



Supplementary February Council Packet

This Packet is Supplementary to the January 2026 Packet Already Posted and Provided to the Elected Officials. It only includes new documents not previously provided. If you require copies of those documents, please review the link for the January packet on the City Website.

Thank you,

Charles Adam Ledford



Meeting Notice & Agenda

MARION CITY COUNCIL

Monday February 16, 2026 – 5:00 PM

Marion City Hall, 217 South Main Street, Marion, KY

Agenda

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Prayer**
- IV. Public Comments**
- V. Minutes**
 - a. Consideration of approving minutes of December 15, 2025, regular meeting
- VI. New Business**
 - a. Consideration of Confirming Mayoral Appointments to:
 - i. 911E Board
 - ii. City/County Park Board
 - iii. City/County Airport Commission
 - iv. Marion Planning & Zoning Commission
 - v. Marion Code Enforcement Board
 - b. Discussion on 10-Year Strategic and 5-Year Capital Planning (CIP)
 - c. Consideration of Subcommittee Proposal
 - d. Consideration of the 2026-2027 Budget Planning Schedule
 - e. Discussion on Proposed Improvements by Kentucky League of Cities to Reduce Insurance Coverage Cost
 - f. Introduction and First Reading of Ordinance #26-02 entitled, “AN ORDINANCE OF THE CITY OF MARION, KENTUCKY, AMENDING CHAPTER 35: PERSONNEL POLICIES TO AMEND THE EMPLOYEE HANDBOOK FOR EMPLOYEES OF THE CITY TO ADD CYBERSECURITY”
 - g. Discussion on Ordinance #92 Related to Nuisance Vehicles
 - h. Review of City Financial Status Through Mid Fiscal Year (2025-2026)
 - i. Introduction and First Reading of Ordinance No. 26-01 entitled, “AN ORDINANCE AMENDING ORDINANCE #25-9 ADOPTING THE CITY OF MARION, KENTUCKY ANNUAL BUDGET FOR FISCAL YEAR 07/01/2025 THROUGH 06/30/2026 BY ESTIMATING REVENUES AND RESOURCES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT”
- VII. Continuing Business**
 - a. Consideration of Resolution No. 25-07 entitled, “A RESOLUTION OF THE CITY OF MARION, KENTUCKY, TO ENTER INTO AN AGREEMENT WITH CRITTENDEN-LIVINGSTON COUNTY WATER DISTRICT FOR WATER”
- VIII. Closed Session**
 - a. Consideration of Going into Closed Session Pursuant to KRS 61.810(1)(c) “Discussions of Proposed or Pending Litigation Against or on Behalf of the Public Agency”

IX. Department Reports

- a. City Administrator/Treasurer
- b. Police
- c. Fire
- d. Water Plant
- e. Sewer Plant
- f. Code Enforcement/Planning & Zoning/Board of Adjustment
- g. Public Works

X. Mayor/Council/Staff Comments, Reports, and Questions

XI. Adjourn

To: Mayor and City Council
From: Adam Ledford, City Administrator
Re: Agenda Description
Date: February 16, 2026

I. Call to Order – Presiding Officer: Mayor D’Anna Browning

II. Pledge

III. Prayer

IV. Public Comments: Actionable items presented during public comments are recommended to be assigned to the agenda for the next regular meeting unless emergency action is required. This ensures that a proper evaluation of the issue may be conducted prior to final council action.

V. Minutes

A. December 15, 2025

Your packet includes:

- A copy of the December 15, 2025, Regular Meeting Minutes
 1. It is unnecessary to abstain from voting if you were not in attendance. A motion and second following by a called vote are required. If you have any proposed corrections you would like to submit prior to the meeting, please contact the office and speak with Cortny. Any proposed modifications will be submitted on the night of the meeting at your location in the council chambers.

VI. New Business

A. Mayor’s Appointment Confirmations

Your packet includes:

- A draft of appointments as of 2/11/2026 (an update may be provided during the meeting)
 1. The Mayor will share her appointments with the public. Several appointments were due at the end of the calendar year. It is the role of the Mayor to make an appointment and the role of the council to consider confirmation of that appointment (think of the process as similar to what federal judges go through).
 2. Potential appointments may occur for:
 - 911E Board
 - City/County Park Board
 - City/County Airport Commission
 - Marion Planning & Zoning Commission
 - Marion Code Enforcement Board

3. Upon any discussion about the potential appointments, the council can consider any combination of approval (all at once, one-by-one, or a mix). A motion and second following by a called vote are required.

B. Discussion on 10-Year Strategic and 5-Year Capital Planning (CIP)

Your packet includes:

- A copy of the 2017 Goal Setting & Strategic Plan Program
- A preliminary 2025-26 5-Year CIP Draft

1. Standard municipal accounting & management practices include, at a minimum, a 5-Year capital plan to identify projects and equipment. This ensures the city is meeting a responsibility to plan for long-term health of the community and organization. Besides the critical role it plays in planning, it also identifies a separation between one-time purchases (with reserve funds are partially available to support) and annual operating and maintenance expenses in addition to factoring into obtaining federal and state grants (they all include points in their application process for proper planning by the applicant). It will be my proposal to reestablish a capital plan as part of the 2026-27 budget process.

2. Industry standards over the last 20 years have additionally recognized the expanded need to plan beyond 5 years, but at a more generic level. The last work towards developing a strategic plan was conducted in 2017. It is typical to conduct a full plan every 5 years while conducting minor evaluation and updates no less than every year. It will be my proposal to engage development of a new plan this summer/fall.

3. As a discussion, there is no anticipation of official council action during the January meeting.

C. Subcommittee Proposal

Your packet includes:

- A copy of the signup form

1. In years past, this was a program I proposed to better incorporate council members in the operations of city government. I understand a version of it continues but I think the intent had been lost. The expanded role would include a larger involvement earlier in the process of areas a council member has identified as a segment of the city they wish to learn or be active in.

In some cases, it is being at a committee/board/commission meeting where their attendance can provide real-time ideas and opinions on proposed actions. In other cases, the appointment is an actual voting member of the board. Internal organizational appointments may be involved in potential policy before being presented to the full council.

2. Since there has already been a version of appointments set previously, we can discuss if this is potentially adding more options for involvement.

D. 2026-27 Budget Planning Schedule

Your packet includes:

- A proposed schedule
 1. As we turn to 2026, it is time to start preliminary work on the next fiscal year budget. The process usually includes several steps taking place between late January and ending with passing a budget before the June 30th deadline. The proposed schedule is simply a formal guideline to make everyone aware of the steps and when to expect certain action. Some of the steps are established by state statutes while others are either accounting or municipal standards.
 2. I will ask for a vote requiring a motion and second to accept the proposed schedule.

E. Discussion on KLC Insurance Cost

Your packet includes:

- A recommended improvement list originally provided to the city during the summer of 2025 (from Ben Cook, KLC)
 1. I received a visit from Ben Cook in January 2026 to review insurance coverage and cost. During that meeting, he shared recommendations made to the administration last summer that, if implemented prior to March 1, 2026, would have a direct impact on discounts for liability, worker's comp, and property insurance coverage for the city. Action is being taken to incorporate several of the recommendations by the deadline in order to save thousands of dollars and improve safety across the entire organization.
 2. No formal action is anticipated on this subject.

F. Intro & 1st Reading Ord 26-2 Employee Handbook Update - Cybersecurity

Your packet includes:

- An ordinance amendment
 1. The US Dept of Homeland Security, Cybersecurity and Infrastructure Security Agency (CISA) recommend a proactive method of projecting customer sensitive information and regular training to improve cybersecurity. As part of improved protections on a local level, I am proposing implementation of a formal policy, codified within the employee manual. The actual procedure used by the staff is a protected document not subject to open records (for obvious security reasons). Every employee will be offered training as part of their onboarding orientation and on an annual basis thereafter.
 2. The mayor will require an Introduction to perform the 1st reading. The council may take action to modify the ordinance on 1st reading as well.

G. Overview of Nuisance Vehicle Ordinance

Your packet includes:

- A portion of Ordinance 92 on Abandoned & Junk Vehicles
 1. Tanya will lead an overview of the city's ordinance on abandoned and junk vehicles. This is further public communication in advance of a ramped-up enforcement effort scheduled for 2026. This is one of a number of

increased enforcement measures being planned with preliminary communication to notify the public before formal action occurs. A proposed annual contract for towing and impounding for nonconforming vehicles is in the process of development and negotiations prior to formal consideration by the council.

2. No formal action from the council is expected on this topic.

H. Mid-Year Financial Review

Your packet includes:

- A PowerPoint presentation covering the points of greatest interest
- A supplemental financial handout

1. I will lead a review of the budget through the first half of the fiscal year. The review will focus on minor and serious corrective actions necessary to resolve important matters. Most notably, a projected loss in sewer utility revenues to operating & maintenance expenses between \$290,000 and \$310,000. The ramifications related to our loans with the Kentucky Infrastructure Authority (KIA) warrant a complete overhaul of the financial plan.

2. No formal action is anticipated on this subject. It is a precursor to action on the next agenda item.

I. Intro & 1st Reading Ord 26-1 Budget Amendment

Your packet includes:

- An ordinance amending the 2025-26 budget

1. After reviewing the Mid-Year financial report, I will recommend considering a significant budget amendment. This amendment is intended to:

- Update projections based on current and historical data
- Correct previously made errors & omissions included in the original budget
- Incorporate changes approved by the council since July 1 of 2025

The goal of this budget amendment is to:

- Avoid a KIA mandated sewer rate increase
- Avoid violations of state statutes and state/federal general accounting principles for municipal government finances

2. The mayor will require an Introduction to perform the 1st reading. The council may take action to modify the ordinance on 1st reading as well.

VII. **Continuing Business**

A. Resolution# 25-07 – Water Purchase Agreement with CLWD

Your packet includes:

- Resolution# 25-07
- A copy of the proposed Agreement with CLWD

1. Resolution 25-07 would authorize the mayor to sign an agreement with CLWD to match the wholesale cost being offered to all other wholesale customers.

This is the final reading; adoption is delayed until the ordinance is published.

The council may take different actions

- **Vote:**
A council member may move to approve the ordinance as presented. Along with a second and discussion, the mayor may then call the question. A roll call vote will then be conducted to determine the outcome. If the ordinance fails to obtain a motion or a second, it is deemed dead.
- **Modify the Question:**
Any council member may propose a motion to modify the original question (motion) being considered. The mayor will then ask for a second to the modification, if one is given, the council will then discuss the modification and vote on it before returning to action on the original question (modified or not based on the vote).
- **Table:**
If the council believes the ordinance is not ready for adoption for any reason, but wishes to continue to consider action, a motion may be made to table consideration until the next meeting or at the time they designate.

VIII. Closed Session

A. Consideration of Closed Session Pursuant to Pending Litigation

- The legal advisor will lead the council through the necessary steps to enter and return from closed session.

IX. Department Reports

Your packet includes (may include supporting information):

- City Administrator/Treasurer Report
- Police Report
- Fire Report
- Water Plant Report
- Sewer Plant Report
- Enforcement, BOA, and P&Z Report/Minutes
- Public Works Report
- Tourism Update
- Airport Commission Update
- Park Commission Update

X. Mayor/Council/Staff Forum

- The mayor coordinated to offer a warm location during recent extreme weather conditions.

- The city experienced a minor cybersecurity situation related to email. No sensitive or privileged information or software was exposed.

XI. Adjournment

TO: Marion City Council
DATE: February 16, 2026
FROM: Adam Ledford
RE: City Administrator's Report

1. 2025-26 Year to Date Budget

Since I will be conducting a complete review of the first half of the fiscal year, I have not included the typical analysis in this month's report.

2. FEMA

Since the December council meeting, we have isolated and identified projects FEMA still needs estimates from the city to fully consider the financial package within our request. The projects were all identified in conjunction with their field representation team and Crittenden County EMA. Greg Tabor has been tasked with working with potential service providers to develop these estimates. We have indicated to FEMA those estimates should be in their hands no later than mid-February. Once that step is completed, FEMA will need some review time to let us know what amount is approved so we can then move to bidding phase. Without knowing FEMA's timeline for review, it is hard to put an anticipated date for construction, but I would assume late spring to summer. We are also currently working through FEMA's EHP Survey (Environmental and Historical Preservation).

3. Sewer Plant Phosphorus Effluent Violations

The city was notified in December of violations related to average phosphorus effluent violations. Representatives from Eclipse Engineering and Water Division worked with the city operators to increase solid remove from the process in lieu of the expense of additional chemicals (elevated option). Initial lab results indicate the level is moving towards full compliance, however, as we have continued to monitor, we are now moving back to implementing the elevated solution as initial success has proven inconsistent. A corrective action plan has been submitted to the Division of Enforcement.

4. 3-Year Water System Survey

Last Spring, the Division of Water conducted their 3-year survey of the Marion water system, identifying a series of recommendations and two corrective measures. A response was due from administration back in August but did not happen. After being made aware of the city's oversight and apologizing, I worked with Jeff to review the issues and provide a formal response that corrects some answers provided by administration back in the Spring of 2025, offered a corrective action plan for the 2 measures, and created a path to implement many of the recommendations before the end of the fiscal year.

5. PeADD Meeting

During the month of January, the Mayor assigned me as her designee to the PeADD executive board. At their January meeting I:

- Collected information on social services provided within the county and spoke with Harold Monroe, CEO of PACS, about opportunities to improve the situation for those living in Crittenden County by using some volunteer support rather than paid staff.
- Arranged with Amy Frogue, Director of Community & Economic Development, to assist us in reviewing trail and park plans against grant opportunities for future fiscal years.
- Learned about current and upcoming grant opportunities offered through partnership with PeADD.

In February the board:

- Reviewed additional grant funding options. Those identified opportunities have been shared with administration, maintenance, and police as we look at benefiting.

6. 250th Committee

The Mayor and I attended the committee meeting at the Library in January & February. During the meetings, I was asked to organize a committee related to many city government interests:

- Energy Plan
- Insurance Coverage
- Parking Plan
- Emergency Plan

I have developed a draft emergency plan based off FEMA guidelines and arranged with other subcommittees to understand the event schedule to formal produce a parking and energy plan over the next few weeks.

7. One-on-One Meetings

Since the last council meeting, I have scheduled and conducted individual meetings with each of you to develop a better understanding of best methods to communicate with you, learn what your priorities are, and share some preliminary information related to city subjects.

8. Leadership Team Meetings

In early January, I organized a Leadership Team meeting representing the different departments of the city with staff members to review current issues and foster multi-department solutions. As an example, we identified an opportunity between maintenance and the water department to solve a chemical injection heating issue without the need to purchase an expensive new heating unit, maintenance had a used model they were not currently in need of. **I wish to complement Jeff Black and Greg Tabor for recognizing the opportunity and working to implement the improvement.**

At the February meeting, we reviewed standard operating procedures (SOP's) for water leak reports; discussed strategic planning; and discussed implementation of the safety committee plan. I will be addressing this in more detail during the meeting. I also submitted initial budget and capital plan documents to the departments as outlined in the budget schedule. A winter storm debriefing was added on since the meeting had to be postponed until after most the situation was resolved.

9. White Board Development/Implementation

Over the next few weeks, you will notice a large whiteboard going up on the common wall in the city office. This board will offer visibility on equipment purchases, projects, and long-term improvements; the current action items; champions; and core reason for the activity. It will be on public display for full disclosure.

10. File Sharing Server

I am working on a project to develop a shared server for local files in the administration department. This will resolve a major issue of access to documents necessary for multiple users and prevent both loss of access to historical files and misuse of out-of-date revisions of forms.

11. Update on Water Supply Solutions

The Mayor and I both attended a meeting of the CLWD board at the Crittenden County Office Building in January. The focus was on progress of Phase II (the expansion of the water plant). Here are the highlights of the engineers:

- Preliminary Engineering Report (PER) is complete.
- Design & Approval Stage is expected to take 12 months.
- Bidding Stage is expected to take 4 months.
- Construction Stage is expected to take 18 months.
- Substantial Completion would be roughly 34 to 36 months.
- Funding through the Design & Approval Stage is currently identified.

12. Winter Storm/Executive Order

Over later part of January through the first few days of February the area received significant snowfall followed by extended subfreezing temperatures. The rare combination created strain on resources, manpower, and course of public meetings. For 12 days straight, the office was manned during most of each day to received phone calls related to community needs. The water department worked overtime, 7 days a week, to assure water was available and maintain steady reserves, knowing that leaks and dripping practices would be a reality over the extended time period. The police department worked to assist travelers, clear roads from obstructions, keep an eye on the heating center, and conducted their normal public safety responsibilities 24-7. The maintenance department worked 12 days straight, including significant overtime to address water leaks, road conditions, and frozen lines.

We have hired M&G to provide water leak repair support as we continue to respond to the lingering impact of the winter event. One advantage to the slow snow melting was the continued recharge of city water supply during a time when CLWD was unable to support the community's need.

13. Birthday Event

On February 22, 2026, the city will be celebrating a birthday. To mark the anniversary, the city will be inviting people to enjoy cake with us at the city office on Monday, February 23 all day while supplies last. The cake was donated by a local resident. Additional plans have been coordinated to display art at the facility in honor of the occasion.

14. VFW Storage & Display of Military Banners
Arrangements are being made to have the community banners on display at the VFW in town while not being displayed on the light poles. The hanging presentation will allow for a broader opportunity to view them between hangings. The final details are still in the process of being worked out.
15. Decorative Flag Poles
A push to replace some damaged flag poles in the downtown area has been direct at the team. We have been working to track down vendors for the same style and model previous purchased during the TAP grant project. Pricing has jumped on the decorative lights, but they are still available. Electrical services are being requested as well.
16. Street & Alley Review
As soon as winter events settle, Greg will conduct a new road survey and present the proposal to the council for budget planning as part of the upcoming fiscal year capital plan.
17. Leaf Collection
Now that the vacuum is working again, maintenance is planning to implement a leaf sweep as soon as the weather dries enough to permit it. The focus will be to eliminate lingering piles left for collection prior to the winter season.
18. Storm Drain Maintenance
Greg and I are working on a SOP to make sure that every spring and early winter the storm drain system is cleaned to prevent backups. This will improve road conditions and possibly limit water in basements.
19. Job Opening in Maintenance Department
There is a current job opening in maintenance. The application period closed on Friday. Interviews will begin this week. We are also discussing some part-time seasonal positions for the summer to assist primarily with low skill duties.
20. Orientation
On January 21, I hosted an orientation for all employees hired over the last few years primarily to review the employee manual, expectations, cyber security training, KLC insurance/safety recommendations, training/certification opportunities, facility/organizational structure review.

TO: Marion Mayor & City Council

DATE: February 10, 2026

FROM: Layten Croft 

RE: Treasurer's Report

The following report will reflect some of the projects I worked on/participated in throughout the last few weeks. If there are any questions, please contact me or Adam. Thank you.

- W-2 & 10-99
All W-2's were processed. They were submitted to the Social Security Administration and the Kentucky Department of Revenue as well as passed out/picked up/mailed via USPS (on January 23, 2026). All 10-99's were processed. They were submitted to the IRS on January 26, 2026.
- WWATERS Grant/Draw #3
A wire of \$231,638.84 was received on 1/28/2026 for the WWATERS Draw #3. Core & Main (meters), D-Port Drilling (utility work), R&S Solutions (water meter installers) and Eclipse Engineering were all paid for their respective invoices out of said draw.
- DLG Semi-Annual Program Income Report
Adam and I worked on and submitted this report to DLG on 1/23/26. This report reflects the Revolving Loan Fund and its transactions and account balance.
- Leadership West Kentucky
I attended orientation classes on 1/28/26 and 1/29/26 in Paducah, KY. I am honored to represent the City of Marion and Crittenden County in such a wonderful program.
- Payroll & AP
Two payroll and accounts payable cycles were processed, with respective reports submitted to the federal and state governments.
- Splashtop Access
During the winter weather event I had the opportunity to try a "new to us" program that United Systems offers to its customers to allow me to work remotely.
- Franchise Bills
I received, created and mailed four franchise tax bills to KU, Kenergy, AT&T and Mediacom on 2/5/2026. The total due for these four bills to the City of Marion is \$14,157.08
- Occupational License Fees
Quarterly Payroll- To date this quarter (reflective of 2025 4Q payroll) \$125,404.69 has been processed and deposited.
Business License - \$5,850.00 has been collected in business licenses. I will be sending out delinquent reminders later this month.
- Administrative Office of the Courts
AOC was invoiced for rent due in January in the amount of \$3,500.00 for a total of 10 days occupied. Outside of typical court days there was a jury trial held inside City Hall.
- Employee Information
The city on-boarded one new employee this past month to work part-time for the water plant. That employee has a Class IV water license.
- Tourism/ABC
Tourism fees collected this quarter equaled to be \$79,241.16. This amount does not include one local restaurant. I have reached that restaurant, and they are supposed to be getting us their return this week. I then processed the check due to Tourism. Tourism is due to receive 98.5% of that amount totaling \$78,052.54. I wrote and delivered that check to Michele on 2/10/2026.

General Fund Budget Balance Report

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2025-39	
Revenues	Actual	Proposed	Actual							
	\$ 1,542,853	\$ 1,656,064	\$ 1,889,588	\$ 2,392,498	\$ 2,438,000	\$ 2,096,321	\$ 3,742,469	\$ 2,061,630	\$ 1,799,082	87.27%
Expenses										
Administration	\$ 457,350	\$ 434,320	\$ 456,634	\$ 744,474	\$ 812,088	\$ 571,653	\$ 2,541,440	\$ 545,381	\$ 941,290	172.59%
Appropriations	\$ 11,006	\$ 16,303	\$ 6,303	\$ 38,672	\$ 93,281	\$ 5,201	\$ 5,252	\$ 6,551	\$ 5,252	80.17%
Parks & Recreation	\$ 75,749	\$ 81,598	\$ 88,607	\$ 89,730	\$ 92,047	\$ 89,036	\$ 220,038	\$ 60,025	\$ 47,306	78.81%
Police	\$ 445,900	\$ 449,584	\$ 469,298	\$ 504,799	\$ 465,360	\$ 483,338	\$ 520,485	\$ 590,764	\$ 339,724	57.51%
Streets	\$ 34,577	\$ 26,996	\$ 128,413	\$ 81,297	\$ 275,942	\$ 248,722	\$ 97,395	\$ 124,826	\$ 42,174	33.79%
Fire	\$ 48,795	\$ 77,732	\$ 65,570	\$ 67,638	\$ 75,390	\$ 57,582	\$ 75,775	\$ 67,494	\$ 123,808	183.44%
E911	\$ 283,211	\$ 330,876	\$ 269,344	\$ 252,843	\$ 282,249	\$ 251,223	\$ 5,687	\$ -	\$ -	-
P&Z	\$ 67,773	\$ 55,090	\$ 19,111	\$ 53,145	\$ 54,133	\$ 14,240	\$ 24,360	\$ 48,572	\$ 38,549	79.36%
Total Expenses	\$ 1,424,361	\$ 1,472,499	\$ 1,503,280	\$ 1,832,598	\$ 2,150,491	\$ 1,720,995	\$ 3,490,432	\$ 1,443,613	\$ 1,538,103	106.55%
Balance	\$ 118,492	\$ 183,565	\$ 386,308	\$ 559,900	\$ 287,510	\$ 375,326	\$ 252,037	\$ 618,017	\$ 260,979	

Water & Sewer Fund Balance Report

Revenues

	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2025-26
	Actual	Proposed	Actual												
Water	\$ 786,196	\$ 648,826	\$ 679,968	\$ 670,117	\$ 564,191	\$ 642,156	\$ 662,111	\$ 650,573	\$ 613,728	\$ 757,906	\$ 531,908	\$ 778,663	\$ 1,029,951	\$ 2,767,600	\$ 710,798
Sewer	\$ 452,436	\$ 442,121	\$ 434,158	\$ 438,991	\$ 715,563	\$ 675,507	\$ 782,190	\$ 857,292	\$ 921,314	\$ 1,133,680	\$ 1,125,348	\$ 1,113,440	\$ 1,849,151	\$ 6,365,818	\$ 1,111,086
Total Revenues	\$ 1,238,632	\$ 1,090,947	\$ 1,114,126	\$ 1,109,108	\$ 1,279,754	\$ 1,317,663	\$ 1,444,301	\$ 1,507,865	\$ 1,535,042	\$ 1,891,586	\$ 1,657,256	\$ 1,892,103	\$ 2,879,102	\$ 9,133,418	\$ 1,821,884
															19.95%

Expenses

Water Adm'n	\$ 81,972	\$ 88,565	\$ 113,640	\$ 119,179	\$ 42,953	\$ 34,247	\$ 32,602	\$ 33,456	\$ 26,429	\$ 26,760	\$ 26,750	\$ 83,924	\$ 42,090	\$ 67,542	\$ 25,930
Sewer Adm'n	\$ 45,865	\$ 43,497	\$ 66,395	\$ 62,872	\$ 80,038	\$ 211,398	\$ 126,866	\$ 64,695	\$ 120,348	\$ 135,933	\$ 152,487	\$ 163,312	\$ 154,658	\$ 208,550	\$ 89,907
Sewer Plant	\$ 211,623	\$ 232,820	\$ 253,467	\$ 258,851	\$ 232,118	\$ 280,830	\$ 268,644	\$ 335,277	\$ 338,596	\$ 303,895	\$ 348,194	\$ 341,990	\$ 389,609	\$ 5,322,193	\$ 264,976
Sewer Maint	\$ 131,690	\$ 142,732	\$ 112,877	\$ 122,496	\$ 103,042	\$ 76,157	\$ 80,542	\$ 92,325	\$ 68,381	\$ 66,509	\$ 86,297	\$ 94,024	\$ 64,964	\$ 90,802	\$ 35,916
Water & Sewer Debt	\$ 145,653	\$ 139,710	\$ 174,431	\$ 173,600	\$ 175,806	\$ 182,788	\$ 181,398	\$ 180,887	\$ 193,905	\$ 209,827	\$ 218,539	\$ 228,723	\$ 289,555	\$ 835,650	\$ 59,810
Water Plant	\$ 339,072	\$ 326,418	\$ 335,301	\$ 331,649	\$ 291,312	\$ 335,045	\$ 349,073	\$ 393,368	\$ 363,289	\$ 374,148	\$ 542,057	\$ 382,665	\$ 809,091	\$ 2,329,240	\$ 283,714
Water Maint	\$ 187,156	\$ 236,458	\$ 155,544	\$ 155,862	\$ 113,259	\$ 98,307	\$ 133,024	\$ 132,369	\$ 136,627	\$ 172,433	\$ 336,817	\$ 8,780,971	\$ 118,082	\$ 121,963	\$ 1,045,003
Total Expenses	\$ 1,143,031	\$ 1,210,200	\$ 1,211,655	\$ 1,224,509	\$ 1,038,528	\$ 1,218,772	\$ 1,172,149	\$ 1,232,377	\$ 1,247,575	\$ 1,289,505	\$ 1,711,140	\$ 10,075,008	\$ 1,868,049	\$ 8,975,939	\$ 1,805,256
															20.11%
Balance	\$ 95,601	\$ (119,253)	\$ (97,529)	\$ (115,401)	\$ 241,226	\$ 98,891	\$ 272,152	\$ 275,488	\$ 287,467	\$ 602,081	\$ (53,885)	\$ (8,182,905)	\$ 1,011,053	\$ 157,479	\$ 16,628

856.82%

Municipal Aid Fund Balance Report

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2025-26	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Proposed	Actual	
Revenues	\$ 93,151	\$ 61,541	\$ 170,124	\$ 64,838	\$ 88,522	\$ 156,703.00	\$ 69,776.00	\$ 104,471.00	\$ 46,702.00	44.70%
Expenses	\$ 25,083	\$ 7,475	\$ 279,236	\$ (5,685)	\$ 27,787	\$ 1,525.00	\$ 1,205.00	\$ 126,425.00	\$ 156,096.00	123.47%
Balance	\$ 68,068	\$ 54,066	\$ (109,112)	\$ 70,523	\$ 60,735	\$ 155,178	\$ 68,571	\$ (21,954)	\$ (109,394)	

Local Government Economic Assistance Fund Balance Report

	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2025-33
Revenues	Actual \$ 4,236	Actual \$ 3,422	Actual \$ 2,261	Actual \$ 837	Actual \$ 287	Actual \$ 7	Actual \$ 3	Proposed \$ 3	Actual \$ -
Expenses	\$ 8,000	\$ 5,325	\$ 1,025	\$ 1,375	\$ 1,425	\$ 2,855	\$ 2,000	\$ 105,000	\$ -
Balance	\$ (3,764)	\$ (1,903)	\$ 1,236	\$ (538)	\$ (1,138)	\$ (2,848)	\$ (1,997)	\$ (104,997)	\$ -

Restaurant & Lodging Fund Balance Report

	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2025-26	
	Actual	Proposed	Actual								
Revenues	\$ 212,281	\$ 217,418	\$ 218,527	\$ 249,400	\$ 293,194	\$ 294,113	\$ 303,053	\$ 307,915	\$ 296,660	\$ 232,787	78.47%
Expenses	\$ 212,258	\$ 215,890	\$ 219,707	\$ 247,869	\$ 292,069	\$ 294,001	\$ 229,916	\$ 304,839	\$ 295,000	\$ 163,169	55.31%
Balance	\$ 23	\$ 1,528	\$ (1,180)	\$ 1,531	\$ 1,125	\$ 112	\$ 73,137	\$ 3,076	\$ 1,660	\$ 69,618	

Alcohol Fund Balance Report

	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26 Proposed	2025-26 Actual	
Revenues	Actual \$ 46,767	Actual \$ 76,680	Actual \$ 80,552	Actual \$ 92,355	Actual \$ 98,444	Actual \$ 91,273	\$ 100,100	\$ 57,240	57.18%
Expenses	\$ 705	\$ 46,906	\$ 41,152	\$ 74,494	\$ 74,015	\$ 124,712	\$ 100,006	\$ 53,724	53.72%
Balance	\$ 46,062	\$ 29,774	\$ 39,400	\$ 17,861	\$ 24,429	\$ (33,439)	\$ 94	\$ 3,516	

January
Maintenance Department

Work Orders: 91

Clogged Sewers: 3

Water Leaks: 5

New Water Service: 1

New Sewer Service: 2

Over Time: 93hrs (snow removal)

*Set up and dismantled down snow equipment

*Read existing manual meters

*Took down Christmas Decorations

*Changed out Banners

*Leaf Vac is repaired

2025 End of Year Summary

Total complaints: 164
Total abated: 124
Notices mailed: 76
Citations issued: 17

	<u>Dec 2025</u>	<u>Jan 2026</u>
New complaints:	9	3
Issues abated:	12	1
Notices mailed:	8	2
Citations issued:	2	0
Appeals to Code Board:	0	0
Default cases to Board:	0	3
Final Orders issued:	0	3

Properties receiving invoices: 3

December and January have been very slow for Code Enforcement. The weather, especially after the storm, made for very few complaints to investigate. Also, I've tried to take weather into consideration when asking property owners to abate certain issues and have given longer time frames for them to complete abatement. I've already seen progress since the thaw, though.

I am happy to report that three derelict properties are now in the process of being torn down and a fourth has an interested buyer that understands and is willing to tear the derelict structure down, should a sale come to fruition. The three demolitions should be completed in March, if all goes as planned.

After speaking to the contractors responsible for the demolition work, I found that the city did not have a procedure to issue demolition permits. That has now been remedied, and the new form is now available at City Hall and on the city website. We are currently not charging for this permit. It seemed counterproductive to charge a fee to a property owner who is doing work that we have asked them to do. The purpose of the permit is to ensure that all zoning and safety requirements are met and to release the city from any liability regarding those requirements. In circumstances where a new structure will replace a demolished one, normal building permit requirements will apply.

We are looking to begin enforcement of our junked vehicle ordinances in the spring, so I have been coordinating those efforts. I've been unable to enforce this before beyond issuing a citation,

which isn't very effective in this situation, because we had no process in place for the towing and impoundment of vehicles. I've ordered windshield stickers so that we can abide with all laws concerning notification of violations and hope to have those this month. I now have spoken with a local towing company who has the capacity to tow and impound these vehicles for the city. Soon we are hoping to have an agreement in place to get started. We have also been discussing rewriting this ordinance so that the language will be clearer regarding what constitutes a junked/abandoned vehicle. We would welcome your thoughts on this while we are still in the planning stages, and of course any changes have to be approved by the Council before implementation.

December and January have been very busy for me with Planning and Zoning. I've used this slower season to focus on identifying any of Marion's zoning needs and correcting issues I have found along the way.

I've been in contact with Angela Herndon, the Regional Planning Coordinator for PeADD. She is assisting us in getting Marion's Planning and Zoning back in order. Currently we are reviewing all relevant documents and maps so that she can help guide me through our next steps to compliance. Since there has been no full-time Zoning Administrator for quite some time, it will be a fairly large task, but I am feeling very positive about the direction we are headed. Some of the larger tasks include creating a new Comprehensive Plan, auditing and correcting our most current zoning maps, and reviewing our Zoning Regulations for necessary changes/updates.

I've also been working to bring the mandated training for both the Zoning Commission and the Board of Adjustment into compliance. Currently, we are a bit behind, but I offered a course in January and we have two KLC training sessions coming up. I'm hoping to reach training compliance for every board member by June/July.

I've also been training for both Code Enforcement and Zoning. It's a lot to absorb, but again, I'm feeling very positive about where I'm at right now. Adam has been invaluable in this endeavor, and I've been building quite a network of resources in neighboring communities, as well.

Thank you so much for all you do, and please don't hesitate to reach out with any questions.

Tanya Byers
Code Enforcement, Planning and Zoning