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A G E N D A

CITY COMMISSION MEETING

Monday, June 01, 2015

7:00 PM

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Announcements, Acknowledgments and Communications and Reports.
5. Adoption of Agenda.
6. Public Participation.
7. Administrative Response to Issues or Questions Raised During Previous Meetings.
8. Approval of Minutes.
9. General Business.
 - 9-A - Adoption of the Budget Appropriations Resolution and the Millage Rates.
 - 9-B - Request to Award Consultant Contract for Master Plan Update Services.
 - 9-C - Approve Purchases and Payment of Invoices.
10. Consent Agenda.
 - 10-A - Approval of the Dates for Regular City Commission Meetings for the 2015/2016 Fiscal Year.
 - 10-B - Approve Placement of Delinquent Special Assessments, Utility Bills and Miscellaneous Invoices on Tax Roll.

10-C - Request Approval of the 2015 Daughters of Macomb Parade on Thursday, August 6, 2015.

10-D - Request Permission to Hold the 24th Annual Mount Clemens Grand Prix on Saturday, September 12, 2015.

11. City Manager's Report.

12. Commissioners' Comments.

13. Executive Session

To Discuss Negotiations Regarding Collective Bargaining Agreements

14. Adjournment.

The City of Mount Clemens will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon one week-notice to the City of Mount Clemens. Individuals with disabilities requiring auxiliary aids should contact the City of Mount Clemens by writing or calling the following:

City Clerk's Office
One Crocker Boulevard
Mount Clemens, Michigan 48043
586.469.6818, Extension 310
911 - TDD

CITY COMMISSION MEETING

County of Macomb
State of Michigan

May 18, 2015
Commission Chambers

A regular meeting of the Mount Clemens City Commission was held on Monday, May 18, 2015, at 7:00 p.m. The meeting was held in the Commission Chambers of the Municipal Building, One Crocker Boulevard, Mount Clemens, Michigan. Present at this meeting were Commissioners Roger Bunton, Ronald Campbell, Lois Hill, Denise Mentzer and Joseph Rheker. Absent from the meeting was Mayor Barb Dempsey and Mayor Pro-Tem Gary Blash. Also in attendance were Steven Brown, City Manager, Michael Murray, City Attorney and Lisa Borgacz, City Clerk.

The meeting was called to order at 7:00 p.m.

Commissioner Mentzer made a motion, supported by Commissioner Bunton, to designate Commissioner Lois Hill presiding officer of the Commission Meeting. The motion passed.

Commissioner Bunton made a motion, supported by Commissioner Campbell, to excuse Mayor Dempsey and Mayor Pro-Tem Blash from the meeting. The motion passed unanimously.

ANNOUNCEMENTS, ACKNOWLEDGEMENTS, COMMUNICATIONS AND REPORTS WERE ADDRESSED, ITEM 4.

Commissioner Hill presented a proclamation to Lt. Tom Fisher recognizing National Safe Boating Week.

THE ADOPTION OF THE AGENDA WAS CONSIDERED, ITEM 5.

Commissioner Rheker made a motion, supported by Commissioner Mentzer, to approve the agenda as amended:

1. Consent Agenda Item 10-F – Resolution to Adopt the 2015-2020 Macomb County Hazard Mitigation Plan was moved to General Business Item 9-F.

The motion passed.

PUBLIC PARTICIPATION WAS CONDUCTED, ITEM 6.

ADMINISTRATIVE RESPONSE TO ISSUES OR QUESTIONS RAISED DURING PREVIOUS MEETINGS WERE RECEIVED, ITEM 7.

APPROVAL OF MINUTES WAS CONSIDERED, ITEM 8.

Commissioner Bunton made a motion, supported by Commissioner Rheker, to approve the minutes of the City Commission Work Session of May 4, 2015, the Regular meeting of May 4, 2015 and the Work Session of May 11, 2015, as presented. The motion passed unanimously.

May 18, 2015

ADOPTION OF THE BUDGET APPROPRIATIONS RESOLUTION AND THE MILLAGE RATES WAS CONSIDERED, ITEM 9-A.

Commissioner Rheker made a motion, supported by Commissioner Mentzer, to request to take a 3 minute recess.

The vote on the motion was:

Ayes: Rheker, Bunton, Campbell, Mentzer
No: Hill

The motion passed.

A recess of the meeting was taken at 8:07 p.m.

Commissioner Mentzer made a motion, supported by Commissioner Campbell, to table until the City Commission Meeting of June 1, 2015, adoption of the millage rates requested for the 2015 property taxes; and adoption of the Budget Appropriations Resolution for the Fiscal Year 2015-2016; for 1) the budget to reflect the elimination of increases for contract inspectors; 2) to allow time for City Manager Brown, City Attorney Murray, Mr. Saph and the Downtown Development Authority Board to come up with a written agreement pertaining to a new economic development position that will satisfy the Commission's questions; and 3) to allow for Mayor Dempsey and Mayor Pro-Tem Blash to be present for a vote.

The vote on the motion was:

Ayes: Campbell, Mentzer, Rheker
No: Bunton, Hill

The motion passed.

ADOPTION OF THE RESOLUTION REVISING THE 2016 FISCAL YEAR WATER RATES WAS CONSIDERED, ITEM 9-B.

Commissioner Bunton made a motion, supported by Commissioner Campbell, to approve the adoption of the resolution revising the water rates and charges, as presented. The motion passed unanimously.

APPROVAL TO ENTER INTO A SITE ACCESS AGREEMENT WITH AECOM WAS CONSIDERED, ITEM 9-C.

Commissioner Mentzer made a motion, supported by Commissioner Campbell, to approve the site access agreement between the City of Mount Clemens and AECOM, as presented. The motion passed unanimously.

RESOLUTION SUPPORTING A CHARITABLE GAMING LICENSE FOR THE FRIENDS OF MACOMB COUNTY VETERAN'S TREATMENT COURT WAS CONSIDERED, ITEM 9-D.

May 18, 2015

Commissioner Bunton made a motion, supported by Commissioner Mentzer, to adopt the resolution in support of a Charitable Gaming License for the Friends of Macomb County Veteran's Treatment Court. The motion passed unanimously.

APPROVAL OF PURCHASES AND THE PAYMENT OF INVOICES WERE CONSIDERED, ITEM 9-E.

Commissioner Rheker made a motion, supported by Commissioner Campbell, to approve purchases and payment of invoices as presented. The motion passed unanimously.

RESOLUTION TO ADOPT THE 2015-2020 MACOMB COUNTY HAZARD MITIGATION PLAN WAS CONSIDERED, ITEM 9-F.

Commissioner Bunton made a motion, supported by Commissioner Mentzer, to adopt the resolution to accept the proposed Macomb County Hazard Mitigation Plan 2015-2020. The motion passed unanimously.

THE CONSENT AGENDA WAS CONSIDERED, ITEM 10.

Commissioner Rheker made a motion, supported by Commissioner Bunton, to approve the consent agenda as amended:

In Item 10-A, a request to approve the second reading and adoption of the Consumers Energy Franchise Ordinance, effective May 28, 2015, for a period of 30 years, and repeal Ordinance 25.300 – Gas Franchise City of Mount Clemens, Michigan, effective July 17, 1985, was approved.

In Item 10-B, a request to approve the second reading and adoption of Amendment to 40.000 Fire Code Ordinance of Mount Clemens, as presented; and approve the ordinance summary for publication, was approved.

In Item 10-C, a request to approve the second reading and adoption of Amendment to 40.050 Fire Prevention Code Ordinance of Mount Clemens, as presented; and approve the ordinance summary for publication, was approved.

In Item 10-D, a request to approve and authorize the execution of the Unilateral METRO Act Right-of-Way permit between the City and McLeodUSA Telecommunications Services, L.L.C., was approved.

In Item 10-E, a request to adopt a Corrective Resolution Vacating a Portion of a Public Alley, revising the resolution vacating the remaining portion of an alley off of Orchard Street, running parallel to Jones and Brooks Streets, was approved.

The motion passed unanimously.

THE CITY MANAGER'S REPORT WAS GIVEN, ITEM 11.

COMMISSIONERS' COMMENTS WERE RECEIVED, ITEM 12.

May 18, 2015

Commissioner Mentzer made a motion, supported by Commissioner Rheker, to adjourn the meeting. The motion passed unanimously.

The meeting was adjourned at 9:12 p.m.

Respectfully submitted,

Lois Hill, City Commissioner

Lisa Borgacz, City Clerk

EXPLANATION OF AGENDA – June 1, 2015

Agenda Item No. 9-A

Adoption of the Budget Appropriations Resolution and the Millage Rates

A public hearing was held on May 4, 2015, for the City of Mount Clemens 2015-2016 fiscal year budget and the millage rates. The millage rate for the City is as follows: General Fund, 20 mills; Dial-A-Ride .9137; Pension Fund .9137; and Sanitation .3000.

This will make the total City wide millage levied at **22.1274**. The Downtown Development Authority district will have a millage of **1.6132** mills. The proposed budget was prepared using the maximum allowable millage under the “Headlee” amendment.

SUBMITTED BY: Marilyn J. Dluge, Finance Director

RECOMMENDED MOTION: Adopt the millage rates requested for the 2015 property taxes; and adopt the Budget Appropriations Resolution for the Fiscal Year 2015-2016.

**GENERAL BUDGET APPROPRIATIONS RESOLUTION
FOR FISCAL YEAR 2015-2016**

WHEREAS, Section 10.155 of the City Charter for the City of Mount Clemens provides that a budget shall be adopted for each fiscal year and that said budget shall be adopted by the City Commission of said City in the form of a Resolution; and

WHEREAS, Section 10.155 also states that such resolution shall provide for an appropriation of money budgeted for municipal purposes during the next fiscal year succeeding said resolution's adoption; and

WHEREAS, under said Section 10.155, it is incumbent upon said City Commission for the City of Mount Clemens to budget for the fiscal year from July 1, 2015 to June 30, 2016; and

WHEREAS, a properly drafted and proposed budget has been submitted to the City Commission in compliance with the requirements contained in Section 10.152 of said City Charter and in compliance with requirements of the Uniform Budgeting and Accounting Public Act 621 of 1978, as amended; and

WHEREAS, such budget proposal has been duly filed with the City Commission and becomes a matter of public record available for public inspection with the City Clerk's Office; and

WHEREAS, such proposed budget hearing has been advertised in the C & G Newspaper on April 22, 2015, and a public hearing was held on May 4, 2015, as required by statute and other regulations; and

WHEREAS, the proposed budget, as approved by the City Commission, reflects a total City-wide millage levy of 22.1274 mills and special Downtown Development Authority District millage of 1.6132 mills, as detailed in the adopted tax millage rates; and

WHEREAS, such millage is in accordance with Public Act 5 of 1982; and

WHEREAS, the City Commission has reviewed the City Manager's proposed budget at Budget Workshop Meetings held April 13, 2015; April 20, 2015; May 11, 2015; and June 1, 2015; and the City Commission has completed its review of the proposed budget for fiscal year 2015-2016.

NOW, THEREFORE, BE IT RESOLVED that the City Commission hereby adopts the estimated revenue budgets for the various funds as summarized in Column I on Attachment A and appropriates funds on a departmental and activity total basis to the various City Departments, Authorities, Commissions and other activities as summarized in Column II on Attachment A.

BE IT FURTHER RESOLVED that for the beginning of each quarterly period during the fiscal year, and more often if required by the Commission, the budget line items as shown in the departmental budget document should be used for comparative reporting purposes.

RESOLUTION DECLARED ADOPTED this 1st day of June, 2015.

Barb Dempsey, Mayor

Lisa Borgacz, City Clerk

ATTACHMENT A
SUMMARY OF ADOPTED BUDGETS FOR THE FISCAL YEAR OF
JULY 1, 2015 TO JUNE 30, 2016

Fund	Estimated Revenues	Estimated Expenditures
General Fund	10,306,330	10,055,769
Major Street	752,500	1,290,795
Local Street	353,250	395,520
Dial A Ride	489,648	489,270
Public Improvement	60,000	62,900
Tax Increment Finance	195,700	240,000
Downtown Development Authority	383,320	399,325
Sidewalk Program	50,000	50,000
Automobile Parking System	698,100	697,643
Sewage Disposal System	4,436,000	4,223,560
Water Supply System	3,271,600	2,926,006
Sanitation Fund	902,015	877,935
Ice Arena And Fitness Center	399,780	399,780
Motor Pool Fund	834,340	875,335
Retirement Fund	9,079,148	4,782,000

EXPLANATION OF AGENDA – June 1, 2015

Agenda Item No. 9-B

Request to Award Consultant Contract for Master Plan Update Services

The City adopted its current Master Plan in 2010. The Michigan Planning Enabling Act requires Master Plans to be reviewed every five (5) years. The Planning Commission reviewed the Master Plan in November of 2014 and directed staff to secure consultant services to provide an update to the Master Plan. The City Commission reviewed this item at a January 20, 2015, Work Session. The Master Plan Update would not replace the existing Master Plan, but would add the following components:

- Redevelopment Strategy, including the identification of Redevelopment Ready Sites
- Downtown Plan
- Economic Development and Marketing Strategy

After a Request for Proposal (RFP) and interview process, City Administration is recommending that the City Commission award the contract for consultant services to LSL Planning for \$44,823, subject to approval of contract language by the City Attorney.

SUBMITTED BY: Brian L. Tingley, Director
Community Development Department

RECOMMENDED MOTION: Move to award the contract for consultant services for an update to the Master Plan to LSL Planning, subject to approval of contract language by the City Attorney, at a cost of \$44,823.



One Crocker Boulevard
Mount Clemens, Michigan 48043
Phone: 586-468-6818 • Fax: 586-469-7695
www.cityofmountclemens.com

COMMUNITY DEVELOPMENT DEPARTMENT MEMORANDUM

DATE: May 11, 2015
TO: Steven M. Brown, City Manager
FROM: Brian L. Tingley, Community Development Director 
RE: **Request to Award Consultant Contract for Master Plan Update Services**

Following a City Commission Work Session in January of 2015, the request for proposals was issued January 30, 2015. The RFP was sent directly to 35 firms and was included on the City's website and the website of the Michigan Association of Planning. Proposals were due on March 10, 2015. Proposals were received from the following:

Clearzoning
McKenna Associates
LSL Planning
OHM Advisors
Carlisle Wortman

Copies of the proposals were sent to the following individuals for review:

Brian Tingley, Community Development Director
Steve Brown, City Manager
Stephen Saph, Jr., DDA Chairperson
Neil Dempsey, Planning Commissioner
Richard Shoemaker, Planning Commissioner
Roger Bunton, City Commissioner
Denise Mentzer, City Commissioner

The proposals were reviewed and scored relative to the evaluation criteria set forth in the RFP. Those scores out of 175 were as follows:

162 McKenna Associates
152 LSL Planning
145 Carlisle Wortman
132 Clearzoning
132 OHM Advisors

The objective of this review was to shortlist for interviews. The top three scoring firms were granted interviews, and those were held on April 29, 2015 with the individuals listed above.

Following the interviews, the three firms were ranked. Those scores out of 21 were:

- 18 LSL Planning
- 15 McKenna Associates
- 9 Carlisle Wortman

The interviewers agreed that awarding the contract to LSL Planning would be in the City's best interest.

Proposal for the

2015 Master Plan Update

Mount Clemens, MI

March 10, 2015



Brad Strader, AICP, PTP - Planning Manager
248.586.0505 strader@lsplanning.com

www.lsplanning.com

Colorado | Georgia | South Carolina | Michigan | Ohio | Illinois



March 10, 2015

Brian Tingley, Community Development Director
City of Mount Clemens
One Crocker Boulevard
Mount Clemens, MI 48043

Dear Mr. Tingley:

LSL Planning, a SAFEbuilt Company is pleased to submit this proposal to assist the City of Mount Clemens with an update to your Master Plan. LSL Planning, along with the firms that will be part of our consultant team, SmithGroupJJR (SGJJR) and Poggemeyer Design Group (PDG), have an extensive history developing master plans, downtown plans and economic development strategies for cities like Mount Clemens. We also bring experience in the city from the Gratiot Ave. Corridor Plan, the currently Macomb County Greenways Plan and the RTA Gratiot transit evaluation that is about to start. Finally our team also serves as the consultant advisors for the MEDC's Redevelopment Ready Communities program. This background gives us the framework to create a progressive and redevelopment friendly plan consistent with the MEDC expectations.

Much of our success has come from our ability to work with city staff, officials, the public and agencies to create exciting yet realistic recommendations and achievable tasks. Building off your 2010 plan, we have put together a work program to focus on the areas that you have identified as most important in the 2015 update. Our proposal outlines specifics, but here is a quick review of our experience and approach to the three topics noted in your request for proposals:

- **Redevelopment Ready Strategy.** Our team members are the contracted technical advisors for the MEDC Redevelopment Ready Communities program, assisting prospective RRC communities in strengthening their eligibility for certification and helping certified communities further enhance their redevelopment readiness. Our experience with redevelopment for both cities and developers will help us identify redevelopment ready areas, program development, and implementation steps to become a certified community, and more importantly, put the plan recommendations into action.
- **Downtown Plan.** Our experience in planning for downtowns leads to results, such as in Jackson, Ann Arbor, East Grand Rapids, Grand Rapids, Findlay, OH, Midland, Kalamazoo, Farmington, and Birmingham. Our team will not only fulfill RRC requirements in crafting a refreshed downtown plan, we will help design a downtown plan that is engaging with thoughtful implementation steps. The team will build off the 2011 Downtown District Plan to enhance the economic vitality of an already well designed downtown.
- **Economic Development and Marketing Strategy.** Our team's expertise in economic development and marketing will help connect the roles of transportation, land use, business development, and tourism to create a foundation for growth. Our RRC consulting team is in the process of writing the RRC Economic Development Guide and Marketing Guide. We will apply our knowledge of these "best practices." Together with the Redevelopment Strategy and Downtown Plan, an Economic Development and Marketing Strategy will create a long-term vision for growth and short-term implementation strategies to help create organizational efficiencies.

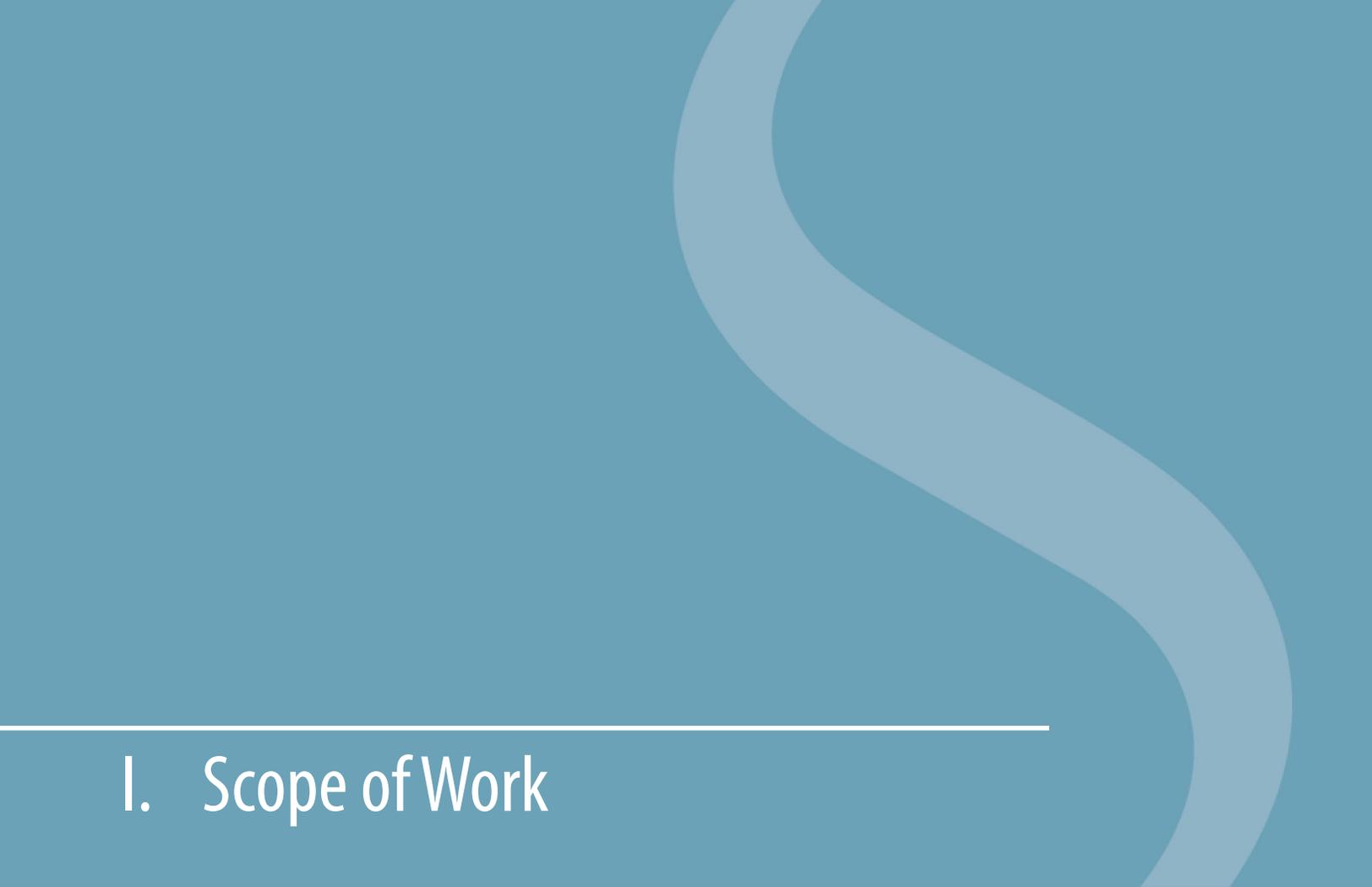
Again, we sincerely appreciate your consideration of our team for this important assignment. We would welcome the opportunity to discuss our approach and qualifications or answer any questions. If you need additional information, please let me know.

Sincerely,
LSL PLANNING, a SAFEbuilt COMPANY

Brad Strader, AICP, PTP
Planning Manager
strader@lslplanning.com

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I. Scope of Work

A. Public Involvement/Coordination

While the major updates to the plan can be clearly articulated into three distinct tasks and subsequent plan chapter amendments, it will be important to link the three components from a process and concept development standpoint. The following section describes our approach to organizing the plan update process and incorporating public involvement into plan development.

Overall Coordination

LSL Planning will be the prime consultant, coordinating our team members and serving as the prime contact for the City. We will work with the city on logistics for meetings and ensuring an efficient process.

1. Kick off meeting/tour with staff

We believe project start-up is a critical step that will ensure all participants have a shared understanding of expectations and what will be delivered at the end of the process. First we would have a coordination call with the city's project manager to review existing plans, data available, and other topics. We will also agree on the agenda for the kickoff day.

Then we propose a full day introduction set of events. This would include a morning meeting with city staff, a tour key focus areas, and a late afternoon or evening meeting with the Steering Committee or the planning commission. During those meetings we will discuss the Work Plan, the public engagement process, confirm schedules, and determine how to best coordinate activities and communicate with one another. Our discussion with the Steering Committee will outline their role and responsibilities, how to gain consensus, and how internal conflicts will be resolved. In addition, using an interactive gaming tool, we will begin to identify their initial ideas and how they view priorities.

2. Committee Meetings

Depending on how the city prefers to structure an advisory or steering committee, we propose meeting with that committee four times throughout the planning process. This committee could consist of a subset of the planning commission, City staff, other key officials, and ad hoc representatives of the business and development community. These meetings will include the kickoff, review of preliminary concepts and focus group results, and one draft plan meeting. We also include one "floater" meeting which will be scheduled as needed as the process progresses.

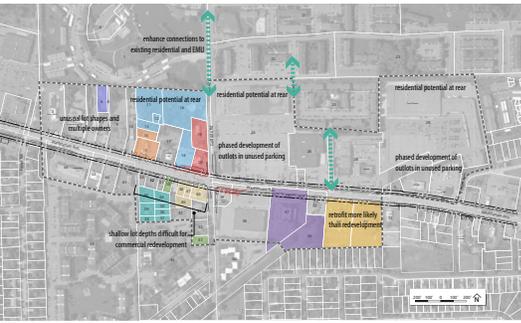
3. Focus groups/interviews

In order to delve deeper into issues relating to the specific parts of the plan update, we propose two days of focus groups and interviews. One day will be dedicated to the downtown plan and one day related to the Economic Development and Redevelopment Strategies. These could be held with elected officials, planning commissioners, city staff, agencies, business leaders, developers and others.

4. Public Hearing and Deliverables

LSL will coordinate the review process between the committee, staff, and consultant team for each of the three update components. We propose each becoming its own chapter amendment to the plan. Each new chapter will contain goals, opportunities, challenges, recommendations, action steps and





priorities and be graphically rich with photos, drawings, and diagrams where possible to help better illustrate recommendations. The downtown plan will be the most illustrative with conceptual drawings and maps. The redevelopment strategy will identify key target areas on the future land use map. The economic development strategy will be predominantly text highlighting key policy recommendations. We will present the major concepts in a presentation at the public hearing.

B. Redevelopment Strategy

RRC communities are expected to maintain a current list of redevelopment ready sites, with supporting information that answers essential questions about site conditions and challenges. We suggest particular focus on more catalytic projects with the potential to create development synergy, raise area property values and leverage other resources. During our kickoff site tour, we will visit key target areas identified by city staff. We will analyze land use patterns and barriers for redevelopment informed by conversations held during the focus group and interview day.

We will identify steps to be taken that will encourage the redevelopment of specific sites. These steps may be capital-intensive infrastructure projects, or more programmatic or “activity based” such as planning efforts supporting placemaking, or elimination of regulatory barriers. We will also look at different ways to get the right developers interested. We will help generate this list and help associate public investment priorities with support for redevelopment projects across the City. All initiatives should be described in the context of near-term projects utilizing a 1 to 6 year time frame (consistent with the Capital Improvements Plan - CIP) so that there are clear connections between the Redevelopment Strategy and the CIP.

C. Downtown Plan

A great deal of analysis and thinking about the future of downtown has been completed in recent years. These studies provide an excellent starting point to create a new Downtown Plan, and provides recommendations that are both consistent with the RRC best practices and give the City and DDA the tools needed to prioritize and implement projects within the downtown.

The previous planning effort, the Downtown Development Authority Downtown District Plan (2011) provided an analysis and a reasonable set of recommendations. What the plan seems to lack is an illustrative plan of downtown that locates and graphically describes the recommendations in a way that physically tests the ideas for compatibility within the downtown. Such information will also help officials, staff, the development community and the public to understand the planning and design intent. A new plan can also be coordinated with the new Gratiot Ave. BRT study, especially station area planning that could be a catalyst for the area around it.

Our proposal takes advantage of our team’s proven abilities in urban design, land use and understanding of community development principles, parking and transportation. We will lead the community through a process that validates and/or amends the previous recommendations, generates new ideas from the collaborative workshops and meetings (outlined elsewhere in this proposal), and illustrates a plan that delineates redevelopment opportunities (both private and public) and proposed improvements to the public realm of downtown (parks, streets, parking lots and plazas). Once the planning process builds support for the new plan, our team will work with the city to

Central City Parkway Site Redevelopment Plan

Redevelopment Design

Site Design & Amenities Visualization

Building on input from the public, EDCTFA, area property owners and the recommended Market Scenarios 1 and 2, the LSI Planning design team prepared concepts for site design and land uses on the subject site, including building footprints, initial space planning, parking, circulation, access and buffering from adjacent residential area.



In response to preliminary market analysis and public comment, the first, mixed-use design concept was developed with attached residential townhouse units to the rear of the site, a mixture of retail and entertainment uses in the middle of the site, and restaurant out lots out along Central City Parkway. This concept featured 52,000 square feet of entertainment/retail space, 13,000 square feet total in three out lot restaurants, and approximately 55 residential townhouse units.

Consideration of both strong recommendation of Market Scenario 1, concept plans and visualizations and the uncertain Michigan residential market housing market supported an all-commercial concept. This alternate concept eliminated the residential component at the rear of the site, allowing room to reconfigure buildings, expand the amount of entertainment/retail space and add a second floor of office space to the buildings in the east half of the subject site. The configuration of the restaurant outlots remained the same on the revised concept.



Initial mixed-use concept (shown above in left plan) has traditional commercial center design with attached residential in the rear. Elimination of rear residential component provided an opportunity to create a large public space (shown above in right plan) surrounded by retail and office uses.

Tool: 3-D Visualization

LSI Planning, Inc. used state-of-the-art three dimensional (3-D) modeling to visualize each of the final two design concepts during the review process.



3D models exports from the mixed-use (with residential) concept.

Powerful visuals, strong market analysis, and input from public and officials combined to arrive at the final non-residential concept as the preferred design. Carefully selected views from the final 3-D model serve as marketing materials for the plan and a testament to the thorough process to identify the most viable project suited for the subject site.

Central City Parkway Streetscape Improvements



To complement on-site design recommendations, the City should pursue improvements to Central City Parkway between Nankin Blvd and Wayne Road. Creating a true parkway with addition of a landscaped median in the center left turn lane, adding themed streetscape elements (i.e. decorative lighting, street furniture) and adding pronounced non-motorized crossings would enhance the street and encourage private improvements to adjacent properties and add to the street's future as a regional entertainment district.



Using the Economic Development and Marketing Strategy findings, we will explore changes to the downtown including redevelopment sites, changes to circulation or parking.

prepare an Implementation Strategy document, which includes information such as budget level estimates of cost and supports the community's efforts in implementing the recommendations.

We have outlined our sequence of tasks below:

Existing Conditions Inventory

Utilizing available studies and data, the LSL team will analyze existing conditions within the downtown and surrounding context to provide a base of information to use throughout the planning process. This review will focus on the data collected as part of the Downtown District Plan and related mapping and documentation.

We would begin with a briefing by city staff on the previous work and current ideas using an aerial at our kickoff meeting. Then the LSL Team will tour the downtown and record basic observations on development and land use patterns, vacancy patterns, edge conditions, walkability, pedestrian and parking patterns, and general character and visual quality. The approach of our inventory is not to replicate the data and analysis previously prepared, but to familiarize ourselves with this previous work and the current condition of Downtown.

Downtown Plan Draft

A Downtown Development Plan Draft will be prepared which synthesizes the most important information from the Inventory and illustrates a development framework for the project area. The development framework will graphically summarize the assets and constraints of downtown, and identify opportunities for-

- Location and scale of potential new development
- Improvements to the streetscape and open space infrastructure
- Opportunities for physical improvement to the street environment to create a stronger sense of place in the district
- Linkages and connections within the larger district and city
- Open space for urban park(s), social spaces, outdoor dining, parklets, and flexible event spaces
- Potential BRT station locations and implications
- Access, wayfinding and parking opportunities

The draft plan will be graphically "loose" in nature and will explore creative approaches to improving and/or redeveloping the downtown district. Alternative solutions and approaches for specific areas of downtown will be illustrated at the draft level, for consideration and discussion with the committee.

Once the draft plan has been reviewed by the planning commission or committee, the team will incorporate the input into a more graphically refined Downtown Plan, which will be supported by the Implementation Strategy outlined below.

Implementation Strategy

The LSL team will develop a Downtown Implementation Strategy based on the Downtown Plan. The Implementation Strategy will be a written report that, along with the concept plan, will be integrated into the Master Plan Update

and describe the proposed plan for downtown. The goal is to provide a set of products that connects the ideas for improving to the downtown to the CIP and implementation processes. As part of this task The LSL team will prepare an assessment of the following important components of the project:

- Critical public open space and streetscape improvements and priorities for implementation
- Broad budget estimates of the public infrastructure recommendations.
- Key redevelopment opportunities in downtown for the private sector and for private/public partnerships
- A recommended list of amendments to existing zoning and development regulations related to developing in the downtown district. This may include a more form-based approach to uses, new types of housing, and transit-oriented development.
- How the Downtown Open Plan relates to the developing community master plan, current ordinances, and CIP process.
- Depending on the timing of the BRT study, the preferred and alternative BRT stations.

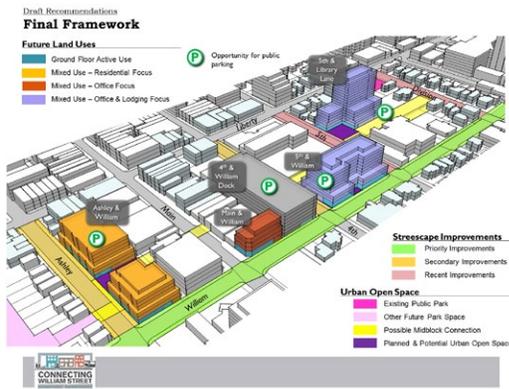
D. Economic Development and Marketing Strategy

Redevelopment Ready Communities have a clear strategy that describes how they intend to attract investment, build tax base and create jobs. These strategies are rooted in local planning documents and describe specific measures to encourage investment and eliminate redevelopment obstacles. This consulting team will help the City of Mount Clemens create such a strategy and meet this important RRC threshold. Our approach is framed with the following themes:

- Build on the prior efforts to identify key redevelopment sites in Mount Clemens.
- Define how the capital improvements plan, other planning documents and regional economic development partnerships support redevelopment in Mount Clemens (such as with Macomb County Planning and Economic Development, Gratiot Corridor transit)
- Articulate specific strategies, action steps that will help drive progress toward goals.
- Create performance benchmarks.
- Identify ways to better connect business and real estate development interests with local redevelopment sites.
- Describe possible steps that could be taken to enhance community image and brand to stimulate interest in redevelopment.

Working with community leaders, the planning team will help consolidate information to provide a factual and succinct picture of local economic challenges and opportunities. We will also help organize redevelopment projects in a manner that helps illustrate relationships to other community planning efforts, opportunities, and challenges.

Fundamentally, the Economic Development Strategy should help answer the question of “why invest in Mount Clemens.” It should express an optimistic tone and positive expectations for the future. The Economic Development



Strategy should also identify metrics to measure progress over time. These should include a description of why certain measurements matter and should be oriented toward data and information that is easily obtained and tracked.

We naturally want to draw the public into this process at a point in time where their input is most needed and choices are clearly defined. We also may find that to help stimulate interest in redevelopment, subsequent steps are needed to further develop a community image that reinforces the notion of local opportunity and growing prosperity.



II. Experience

Redevelopment Ready Communities Program

Michigan Economic Development Corporation

Key Elements

Redevelopment Best Practices
Economic Development
Waterfront Planning

Contact

Jennifer M. Rigterink
Redevelopment Ready
Communities®
Michigan Economic Development
Corporation
300 N. Washington Square
Lansing, MI 48913
517.241.3995
rigterinkj@michigan.org

LSL Planning recently finished preparing the Waterfront Communities Best Practices and Training Program for MEDC's Redevelopment Ready Communities (RRC) program as a collaborative effort with MEDC staff. The RRC program, which just certified its first Redevelopment Ready Communities in August, is a recent initiative to help Michigan promote effective redevelopment strategies through a set of best practices. Adding a waterfront-specific set of guidelines was a new expansion of the existing best practices to fully outline the obstacles, benefits, and strategies for planning for redevelopment in Michigan's many waterfront communities. LSL relied on its experience with waterfront community economic development to provide best practice case study examples

LSL Planning was recently awarded a contract to assist the RRC program eligible communities strengthen their eligibility for certification. Over the next year, LSL Planning will manage a team of partner firms to provide assistance as needed to communities on a variety of planning, economic development, and municipal processes audits and projects. This program may be linked with the MML and MSHDA MiPlace program. LSL Planning is a pre-qualified consultant for that program as well.

WATERFRONT ZONING + REGULATIONS

The image and functionality of the community from the water are important, and require a different approach than traditional zoning that is applicable to landlocked parcels.

15 ft. sideyard setback

30 ft. rear setback from non-residential

50 ft. setback from waterfront

100 ft. setback from residential

40 ft. setback from road

min. 200' ROW

ridgeline perpendicular to shoreline

total of both sideyards shall be at least 30% of lot width

CONNECTING DOWNTOWNS CASE STUDY - South Haven - Lessons Learned

- Give priority to removal of obsolete buildings and uses that act as a barrier to the waterfront
- Encourage the connection from the waterfront to the downtown - a great experience translates to improved commerce
- Be assertive and tap creative funding strategies (DDA/TIF/Private)
- Public Investment can encourage private development.
- Link your assets!!! In this case-Lake Michigan to downtown

Downtown Plan and Form-Based Code Midland, MI

Key Elements

- Downtown Plan
- Subarea Plan (ASLA Award-winning)
- Form-Based Code
- Public Involvement

Contact

John Lynch, Midland City Manager
989-837-3301

Downtown and Central Area Plan

Building on a string of successes, the Midland Downtown Development Authority (DDA) commissioned a Redevelopment and Design Plan to explore new development opportunities and potential projects to enhance the downtown and another commercial node, the "Central Area." LSL was part of a multi-disciplinary team that identified opportunities for new housing and methods for improving the pedestrian environment connecting downtown and the central area to surrounding neighborhoods.

Public design workshops employed an interactive 3-D massing model to simulate alternative infill and redevelopment projects. Design concepts evolved through a multi-day charrette process.



Form-Based Overlay District

Midland competes on the international market for young, creative engineering talent. A new code was seen as a way to promote development of mixed-use places. Building upon the momentum of the plans. The Dow Companies took a leadership role in crafting a form-based code for part of the city. The private sector funded the effort for this new code to help attract young professionals

Working with stakeholders, LSL prepared an overlay form-based code, to help transform the Northside residential district from the existing low density area into a more vibrant, mixed-use district.



the form-based code project included a 3-D massing model to illustrate the recommendations

Master & Downtown Plans and Zoning Ordinance Farmington, MI

Key Elements

- Ongoing Consultation
- Master Plan
- Zoning Ordinance
- Downtown Plan

Contact

Vince Pastue, City Manager
City of Farmington
23600 Liberty St.
Farmington, MI 48335
248.474.5500
vpastue@ci.farmington.mi.us

Since Farmington selected to use LSL Planning as our “first client,” we have prepared two master plans, the downtown plan, and zoning ordinance. Much of the vision in those plans has been implemented. More importantly, we have built an effective working relationship with city staff and officials as the ongoing planning and zoning advisors.

First, the Master Plan focused on protecting the “small-town” character, ensuring the city’s sustainability, and retaining a strong tax base. Key issues were: downtown vibrancy, traditional commercial character, neighborhood commercial, housing diversity and design, quality public facilities, and safe and efficient transportation systems including pedestrian and bike systems. Completion of the Plan was followed by an updated zoning ordinance that promotes plan objectives in a user-friendly format.

Then came a revitalization plan for the downtown. Rejuvenation began even before the dynamic blueprint was completed. Among the success stories from that process was the “central green” that replaced a former parking lot. That space is now the centerpiece for a vibrant downtown core.



Downtown and Comprehensive Plan Charleston, WV

Key Elements

- Complete Streets
- Neighborhood Revitalization
- Early Action and Catalytic Projects
- Rightsizing

Contact

Dan Vriendt, Planning Director
City of Charleston, WV
304.348.8105
dan.vriendt@cityofcharleston.org

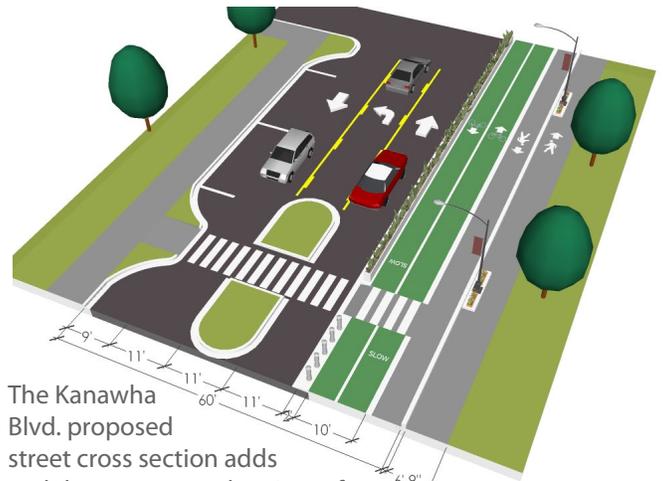
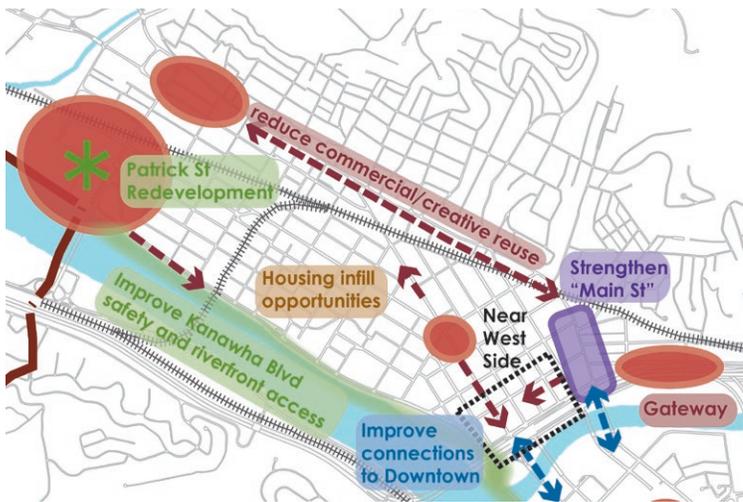
Charleston, West Virginia's state capital, is an anchor in the beautiful Appalachia Region. Charleston has dealt with typical urban problems such as loss of population, antiquated housing, and some aging business districts. But Charleston also has many assets along with a wealth of organizations committed to the city's future. LSL and MKSK were selected to help organize ideas and resources into a unified plan for the city and its downtown, named "Imagine Charleston."

We began by focusing the city's committed 80 member task force into smaller groups focused on specific areas and topics. Through a series of meetings, design charrettes and public forums, concepts and alternatives were embraced. A key focus was building consensus on short-term priorities and public-private partnerships for action. Implementation of several exciting plan concepts began even before the plan was adopted.



"Another home run. You hit the plan outta the park. LSL was the perfect choice for Charleston's Comprehensive Plan"

- Dan Vriendt, Charleston Planning Director



The Kanawha Blvd. proposed street cross section adds curb bumpouts, pedestrian refuge islands, and a separated bikeway.

Regulatory Actions - Immediate Implementation

#	Topic	Action	Neighborhoods and Land use	Mobility and Infrastructure
R1	Housing	Develop infill guidelines (brochure with sample sketches and photographs) and ordinance standards to promote new houses that complement the design of homes in that neighborhood (i.e. new homes with modern amenities but that look like they are part of the neighborhood)	✓	
R2	Housing	Continue to use property maintenance inspections so rental units are safe and well maintained but consider a more aggressive system of inspections and awards/publicity for the "highest level" buildings or landlords (to use in marketing and potentially at a higher rental rate)	✓	
R3	Land Use	Gradually adjust (reduce) the amount of commercially zoned land based on location, character, market demand and other factors	✓	
R3a		• Allow non-commercial uses in select commercially zoned areas (such as multiple-family residential), have CURA target acquisition of outdated commercial properties and then rezone them for a more appropriate non-commercial use		
R3b		• Update the zoning ordinance to promote a transition of non-conforming uses within buildings that are worth saving into uses that are more compatible with the surrounding area and would preserve the integrity of the historic building		
R4	Land Use	Create new form-based districts for areas formerly and currently under CURA design review (Main Streets and Downtown) and MacCorkle Avenue in Kanawha City (see Zoning Recommendations in this chapter)		
R5	Land Use	Create a new rural residential district (see Zoning Recommendations in this chapter)		
R6	Site design	Add incentives for sustainable landscaping and hardscaping (native plants, UID, pervious pavers where practical)	✓	
R7	Site design	Upgrade landscaping requirements along MacCorkle	✓	✓
R8	Site design	Refresh sign regulations for sign types and design that complement the character of particular parts of the city	✓	
R9	Housing	Modify the Rental Registration Ordinance inspection selection so that problem areas are targeted more frequently for random inspections	✓	

Downtown and Comprehensive Plan Kalamazoo, MI

Key Elements

- Sustainability Strategies
- Project Branding
- Rightsizing
- Complete Streets
- Neighborhood Prototypes
- Green Infrastructure
- Community Health Campus

Contact

Andrea Augustine, former
Kalamazoo City Planner
269.342.9831

Laura Lam, Director
Kalamazoo Community
Planning and Development
Department
269.337.8044

Kalamazoo is a mid-sized regional center in Southwest Michigan. The city is reaping the benefits of its redeveloping, historic downtown, solid neighborhoods, and many committed institutions.

LSL led a multi-disciplinary team to prepare a new comprehensive plan and refresh the City's downtown plan to promote a vibrant, mixed-use City center. Extensive public involvement initiative including focus groups, interviews, technical committees, and public workshops. Implementation strategies were developed that address land use and development, the large student population, transportation, jobs, arts and culture, green infrastructure, global and national trends and special projects.

Since the downtown and comprehensive plan, LSL was again engaged to study road redesigns and assist the institutions in planning for a "healthy living campus", for a hospital expansion, new medical school, culinary arts institute and relocated farmers market.

"I cannot thank you (the LSL team) enough. It's a beautiful plan, a usable plan, and most importantly (to me) a brief plan without superfluous information. I applaud your work and will gladly be able to recommend you to any potential clients."

—Keith Hernandez,
former Director of Planning

City staff estimates that 60% of the Plan's recommendations will be implemented or started within 3-5 years.

Core Residential Character

These neighborhoods are generally located near Kalamazoo's historic core and were built between the latter part of the nineteenth century up to the 1980s. Blocks are defined by a grid of streets with sidewalks and street trees. Lots are relatively small and have shallow front yard setbacks. The quality of housing stock and maintenance varies by neighborhood. Some neighborhoods are well preserved and designated as historic districts while others need to be stabilized and improved. To prevent further deterioration, core neighborhoods should be enhanced, and pedestrian links to the downtown core should be strengthened.

Strategies

- Sustain the character of existing homes.
- Maintain housing quality.
- Fill vacant lots with homes that fit neighborhood context.
- Convert some vacant lots to small neighborhood parks.
- On some vacant lots, accommodate shared community gardens.
- Maintain/replace community infrastructure - sidewalks, street trees, lighting, and utilities.

Core Residential 1

- Small Lots
- Gridded streets
- Sidewalks
- Four square, Queen Anne vernacular
- 2-story

Approximate Neighborhoods: Stuart, Northside, West Main Hill, Vine (parts), Southside, Fairmont, Edison, Westside Hill (parts)

Core Residential 2

- Small to medium lots
- Gridded streets
- Sidewalks
- Capo Cod, Neo-Colonial
- Generally 1.5-story

Approximate Neighborhoods: Milwood, Eastside, Burke Acres, South Westside, Oakwood, Westside Hill (parts), Vine (parts)

Downtown Plan

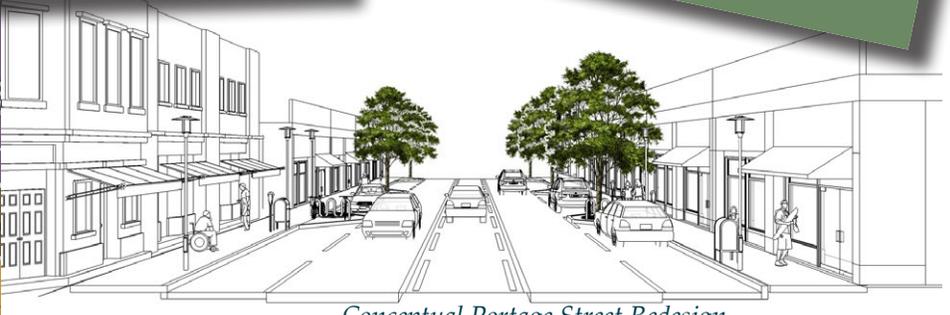
Neighborhood Connector District
MLK Plaza
Mixed Use District
Event Center District
In-Town Neighborhood
Government Civic
Bronson Park
Neighborhood Connector District
Medical/Biomedical/Life Science Research Village
Mixed Use District
Neighborhood Connector

Plan

KALAMAZOO

Preserve • Enhance • Transform

2010 Kalamazoo Master Plan



Design Lansing Comprehensive Plan Lansing, MI

Key Elements

- Community Profile
- Community Character
- Multi-Modal Transportation
- Green Infrastructure
- Public Involvement

Contact

Bob Johnson, Director
Planning and Neighborhood
Development Director
517-483-4060
rjohnson@lansingmi.gov

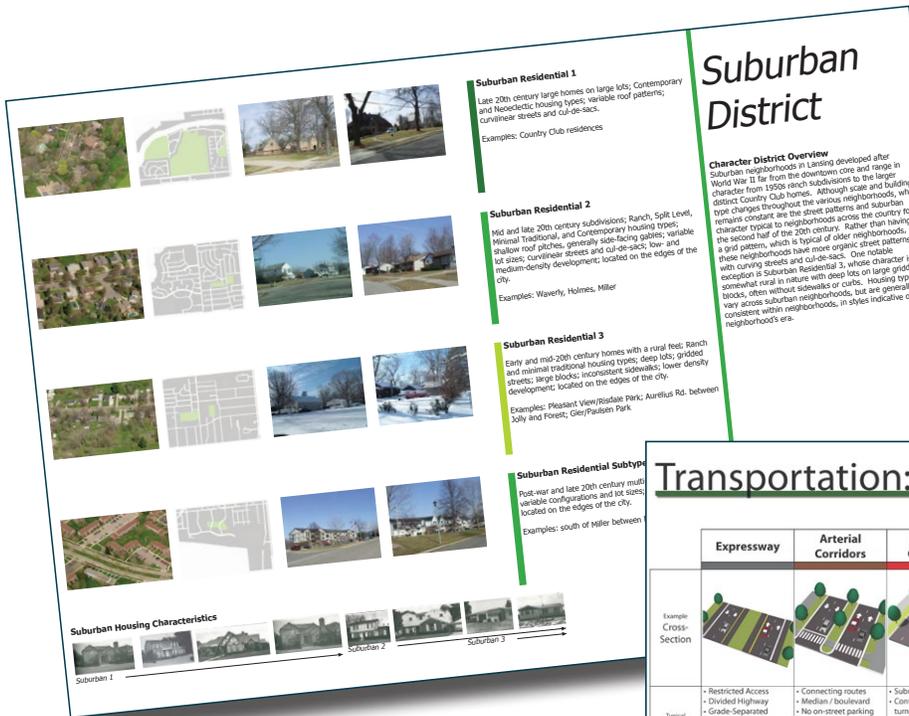
Project Lead

JJR

Finding that its 20 year old plan no longer provided the direction it needed, Lansing initiated a planning process that began by identifying a new vision for the City. Using a transect approach, LSL helped identify and assess character districts based on neighborhoods. This helped lead to consensus on which development patterns should be preserved, enhanced, or transformed. The plan also integrated transportation with land uses, based on new street typologies that considered street function, modes of travel, and land use context.

Other features include the preservation and enhancement of green infrastructure; restoring natural systems that were lost as the city developed, strategies for neighborhood reinvestment, and placemaking urban design concepts.

LSL is currently helping craft the form-based code for Lansing based on the neighborhood pattern book and transportation typologies created during the master plan.



"A Pattern Book" was created as the foundation for plan categories and a future form-based code

Suburban District

Character District Overview
Suburban neighborhoods in Lansing developed after World War II far from the downtown core and range in character from 1950s ranch subdivisions to the larger distinct Country Club homes. Although scale and building type changes throughout the various neighborhoods, what remains constant are the street patterns and suburban character typical to neighborhoods across the country for the second half of the 20th century. Rather than having a grid pattern, which is typical of older neighborhoods, these neighborhoods have more organic street patterns with curving streets and cul-de-sacs. One notable exception is Suburban Residential 3, whose character is somewhat rural in nature with deep lots on large gridded blocks, often without sidewalks or curbs. Housing types vary across suburban neighborhoods, in styles indicative of the neighborhood era.

"The new Lansing Master Plan really stands out... It sets a new standard for large city plans in Michigan and has many elements that should be studied and emulated in communities large and small...its transportation section is also incredibly innovative."

- Mark Wycoff, editor,
Planning and Zoning News

Transportation: Street Typologies

	Expressway	Arterial Corridors	Business Corridors	Activity Corridors	Prime Connectors	Neighborhood Connectors	Local Streets	Off-Street Greenway
Example Cross-Section								
Typical Design	<ul style="list-style-type: none"> Restricted Access Divided Highway Grade-Separated Intersections 	<ul style="list-style-type: none"> Connecting routes Median / boulevard No on-street parking Possible on-street bike lanes along some corridors 	<ul style="list-style-type: none"> Suburban cross-section Continuous center left turn lane Possible left turns in/out of some driveways 	<ul style="list-style-type: none"> Center turn lane at main intersections Center lane median or no center lane Restricted left turns in/out Crosswalk bump-outs On-street parking 	<ul style="list-style-type: none"> On-street bike lanes Bike lanes and on-street parking where both can fit Crosswalk bump-outs 	<ul style="list-style-type: none"> On-street bike routes / lanes Bike boulevards/other facilities where needed (see also: Lansing Non-Motorized Plan) 	<ul style="list-style-type: none"> Pedestrian crossing visibility On-street parking 	<ul style="list-style-type: none"> Off-street corridors along utility, natural, or rail right-of-way corridors
Description	Limited Access expressway/interstate jurisdiction. Provides efficient route for regional and local traffic to traverse areas of the city quickly to access other corridors or destinations outside the city.	Serves auto/transit under MDOT jurisdiction. Provides efficient route for residential, office, and institutional land uses with some neighborhood stores and services. Generally limited business driveway/conflict points for smoother traffic flow.	Serves primarily autos and service vehicles accessing local and regional business, typically more suburban development patterns.	Serves autos, transit, pedestrians access entertainment, business, and employment typically along streets with buildings built close to the right-of-way edge and oriented toward the street. Node-based development and redevelopment supports transit & walkable streets.	Connects autos, bikes, and pedestrians to other corridors via transit and enhanced facilities for all three modes typically residential collector streets with some neighborhood stores.	Connects autos, bikes, and pedestrians from neighborhood local streets to more major streets via bike routes/facilities, wide sidewalks, and clear signage.	Local streets are all other public and private streets in the city. Very low traffic volumes with frequent stop-controlled intersections.	Greenway corridor provides connectivity for bikes and pedestrians, typically along natural features, utility, or rail corridors.
ADT Range	Varies	12,000 +	12,000 +	8,000 +	8,000 - 12,000	2,000-8,000	N/A	N/A
Target Vehicle LOS	Auto: C Truck: C	Auto: C Truck: C	Auto: D/E Truck: D/E	Auto: E/F Truck: E/F	Auto: D Truck: E	Auto: D Truck: E	N/A	N/A
Design Speed	55-70 MPH	35-45 MPH	30-45 MPH	25-35 MPH	25-35 MPH	20-30 MPH	< 30 MPH	N/A
Typical # Lanes	4-8 Lane Divided Highway	One-Way 2-4 Lanes Two-Way 2-4 Lanes or 4-8 Lane Boulevard	3-5 Lanes or 2-4 Lane Boulevard	3-5 Lanes or 2-4 Lane Boulevard	2-3 Lanes	2-3 Lanes	2 Lanes	N/A
Transit	Express Bus, Park and Ride	Bus and Express Bus Service (LOS B)	Bus and Express Bus Service (LOS C)	High Use Routes: Bus Rapid Transit, Streetcar, Light Rail, Express Bus, or Frequent Bus (LOS C)	Bus Service (LOS D)	Bus Service (LOS E)	N/A	N/A
Bicyclists	N/A	Shared use pathways, on-street bike lanes or parallel route (LOS B)	Shared use road/pathways (LOS C)	Shared use road, parallel routes (LOS D)	Shared use road/pathways or on-street bike lanes (LOS E)	On-street bike route (share the road) or bike lanes/other bike amenities (LOS B)	Share the road (LOS B)	N/A
Pedestrians	N/A	Sidewalks (LOS B)	Sidewalks (LOS C)	Wide sidewalks with frequent crossings (LOS A)	Sidewalks with frequent crossings (LOS C)	Sidewalks (LOS B)	Sidewalks (LOS B)	Bicycle pathway or shared use pathway

Ann Arbor, Michigan

Connecting William Street

Guiding the DDA and other stakeholders through a broad, public outreach and engagement process, SmithGroupJJR created building development and streetscape scenarios for William Street—a key street linking commercial hubs, residential districts, and the University of Michigan campus in downtown. Key elements of the planning process included:

- Spearheading the analytical evaluation of the properties and the streetscape environment.
- Generating and evaluating alternative development concepts in coordination with a market analyst.
- Knitting the streetscape environment together through a sequence of open spaces.

The Connecting William Street process successfully yielded a preferred urban design concept that reflected the values and desires of the greater Ann Arbor community while also providing a clear direction for future development and urban connectivity.

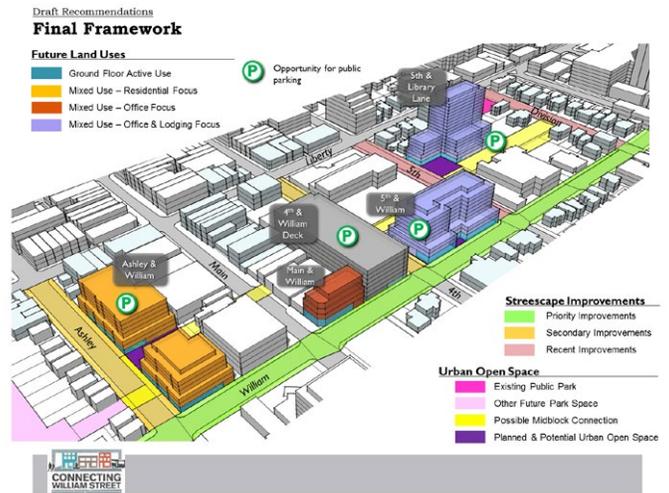
Downtown Street Design Manual

SmithGroupJJR is developing a comprehensive set of standards to govern the design and construction of public and private projects impacting the street right-of-way. The overall goal of the standards will be to enhance the streets' urban design quality and function while also recognizing the important social, economic, and environmental needs they serve.

The design manual standards will help enhance and maintain the high-quality experience provided by some streets and seek to improve the identity and functionality of others. In addition, strategic recommendations will be made to improve and simplify the coordination, managements and maintenance of streetscapes. The plan will balance the needs of all street users, with a particular focus on pedestrians and how streets can be used as public space.experience.

Downtown Plan

The Ann Arbor Downtown Plan recommended policy objectives and plan concepts to guide public and private development decision-making in the downtown area. The Plan addressed a broad range of issues concerning downtown's future: from land use priorities and parking management objectives to more detailed design guidelines for enhancing downtown's pedestrian orientation and identity as a place. Although the Plan's primary focus was Ann Arbor's 66-block Downtown Development Authority district, it is also concerned with relationships between downtown and the adjacent Central Area.



Street Manual-Sidewalk Zone



Street Manual-Queue Jump Lane

Completion Date

Connecting William Street: 2013
 Street Design Manual: 2015
 Downtown Plan: 1996

Reference (William Street + Design Manual)

Susan Pollay
 Executive Director
 Ann Arbor DDA
 734.994.6697
 spollay@a2dda.org

Coldwater Technology Park

Coldwater, MI

Project Relevance

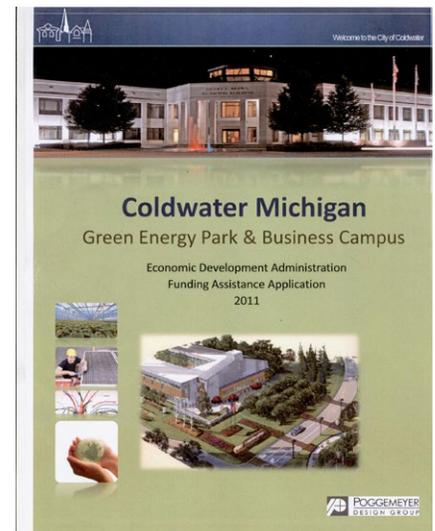
Industrial / Business Park Design
 EDA grant writing
 Sustainable Design
 Site Engineering
 Zoning / Design Guidelines

Contact

Jeff Budd, City Manager
 City of Coldwater
 One Grand Street
 Coldwater, Michigan 49036
 (517) 279-6924
 jbudd@coldwater.org

Poggemeyer Design Group Inc. (PDG) worked with the City of Coldwater, Michigan, to develop a new technology park on a 65-acre site purchased by the City. Working with subconsultants (Land Design Studio and Land Use|USA), PDG led the effort to define industries and firms who would be drawn to locate in a new technology park. This work included defining target industries based on industry requirements and it included defining features that should be designed into the park that would help attract development interest and activity. Multiple physical design concepts were explored and evaluated against the benchmark of creating a premier location for new or expanding companies. Environmentally-responsible development themes were a centerpiece of this development concept. Design considerations include land planning and engineering techniques to substantially reduce and cleanse storm water runoff, while creating natural amenities. Cost estimates were developed for both on and off-site improvements.

With a concept plan in place and engineering estimates completed, PDG prepared an application for US Department of Commerce, Economic Development Administration (EDA) infrastructure funding. Further, PDG assisted the City of Coldwater evaluate a proposed higher education facility interested in locating in this park and helped the City prepare formal design guidelines to guide new building and site designs along a path consistent with the desired image and character of the development.





III. Itemized Budget

		LSL		SGJJR		PDG
	LEAD FIRM	B. Strader	K. Duffy	B. Doyle	J. Hoffman	R. Mielnik
	Hourly Rate	\$175	\$100	\$170	\$100	\$170
A. Coordination/Public Involvement		LSL				
Kick off meeting/tour with staff	\$4,920	8	8	8		8
Focus groups/interviews (1 day C, 1 day B/D)	\$4,320		16	8		8
Committee Meetings (4) (could be PC, SC, Staff)	\$4,040		20	6		6
Public Hearing	\$600		6			
Team/staff coordination	\$3,960	8	12	4		4
Template/pull draft together	\$1,890	2	12	1		1
B. Redevelopment Strategy		LSL				
ID sites, neighborhoods, districts	\$6,020	8	24	6	12	
goals	\$2,180	4	8	2		2
action steps, priorities	\$1,080		4			4
timeline and benchmarks	\$1,760		4			8
C. Downtown Plan		SGJJR				
review previous 2011 plan	\$540			2	2	
ID projects and project costs	\$5,400			20	20	
TOD, mixed-use, ped oriented	\$1,500	4	8			
D. Economic Development and Marketing Strategy		PDG				
ID opportunities and challenges	\$4,080					24
goals	\$680					4
action steps, priorities	\$680					4
	Total Hours	34	122	57	34	73
	Subtotal	\$5,950	\$12,200	\$9,690	\$3,400	\$12,410
		\$18,150		\$13,090		\$12,410
	Expenses	Mileage to Mt. Clemens city hall	# Trips	IRS/mile	Total	
	Royal Oak	46	9	0.575	\$238	
	Ann Arbor	128	4	0.575	\$294	
	Monroe	122	2	0.575	\$140	
	Printing/expenses				\$500	
				Subtotal	\$1,173	
				Total	\$44,823	



IV. Staffing



EXPERIENCE Since 1983

LSL EXPERIENCE Since 1997

EDUCATION

Bachelor of Science Degree, with Honors, in
Urban Planning,
Michigan State University

PROFESSIONAL ASSOCIATIONS

Fellow, Institute of Transportation
Engineers (ITE)
ITE Certified Professional Transportation
Planner (PTP)
Transportation Research Board (TRB)
Access Management Committee
ITE Transportation Planning Council
Executive Committee
ITE Complete Streets Council
American Institute of Certified Planners
American Planning Association

PUBLICATIONS

Editor, ITE Recommended Practice
Planning Urban Road Networks
Task Force Member, "The Access
Management Guidebook", MI-DOT
Co-Author, "Evaluating Traffic Impact
Studies," MI-DOT
Editor, ITE Recommended Practice
Planning for Casinos

Since co-founding LSL Planning, Brad has been involved in a wide variety of projects, but specializes in comprehensive planning, downtowns, multi-modal transportation, and development regulations. Brad is the ongoing zoning advisor to several municipalities. Brad is also often a leader on public involvement for major projects that involve workshops, charrettes, walking audits, and open house forums.

Brad is a frequent lecturer on planning, zoning, and transportation topics at state, regional and national conferences and training webinars. He has presented several national seminars on innovative linkages between land use and transportation for ITE and AICP. As chairperson of the ITE Transportation Planning Council, he has been involved in editing and promoting several "Recommended Practice" manuals. He is also a member of the TRB Access Management Committee and a designated seminar instructor for the Michigan APA chapter.

Partial Listing of Experience

Comprehensive and Downtown Plans

Findlay (OH) Downtown Transportation Plan and Strategic Plan | Charleston (WV) Comprehensive Plan | Peters Twp (PA) Comprehensive Plan | MEDC Ready Communities Waterfront Best Practices | Steubenville (OH) Comprehensive Plan | Town of Bluffton (SC) Comprehensive Plan | City of Kalamazoo (MI) Comprehensive Plan | City of Lansing (MI) Master Plan | City of Midland (MI) Comprehensive Plan (twice), Downtown DDA Plan and Ashman Circle Enhancement Plan | City of Birmingham (MI) Triangle District Plan, Downtown Plan, and South Gateway Plan | City of Farmington (MI) Master Plan (twice) and Downtown Plan | City of East Grand Rapids (MI) Master Plan (twice) | Charter Township of Northville (MI) Master Plan (three times) | City of Chelsea (MI) Comprehensive Plan (twice) | Monroe (MI) Comprehensive Plan (twice)

Zoning and Development Regulations

Bluffton (SC) Unified Development Ordinance | Leesburg (VA) Crescent District Form Based Code | Lansing (MI) Form-Based Code | Woodward Avenue TOD Overlay District | City of Birmingham (MI) Triangle District Form Based Code | Charter Township of Northville (MI) Zoning Ordinance and Subdivision Regulations | City of Farmington (MI) Zoning Ordinance | Grand Haven Township (MI) Corridor Overlay Zoning Districts | City of Farmington (MI) Zoning Ordinance | Genoa Twp (MI) Zoning Ordinance | Grosse Ile Twp (MI) Zoning Ordinance | 16 multi-jurisdictional Access Management ordinances for MDOT | City of Romulus (MI) Zoning Ordinance

Transportation Planning, Complete Streets, and Access Management

Grand Rapids (MI) Michigan Street Corridor Plan | Elyria (OH) Thoroughfare Plan | Richmond (IN) Complete Streets Plan | Empire (MI) Complete Streets Plan | Cascade Township (MI) Complete Streets Plan | Saginaw (MI) Regional Transit Master Plan | Lansing/CATA Multi-Modal Corridor Plan | Grand Rapids Metro (The Rapid) Transit Master Plan | Summit County (OH) Access Management Manual | Elkhart (IN) County Road 17/19 and Indiana 9 Corridor Plans | City of Ann Arbor (MI) Transportation Plan | Western Wayne County (MI) Transportation Plan | Macomb County (MI) Road Commission Master Plan | West Oakland County (MI) Corridor Study | MDOT M-59 Right-of-Way Preservation Study

Public and Stakeholder Involvement

Design Charrettes: Bluffton, SC | Leesburg, VA | Birmingham, MI | Grand Rapids, MI
Corridor Plan Focus Groups and Workshops: Lead facilitator on over 30 projects



EXPERIENCE

Since 2006

LSL EXPERIENCE

Since 2008

EDUCATION

Master of Urban and Regional Planning, University of Illinois, Urbana-Champaign, IL, 2008

B.S. in Architecture, Minor in History of Art, University of Michigan, Ann Arbor, MI, 2006

National Charrette Institute Certificate

Form-Based Code Institute Certificate

ULI Larson Center for Leadership, Class of 2014

AFFILIATIONS

American Institute of Certified Planners (certified 2011)
APA-Michigan
Urban Land Institute

HONORS AND AWARDS

LSL Client Service Award 2010, 2011

Urban Land Institute (ULI) National Gerald Hines Student Urban Design Competition Team Proposal, Honorable Mention, 2008

Department Excellence Award, University of Illinois Department of Urban and Regional Planning, 2008

University of Illinois Student Planning Organization President, 2007

Along with her master's degree in urban planning, Kathleen draws on her undergraduate background in architecture to provide both community planning and design services at LSL. Her experience in neighborhood planning, historic preservation, transit-oriented development, and urban design provides a strong base for comprehensive plans, revitalization projects and form-based codes.

In addition to comprehensive planning, Kathleen provides concept design services to help clients visualize their plans. She prepares 3-D placemaking visualizations giving the public a glimpse into how their community can redevelop. Kathleen developed LSL's, iZone | Interactive Zoning, which allows users easy, interactive digital access to zoning ordinances.

Partial Listing of Experience

Area Plans + Public Involvement/Charrettes

Washtenaw County (MI) Platt Rd. and Golfside Charrettes | Charleston (WV)

Comprehensive Plan | Peters Township (PA) Comprehensive Plan | Beverly Hills (MI)

Master Plan Update | Grand Rapids (MI) WestSide Area Specific Plan | South Lyon (MI)

Master Plan | Portage (MI) Master Plan Update | Genoa Twp (MI) Master Plan Update |

Downtown Pontiac Livability Study (MI) | Ypsilanti Twp (MI) Master Plan Update | Cedar

Springs (MI) Master Plan | Kalamazoo (MI) Master Plan | DeWitt (MI) Design Guidelines |

Wayne (MI) Downtown Plan | Lansing (MI) Design Lansing Master Plan

Redevelopment and Community Development

MEDC Redevelopment Ready Communities Program Technical Assistance | Shelby

Township (MI) Town Center Plan | Ypsilanti Township (MI) ReImagine Washtenaw

Design Guidelines | MEDC Redevelopment Ready Communities Waterfront Best

Practices | Birmingham (MI) Woodward Southern Gateway Plan | Beverly Hills (MI) Town

Center Plan | Mundy Township (MI) Hill Road Corridor Plan | Evansville (IN) Jacobsville

Neighborhood Plan | St. Clair (MI) Downtown Redevelopment Plan | Taylor (MI) Analysis

of Impediments to Fair Housing | Taylor (MI) Neighborhood Stabilization Program 2

Grant Application | Jasper County (SC) Point South Interchange Area

Transit and Transportation Planning

Macomb County (MI) Non-Motorized Plan | Richmond (IN) Complete Streets Plan

| Woodward Avenue Corridor Transit-Oriented Development Study (MI) | Saginaw

(MI) Transit Master Plan | CATA Lansing Area (MI) Michigan/Grand River Avenue BRT

Feasibility Study | Southeast Michigan Council of Governments (MI) Gratiot Avenue

Access Management Plan | Berkley (MI) Downtown Parking Study

Zoning Ordinances

Beverly Hills (MI) Form-Based Code | Ypsilanti Twp (MI) Zoning Ordinance Update |

Genoa Twp (MI) Zoning Ordinance Update | Lansing (MI) Form-Based Code | Bluffton

(SC) Unified Development Ordinance | Palmetto (GA) iZone | Farmington (MI) iZone |

Romulus (MI) iZone | Grandville (MI) iZone | Taylor (MI) Interactive Zoning Ordinance



Bob's career has spanned the breadth of the planning and development professions. With over 27 years of professional experience, Bob successfully serves public, institutional and private sector clients as a project manager and landscape architect. The project types managed and designed by Bob include parks and recreation, campus planning and improvements, community planning and urban design, brownfield redevelopment and waterfronts. His broad knowledge and skill base, coupled with his talents as a community facilitator, give him the ability to successfully move complex, multi-faceted projects from initial planning through implementation.

EDUCATION

Bachelor of Landscape Architecture
Michigan State University, 1985

REGISTRATIONS

Landscape Architect:
Michigan

RESIDENTIAL BUILDER:
Michigan

Design Lansing Master Plan,
Lansing, Michigan

Saginaw Oakland Corridor Study,
Lansing, Michigan

Kalamazoo Master Plan,
Kalamazoo, Michigan

Ann Arbor Downtown Plan, Ann
Arbor, Michigan

Ann Arbor Downtown Street
Design Manual, Ann Arbor,
Michigan

Eastern Montana Regional
Impact Study, Wolf Point,
Montana

Petoskey Downtown Plan,
Petoskey, Michigan

Virginia Park Commons
Neighborhood Revitalization
Urban Design, Detroit, Michigan

Bay City Uptown Waterfront
Master Plan, Bay City, Michigan

Port Huron South Waterfront
Master Plan, Port Huron,
Michigan

Great Lakes Coastal Community
Development Criteria, Guidance
and Standards, Michigan

Monroe North Area Plan, Grand
Rapids, Michigan

Las Vegas Medical District Master
Plan, Las Vegas, Nevada

Dowagiac Downtown Planning
Study, Dowagiac, Michigan

Downtown Port Huron Strategic
Plan, Port Huron, Michigan

Elmwood Corridor Plan,
Elmwood, Michigan

Gateway District Plan, Sylvania,
Ohio

Indiana Community University
District Plan, Indiana,
Pennsylvania



Jon is a skilled urban planner and project manager specializing in land use planning, urban design, and livable transportation. He offers particular expertise in community involvement, urban revitalization, mixed-use/sustainable neighborhood development, multimodal transportation, and environmental preservation. Jon also plays an integral role as project manager for campus master planning efforts for colleges and universities throughout the country.

EDUCATION

Master of City Planning, Georgia Institute of Technology, Atlanta, GA, 1999
 Master of Science, Civil Engineering, Georgia Institute of Technology, Atlanta, GA, 1999
 Bachelor of Arts in Political Science and International Relations, University of Toledo, Toledo, OH, 1994
 Eberhard-Karls Universität, Tübingen, Germany, 1993

REGISTRATIONS

Certified NCI Charrette Planner
 Professional Affiliations
 American Planning Association
 American Institute of Certified Planners
 Society for College and University Planners (SCUP)

District Detroit Framework Plan, Detroit, Michigan

Village of Bloomfield Master Plan, Bloomfield Township, Michigan

Oak Creek Lakeview Area Plan, Oak Creek, Wisconsin

Kinnickinnic River Corridor Neighborhood Plan, Milwaukee, Wisconsin

Village Green Master Plan, Pleasant Prairie, Wisconsin

Downtown Riverfront Framework Plan, Grand Rapids, Minnesota

St. Paul Lowertown Master Plan, St. Paul, Minnesota

State Street 700-800 Block Redevelopment, Madison, Wisconsin

Blue Island Riverfront Plan, Blue Island, Illinois

Cameron Waterfront Master Plan, Cameron, Louisiana

Frankfort Capital View Park Expansion Master Plan, Frankfort, Kentucky

Grand Rapids Riverfront Framework Plan, Grand Rapids, Minneapolis

Pleasant Prairie Village Center Development Plan, Village of Pleasant Prairie, Wisconsin

Onalaska STH 35 Streetscape Improvements, Onalaska, Wisconsin

Frankfort Capital View Park Expansion Master Plan, Frankfort, Kentucky

Sarasota 2050 Regional Plan, Sarasota County, Florida*

Johnson City Land Use and Transportation Plan, Tennessee*

Coulee Visions, La Crosse Area Planning Committee, Wisconsin*

Fern Park Redevelopment Plan, Seminole County, Florida*

****Experience Prior to SmithGroupJJR***

Randy A. Mielnik, AICP, LEED-AP

Principal Owner



Mr. Mielnik directs planning projects, project development, personnel assignments, and quality control efforts. Randy has substantial experience with city and regional planning, grant administration, zoning and land use regulation, park and recreation planning, capital improvements programming, and economic development. Before joining PDG, Randy was a Planning Director overseeing a staff of more than a dozen planners, community development specialists and support staff. He has authored nationally-recognized land use regulations and master plans, and has served in various leadership positions with local and state planning organizations. Randy has also been a speaker at state, regional and national conferences sponsored by organizations such as the American Planning Association (APA), state chapters of the APA, various state associations, and local planning and zoning workshops on topics such as LEED ND.

EDUCATION

Masters in City and Regional Planning,
Ohio State University, 1986
BS in Geography-Planning,
Northern Michigan University, 1978

ACCREDITATION

LEED-AP, 2008
National Charrette Institute (NCI)
Certificate
Form Based Code Institute (FBCI)
Training Certificate

REGISTRATION

American Institute of Certified
Planners, 5144
Economic Development Financing
Professional (NDC), 9104-065

OTHER TRAINING

Complete Streets Training (Modules
1-5)
Professional Affiliations
American Planning Association (APA)
Elected to the Ohio Planning
Conference
(OPC) Board of Trustees in 1987 and
2002
(OPC is the Ohio Chapter of APA)
Elected OPC Treasurer and Executive
Committee Member (2002 - 2006)
Michigan Association of Planning
Detroit Regional Chapter-US Green
Building Council, Recognition for
Contribution to LEED-ND Committee
(March 22, 2012)

Master/Land Use Plans

- Beckley, WV
- Luna Pier, Master Plan, MI. 2011 Outstanding Comprehensive Plan Small Town and Rural (STaR) Planning Division, American Planning Association
- Erie Township Master Plan, Erie, MI
- Athens (Oh.) Comprehensive Plan 2008 Outstanding Comprehensive Plan, Ohio Chapter, APA

Zoning Updates

- Beckley, WV
- Luna Pier, MI
- Butler Township, PA
- Sylvania, OH
- Kelleys Island, OH

Corridor Planning

- Columbia Avenue Urban Design/Market Study, Battle Creek, MI
- Neighborhood Planning
- Orchard East Neighborhood Market Study, Monroe, MI

Economic Development Strategies & Assistance

- Brooklyn Branding/Community Identity Project, MI
- Hillsdale County Visioning and Economic Development Strategy, MI
- Branch County Community Economic Development Strategy, Coldwater, MI

Development Master Plans

- Kyle Canyon Gateway Development Plan, Las Vegas, NV
- Mixed-Use Research and Technology Park, Coldwater, MI

Grants/Financing Assistance

- Eastern Michigan University Grant Writing
- USDOT TIGER Grant Application I-75 Widening
- Kerr Building, MSHDA CDBG Rental Rehab. Grant Third Party Administrator, Coldwater, MI
- EDA Grant Application - Coldwater Tech. Park

Wayfinding

- Levis-Commons Wayfinding-Dillin Corporation, Perrysburg, OH.
- Tamarack/Caperton Center Wayfinding, Beckley, WV
- University of Toledo Wayfinding
- Eastern Michigan University Wayfinding

Consolidated Plans (CDBG Entitlement Communities)

- Battle Creek, MI
- Monroe, MI
- Toledo, OH

Lauren O'Neil Falcone

Community Development Specialist



EDUCATION

MA in Public Administration,
Cleveland State University, 1995

BA in Public Administration/Sociology,
Miami University, 1994

A PDG employee for 20 years, Lauren provides clients with technical assistance for local, state and federal grant and loan programs, as well as economic development incentive programs. She specializes in CDBG programs assisting communities with infrastructure improvements and business/industry retention, expansion and recruitment strategies. Lauren also has experience with financing for downtown improvements and economic development incentives. Lauren builds lasting relationships that endure beyond the planning, financing and improvement phases of community planning and development. She has worked as the economic development consultant on a retainer basis for some communities for nearly 20 years.

Economic Development Strategies & Assistance

- Brooklyn Branding/Community Identity Project, MI
- Hillsdale County Visioning and Economic Development Strategy, MI
- Branch County Community Economic Development Strategy, Coldwater, MI

Comprehensive/Master/Land Use/Plans

- Painesville, OH. Comprehensive Plan
- Whitehouse Oh. Comprehensive Plan
- Maumee OH. Urban Design Plan
- Wellington OH. Comprehensive Plan
- Olmsted Falls OH. Housing & Commercial Study

Corridor Planning

- Columbia Avenue Urban Design/Market Study, Battle Creek, MI

Development Master Plans

- Kyle Canyon Gateway Development Plan, Las Vegas, NV
- Mixed-Use Research and Technology Park, Coldwater, MI

Parks and Recreation

- Huron Boat Basin, Marina, Walkway, Amphitheater
- Put-in-Bay Waterfront

Downtown and Neighborhood Revitalization Strategies

- Amherst Downtown Revitalization Plan
- Huron Downtown Revitalization Plan
- Brewster Downtown Revitalization Plan
- Mingo Junction Downtown Revitalization Plan
- Orrville Downtown Revitalization Plan
- Port Clinton Downtown Improvements
- Cambridge Revitalization Strategy
- Upper Sandusky Revitalization Plan
- Whitehouse Neighborhood Revitalization Strategy
- Woodsfield Revitalization Strategy

Grants/Financing Assistance

- Cambridge CDBG Downtown Tier I & II Application/Administration Technical Assistance
- Huron CDBG Downtown Tier I & II Application/Administration Technical Assistance
- Marysville CDBG Downtown Tier II Application
- Oak Harbor CDBG Downtown Tier II Administration Technical Assistance
- Oberlin CDBG Downtown Tier II Application/Administration Technical Assistance
- Whirlpool Corporation CDBG-ED
- PPG Industries CDBG-ED Applications
- United States Gypsum CDBG-ED

V. Timeline

	April	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
A. Coordination/Public Involvement	→									
Committee Meetings	■		■			■		■		
Focus Groups/Interviews		■								
Public Hearing								<i>review period</i> →		■
B. Redevelopment Strategy		→								
C. Downtown Plan		→								
D. Economic Development Strategy		→								

Note: This does not include the time period or any additional meetings required for the adoption process after the public hearing. The city would be responsible for distribution of the "Intent to Proceed" with a plan amendment and coordination of comments during the 42-day review period before the public hearing.



VI. Forms

PROPOSAL AND AWARD

The undersigned, having become thoroughly familiar with and understanding all of the proposal documents attached hereto, agrees to provide the services as specified herein, for the total fees as stipulated herein.

I hereby state that all of the information I have provided is true, accurate and complete. I hereby state that I have authority to submit this proposal, which will become a binding contract if accepted by the City of Mount Clemens. I hereby state that I have not communicated with, nor accepted anything of value from, any official or employee of the City of Mount Clemens that would tend to destroy or hinder free competition.

I hereby state that I have read, understand, and agree to be bound by all of the terms of this proposal document.


Signed: _____

Karen Mack
Type or Print Name

Controller
Title:

March 04, 2015
Date:

Company Name: LSL Planning, a SAFEbuilt LLC Company

Address: 3755 Precision Dr., Ste 140; Loveland, CO 80538

Contact Name: Brad Strader, AICP, PTP - Planning Manager

Contact Phone:

Office: 248.586.0505

Cell: 248.867.8942

Pager: N/A

Contact E-mail: strader@lslplanning.com

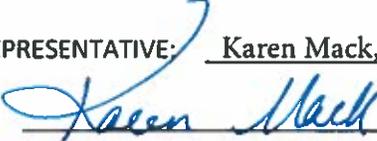
HOLD HARMLESS AND INDEMNITY

To the fullest extent permitted by law, the contractor/subcontractor expressly agrees to indemnify and hold the City of Mount Clemens, its elected and appointed officials, employees and volunteers and others working on behalf of the City, harmless from and against all loss, cost, expense, damage, liability or claims, whether groundless or not, arising out of the bodily injury, sickness or disease (including death resulting at any time therefrom) which may be sustained or claimed by any person or persons, or the damage or destruction of any property, including the loss of use thereof, based on any act or omission, negligent or otherwise, of contractor/subcontractor or anyone acting in its behalf in connection with or incident to this contract or the work to be performed hereunder, except that the contractor/subcontractor shall not be responsible to the City on indemnity for damages caused by or resulting from the City's sole negligence; and the Contractor/subcontractor shall, at its own cost and expense, defend any such claim and any suit, action, or proceeding which may be commenced hereunder, and the Contractor/subcontractor shall pay any and all judgments which may be recovered in any such suit, action or proceeding, and any and all expense, including, but not limited to, costs attorneys' fees and settlement expenses which may be incurred therein. Contractor/subcontractor further expressly agrees that this Hold Harmless and Indemnity Agreement is controlling over and supersedes any and all inconsistent terms and/or provisions that may be contained in any of the other documents comprising this contract.

PLEASE PRINT:

CONTRACTOR/SUBCONTRACTOR'S NAME: LSL Planning, A SAFEbuilt LLC Company

AUTHORIZED REPRESENTATIVE: Karen Mack, Controller

SIGNATURE: 

CONTRACTOR/SUBCONTRACTOR'S ADDRESS: 3755 Precision Dr., Ste 140

Loveland, CO 80538

TELEPHONE NUMBER: (970) 292 - 2209

WITNESS: _____

DATE: March 04, 2015

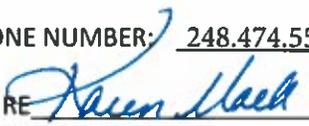
REFERENCES

(MUST BE FROM FIRMS WHICH YOU HAVE DONE SIMILAR SERVICES)

1. COMPANY OR CITY: Michigan Economic Developmen Corporation (MEDC)
CONTACT NAME: Jennifer M. Rigterink, Manager - Redevelopment Ready Communities
TELEPHONE NUMBER: 417.241.3995

2. COMPANY OR CITY: City of Lansing, Michigan
CONTACT NAME: Bill Rieske, Assistant Planning Manager
TELEPHONE NUMBER: 517.483.4091

3. COMPANY OR CITY: City of Farmington, Michigan
CONTACT NAME: Vince Pastue, City Manager / Kevin Christiansen, Community Development Director
TELEPHONE NUMBER: 248.474.5500, x2221/x2226

BIDDER'S SIGNATURE  DATE March 04, 2015

COMPANY LSL Planning, A SAFEbuilt LLC Company

LEGAL STATUS OF BIDDER:

Bidder shall fill out the appropriate section and strike out the other three:

A CORPORATION

State in which incorporated: _____

Date of incorporation: _____

Names of persons signing Proposal: _____

Titles of persons signing Proposal: _____

Addresses of signer(s): _____

LIMITED LIABILITY COMPANY

State in which organized: Delaware

Date of organization: October 03, 2014

Name of persons signing Proposal: Karen Mack

Titles of persons signing Proposal: Controller

Addresses of signer(s): 3755 Precision Dr., Ste 140: Loveland, CO 80538

PARTNERSHIP

Names of Partners

Addresses

AN INDIVIDUAL

Official Name

Assumed Name, if applicable and where registered.

THIS AFFIDAVIT SHALL BE SUBMITTED WITH
AND MADE A PART OF EACH AND EVERY BID
PROPOSAL TO THE CITY OF MOUNT CLEMENS

NON-COLLUSIVE AFFIDAVIT

Colorado
STATE OF MICHIGAN *68*)
Larimer) SS
COUNTY OF MACOMB *68*)

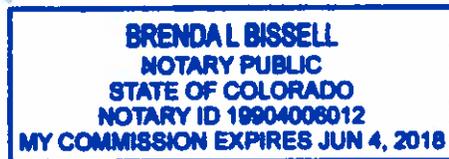
Karen Mack, BEING DULY SWORN, deposes and says that:

1. The bid has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with, any other vendor of materials, supplies, equipment, or services described in the invitation to bid, designed to limit independent bidding or competition, and
2. The contents of the bid have been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid, and will not be communicated to any such person prior to the official opening of the bid.

Karen Mack
SIGNATURE OF BIDDER

Karen Mack
PRINTED NAME

Controller
TITLE



Subscribed and sworn to before me this 4th day of March, 2015, a notary public in and for said county.

State of Colorado, Notary Public
Larimer County, Colorado
My Commission Expires: June 4, 2018

**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under any non-procurement programs by any federal, state or local agency.
- (2) Have not, within the three year period preceding, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - (a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local), or a procurement contract under such a public transaction;
 - (b) For the violation of federal, or state antitrust statutes, including those proscribing price fixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - (c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award.

I am able to certify to the above statements.

LSL Planning, A SAFEBuilt LLC Company
Name of Agency/Company/Firm (Please Print)

Karen Mack, Controller
Name and title of authorized representative (Please Print)


Signature of authorized representative

March 04, 2015
Date

I am unable to certify to the above statements. Attached is my explanation.

CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner or authorized officer of the below-named Bidder –

Karen Mack, Controller, hereby certifies and represents and warrants that the Bidder, including its officers, directors, and employees, is not an “Iran linked business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event Bidder is awarded a contract, the Bidder will not become an “Iran linked business” at any time during the course of performing any services under the contract.

BIDDER: LSL Planning, A SAFEbuilt LLC Company
Name of Bidder

By:  (Karen Mack)

Its: Controller

Date: March 04, 2015

EXPLANATION OF AGENDA – June 1, 2015

Agenda Item No. 9-C

APPROVE PURCHASES AND PAYMENT OF INVOICES

VENDOR (PURCHASES)	DESCRIPTION	FUND/ DEPARTMENT/ APPROPRIATION	ACCOUNT NUMBER	AMOUNT	CURRENT BALANCE
1. Apollo Fire 12584 Lakeshore Drive Romeo, MI 48065	Firefighter Coat And Pant with Suspender and Belt Loops for New Volunteer Firefighter. PURCHASED OFF NORTHVILLE TOWNSHIP RFP	General Fund/ Volunteer Firefighters/ Fire Equipment	101-34000-979000	\$2,057.00	*\$799.73
2. Meridian Contracting Group, LLC 6149 Trailside Drive Washington, MI 48094	Train Depot Roof Replacement MSHDA GRANT	General Fund/ Building Improvements/ Train Depot	101-90400-976002	\$34,760.00	*
3. Brehob Corporation 1441 Combermere Street Troy, MI 48083	Replacement Compressor Pump For Ozone Air Compressor	Water-Utilities Fund/ Operation of Plant/ Repair Parts	591-53708-779000	\$1,830.00	\$2,796.70

VENDOR (INVOICES)	DESCRIPTION	FUND/ DEPARTMENT/ APPROPRIATION	ACCOUNT NUMBER	AMOUNT	CURRENT BALANCE
1.Young's Plumbing 121 Avery Clinton Township, MI 48036	Backflow Preventer Testing and Repairs at Wastewater Treatment Plant, Retention Basin, And Water Plant.	Sewer-Utilities Fund/ Retention Basin/ Contractual Services	590-53707-818000	\$350.00	\$1,775.50
		Sewer-Utilities Fund/ Operation of Plant/ Repair Parts	590-53708-779000	\$300.00	\$9,315.91
		Sewer-Utilities Fund/ Operation of Plant/ Contractual Services	590-53708-818000	\$1,603.00	\$7,695.36
		Water-Utilities Fund/ Operation of Plant/ Contractual Services	591-53708-818000	\$360.00	*
2.Hi-Tech System Service, Inc. 3070 Palms Road Casco, MI 480064	IT Services Over and above Our weekly allotment to Complete the Exchange server Installation Phase II.	General Fund/ Information Technology/ Contractual Services	101-22800-818000	\$1,770.74	\$14,954.27

VENDOR (INVOICES)	DESCRIPTION	FUND/ DEPARTMENT/ APPROPRIATION	ACCOUNT NUMBER	AMOUNT	CURRENT BALANCE
3.Citel 221 Commerce Drive Amherst, NY 14228	Emergency purchase of new components to our phone system due to system failure at the Department of Public Services.	General Fund/ Building Maintenance/ Central Phone	101-26500-853000	\$3,550.00	\$4,008.47

*Budget amendment to be made at a later date.

SUBMITTED BY: Marilyn Dluge, Finance Director/Treasurer

RECOMMENDED MOTION: Approve purchases and payment of invoices as presented.

APOLLO

FIRE EQUIPMENT COMPANY

PRICE QUOTATION

12584 LAKESHORE DRIVE
 ROMEO, MI 48065

Craig Poike

cell phone: 734-536-1337

e-mail: poiksters@wideopenwest.com

WATTS 1- 800-626-7763

FAX (586) 752-6907

TO	Northville Township Fire Dept.	DATE	2/17/2015	TERMS	30 days net
		PROPOSED SHIPPING DATE			4 weeks from measuring
		TO BE SHIPPED VIA			Best Way
		QUOTE VALID FOR			180 days

	Request for Proposals - Structural Turnout Gear				
	Bid Due Date - February 27, 2015				
	Fire- Dex Turnout Gear - Style FR-X				
31	FR-X Firefighting Coats		\$1,079.00		\$33,449.00
31	FR-X Firefighting Pants with Suspender		\$809.00		\$25,079.00

THANK YOU FOR YOUR BUSINESS

TOTAL \$58,528.00

Craig Poike Sales Representative

CITY OF MOUNT CLEMENS

Tabulation of sealed bids received and opened on Tuesday, April 28, 2015, for a replacement Train Depot Roof:

BIDDER	TOTAL COST SLATE SHINGLES	TOTAL COST RE-BID ASPHALT SHINGLES
1. Meridian Contracting Group, LLC 6149 Trailside Drive Washington, MI 48094	\$58,955.00	\$34,760.00
2. Mihm Enterprises 4065 – 38 th Street Hamilton, MI 49419	\$72,200.00	NO BID

30 Vendors downloaded bid from MITN
Posted on Cable
Posted on City's Website

Marilyn Dluge
Finance Director/Treasurer

CITY OF MOUNT CLEMENS

Tabulation of quotations received by May 22, 2015, for a replacement Compressor Pump needed by the Water Plant for the Ozone Air Compressor:

BIDDER	TOTAL COST
1. Brehob Corporation 1441 Combermere Street Troy, Michigan 48083	\$1,830.00
2. Central Air Compressor Company 28600 Lorna Warren, Michigan 48092	\$2,342.17
3. Metro Air Compressor Company, Inc. 29191 Groesbeck Highway Roseville, Michigan 48066	\$2,800.00

Marilyn Dluge
Finance Director/Treasurer

EXPLANATION OF CONSENT AGENDA – June 1, 2015

Agenda Item No. 10-A

Approval of the Dates for Regular City Commission Meetings for the 2015/2016 Fiscal Year

The following schedule indicates dates of the Regular City Commission Meetings held on the first and third Monday of each month for the 2015/2016 fiscal year:

- Monday, July 6, 2015
- Monday, July 20, 2015
- Monday, August 3, 2015
- Monday, August 17, 2015
- * ***Tuesday, September 8, 2015***
- Monday, September 21, 2015
- Monday, October 5, 2015
- Monday, October 19, 2015
- Monday, November 2, 2015
- Monday, November 16, 2015
- Monday, December 7, 2015
- Monday, December 21, 2015
- Monday, January 4, 2016
- * ***Tuesday, January 19, 2016***
- Monday, February 1, 2016
- * ***Tuesday, February 16, 2016***
- Monday, March 7, 2016
- Monday, March 21, 2016
- Monday, April 4, 2016
- Monday, April 18, 2016
- Monday, May 2, 2016
- Monday, May 16, 2016
- Monday, June 6, 2016
- Monday, June 20, 2016

*These dates have been changed due to conflicts with holidays.

SUBMITTED BY: Steven M. Brown, City Manager

RECOMMENDED MOTION: Approve the schedule of Regular City Commission Meeting dates for the 2015/2016 fiscal year as presented.

EXPLANATION OF CONSENT AGENDA – June 1, 2015

Agenda Item No. 10-B

Approve Placement of Delinquent Special Assessments, Utility Bills and Miscellaneous Invoices on Tax Roll

Each year it is necessary to place delinquent bills on Special Assessment Rolls for collection.

1) Special Assessment Roll 15-02 for delinquent utility bills as follows:

Delinquent Utility/Water Bills	\$89,218.43
Total Special Assessment Roll 15-02	\$89,218.43

2) Special Assessment Roll 15-03 for delinquent miscellaneous invoices as follows:

Delinquent Blight	\$ 2,973.09
Delinquent Board-Up	\$ 888.57
Delinquent Downtown Maintenance	\$15,100.56
Delinquent Patio Lease	\$ 1,050.00
Delinquent Special Sanitation	\$ 1,340.72
Delinquent Weed Cutting	\$32,854.67
Total Special Assessment Roll 15-03	\$54,207.61

SUBMITTED BY: Marilyn J. Dluge, Finance Director

RECOMMENDED MOTION: To approve delinquent Special Assessment Rolls 15-02 and 15-03 and their placement on the City Tax Roll for 2015.

EXPLANATION OF CONSENT AGENDA – June 1, 2015

Agenda Item No. 10-C

Request Approval of the 2015 Daughters of Macomb Parade on Thursday, August 6, 2015

The Daughters of Macomb are seeking City Commission approval to hold their annual parade on Thursday, August 6, 2015. The parade would begin at 9:15 a.m. and would last approximately one hour. The route would begin at Madison's Pub and follow Cass Avenue, North Main Street, Market Street, Pine Street, New Street and Walnut, back to Madison's.

Upon City Commission approval, they are requesting assistance from the Department of Public Services with the timing of the street closures and with barricades along the approved parade route to help ensure a safe event.

A Certificate of Liability Insurance listing the City as an additional insured will be required as a condition of approval.

SUBMITTED BY: Brian L. Tingley
Community Development Director

RECOMMENDED MOTION: Move to approve the Daughters of Macomb annual parade route on Thursday, August 6, 2015, beginning at 9:15 a.m. and lasting approximately one hour.

APPLICATION FOR SPECIAL EVENT PERMIT

CITY OF MOUNT CLEMENS
ONE CROCKER BLVD., MOUNT CLEMENS, MI 48043
(586) 469-6818 EXT. 901 FAX (586) 469-7695

NOTE: A COMPLETE AND DETAILED SITE PLAN/SITE MAP OF THE PROPERTY SHOWING THE EVENT AREA IS REQUIRED. PLAN MUST SHOW LOCATIONS OF SIGNS, TENTS OR ANY STRUCTURES, AMUSEMENT RIDES, FOOD SERVICES, PARKING AREA, THE LOCATION OF EXISTING BUILDINGS, ETC. REQUEST WILL NOT BE REVIEWED UNTIL THIS PLAN IS RECEIVED.
IF A TENT IS TO BE ERECTED, SPECIFICATIONS ARE REQUIRED
ADDITIONAL PERMITS MAY BE REQUIRED FOR BUILDING, ELECTRICAL AND MECHANICAL, IF APPLICABLE.

APPLICANT'S NAME: (Please include name of partner, if a partnership or all officers/directors, if corporation)

DAUGHTERS OF MACOMB

APPLICANT ADDRESS:

54303 MARK RICHARD MACOMB TWP. MI 48042
CITY ST ZIP

APPLICANT'S PHONE: Office: _____ Cell: _____

RELATION OF APPLICANT TO BUSINESS/EVENT/SALES: Owner Manager Representative Other

PROPERTY OWNER NAME:

MADISON'S BAR

ADDRESS OF THE PROPERTY AT WHICH THE EVENT OR SALES WILL BE CONDUCTED:

15 NORTH WALNUT MT. CLEMENS, MI 48043

DOES APPLICANT OWN OR OCCUPY THE PROPERTY AT WHICH THE EVENT IS TO BE HELD?
____ YES X NO IF NOT, ATTACH THE WRITTEN CONSENT OF THE PROPERTY OWNER.

GIVE A DETAILED DESCRIPTION OF THE PROPOSED EVENT: (use back if needed)

DAUGHTERS OF MACOMB ANNUAL MEETING. GETTING TOGETHER FOR FUN, AND SEEING OLD FRIENDS AND MAKING NEW FRIENDS.

DATE OF THE EVENT: AUGUST 6TH 2015

TIME OF YOUR EVENT: 7:45 A.M. - 4:00 P.M.

IS THE EVENT OPEN TO THE GENERAL PUBLIC? _____ YES X NO

IF SPECIAL EVENT, WILL ANY GOODS OR MERCHANDISE BE OFFERED FOR SALE TO THOSE ATTENDING:
____ YES X NO IF YES, PLEASE CONTACT THE CLERK'S OFFICE DIRECTLY FOR VENDOR INFORMATION.

MAXIMUM NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: 160

WILL TENTS BE USED DURING THE EVENT? _____ YES X NO

WILL THE EVENT HAVE FOOD OR OTHER VENDORS? _____ YES X NO

*** ALL FOOD VENDORS MUST BE APPROVED BY THE MACOMB COUNTY HEALTH DEPARTMENT.

WILL ALCOHOL BE SERVED OR SOLD AT THE EVENT? X YES _____ NO

***IF YES, PLEASE PROVIDE PROOF OF LIQUOR LIABILITY INSURANCE AND APPROVAL BY THE LCC

WILL ANY CITY SERVICES BE REQUIRED FOR THIS EVENT? _____ YES _____ NO

IF YES, DESCRIBE IN DETAIL THE TYPE OF SERVICES REQUESTED:

***THE CITY MAY CHARGE THE ACUTAL COST OF PROVIDING THESE SERVICES FOR THE EVENT.

BARRICADES FOR THE PARADE

IS ANY SIGNAGE PROPOSED? _____ YES X NO

IF YES, NOTE LOCATIONS OF ANY SIGNS PROPOSED ON THE MAP PROVIDED WITH THIS APPLICATION.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that

- a) A Certificate of Insurance must be provided which names the City of Mount Clemens as an additional insured party on the policy.
- b) All food vendors must be approved by the Macomb County Health Department
- c) The approval of this Special Event may include additional requirements and/or limitations, based on the City's review of this application. The event will be operated in conformance with the approved guidelines from the City Commission. Such additional requirements may include but are not limited to the procurement of permits and/or inspections in regards to health services, electric or water services, fire issues, or a certificate of use from the building department. Please note: You should contact the Mount Clemens Fire Inspector regarding specific tent requirements well in advance of your event. A certificate of Flame Resistance for the Tent needs to be provided 10 days prior to the date of event/sales.

As the duly authorized agent of the sponsoring organization, I herby apply for the approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the City's Special Event Policy, the terms of the approval as given by the City Commission, all other City requirements, ordinances and other laws which apply to this Special Event.

Linda Morris
Applicant's Signature

5-18-15
Date

DAUGHTERS OF MACOMB
Printed Name of Applicant

For City Use Only:
Approved _____
Approved, with Conditions _____
Denied _____
Date of City Commission Decision _____

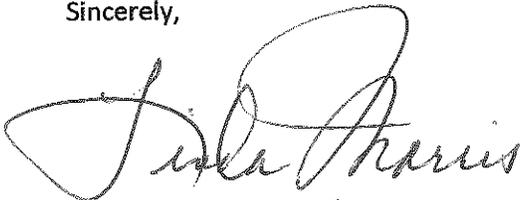
To: The Mount Clemens Community Development Department

Dear Sir/Madam,

Once again The Daughters of Macomb would like to ask the city to approve our annual parade through downtown Mount Clemens. The parade is scheduled to take place on August 6th 2015. The parade is scheduled to begin at 9:15 and end at 10:00 A.M. The parade will start at Madison's restaurant and proceed through the city. The attached map details our route.

We are in the process of securing the necessary insurance. I will forward the insurance papers to your office as soon as they are available. On behalf of The Daughters of Macomb, I would like to thank the city of Mount Clemens for their support. If there are any questions or concerns please feel free to contact me at your convenience.

Sincerely,

A handwritten signature in cursive script that reads "Linda Morris". The signature is written in black ink and is positioned above the typed name and contact information.

Linda Morris, Parade Chair
45 Belleview
Mount Clemens, Michigan 48043
(586) 468-5470

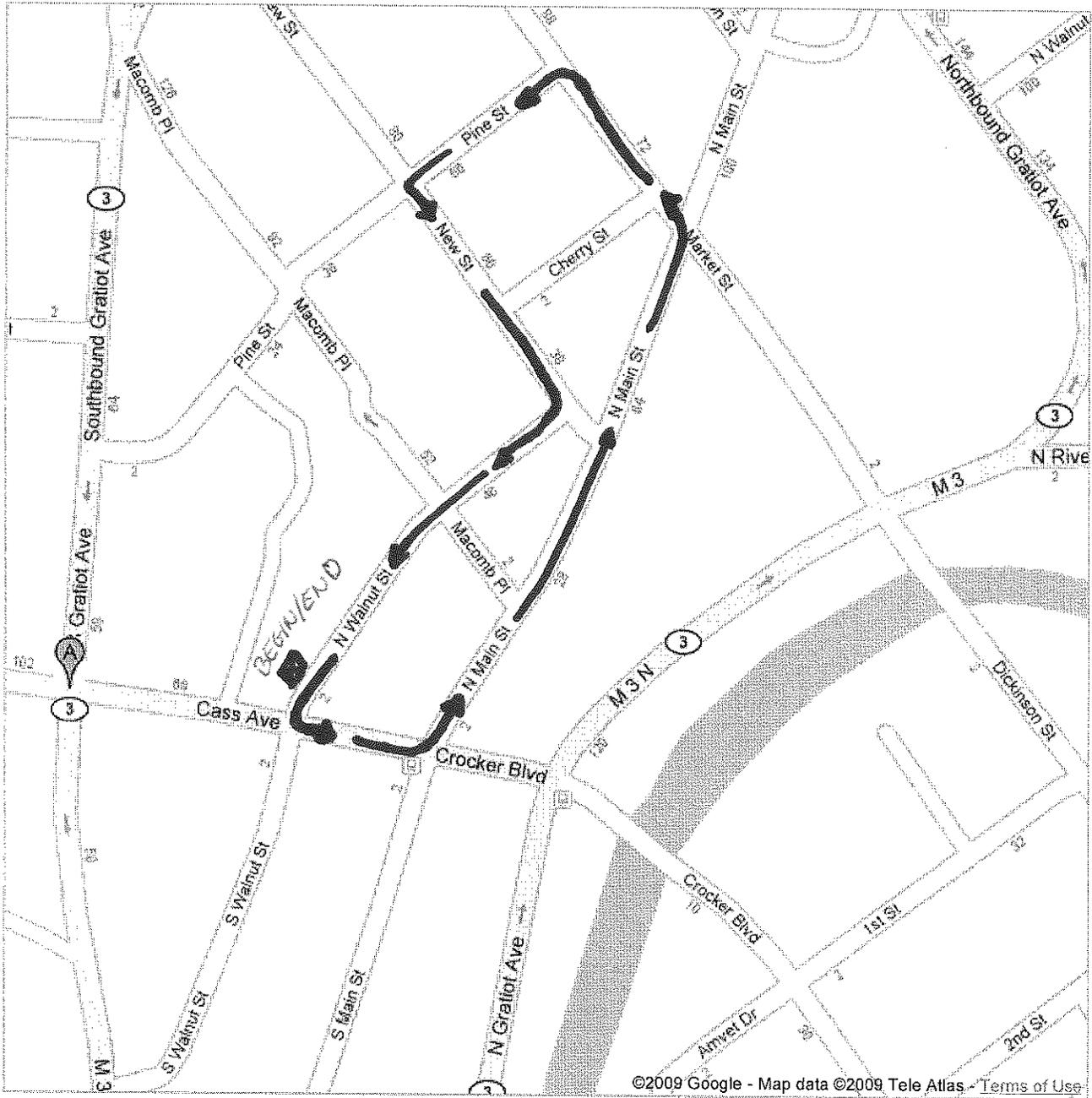


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EXPLANATION OF CONSENT AGENDA – June 1, 2015

Agenda Item No. 10-D

Request Permission to Hold the 24th Annual Mount Clemens Grand Prix on Saturday, September 12, 2015

The Mount Clemens Grand Prix Committee is requesting permission to close the following streets for the 2015 Mount Clemens Grand Prix from 5:00 a.m. to 7:00 p.m. on Saturday, September 12, 2015:

- Crocker Boulevard between Northbound Gratiot Avenue and Second Street
- Amvet Drive from Crocker Boulevard to Riverside Drive
- First Street from Crocker Boulevard to the south entrance of the Dedenbach Parking Lot
- The alley behind The Rec Bowl from Second Street to Amvet Drive
- The alley entrance at Crocker Boulevard for the alley that runs between First and Second Streets

The Committee is asking for the support of the Department of Public Services to provide manpower and equipment, including cones, snow fencing and banners hung over the street. Permission to work with the City Manager to reschedule the event in the case of rain is also being requested.

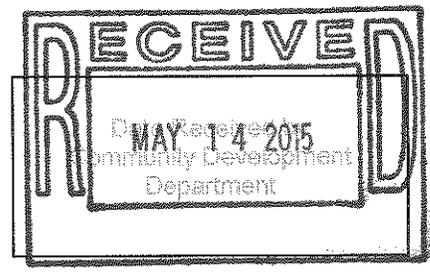
A Certificate of Liability Insurance naming the City as an additional insured will be required as a condition of approval.

SUBMITTED BY: Brian L. Tingley
Community Development Director

RECOMMENDED MOTION: Move to approve the 2015 Mount Clemens Grand Prix on Saturday, September 12, 2015, with the road closures as listed, and authorize the City Manager to approve a rain date, if necessary.



CITY OF MOUNT CLEMENS
APPLICATION FOR SPECIAL EVENT APPROVAL
 ONE CROCKER BLVD., MOUNT CLEMENS, MI 48043
 (586) 469-6818 EXT. 901 FAX (586) 469-7695
www.cityofmountclemens.com



NOTE: A COMPLETE AND DETAILED SITE PLAN/SITE MAP OF THE PROPERTY SHOWING THE EVENT AREA IS REQUIRED. PLAN MUST SHOW LOCATIONS OF SIGNS, TENTS OR ANY STRUCTURES, AMUSEMENT RIDES, FOOD SERVICES, PARKING AREA, THE LOCATION OF EXISTING BUILDINGS, ETC. REQUEST WILL NOT BE REVIEWED UNTIL THIS PLAN IS RECEIVED. IF A TENT IS TO BE ERECTED, SPECIFICATIONS ARE REQUIRED. ADDITIONAL PERMITS MAY BE REQUIRED FOR BUILDING, ELECTRICAL AND MECHANICAL, IF APPLICABLE.

Sponsoring Organization's Legal Name: Mount Clemens Grand Prix
 Address: 1475 Wellesley City Mount Clemens State Mi Zip 48043
 Phone: Office: N/A Cell: 586-615-3855 Email: robert.voiers@comcast.net
 Sponsoring Organization's Agent's Name: Robert Voiers
 Address: Same City _____ State _____ Zip _____
 Phone: Office: _____ Cell: _____ Email: _____
 Event Name: 24th Annual Mount Clemens Grand Prix
 Event Purpose: Soap Box Derby Race - Fund Raiser
 Event Location: Crocker Blvd from NB Gratiot to 2nd Street
 Event Date: September 12, 2015
 Event Time(s): 5AM - 7PM

GIVE A DETAILED DESCRIPTION OF THE PROPOSED SPECIAL EVENT: (use back or attach additional sheets if necessary)

IS THE EVENT OPEN TO THE GENERAL PUBLIC YES NO
 NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: 300-500

WILL ELECTRIC EQUIPMENT BE USED AND/OR WILL WATER HOOK-UPS BE REQUIRED YES NO
 IF YES, PLEASE DESCRIBE THE PROPOSED LOCATION(S):
Along race track path on Crocker

WILL TENTS BE USED DURING THE EVENT? YES NO

WILL THE EVENT HAVE FOOD OR OTHER VENDORS? YES NO
*** ALL FOOD VENDORS MUST BE APPROVED BY THE MACOMB COUNTY HEALTH DEPARTMENT.

WILL ALCOHOL BE SERVED OR SOLD AT THE EVENT? YES NO
***IF YES, PLEASE PROVIDE PROOF OF LIQUOR LIABILITY INSURANCE AND APPROVAL BY THE LCC

WILL ANY CITY SERVICES BE REQUIRED FOR THIS EVENT? YES NO
IF YES, DESCRIBE IN DETAIL THE TYPE OF SERVICES REQUESTED:
***THE CITY MAY CHARGE THE ACUTAL COST OF PROVIDING THESE SERVICES FOR THE EVENT.

Food & Alcohol will be sold by Rec Bowl

IS ANY SIGNAGE PROPOSED? YES NO
IF YES, NOTE LOCATIONS OF ANY SIGNS PROPOSED ON THE MAP PROVIDED WITH THIS APPLICATION.

CERTIFICATION AND SIGNATURE: I understand and agree on behalf of the sponsoring organization that

- a) A Certificate of Insurance must be provided which names the City of Mount Clemens as an additional insured party on the policy.
- b) All food vendors must be approved by the Macomb County Health Department
- c) The approval of this Special Event may include additional requirements and/or limitations, based on the City's review of this application. The event will be operated in conformance with the approved guidelines from the City Commission. Such additional requirements may include but are not limited to the procurement of permits and/or inspections in regards to health services, electric or water services, fire issues, or a certificate of use from the building department. Please note: You should contact the Mount Clemens Fire Inspector regarding specific tent requirements well in advance of your event. A certificate of Flame Resistance for the Tent needs to be provided 10 days prior to the date of event/sales.

As the duly authorized agent of the sponsoring organization, I herby apply for the approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with the City's Special Event Policy, the terms of the approval as given by the City Commission, all other City requirements, ordinances and other laws which apply to this Special Event.

Harry T. Dichi

5/11/15

Applicant's Signature

Date

Harry T. Dichi Director

Printed Name of Applicant

For City Use Only:
Approved _____
Approved, with Conditions _____
Denied _____
Date of City Commission Decision _____

May 11, 2015

Mr. Brian Tingley, Community Development Director
City of Mount Clemens
One Crocker Blvd.
Mount Clemens, MI. 48043

Re: Mount Clemens Grand Prix

Dear Mr. Tingley,

The Mount Clemens Grand Prix Committee would like to hold its 24th Annual Grand Prix Soap Box Derby-Style Race on Saturday, September 12, 2015. The committee requests that the City Commission approve that date for us, as well as the appropriate street closings and help from the City DPW, with both equipment and employees, for which the committee will reimburse the expenses incurred. Knowing that there may be late minute changes, we would request the following:

Close Crocker from NB Gratiot to Second Street
Close Amvet from Crocker to Riverside
Close First Street from Crocker to southern entrance to Dedenbach parking lot
Close alley behind Rec Bowl from Second to Amvet
Close alley entrance at Crocker for the alley that runs between First and Second

We will need these streets and alleys closed from 5 AM to 7 PM that day.

We also request the use of city equipment and manpower to help set up and tear down the course. This would be the same equipment and man time as in previous years.

We would also ask that banners promoting the race day be put up at the pole locations entering town, and that we also be included in the schedule of events sign at the top of the Crocker Bridge.

We would also ask the commission that they allow our committee to work with the city manager on setting a "rain date" should that be necessary, rather than re-requesting permission from them. It is likely, weather permitting, that that date would be Sunday, September 13, 2015, but we would like to keep that flexible.

Finally, we are aware of the city's plan to rebuild/resurface the Crocker Bridge as soon as economically feasible. Since we cannot run our event without the bridge deck, we ask that you keep us aware of any timetable that may be set by the city and/or commission for

any work done on the bridge, including its potential unavailability, so that we can plan our event accordingly. While we hope that it would never happen, we are aware that it may be necessary at some point to have to cancel our event for one year because of possible bridge work.

The Mount Clemens Grand Prix is a 50C3 non-profit organization that has raised over \$275,000 for local charities through this race over its history. We have always appreciated the tremendous support that the city has provided, and realize that the day would not be as successful without your cooperation.

If you have any questions regarding this request, please contact me. I can be reached at 248-770-5410.

Thank you for your support,

A handwritten signature in cursive script, appearing to read "Harry T. Diehl".

Harry T. Diehl
Director
Mount Clemens Grand Prix

EXPLANATION OF AGENDA – June 1, 2015

TO: The Honorable Mayor Barb Dempsey and
All City Commissioners

FROM: Steven M. Brown, City Manager

DATE: May 28, 2015

RE: Report from the City Manager's Office

1. Mass Transit Evaluation Process for Macomb County: The Regional Transit Authority (RTA) recently held several Open House events across the area to discuss how to design improved public transit for the region. The Macomb County area event was held May 18th at Macomb Community College at 44575 Garfield in Clinton Township. I did attend this event during a section of the day reserved for public officials. I gathered a variety of materials that I thought would be helpful. Those materials, in PDF document form, were provided in an email sent to all of you today.

The RTA website is:

<http://www.rtamichigan.org>

2. Utilities Management Update: This item was last discussed at the 05/04/15 Commission Meeting and it was tabled at that time. City Administration is not yet ready to bring this back to the agenda at this time.
3. Free Concert Series: The DDA is again partnering with country radio station WYCD (99.5) in bringing the Nashville in the Neighborhood free concert series to Downtown Mount Clemens for the Spring/Summer of 2015. The concerts will happen near the Anton Art Center at the corner of Macomb Place and SB Gratiot on Wednesdays from 7 to 9 PM. The artists and dates are as follows:

- June 10th Jason Michael Carroll
- July 1st Natalie Stovall and the Drive
- August 5th Dean Alexander
- September 2nd Mickey Guyton

For more information on these concerts and other exciting things happening in Downtown Mount Clemens, please visit the DDA website at:

<http://www.downtownmountclemens.com/>

4. Independence Day Celebration: Downtown Mount Clemens is again home to a fantastic Independence Day Celebration in 2015! The celebration is set for Friday, June 26 in Clinton River Park (the riverfront) and events include:
 - The Riversight & Sound Concert sponsored by Oakland University with Eastside Westside performing at 6 PM and Magic Bus performing at 8 PM
 - The Fireworks Display, presented by the Wayne & Joan Webber Foundation, will follow at dusk
5. Festival Update: As you know, the City granted a Special Events permit for a summer festival in Downtown Mount Clemens. The promoter has dubbed the event the Summer Magic Festival. The City has had regular meetings with the promoter in preparation for the event. The festival is scheduled to run from 5 PM to 11 PM on Thursday, June 25; from 11 AM to 9:30 PM on Friday, June 26; 11 AM to midnight on Saturday, June 27; and 11 AM to 9 PM on Sunday, June 28.

Admission is \$3 per person with the exception of being free to all on Thursday and to kids 12 and under throughout the event.

For more information, please visit:

<http://www.SummerMagicFestival.com>