

COUNCIL WORKSHOP – FEBRUARY 28, 2012

The work session of the Common Council of the City of Marshall was held on February 28, 2012 in the Professional Room at the Marshall Middle School, 401 South Saratoga Street. The meeting was called to order at 8:00 P.M. by Mayor Byrnes. In addition to Byrnes the following members were present: Hulsizer, Doom, Sanow, DeCramer, Boedigheimer and Sanow. Absent: none. Staff present included: Ben Martig, City Administrator; and Thomas M. Meulebroeck, Finance Director/City Clerk. Others in attendance included: David Sturrock, Chairperson Charter Commission.

REVIEW MUNICIPAL WARD BOUNDARY ADJUSTMENTS:

Ben Martig, City Administrator, indicated that City governments must redistrict or reestablish all precincts after state redistricting. The deadline for City Council adoption of the precincts is April 3, 2012. Reestablishing precincts is a routine process of verifying that existing precinct boundaries meet legal requirements and then reconfirming those boundaries. Redistricting precincts is required when it is determined that existing precincts do not meet the requirements in law, particularly if new legislative or congressional districts have split existing precincts. Cities may also find this to be a good time to realign precincts to eliminate precincts split by school districts, adjust or add additional precincts to accommodate growth, or to change polling places.

Cities with wards must redistrict ward boundaries to ensure compliance with ward population equality and other legal requirements. The population from one ward to the next must be within 10% variance, or in the case of Marshall there may not be a variance exceeding 456 population from one ward to the next. Marshall will need to adjust between 2-3 existing ward boundaries to come in compliance. If Marshall fails to redistrict their wards within 60 days after the state legislature has been redistricted, the mayor and city council members will not get paid until redistricting is completed.

City staff provided a review of the existing Marshall Ward map along with five alternative boundary adjustments. The Charter Commission met on Tuesday, February 21, 2012 and generally supported Option 5 as it made the boundary in the S. High Street area contiguous with the E. College Dr. which is a major roadway. Staff's concern with this option is it "cleans up" the area on E. College Dr., High St. but then creates a new boundary in a residential of Ward 1 that is not following major roadways. So in effect it cleans up one area and makes a problem in another.

City staff is supporting Option 4 at this time as it follows E. Southview and Saratoga and also creates more consistency in an area of Ward 1 that was not following major roadways. There is still an issue with the S. High Street/College Dr. area but it is the existing boundary so consistency is still retained with those who reside there.

Thomas M. Meulebroeck, Finance Director/City Clerk, reviewed options one through four for the redistricting from the current boundaries to potential changes in each Ward. It was the general consensus of the City Council to direct City staff to prepare an ordinance based on option 4 for the ward boundaries in the City of Marshall based on the 2010 census.

David Sturrock, Chairperson Charter Commission, did review option 5 as supported by the Charter Commission.

REVIEW CITY CHARTER AMENDMENTS, CHAPTER 6, SEC. 6.05 PURCHASES AND CONTRACTS AND CHAPTER 7, SEC. 7.05 PREPARATION OF THE ANNUAL BUDGET AND SEC. 7.10 DISBURSEMENTS:

Ben Martig, City Administrator, reviewed some amendments to the City Charter under Section 7 to allow for the creation of a dedicated fund for the endowments. Since the City of Marshall is looking at some amendments staff took a complete review of the City Charter for potential amendments. There are several amendments of what staff believes are administrative in nature recommended for adoption in

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order to be consistent with current city practice.

Mr. Martig indicated that the changes are being updated to reflect current practice and administrative improvements to the language. The Charter Commission reviewed the amendments on Tuesday, February 21, 2012 and agreed with the changes to Chapter 6, Section 6.05 and Chapter 7, Section 7.05 and 7.10 and gave their support to bring the ordinance forward to the Council for review. The ordinance will require unanimous council approval in order to pass. If acceptable, staff would bring back to the Charter for recommendation to Council which then would require the ordinance approval process with unanimous approval required. It was the general consensus of the City Council to direct City staff to draft an ordinance to approve the recommended changes to Chapter 6, Section 6.05 Purchases and Contracts and Chapter 7, Section 7.05 Preparation of the Annual Budget and Section 7.10 Disbursements.


REVIEW PROPOSED CITY CHARTER AMENDMENT, CHAPTER 7:

Ben Martig, City Administrator, indicated that the City Council had received \$2 million from the hospital sale that was “undesigned” for city purposes. The Council had previously agreed to hold these funds in a restricted city account for the purpose of setting up a fund similar to an endowment fund in which interest earnings could be used to fund specific city projects. A significant portion of these earnings are dedicated for 15-years toward the new library debt service repayment as approved by Council. Additionally, the Council had requested that the fund be restricted from future council’s to be able to utilize at least the principal \$2 million received from the hospital funds.

Staff presented at a January work session to the City Council a recommendation to establish a combination of a charter amendment to create and restrict the fund along with an ordinance and related policies to guide the uses and process to distribute funds in the future. The changes are being updated to reflect current practice and administrative improvements to the language.

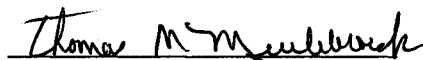
The Charter Commission reviewed the amendments on Tuesday, February 21, 2012 and agreed with the changes and gave their support to bring the ordinance forward to the Council for review. The ordinance will require unanimous council approval in order to pass so we are looking for any comments in gaining unanimous approval on the changes. If acceptable, staff would bring back to the Charter for recommendation to Council which then would require the ordinance approval process with unanimous approval required. It was the general consensus of the City Council that City staff be directed to draft an ordinance for a Charter Amendment to Chapter 7 to create and restrict a fund similar to an endowment fund and to include the related policies to guide the uses and process to distribute funds in the future.

Ritter moved, Doom seconded, that the meeting be adjourned. All voted in favor of the motion.



Mayor of the City of Marshall

ATTEST:


Financial Director/City Clerk