,955.00	\$198,875.00
Brocade	500W AC power supply with exhaust airflow	RPS9+E	25	\$12,200.00	\$12,736.25	\$13,225.00	\$13,351.50	\$16,500.00
Brocade	Brocade 7450 power supply	RPS16DC-E	50	\$27,500.00	\$28,160.50	*\$27,500	\$29,520.50	\$36,750.00
Brocade	ESSENTIAL REMOTE SUPPORT, ICX 7450	ICX7450-SVL-RMT-1	25	\$5,000.00	\$5,110.00	\$5,310.00	*\$5,000	\$5,350.00
Brocade	ICX 7450 exhaust airflow fan	ICX-FAN10-E	25	\$3,125.00	\$3,200.00	\$3,325.00	\$3,362.00	\$4,150.00
Brocade	ICX 7450 LAYER 3 PREMIUM SOFTWARE LICENSE	ICX7450-Prem-Lic	25	\$15,000.00	\$15,165.00	\$15,950.00	\$15,897.50	\$18,981.25
Brocade	ICX 7750 with 48 10GbE SFP+ ports, 6 10/40GbE QSFP+ ports, one modular slot	ICX7750-48F	3	\$28,200.00	\$28,908.24	\$30,042.00	\$30,304.35	\$37,442.25
Brocade	ICX7450/6610 POE 1000W AC PSU	RPS16-E	25	\$12,200.00	\$12,800.25	\$13,303.25	\$13,418.50	\$16,581.25
Brocade	ICX7750 PREMIUM LAYER3 FEATURES CERTIFICATE OF ENTITLEMENT	ICX7750-L3-COE	3	\$9,742.50	\$9,976.56	\$10,368.96	\$10,458.39	\$12,921.75
Brocade	Kit of 4 ICX7750 Fan assemblies port side air intake	ICX7750-FAN-E	6	\$4,485.00	\$4,592.70	\$4,773.90	\$4,814.52	\$5,949.00
Brocade	Power Cord for ICX7750	PCUSA	6	\$30.00	\$33.78	\$37.32	\$35.40	\$42.00
Multilink	Opto-Electronic Enclosure	030-129-10	25	\$56,250.00	\$63,041.00	*\$56,250	*\$56,250	\$62,868.75
Eitek	48V rectifier with chassis and control module	J1500A1	25	\$34,875.00	^ \$33,505.5	*\$33,505.5	*\$33,505.5	\$37,800.00
FIAMM	Battery Backup for Telco Padmount Cabinet	FL2721	25	\$37,375.00	^ \$30,605	*\$30,605	*\$30,605	*\$30,605
ITWatchDogs	Climate Monitor	Watchdog 1250	25	\$12,950.00	\$10,903.50	*\$10,903.50	*\$10,903.50	*\$10,903.50
Mikrotik	48V DC power supplies	PW48V-12V150W	52	\$5,200.00	*\$5,200	*\$5,200	*\$5,200	*\$5,200
Mikrotik	Cloud Core Router	CCR1009-7G-1C-1S+PC	20	\$7,880.00	*\$7,880.00	*\$7,880.00	*\$7,880.00	*\$7,880.00
Mikrotik	Cloud Core Router	CCR1072-1G-8S+	26	\$66,768.00	*\$66,768.00	*\$66,768.00	*\$66,768.00	*\$66,768.00
Mikrotik	hAP ac Router	RB962UIGS-5HacT2Hnt-US	500	\$52,000.00	*\$52,000	*\$52,000	*\$52,000	*\$52,000
Mikrotik	Routerboard RB3011	RB3022ZUIAS-RM	80	\$11,600.00	*\$11,600.00	*\$11,600.00	*\$11,600.00	*\$11,600.00
Totals				\$552,318.00	\$555,726.00	\$554,797.43	\$561,829.66	\$639,167.75

Notes:

* No Bid Response - Lowest Line-Item Bid Used to Illustrate the Differences Between Totals

^ Substituted Item Bid



ADMINISTRATIVE REPORT
December 4, 2017 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

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

SUBJECT: MDOT Contract for S. Marshall Ave. Bridge (#1417)
Job. No.-126749A, MDOT Contract No. 17-5492

BACKGROUND: The City has received Michigan Department of Transportation (MDOT) Local Bridge Funds to fund the removal and replacement of structure #1417 carrying Marshall Avenue over the Kalamazoo River. Additionally, the city will be completing some "Force Account" work on the Electrical System and some "non-participating" items beyond the bridge project limits for watermain upgrades. Below are the estimated contract costs:

• Total Engineers Estimate:	\$2,121,040
• Local Bridge Funds (95%):	\$1,903,300
• State Share of Electrical Department Work (95%):	<u>\$ 96,000</u>
• City of Marshall Project Share:	\$ 121,740

Totals by Department for City Share of \$121,740:

• Electrical Department Share:	\$ 5,040
• Water Department Share:	\$ 11,550
• Major MVH Fund Share:	<u>\$ 105,150</u>
	\$ 121,740

RECOMMENDATION: It is recommended that the City Council approves the attached resolution authorizing the City Clerk to sign MDOT Contract No. 17-5492 for Job Number: 126749A – S. Marshall Ave. Bridge Reconstruction and associated estimated city project share costs.

FISCAL EFFECTS: Funds in the amount of \$105,150 are available (if budget amendments are approved) in the Capital Outlay budget expenditure line item 202-900-970.00 within the Major Motor Vehicle Highway Fund. Funds for the watermain project share of \$11,550 are available as budgeted in the Capital Outlay expenditure line item 591-900-970.00. Funds for the Electrical relocation share of \$5,040 are available in the 582-900-970.00 budget line item

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

ALTERNATIVES: As suggested by the Council.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Respectfully submitted,

Kristin Bauer
Director of Public Services

Tom Tarkiewicz
City Manager

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

WHEREAS, the City Council of the City of Marshall has reviewed attached Contract #17-5492 for Control Section: MCS 13025, Job Number: 126749A with the Michigan Department of Transportation (MDOT) for the removal and replacement of the structure #1417, which carries Marshall Avenue over the Kalamazoo River, Section 25, T02S, R06W, City of Marshall, Calhoun County, Michigan; and

WHEREAS, the City Council agrees to utilize the combination of state Local Bridge Funds (95%) and the City's MVH Major & Trunkline Funds (5%) to fund the "participating" improvements as stated within contract #17-5492, additionally the city will be responsible for 100% of all "non-participating" costs and 5% of force account work; and

WHEREAS, the estimated total expense of the project is \$2,121,040; and

WHEREAS, the City participation in the project is estimated at \$121,740; and

WHEREAS, the City Council understands and agrees to the contract and its attached conditions, certifications and documentation.

NOW THEREFORE BE IT RESOLVED that based upon a motion made by _____, and supported by _____, to authorize Trisha Nelson, Clerk to sign MDOT Contract #17-5492 for Control Section: MCS 13025, Job Number: 126749A.

Voting For:

Voting Against:

Absent:

CERTIFICATION OF CITY CLERK

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 4th day of December, 2017.

Trisha Nelson, City Clerk

Date



ADMINISTRATIVE REPORT
December 4, 2017 City Council Meeting

REPORT TO: Honorable Mayor and City Council

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

SUBJECT: Construction Oversight and Testing Services for the Bridge Replacement of S. Marshall Ave. Bridge over the Kalamazoo River.

BACKGROUND: In November 2015 the Marshall City Council approved DLZ Michigan, Inc. of Lansing to provide Professional Engineering Services for design of this bridge. Following multiple submittals to the Michigan Department of Transportation (MDOT) this project is currently been bid for construction and work is expected to begin in early 2018.

As part of the grant received from MDOT we are required to provide an elevated level of field construction and oversight, including certain materials testing throughout the project. Due to their knowledge of the project we requested a quote from DLZ for assistance completing this required work. As a Publicly Employed Engineer I am noted as the Project Engineer for oversight on the project. Due to the requirements for the field work over an extended period of time we do not employ staff to complete this work. With DLZ's knowledge of this project they have the expertise and familiarity to do this work at a rate believed to be less than what any bid would yield.

RECOMMENDATION: It is recommended the City Council approve DLZ Michigan, Inc. of Lansing to complete the necessary Construction Field Management/Inspections and associated Testing for the S. Marshall Ave. bridge project at a cost, per their proposal, not to exceed \$140,878.

FISCAL EFFECT: Funds will be expensed in an amount not to exceed \$140,878 from the Major Streets Capital Outlay budget 202-900-970.00 for Construction Field Management/Inspections and Testing Services

CITY GOAL CLASSIFICATION: GOAL AREA 4. INFRASTRUCTURE

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

ALTERNATIVES: As suggested by Council.

Respectfully Submitted,

Kristin Bauer, P.E.
Director of Public Services

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

November 17, 2017

Ms. Kristin L. Bauer, P.E.
Director of Public Services
City of Marshall, Public Services
City Hall - 2nd Floor
323 W. Michigan Ave.
Marshall, MI 49068

RE: Proposal for Construction Phase Engineering Services for
Bridge Replacement on South Marshall Avenue over the Kalamazoo River

Dear Ms. Bauer:

Thank you for the opportunity to submit our proposal for construction phase services for the replacement of the South Marshall Avenue bridge over the Kalamazoo River. Our scope and assumptions are stated below, along with the cost breakdowns requested in the RFP and from subsequent discussions. DLZ has provided these same services for numerous clients for many years following MDOT's requirements, guidelines and computerized systems. We are prepared to provide all of the services requested in your RFP for these construction phaseservices.

CONSTRUCTION PHASE SERVICES

DLZ will provide full-time, on-site construction inspection and testing services that correspond with the schedule and working hours of the Contractor. We will also perform Construction Staking and layout services based on the proposed scope below. We have enlisted Soils and Materials Engineering (SME) as a subconsultant to perform inspection of the beams in the factory as well as overflow material sampling and laboratory testing of construction materials.

Our construction inspector will attend the preconstruction meeting and any progress meetings during construction. As we discussed, our proposed hours and fees do not include DLZ acting as the Project Manager for this project, which might include tasks such as organizing and running progress meetings, creating and administrating contract modifications, etc. Based on our knowledge gained from preparing the plans and specifications for this project, and our extensive experience with bridge construction projects, we have prepared the following cost estimate and scope of needed services for the construction phase of the project.

We anticipate that there will be a gap in time for our on-site inspection services between the completion of the directional bores and the beginning of bridge work, due to the City installing new electrical circuits and cabling and removing existing electrical circuits and cabling. We have not included inspection time or effort for the work that will be completed by the City for this part of the project.

We have assumed the following phases and durations of project oversight:

Table 1 – Construction Oversight/Inspection Services with FieldManager Support		
Contractor Operations	Assumed Duration	Estimated Inspection Hours
Installation of Directional Bores	2 weeks (10 working days)	8 hours/day; 80 hours total
Main Inspector Overseeing Bridge and Approach Construction and Water Main Installation	9 weeks (45 working days)	9 hours/day; 405 hours total
Main Inspector Overseeing Bridge and Approach Construction and Water Main Installation with Additional Material Testing Duties	9 weeks (45 working days)	10 hours/day; 450 hours total
Second Inspector for Heavy Work Operations and Overflow Material Testing Capacity	4 weeks (20 working days)	9 hours/day; 180 hours total
All Construction	20 weeks (120 working days)	1115 total hours

Our inspection team is qualified and certified in all applicable categories for the inspection needs of the project. The staff will have proper equipment for data entry of project documentation utilizing the latest software package of FieldBook in addition to all necessary equipment for conducting or coordinating required testing of concrete, density and bituminous pavement inspection and material sampling that may be required.

Project inspectors will be responsible for the following:

- Inspection and quality oversight of Contractor's work to confirm compliance with Specifications, Plans, Proposal and MDOT Standard Practices.
- Inspect all traffic control measures on a daily basis. Notify contractor and Project Manager immediately of any non-compliance issues.
- Inspect all SESC measures weekly and or after a qualifying rain event.
- Notify project manager of any requests or anticipated requests for extra work or time.
- Notify project manager immediately of any unanticipated project conditions or adjustments to the contract.
- Communicate, document and coordinate with Project Manager and Contractor for any non-compliant work.
- Final inspect the project upon written notification from the Contractor of project completion.
- Verify that acceptable test reports and material certifications from the supplier are received and approved prior to incorporation of the material into the project.
- Measure and compute quantities and provide appropriate documentation of all pay items and materials incorporated into the project.

Our field inspector will inspect and enforce the Special Provision for the water main installation, while also involving the City's water department, so that the water main is installed to the City's standards and satisfaction.

For the Office Technician and FieldManager services along with various aspects of project management and coordination, we have assumed the following additional tasks and hours:

Table 2 – Additional FieldManager Tasks		
Task	Assumed Duration	Estimated Hours
Office Technician Activities	20 weeks	4 hours/week; 80 hours total
Project Final Reviews and Closeout	4 weeks	8 hours/week; 32 hours total
Project Management/QC/QA	20 weeks	2.5 hours/week; 50 hours total
All Tasks	24 weeks	162 hours total

Our certified office technicians are experienced in all aspects of project documentation and final record reviews. Duties will include but not be limited to:

- Setting up and maintaining complete filing system.
- Review of IDR's for verification of proper pay item use, correct calculations, and daily construction activities.
- Review of contractor payrolls.
- Processing of bi-weekly estimates.
- Preparing and processing contract modifications.
- Track insufficient tested materials and notify MDOT and the Contractor immediately of any deficiencies.
- Prepare the periodic, intermediate, and final reports, and records as requested by MDOT. Distribution will be made as shown on the forms distribution list or as instructed by MDOT's engineering staff.

We have solicited the services of SME for purposes of material testing for specific aspects of the project. This material testing scope is based on the following assumptions:

- SME will make up to eight site visits of up to three hours each for on-site testing of density of aggregate and HMA, and up to four samples for sieve analysis/loss-by-wash testing.
- SME will make up to 16 visits of up to three hours for on-site shop inspection of the fabrication of the prestressed concrete beams. A visit assumes the fabrication shop is within 50 miles and one hour of SME's Kalamazoo office. A rate of \$75 per hour of travel and \$0.75 per mile would apply if the shop is further away.

Table 3 below summarizes the tasks and estimated hours for the material testing requirements of the project:

Table 3 – Material Testing	
Tasks	Estimated Dollars
Factory inspection and testing of prestressed beams	\$9,250
Laboratory testing of concrete cylinders	\$2,750
Testing of non-certified materials/overflow testing	\$4,810
Concrete and density testing equipment usage (DLZ)	\$50/Day; assumed 40 days
Total for Material Testing	\$18,810

Table 4 below summarizes the proposed tasks and associated costs for DLZ to perform Survey and Construction Staking on the project:

Table 4 – Survey/Construction Staking	
Tasks	Estimated Dollars:
Site Control, Baseline, Center Line, Bearing & Centerline Wing Wall	\$3,080
Beam/ Bearing Layout	\$1,925
Fillets	\$4,290
Facia Grading	\$1,540
Sleeper slab & Backwall Layout	\$1,540
Wet Utility Layout	\$1,650
Curb Layout	\$3,410
Total Staking Services	\$17,435

SURVEY EXCLUSIONS

Project Meetings; overtime; restaking; riprap and any other scope items not specifically mentioned are not included in the scope of this proposal. Requests for such items can be accommodated but will be treated as an out of scope item or additional service, to be billed according to a negotiated fee.

The general contractor is responsible for furnishing fall protection i.e. safety cables, decking or manlifts.

DLZ will be prompt in our response to the Client's request for mobilization throughout the project. Forty-eight (48) hours' notice is required for mobilization. Once on site, the Client will ensure DLZ has complete uninterrupted access to perform the required work. Delays in work performed by DLZ due to the Owner, Client, or other contractor's work will be charged as an additional cost to the fees noted in this Proposal and billed per the attached Billing Rate Schedule.

The proposed Scope of Work pertaining to the listed tasks is attached as Exhibit A.

FEES (INCLUDING EXPENSES)

The following fees were calculated on a cost plus fixed fee basis, and include expenses and any overtime pay, and are based on the estimated duration of construction for this project as outlined above. The construction duration could change based on the Progress Schedule submitted by the Contractor or circumstances that arise during actual construction. DLZ will only charge time for the actual hours spent completing the services outlined above.



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

Ms. Kristin L. Bauer, P.E.
City of Marshall
S. Marshal Avenue Bridge
Construction Phase Services Proposal
November 17, 2017
Page 5 of 5

Our hourly rates for any items not included in the original project scope should additional services be required are:

Construction Inspector:	\$71/hour
Construction Inspector Overtime:	\$85/hour
Office Technician:	\$83/hour
Project Management:	\$175/hour

Construction Oversight/Inspection & Material
Testing and Survey Services **\$140,878**

The Standard Terms and Conditions, as set forth in attached Exhibit B are incorporated here into and made a part of this Proposal. The Client referred to in the Standard Terms and Conditions refers to the City of Marshall, Michigan.

If you approve and accept this Proposal, please sign, date and return one copy of this Proposal for our records. Should you prefer to issue a Purchase Order as your official acceptance, we request that you reference this Proposal in your paperwork.

We look forward to your favorable review of our proposal and working with you to complete the construction of this project. Please contact us if you have any questions or need additional information.

Sincerely,

DLZ MICHIGAN, INC

Manoj Sethi, P.E.
President

MS/rrw/mtl/acv

Enclosures

Approved and Accepted

Signature _____

Printed Name _____

Title _____

Date _____

EXHIBIT A
SCOPE OF WORK

Site Control, Baseline, Center Line Bearing, & Center Line Wing Walls – *(Not to exceed a maximum of 1 site visit)*
DLZ shall recover and confirm the accuracy of existing horizontal and vertical site control based on a certified plat of survey, a monumented project boundary and/or construction documents provided by the Client. DLZ shall establish additional site control to facilitate surveying services by DLZ for the Scope of Work items described herein. Should the control described in drawings and/or provided to DLZ do not check within themselves or cannot be found and should DLZ need to establish site control without the benefit of items listed above, time required for resolution of site control will be additional costs to the fees noted in this Proposal.

The Baseline for the center line of the bridge, the center line bearing of the abutments and the center line of the wingwalls will be established. Benchmarks will be set on each side of the bridge. Any other layouts requested for the piers and bents will be furnished on a T&M basis.

Beam/Bearing Layout – *(Not to exceed a maximum of 0.5 site visit)*
The beam/bearing lines will be marked on the new caps and the elevations will be checked.

Fillets – *(Not to exceed a maximum of 1.5 site visits)*
The bridge screeds will be laid out per the plans, elevations shots will be taken and the fillet elevations will be marked in the field.

Facia Grading – *(Not to exceed a maximum of 0.5 site visit)*
The facia grade will be laid out on the coping forms and the top of pavement grades will be marked on the form.

Sleeper Slab & Backwall Layout – *(Not to exceed a maximum of 0.5 site visit)*
Stakes will be set offset the edge of the sleeper slab and the backwall and marked with top of pavement elevations.

Wet Utilities (Sanitary, Storm and Water Main) – *(Not to exceed a maximum of 0.5 site visit)*

1. A stake will be set at the design location of each structure along with 2 offset stakes at each structure. The rim and invert grade (if applicable) will be marked on one of the offset stakes. Water main location control will be at 100-foot intervals along straight portions; 50-foot intervals along curves. Elevations will be set for the water main where conflicts are shown.
2. Water service valves shall be staked for location and finished grade.

Curb Layout – *(Not to exceed a maximum of 1 site visit)*
Stakes will be set at 4-foot offsets to the back of curb and will be marked with top of curb elevations. These stakes will be set at 50-foot intervals along straight portions and along curves having a radius of over 200-feet. On curved lines having a radius of less than 200-feet, stakes will be set at 25-foot intervals. Stakes will be set at all changes of geometry and at highs and lows. Radius points will be set for all curb radii of 50 feet or less.

EXHIBIT B
DLZ'S STANDARD TERMS AND CONDITIONS

1. **INVOICE AND PAYMENT PROCEDURES:** DLZ shall submit invoices, once a month, at a minimum, to the CLIENT for Services accomplished during each calendar month.

The CLIENT hereby agrees that payment will be made for DLZ's Services within thirty (30) days from the date of the invoice; and, in default of such payment, hereby agrees to pay all cost of collection, including reasonable attorney's fees, regardless of whether legal action is initiated. The CLIENT hereby acknowledges that unpaid invoices shall accrue interest at 18 percent per annum after they have been outstanding for over thirty (30) days. If an invoice remains unpaid sixty (60) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, suspend all Services on the CLIENT's project. This suspension shall remain in effect until all unpaid invoices are paid in full. If an invoice remains unpaid ninety (90) days after the date of the invoice, DLZ may, upon giving seven (7) days written notice of its intent to do so, declare CLIENT to be in breach of this Agreement and pursue its remedies for collection.

2. **CONSTRUCTION SERVICES:** Construction Phase Services are not intended to include exhaustive detailed inspections of contractor work but site observations to become generally familiar with and to keep CLIENT informed about the progress and quality of work. The Contractor is solely responsible for its compliance or noncompliance with the Contract Documents. If, under this Agreement, professional services are provided during the construction phase of the project, DLZ shall not be responsible for or have control over contractor means, methods, techniques, sequences, or procedures; or for safety precautions and programs in connection with the Work. Nor shall DLZ be responsible for the Contractor's failure to carry out the Work in accordance with the Contract Documents or for Contractor's failure to comply with applicable laws, ordinances, rules or regulations. Under no circumstances will DLZ have any direct contractual relationship with the Construction Manager, Contractor, any subcontractors, material suppliers or other consultants unless DLZ and the CLIENT expressly agree otherwise in writing. CLIENT agrees that DLZ will perform on-site construction observation for this project and that such services will not be performed by others.

3. **SUBSURFACE INVESTIGATION:** DLZ makes no representations concerning soil conditions unless specifically included in writing in this Agreement, and DLZ is not responsible for any liability that may arise out of the making or failure to make soil surveys, or sub-surface soil tests, or general soil testing.

4. **AGENCY REVIEW:** In the event that, due to a change in applicable laws or a change in the requirements or policies of a governmental agency after the date of this Agreement, additional office or field work is required, said additional work shall be paid for by CLIENT as extra work.

5. **SURVEY STAKING:** In the event that any survey staking is disturbed by an act of God or parties other than DLZ, the cost of restaking shall be paid for by CLIENT as extra work.

6. **MISCELLANEOUS EXPENSES:** The CLIENT shall pay the costs of checking and inspection fees, zoning and annexation application fees, assessment fees, soils engineering fees, soils testing fees, aerial topography fees, and all other fees, permits, bond premiums, title company charges, blueprints and reproductions, and all other charges not specifically covered by the terms of this Agreement.

7. **CHANGE OF SCOPE:** The scope of Services set forth in this Agreement is based on facts known at the time of execution of this Agreement, including, if applicable, information supplied by DLZ and CLIENT. DLZ will promptly notify CLIENT of any perceived changes of scope in writing and the parties shall negotiate modifications to this Agreement before commencement of any change in scope.

8. **SAFETY:** DLZ shall establish and maintain programs and procedures for the safety of its employees. DLZ specifically disclaims any authority or responsibility for general job site safety and safety of persons other than DLZ employees.

9. **REUSE OF PROJECT DELIVERABLES:** Reuse of any documents or other deliverables, including electronic media, pertaining to the Project by CLIENT for any purpose other than that for which such documents or deliverable were originally prepared, or alternation of such documents or deliverables without written verification or adaptation by DLZ for the specific purpose intended, shall be at CLIENT's sole risk.

10. **OPINIONS OF CONSTRUCTION COST:** Any opinion of construction costs prepared by DLZ is supplied for the general guidance of the CLIENT only. Since DLZ has no control over competitive bidding or market conditions, DLZ cannot guarantee the accuracy of such opinions as compared to contract bids or actual cost to CLIENT.

11. **INSURANCE:** DLZ will maintain insurance coverage for Professional, Comprehensive General, Automobile, Worker's Compensation and Employer's Liability in amounts in accordance with all legal requirements and DLZ business requirements. Certificates evidencing such coverage will be provided to CLIENT upon request. For projects involving construction, CLIENT agrees to require its construction contractor, if any, to include DLZ as an additional insured on its policies relating to the Project. DLZ coverage referenced above shall, in such case, be excess over contractor's primary coverage.

12. **INDEMNITY:** To the fullest extent permitted by law, DLZ shall indemnify and save harmless CLIENT from and against liability and damages sustained by CLIENT, its employees, and representatives by reason of injury or death to persons or damage to tangible property to the proportionate extent caused directly by the negligence of DLZ or its employees.

13. **LIABILITY:** No employee of DLZ, its parent, subsidiary or affiliate companies, shall have individual liability to CLIENT. DLZ's total liability to CLIENT, and CLIENT's coverage under any of DLZ's insurance policies as an additional insured, if provided, for any and all injuries, claims, losses, expenses or damages arising out of DLZ's Services or this Agreement from any causes including, but not limited to, DLZ's negligence, error, omissions, strict liability, or breach of contract shall not exceed the total compensation received by DLZ under this Agreement. If CLIENT desires a limit of liability greater than provided above, CLIENT and DLZ shall include in the Agreement the amount of such limit and the additional compensation to be paid to DLZ for assumption of such risk.

14. **PREVAILING PARTY LITIGATION COSTS:** In the event any actions are brought to enforce this Agreement, the prevailing party shall be entitled to collect its litigation costs from the other party. Any litigation shall be governed by the laws of the state in which the Project is located. The sole venue for any lawsuit filed as a result of this Agreement is the county in which the project is located.

15. **AUTHORITY:** The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

16. **STATUTE OF LIMITATIONS:** To the fullest extent permitted by law, parties agree that, except for claims for indemnification, the time period for bringing claims regarding DLZ's performance under this Agreement shall expire one year after Project Completion.

17. **SCHEDULE:** DLZ shall not be responsible for the Contractor's schedule or failure to carry out the Work in accordance with the Contract documents. DLZ shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons performing portions of the Work.

18. **SHOP DRAWINGS:** DLZ will review shop drawings solely for general conformance with design concept, and not for the purpose of reviewing or approving their accuracy, completeness, dimensions or quantities, constructability, performance, compatibility with other construction components, or their compliance with the requirements of the Contract Documents, such as Buy America requirements, all of which remain the responsibility of the Contractor. DLZ's review also is not for the purpose of reviewing or approving the Contractor's safety precautions or construction means, methods, techniques, sequences or procedures.



ADMINISTRATIVE REPORT
December 4, 2017 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

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

SUBJECT: MDOT Contract for N. Kalamazoo Ave./Brewer St.
Job. No.-200543A, MDOT Contract No. 17-5519

BACKGROUND: The City has received Michigan Department of Transportation's (MDOT) Transportation Economic Development Fund (TEDF) monies for resurfacing work on N. Kalamazoo/Brewer St. from 200 ft. south of Mansion St. to approximately 200 ft. north of North Dr.; including concrete sidewalk grade upgrades, crosswalk improvement, pavement markings and all together necessary related work. These funds, after project bidding, will be transmitted to the city for all eligible items of the project cost up to an amount not to exceed the lesser of: 1) 80% of the approved and responsible low bid, or 2) \$344,000.

Estimated contract costs:

- | | |
|-----------------------------------|-------------------|
| • Total Engineers Estimate: | \$ 430,000 |
| • <u>TED Funds</u> | <u>\$ 344,000</u> |
| • City of Marshall Project Share: | \$ 86,000 |

RECOMMENDATION: It is recommended that City Council approves the attached resolution authorizing the City Clerk to sign MDOT Contract No. 17-5519 for Job Number: 200543A – N. Kalamazoo/Brewer St. and associated estimated city project share costs.

FISCAL EFFECTS: Funds in the amount of \$86,000 have been requested in the FY18 Capital Outlay budget expenditure line item 202-900-970.00 within the Major Motor Vehicle Highway Fund. The estimated fund balance at the end of FY18 will be approximately \$914,600. Our Fund Balance policy plus emergency contingency should be a minimum of \$410,000 leaving available fund balance reserves of \$504,600 that can be used towards this project.

CITY GOAL CLASSIFICATION: GOAL AREA IV: INFRASTRUCTURE

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

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Kristin Bauer
Director of Public Services

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.
Marshall, MI 49068
P 269.781.5183
F 269.781.3835
cityofmarshall.com

**CITY OF MARSHALL, MICHIGAN
RESOLUTION # XXXXXX**

WHEREAS, the City Council of the City of Marshall has reviewed attached Contract #17-5519 for Control Section: EDF 13000, Job Number: 200543A with the Michigan Department of Transportation (MDOT) resurfacing work on N. Kalamazoo/Brewer St. from 200 ft. south of Mansion St. to approximately 200 ft. north of North Dr.; including concrete sidewalk grade upgrades, crosswalk improvement, pavement markings and all together necessary related work, City of Marshall, Calhoun County, Michigan; and

WHEREAS, the City Council agrees to utilize the combination of state Transportation Economic Development Funds (80%) and the City's MVH Major & Trunkline Funds (20%) to fund the "participating" improvements as stated within contract #17-5519; and

WHEREAS, the estimated total expense of the project is \$430,000; and

WHEREAS, the City participation in the project is estimated at \$86,000; and

WHEREAS, the City Council understands and agrees to the contract and its attached conditions, certifications and documentation.

NOW THEREFORE BE IT RESOLVED that based upon a motion made by XXXX, and supported by XXXX, to authorize Trisha Nelson, Clerk to sign MDOT Contract #17-5519 for Control Section: EDF 13000, Job Number: 200543A.

Voting For:

Voting Against:

Absent:

CERTIFICATION OF CITY CLERK/TREASURER

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Marshall at a regular meeting held on the 4th day of December, 2017.

Trisha Nelson, City Clerk

Date



ADMINISTRATIVE REPORT
December 4, 2017 - CITY COUNCIL MEETING

REPORT TO: Honorable Mayor and City Council

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

SUBJECT: 2017 Road Report

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

Attached is the 2017 Road Report which discusses many aspects of the road system showing the available funding and including many graphical representations of the ratings. It is noted how the recent FY17 expenditure of \$770,000 in funds for construction only slightly impact the continued decline. It should be understood that this expenditure, as previously discussed with City Council, represents utilizing fund reserves for additional projects capability, however this cannot be sustained for more than a couple of years.

RECOMMENDATION: It is recommended that the City Council accept receipt of the 2017 Road Report.

FISCAL EFFECTS: None

CITY GOAL CLASSIFICATION: GOAL AREA 4. INFRASTRUCTURE

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

ALTERNATIVES: As suggested by the Council.

Respectfully submitted,

Kristin Bauer
Director of Public Services

Tom Tarkiewicz
City Manager

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

City of



2017 Road Report

December 4, 2017

Introduction

The City of Marshall maintains a road system that contains 40.14 miles of roadway. Major streets are defined as collector streets that funnel traffic from residential areas to arterial streets. Major streets consist of 14.38 miles of streets within Marshall. The Local streets, 25.76 miles, accounts for the remaining mileage and provide access to residential properties. See Figure 1 for a mapped representation of the streets and their designations.

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

Methodology and Analysis

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

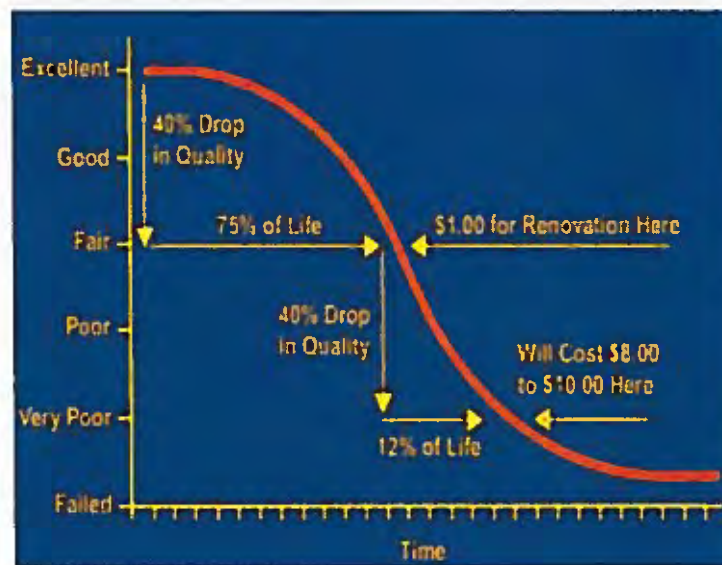
Figures 2 through 5 were developed utilizing the RoadSoft system and show graphically the 2017 road ratings and the associated mileages of each. Figure 2 shows the ratings for the entire system broken down between Good (10-8), Fair (7-5) and Poor (4-1). These groupings are uniform statewide and are based primarily types of maintenance/construction techniques required to repair the streets within that rating group. Figures 3 through 5, show the ratings for all streets within their relative Good, Fair, or Poor groupings.

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

The RoadSoft program can track the street system and with the input of maintenance and construction efforts it can predict the Remaining Service Life (RSL) of the street system. The remaining service life is considered the point at which a street transitions from a 5 rating, fair

condition, to a 4, poor condition. This is also the point at which the required fix most likely becomes a structural fix and thus more expensive.

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



Ratings over Time, showing cost of fixes

The Health of the Marshall System

The City of Marshall has been fortunate to have been very active with PASER rating and the RoadSoft program since 2005 and as such the city has significant data regarding its streets. This is both good and bad. Good because the data is readily available as to the history of work on the streets. Bad is that the decline in the condition of the street system over the last 12 years can easily be seen.

Figures 6 through 8 shows the trend data from 2016 to 2017 for the Overall System, as well as the Major and Local Systems. This data shows the continued downward trend of the street system.

Many of the differences seen between the trends of the Major and Local Street system are due to the available funding sources. Much of the Major Street system is eligible for grant funding where the local system is ineligible for these funds, additionally the funding allocations distributed between the Major and Local Street systems; this is discussed in the next section.

Street Funding

Public Act (PA) 51, 1951 as Amended, commonly called the "Gas Tax", established funding for roadways within Michigan. After appropriations are made from the Gas Tax for statewide transportation needs, funds are distributed to Cities and Villages based on their populations and their Major/Local Street mileages. 75% of these funds are allocated for the Major Street System and 25% for Local System. For Marshall, MDOT's FY 18 (10/17 to 9/18) allocation is expected to be \$520,755 for Major Streets (14.38 miles) and \$193,081 for Local Streets (25.76 miles). Additional revenue from the 2015 gas tax increase has provided small boosts in our funds. In 2016 our revenues increased for Major and Local Streets by \$106,219 and \$39,421, respectively. In year 2 these revenues dropped providing additional Major and Local Revenues of \$36,031 and \$13,358, respectively.

Gas Tax funds are required to cover costs for all street right-of-way maintenance; this includes snow plowing, traffic signage, pavement markings, traffic signal power/maintenance, ADA sidewalk ramps upgrades, bridge maintenance, etc. P.A. 51 also requires that 10% of these funds be spent on the non-motorized system such as sidewalks over a 10 year period. This requirement is easily met with the sidewalk ADA ramp upgrades required during street construction projects. The Federal Department of Justice (DOJ) has provided the following direction as to when a street project requires an ADA ramp upgrade, these upgrades cost a project approximately \$10,000 per intersection:

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

A five year budget and construction plan has been developed for the City of Marshall street system. Below the FY 18-19 anticipated budget is shown, after the estimated operating expenses and transfers are deducted from the estimated revenue the remaining amount is available for construction and maintenance efforts, this amount is underlined in the last row:

	2018-19 Major Street	2018-19 Local Street
Expected Revenues	\$561,166	\$208,065
Grant Funds		
Transfer to Local Street	(\$175,000)	\$175,000
TOTAL REVENUE:	\$386,166	\$383,065
Yearly Operating (No Capitol or Transfers)	\$273,000	\$150,000
Available Construction Funds:	<u>\$113,166</u>	<u>\$233,065</u>

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

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

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

The unaudited fund balances for both the Major and Local Streets funds contain a healthy balance, however between now and 2019's bridge project these balances will be reduced significantly. Act 51 funds cannot be transferred and/or used for anything other than the items defined in P.A. 51, discussions with the Finance Director yielded a decision that a planned drawdown of these balances would occur. Per city policy a minimum balance will be maintained at a level of 1.5 times the owed debt and a reserve, for emergencies, of an additional \$250,000 and \$200,000 for the Major and Local street funds, respectively will also be maintained.

FY17 Street Construction

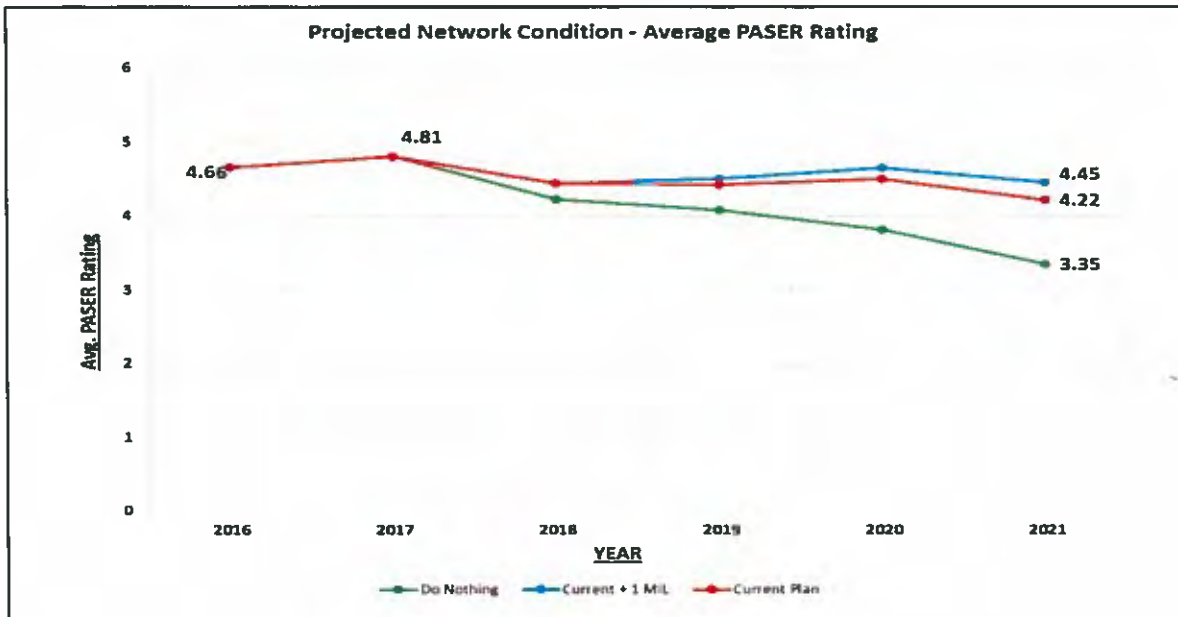
During the period for FY17, July 1, 2016 through June 30, 2017 for following projects were completed with the final contract amounts shown:

MAJOR/ LOCAL	PROJECT	DATE COMPLETED	TOTAL COST	FUNDING
MAJOR	MONROE STREET PEARL TO MARSHALL	9/30/16	\$163,163	Small Urban Grant - \$130,530 Major MVH Fund - \$32,632
MAJOR	NORTH DRIVE WEST BREWER TO KALAMAZOO	10/14/16	\$292,084	Small Urban Grant - \$233,667 Major MVH Fund - \$58,417
LOCAL	ARMS STREET FIRE DEPARTMENT TO FOUNTAIN	6/16/17	\$249,151	Local MVH Fund - \$249,151
LOCAL	N. PARK STREET MICHIGAN AVE TO BANK DRIVE	9/16/16	\$29,081	Local MVH Fund - \$29,081
LOCAL	TURQUOISE TRAIL FULL EXTENT	9/16/16	\$37,237	Local MVH Fund - \$37,237
GRAND TOTAL:			\$770,716	MAJOR STREETS = \$455,247 LOCAL STREETS = \$315,246 GRANTS = \$364,197

The expenditure of funds for the projects shown above were completed prior to the date when Marshall's roads were rated in 2017. This is noted to show that the overall system remains on the decline even with the influx of the \$770,000 of work in a single year. This is discouraging, however it is representative of the amount of funds that are needed yearly to reverse the decline of the streets into the more expensive maintenance activities.

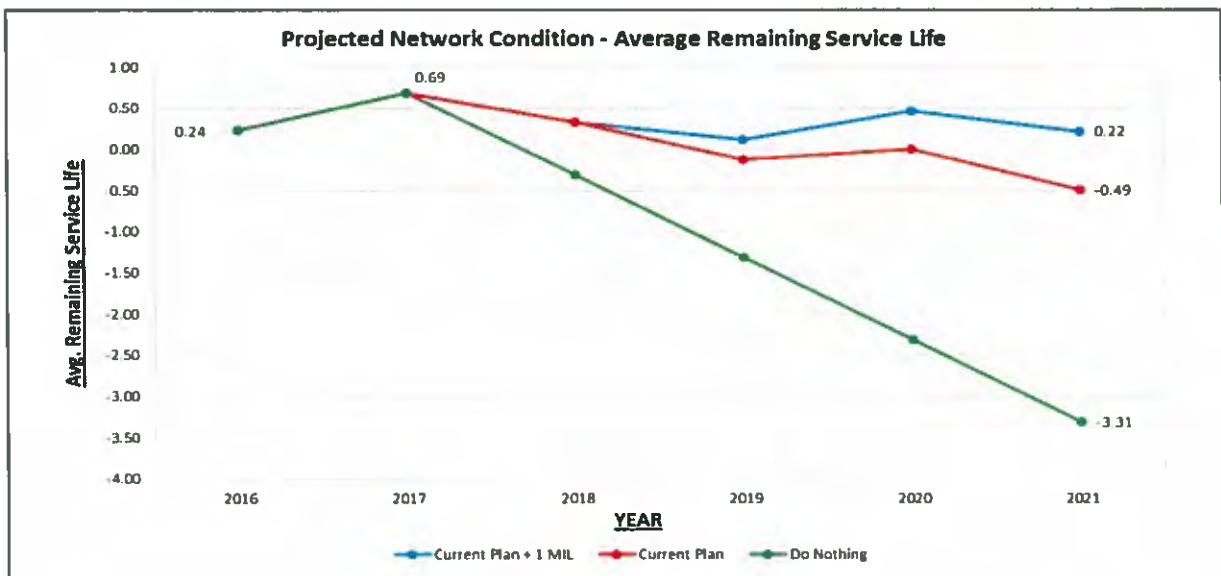
Street System Needs

As the cost of construction has increased and local street funding has remained static the ability to adequately fund construction and maintenance projects has reduced, thus the overall system is on the decline. To stop this downward trend additional Local Street funding would be warranted. As previously discussed, in this report, the Major Street system receives higher funding and the majority of the Major Street system is eligible for grant funding, however this funding is limited to several road agencies in the region. Should additional Local Street funding be secured the transfers from the Major to Local system could be reduced and thus the Overall City System would benefit.



Changes in Average PASER Ratings due to Funding Levels

Without an influx of additional funding the overall street system will continue to decline. The following illustration shows the Remaining Service Life (RSL) of the Overall Street System. The RSL number is the point at which a road transitions from a 5 rating to a 4 rating. This threshold is significant as it is the time when most road fixes required for the street will be structural and thus more costly to repair. It is a common practice to spend as much as reasonably possible on maintenance, as these are cost effective, and keep the road system in the Fair category.



Average Remaining Service Life Remaining at Different Funding Levels

Funding Options

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

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

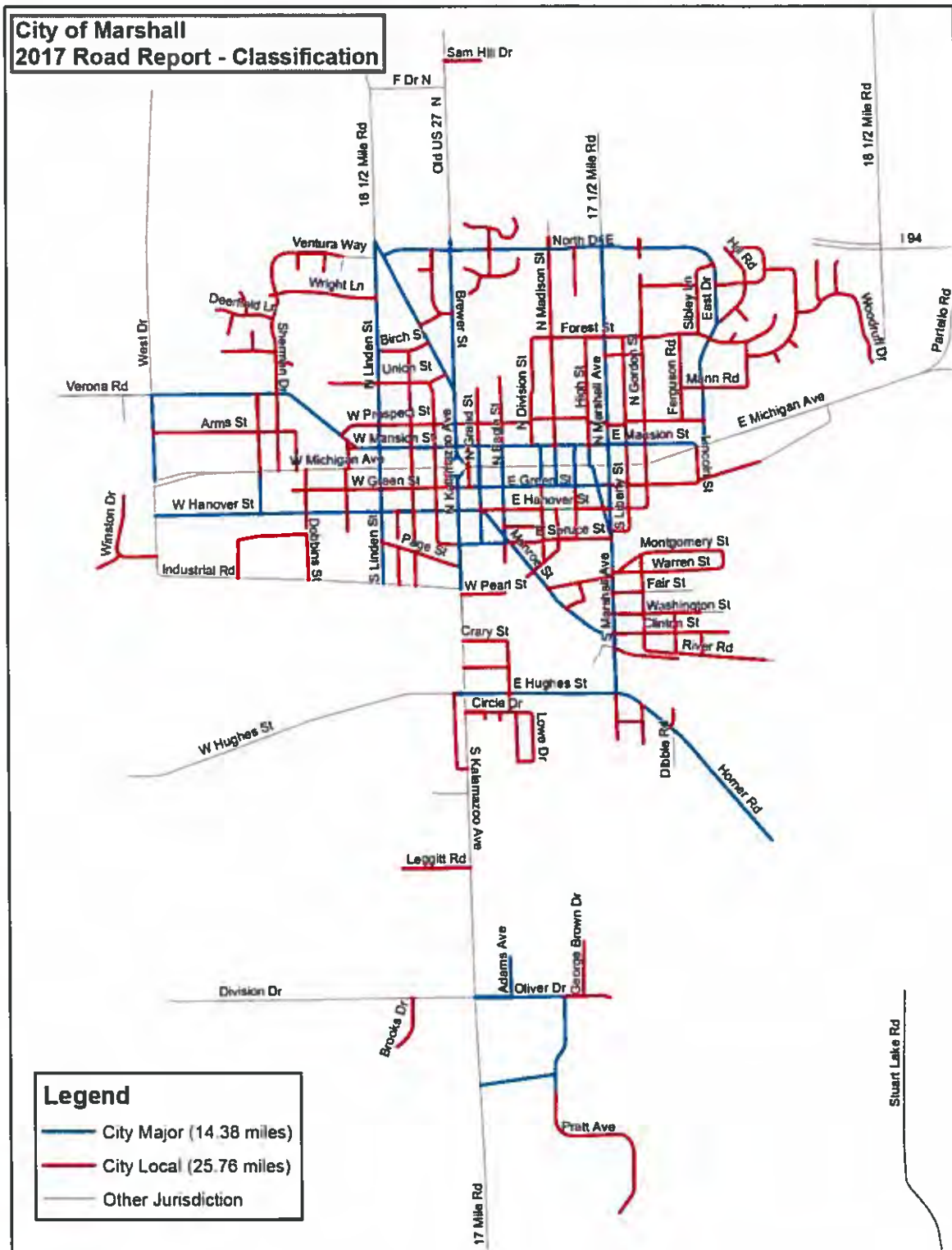


Figure 1 – Street Major/Local Designations



Figure 2 – Entire System 2017 PASER Ratings



Figure 3 – 2017 “Good” Rated Roads



Figure 4 – 2017 “Fair” Rated Roads

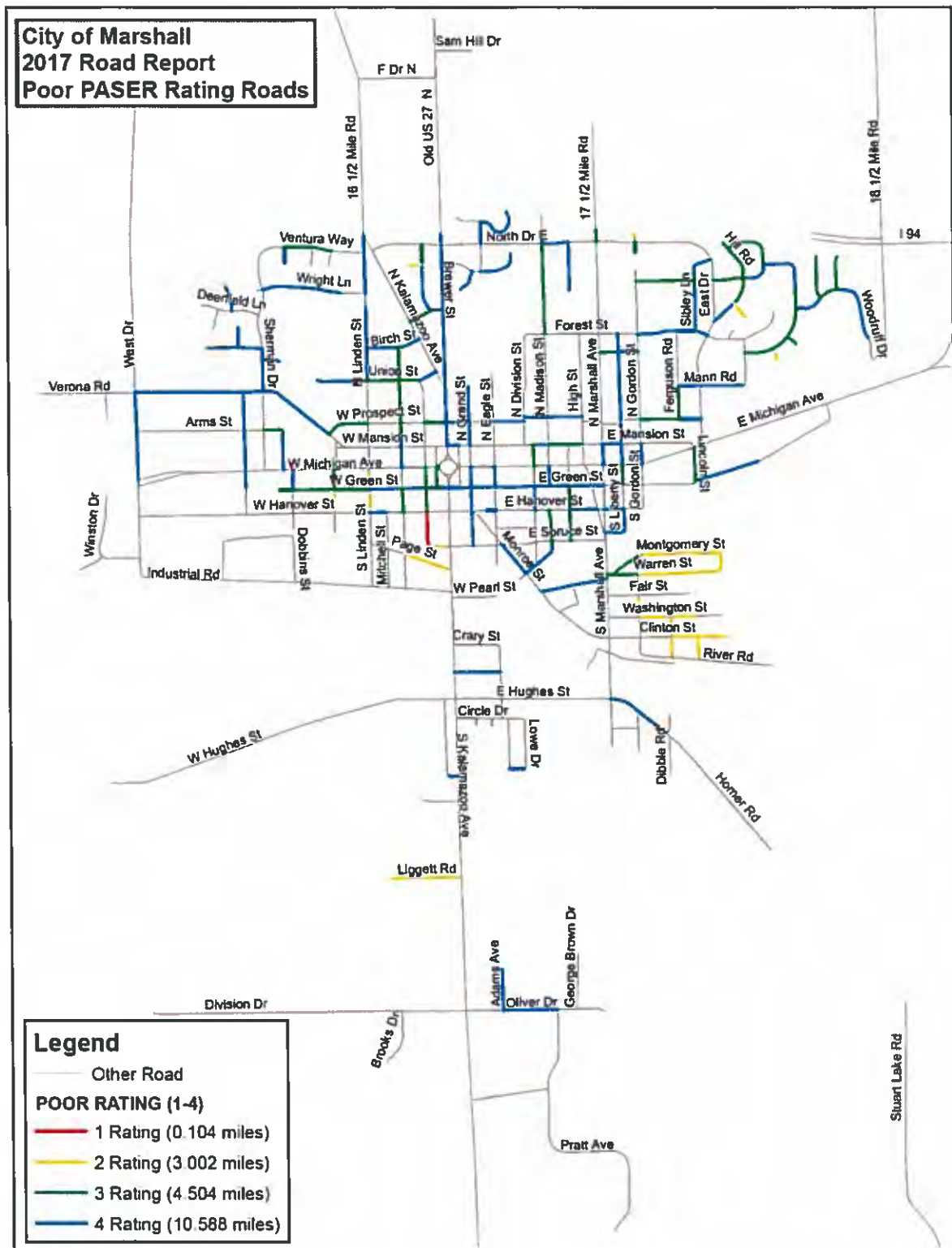
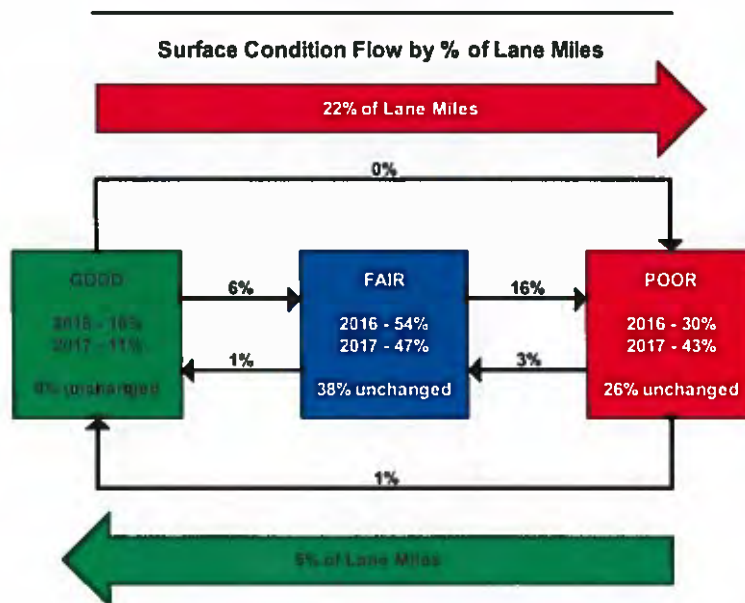
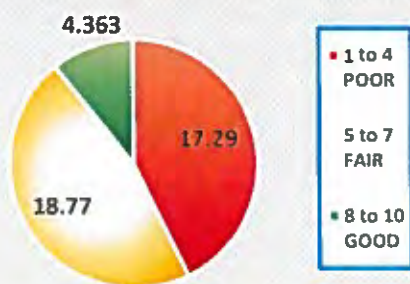


Figure 5 – 2017 “Poor” Rated Roads

**ENTIRE SYSTEM: GOOD-FAIR-POOR TREND
2016 TO 2017**



2017 - OVERALL SYSTEM



2016 - OVERALL SYSTEM

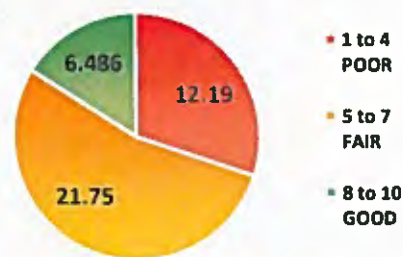


Figure 6 – City of Marshall – Overall Street Trend

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

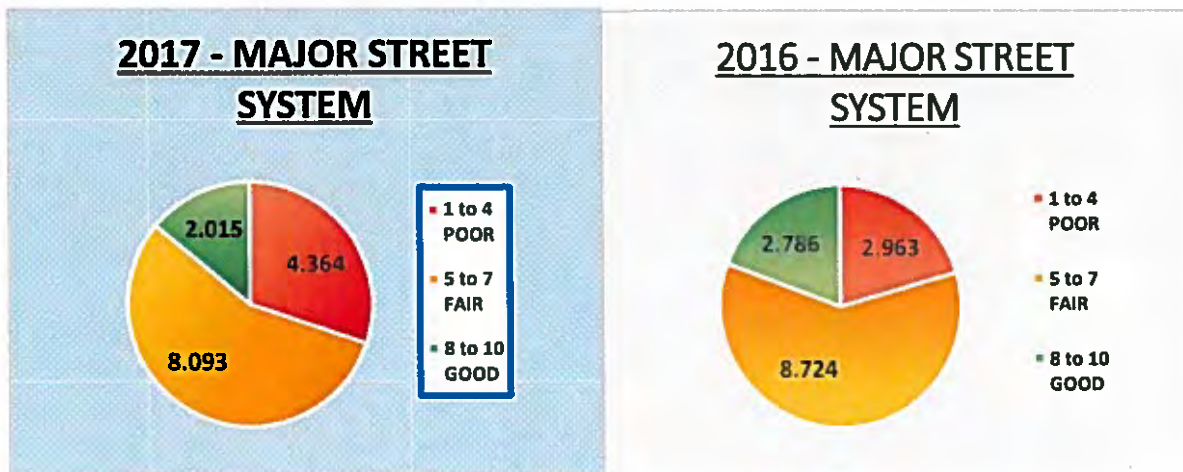
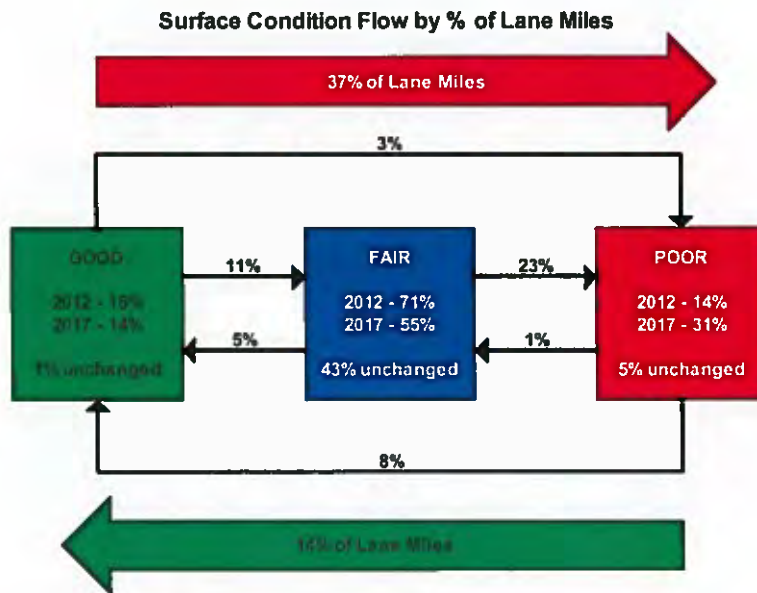


Figure 7 – City of Marshall – Major Street Trend

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

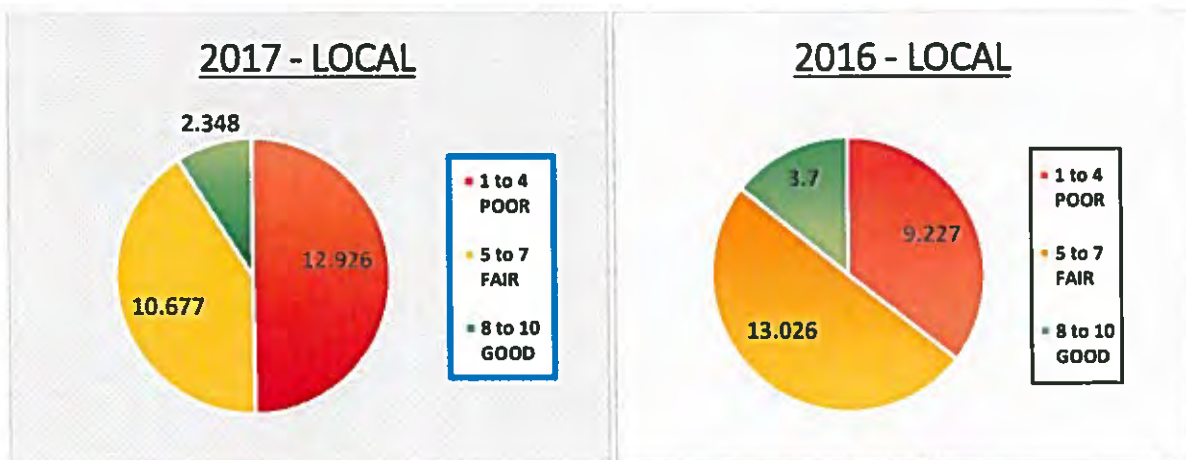
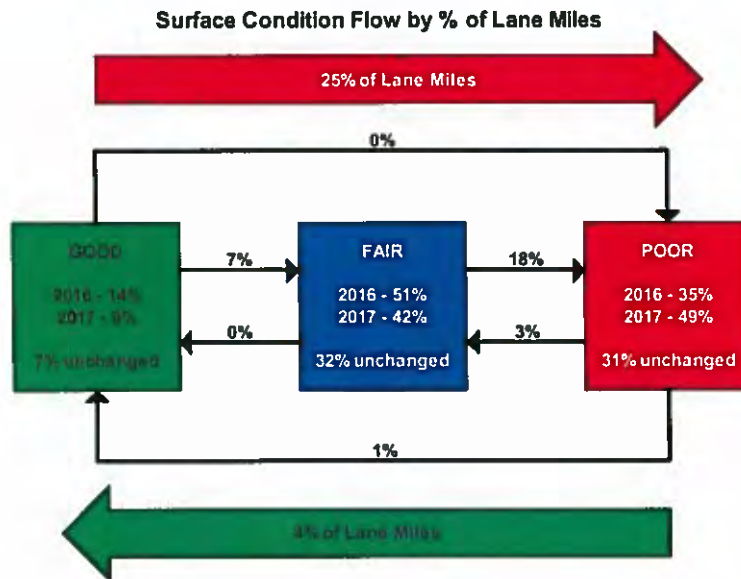


Figure 8 – City of Marshall – Local Street Trend