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A G E N D A

CITY COMMISSION MEETING

Monday, August 3, 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 - Acceptance of the Letter of Resignation from the Mount Clemens City Commission Submitted by Commissioner Gary R. Blash.
 - 9-B - Request to Approve a Resolution of Intent Authorizing the City of Mount Clemens to Participate in the Michigan Economic Development Corporation Redevelopment Ready Communities Program.
 - 9-C - Request Authorization to Purchase the Tax Reverted Property at 12 Murdock Place.
 - 9-D - Request to Commit Matching Funds Towards a Michigan Department of Environmental Quality Coastal Zone Management Grant Application.

9-E - Approve Purchases and Payment of Invoices.

10. Consent Agenda.

10-A - Appointments to Boards, Committees and Commissions.

- Reappointment of Jacob Femminineo Jr. to the Planning Commission
- Reappointment of Robert Leslie to the Planning Commission

10-B - Request Street Closure for Lodewyck Street Block Party on August 22, 2015.

10-C - Request Approval to Hold the 24th Annual Anton Art Center ArtParty.

10-D - Request Street Closure for North Esplanade Block Party on September 19, 2015.

11. City Manager's Report.

12. Commissioners' Comments.

13. 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

EXPLANATION OF AGENDA – August 3, 2015

Administrative Response to Issues or Questions Raised During Previous Meetings

1. Inquiry Regarding Enforcement Activity at 46 Sheridan

This case involves a Certificate of Occupancy (C of O) process. It is an excellent example of the City working with property owners in a common sense fashion. This property was working toward a C of O. All issues were corrected except for sidewalk squares that needed to be replaced. The following arrangements happened in March of this year:

- The C of O was granted
- The upcoming court date at the time was cancelled
- The City issued violations on the sidewalk issues

The property owner knew of this arrangement and plan. The weather at the time made the sidewalk work impossible so these good faith arrangements were made to allow the homeowners to legally occupy the house with the understanding that they would replace the sidewalk squares with issues during the warm weather season. The sidewalk work is yet to be completed and there is an August court date scheduled if the sidewalk squares are not corrected.

This C of O process results in the correction of many sidewalk issues throughout the City. It improves neighborhoods, increases safety and limits liability. Our practice of making these common sense/cooperative arrangements is typically very much appreciated by property owners.

2. 35 N. Groesbeck

The issue raised here was a masonry wall on this property and its impact on the adjacent homeowner.

The Logan homeowner had serious issues with the fence on the relevant property line. The developer of 35 N. Groesbeck took down the deficient fence and replaced it with a wrought iron look aluminum fence at no cost to the Logan property owner.

The development at 35 N. Groesbeck has many units and requires multiple dumpsters. One is to be located at the corner shared with the Logan property owner. The developer has installed a masonry wall to screen the dumpster area. The wall is nearly ten feet from the structure on Logan,

well beyond the minimum distance of 3 feet. The wall ends over 17 feet from the curb on Logan and the line of sight for the homeowner on Logan is not seriously impaired beyond the landscaping on Logan. The home on Logan has multiple windows on that side of the house along the aluminum fence sight line. As mentioned, the masonry wall is designed to screen the dumpster area for the Logan homeowner's benefit.

3. Property at Cass and Miller

This property was discussed briefly at the last Planning Commission Meeting with an update to be provided at the upcoming meeting. The City has issued permits for items including the brick and concrete work that is readily apparent on the site. The City continues to perform inspections and other follow up work on this property.

4. Water Meter Modernization Program Update

Our water meter update process continues. Roughly 75% of the City has had new meters installed in the vast majority of properties contained in the area. The remaining work includes the following:

- Seminole Hills, Cass, Floral Avenue, South Avenue
- Circling back to previously addressed areas to perform supporting repair work such as stop box repair in order to make meter installation possible and/or following up on properties where we have not obtained cooperation

The City is covering the cost of the meter and installation unless the existing meter was damaged or frozen. As mentioned previously, the City contractor on this work is SLC Meters.

For more information on our Water Meter Modernization Program, please go to our website at:

<http://cityofmountclemens.com/>

Under Helpful Information on the Home Page, click on Water Meter Modernization – Description. A print of this information packet is attached.



*CITY OF MOUNT CLEMENS
1750 CLARA
MOUNT CLEMENS, MI 48043*

Dear City of Mount Clemens Water Customers:

The City of Mount Clemens has begun a Water Meter Modernization Program. This program will insure the most accurate and effective method of meter reading available. It will eliminate any discrepancies between the inside meter and outside reading device, and greatly reduce human error. This program requires the replacement of your meter and/or outside reading device.

This program is scheduled to commence in your neighborhood on or about (VARIES BY NEIGHBORHOOD). Your cooperation, with allowing personnel into your home for the meter change or outside reading device change, is greatly appreciated.

The City of Mount Clemens has recently contracted with SLC Meters to assist us with this program. The SLC Meter installation technicians will go door to door while in your neighborhood to install the new water meters and reading devices.

On the reverse side of this letter, you will find a list of commonly asked questions.

Thank you for your anticipated cooperation in helping us to complete this program.

Respectfully,

Mr. John Dobson
Utilities Department Crew Leader

Answers to the Most Commonly Asked Questions Concerning Water Meter Replacement and the Water Meter Reading System

Why do we need a new meter?

The City of Mount Clemens is changing over to what is known as a “Radio Read” system. This is the most cost effective and accurate method of meter reading that is available. Water meter reading technology has changed over the years and the older meters do not support this new technology. If your meter has been changed in the last several years, you may not need a new meter. You may only need to have the reading device changed.

When will the water meter and/or remote reading device be installed?

If your meter needs to be replaced, authorized personnel will be going door to door in your neighborhood installing the meter or outside reading device. If you are not available, an appointment can be made by calling SLC Meter number at **(800) 335-1448**. Appointments can be scheduled Tuesday – Friday. Some Saturday’s can be scheduled, if needed.

How will I know the installers are legitimate?

A private contractor, SLC Meter, has been contracted to install the meters and reading devices. Each installer will be carrying an identification card from the City of Mount Clemens. You may also call SLC Meter at (800) 335-1448, or the City of Mount Clemens at (586) 469-6889 Ext. 502 to confirm the identity of the installer.

How long will it take to install the new equipment?

Normal installation is one hour or less.

Who will maintain the new equipment?

Barring negligence on the part of the home or business owner, the City of Mount Clemens has responsibility for maintaining the water meter and reading device.

Is there any cost to me?

There is a cost if the existing meter is damaged/frozen. If this is the case, the homeowner will have to purchase a new meter. If the meter is fine, then there is no cost to the homeowner or business owner for the meter, reading device or installation. Under no circumstance should you pay anyone for the equipment or labor if the meter is fine. However, it is the homeowner’s responsibility to maintain the plumbing. Should the installer arrive and find the pipes are in a questionable condition, the meter will not be installed until the plumbing has been repaired at the home or business owner’s expense.

Is there anything I can do to make the installation smoother?

If you find a notice in your door, please call and make an appointment. Please clean the area around your present meter.

Will there be any change in my water bill?

The consumption will be the total of the new meter and old meter in your billing period. The total will only show the amount of water used in that billing cycle.

CITY COMMISSION MEETING

County of Macomb
State of Michigan

July 20, 2015
Commission Chambers

A regular meeting of the Mount Clemens City Commission was held on Monday, July 20, 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 Mayor Barb Dempsey and Commissioners Roger Bunton, Ronald Campbell, Lois Hill and Denise Mentzer. Absent from the meeting was Commissioners Gary Blash and Joe Rheker. 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 Bunton made a motion, supported by Commissioner Hill, to excuse Commissioner Blash from the meeting. The motion passed unanimously.

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

THE ADOPTION OF THE AGENDA WAS CONSIDERED, ITEM 5.

Commissioner Hill made a motion, supported by Commissioner Mentzer, to approve the agenda as presented. The motion passed unanimously.

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 Mentzer made a motion, supported by Commissioner Campbell, to approve the minutes of the City Commission Regular meeting of July 6, 2015, as presented. The motion passed unanimously.

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

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

THE CONSENT AGENDA WAS CONSIDERED, ITEM 10.

Commissioner Mentzer made a motion, supported by Commissioner Campbell, to approve the consent agenda as presented:

July 20, 2015

In Item 10-A, a request to approve the street closure for Kendrick Street between Madison and Washington on August 22, 2015, from 1:00 p.m. to 8:00 p.m. for a Block Party was approved.

In Item 10-B, a request to approve an amended 2015 Calendar of Events for Downtown Mount Clemens as presented by the Mount Clemens Downtown Development Authority was approved.

The motion passed unanimously.

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

COMMISSIONERS' COMMENTS WERE RECEIVED, ITEM 12.

Commissioner Bunton made a motion, supported by Commissioner Hill, to adjourn the meeting. The motion passed unanimously.

The meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Barb Dempsey, Mayor

Lisa Borgacz, City Clerk

EXPLANATION OF AGENDA – August 3, 2015

Agenda Item No. 9-A

Acceptance of the Letter of Resignation from the Mount Clemens City Commission Submitted by Commissioner Gary R. Blash

Commissioner Blash has submitted a letter of resignation from the Mount Clemens City Commission. Pursuant to Charter Section 10.107, it would be appropriate for the City Commission to formally accept his resignation.

Further information will be provided at a later meeting date regarding the appropriate procedure to fill the vacancy.

SUBMITTED BY: Lisa Borgacz, City Clerk

RECOMMENDED MOTION: To accept Gary R. Blash’s letter of resignation from the Mount Clemens City Commission effective August 3, 2015.

EXPLANATION OF AGENDA – August 3, 2015

Agenda Item No. 9-B

Request to Approve a Resolution of Intent Authorizing the City of Mount Clemens to Participate in the Michigan Economic Development Corporation Redevelopment Ready Communities Program

The Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities® (RRC) program is offered to municipalities across the state. RRC is a voluntary, no cost certification program promoting effective redevelopment strategies through a set of best practices. The program measures and then certifies communities that integrate transparency, predictability and efficiency into their daily development practices. The RRC certification is a formal recognition that a community has a vision for the future and the fundamental practices in place to get there.

Certified Redevelopment Ready Communities® encourage business attraction and retention, offer superior customer service and have a streamlined development approval process making pertinent information readily available.

SUBMITTED BY: Brian L. Tingley
Community Development Director

RECOMMENDED MOTION: Move to approve the attached resolution supporting participation in the MEDC Redevelopment Ready Communities® program.

City of Mount Clemens
A Resolution Authorizing the City of Mount Clemens to
Participate in the Michigan Economic Development Corporation (MEDC)
Redevelopment Ready Communities Program

Whereas, the Michigan Economic Development Corporation (MEDC) has established the statewide Redevelopment Ready Communities (RRC) Program to empower communities to shape their future and maximize economic potential; and

Whereas, RRC is a program that provides technical assistance to and certifies Michigan communities who actively engage stakeholders and plan deliberate, fair and consistent processes; and

Whereas, the City of Mount Clemens recognizes the value of the RRC Program and seeks to improve its redevelopment readiness via a detailed review of existing development processes; and

Whereas, the RRC program includes evaluating and strengthening the development-related partnerships between the City Commission and stakeholder organizations such as: the MEDC, Mount Clemens Downtown Development Authority (DDA), Mount Clemens Planning Commission (PC) and Macomb County; and

Whereas, the City of Mount Clemens has began an update to its Master Plan to incorporate certain elements required for RRC certification.

Now, Therefore, it is Resolved as follows:

1. The Mount Clemens City Commission is willing to participate in the MEDC Redevelopment Ready Communities Program, including increased interaction and partnership with the MEDC, DDA, PC, Macomb County and other stakeholders in the development review process.
2. It is the intention of the City of Mount Clemens to utilize the RRC Best Practices and evaluation process to improve our processes and communication with stakeholders.
3. City Administration is hereby authorized to proceed toward implementation of the recommendations necessary to receive RRC Certification from the MEDC.

This resolution shall become effective August 3, 2015.

CITY OF MOUNT CLEMENS,
a Michigan Municipal Corporation

Barb Dempsey, Mayor

Lisa Borgacz, City Clerk

MICHIGAN REDEVELOPMENT READY COMMUNITIES PROGRAM

The Redevelopment Ready Communities® (RRC) Program is a state-wide certification program that supports communities to become development ready and competitive in today's economy. It encourages communities to adopt innovative redevelopment strategies and efficient processes which build confidence among businesses and developers. Through the RRC program, local municipalities receive assistance in establishing a solid foundation for development to occur in their communities – making them more attractive for investments that create places where people want to live, work and play.

Once engaged in the program, communities commit to improving their redevelopment readiness by undergoing a rigorous assessment, and then work to achieve a set of criteria laid out in the **RRC Best Practices**. Each best practice addresses key elements of community and economic development, setting the standard for evaluation and the requirements to attain certification. The program measures and then certifies communities that actively tap the vision of local residents and business owners to shape a plan for their future while also having the fundamental practices in place to be able to achieve that vision. The six RRC best practices include:

- Community Plans and Public Outreach
- Zoning Regulations
- Development Review Process
- Recruitment and Education
- Redevelopment Ready Sites®
- Community Prosperity

Through the RRC best practices, communities build deliberate, fair and consistent development processes from the inside out. RRC provides the framework and benchmarks for communities to strategically and tactically ask “What can we do differently?” By shifting the way municipalities approach development, they're reinventing the way they do business – making them more attractive for investments that create places where talent wants to live, work and visit.

The RRC program also has an advisory council consisting of public and private sector experts to assist in guiding the development of the best practices, provide feedback and recommendations on community assessments, and consider new opportunities to enhance the program. In addition to Michigan Economic Development Corporation (MEDC) assistance, communities receive comments from multiple perspectives from experts working in the field, tapping into a broader pool of talent.

RRC certification formally recognizes communities for being proactive and business friendly. Certified communities clearly signal they have effective development practices such as well-defined development procedures, a community-supported vision, an open and predictable review process and compelling sites for developers to locate their latest projects. Through the program, MEDC provides evaluation support, expertise and consultation, training opportunities, and assist certified communities market their top redevelopment sites. These packaged sites are primed for new investment because they are located within a community that has effective policies, efficient processes and broad community support.

For more information email RRC@michigan.org or contact the MEDC at 517.373.9808.

EXPLANATION OF AGENDA – August 3, 2015

Agenda Item No. 9-C

Request Authorization to Purchase the Tax Reverted Property at 12 Murdock Place

City Administration is requesting authorization to purchase the tax reverted property at 12 Murdock Place from the Macomb County Treasurer’s Office for the approximate price of \$13,042.08. 12 Murdock Place is the last property to be purchased as part of the Clemens Park project.

The City Attorney will review all title work and paper work prior to finalizing the purchase of this property.

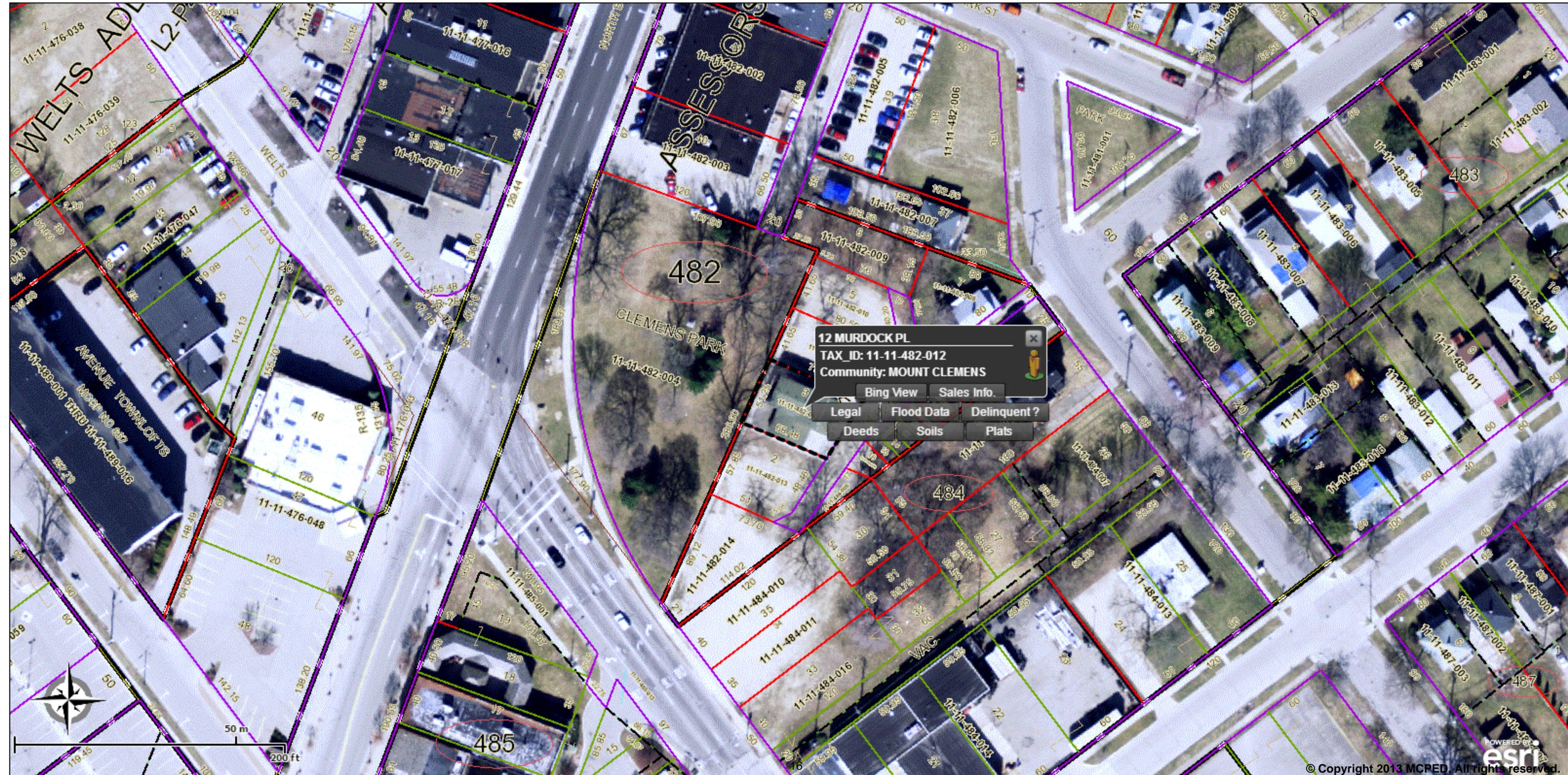
SUBMITTED BY: Brian L. Tingley
Community Development Director

RECOMMENDED MOTION: Move to approve the purchase of the tax reverted property at 12 Murdock Place.

Clemens Park

12 MURDOCK PL

Tue Jul 28 2015 04:25:34 PM.



EXPLANATION OF AGENDA – August 3, 2015

Agenda Item No. 9-D

Request to Commit Matching Funds Towards a Michigan Department of Environmental Quality Coastal Zone Management Grant Application

The Clinton River Watershed Council will be submitting a grant application for Coastal Zone Management (CZM) Planning and Design of Trail Towns through the Department of Environmental Quality (DEQ). The proposal will include planning and design for more accessible paddling launches and landings along the main branch of the Clinton River. This could also include incorporating amenities such as signage, paddling maps, kayak storage, benches, green infrastructure-based landscaping and access to recreation for all types of mobility. This is a design and planning grant proposal only (no construction).

Harrison Township, Clinton Township, Sterling Heights, Utica, Shelby Township, Rochester and Rochester Hills have each committed up to \$5,000.00 in cash or in-kind contribution. The grant requires a 1:1 match so there would be a total project cost of approximately \$100,000.00.

SUBMITTED BY: Brian L. Tingley
Community Development Director

RECOMMENDED MOTION: Move to commit up to \$5,000 in matching funds for a Coastal Zone Management grant application to be submitted by the Clinton River Watershed Council.



MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
 OFFICE OF THE GREAT LAKES
 COASTAL ZONE MANAGEMENT PROGRAM REQUEST FOR TRAILS
 PLANNING AND DESIGN PROPOSALS

The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended.

COASTAL ZONE MANAGEMENT PROGRAM
REQUEST FOR PROPOSALS FOR ENHANCED PUBLIC ACCESS
THROUGH THE DEVELOPMENT OF TRAIL TOWNS AND TRAIL
PLANNING AND DESIGN

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MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
OFFICE OF THE GREAT LAKES
COASTAL ZONE MANAGEMENT PROGRAM REQUEST FOR TRAILS PLANNING AND DESIGN PROPOSALS
The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended,

I. Introduction

Bordered by four Great Lakes, Michigan is graced with the world's longest freshwater coastline. The Michigan Coastal Zone Management (CZM) Program, which is housed in the Office of the Great Lakes, promotes wise management of the cultural and natural resources of Michigan's Great Lakes coastal areas by fostering environmental stewardship through the development and application of tools, science-based policies and effective regulation.

The CZM Program provides grant funds to our coastal communities and partners to assist in the development of vibrant and resilient coastal communities through the protection and restoration of our sensitive coastal resources and biologically diverse ecosystems, and development of coastal recreation and tourism opportunities. These grant funds are made available by the National Oceanic and Atmospheric Administration (NOAA), pursuant to the Coastal Zone Management Act (CZMA) of 1972. The CZM Program anticipates \$300,000 in grant funds will be available in the funding cycle covered by this Request for Proposals (RFP).

This RFP seeks projects for the planning and design of site specific coastal community trails and Trail Town projects. Coastal community trails include non-motorized trails such as water trails, bike paths and walking trails. Trail Towns build the connection between "trails and town" for recreation, economic and tourism benefits. These projects should result in additional projects that are ready for implementation. The RFP Application Package can be found at:
<http://www.mi.gov/coastalmanagement>.

The CZM Program strongly encourages interested applicants to contact program staff early in the proposal development process for assistance and guidance. Complete applications will be evaluated for funding based on the following considerations:

- Extent to which the project furthers CZM Program Focus Area objectives.
- Overall quality and clarity of the application.
- Organizational capability of the applicant to complete the project as proposed.
- Project readiness and feasibility for completion within the specified grant period.
- Cost-effectiveness.
- Degree of public benefit to be derived from the project.
- Measurability of project results.
- Level of local support.
- Extent to which the project leverages private and other public resources.

Questions regarding proposals or the application process may be directed to:

Cheri Meyer
Public Access/Water Quality Specialist
Coastal Management Program
Office of the Great Lakes
Office/Cell: (517) 290-2110
Email: meyc2@michigan.gov

II. CZM Program Focus Area Objectives

The Great Lakes are a primary focus for recreation and tourism in Michigan. The CZM Program protects, restores, creates and enhances public access to the Great Lakes using approaches that support coastal communities and foster appreciation of our natural resources. Trail Towns is a tourism development approach that uses local and regional recreational trail systems as the focus for community reengagement, economic revitalization, and resource stewardship. Through this RFP, the CZM Program is committed to enhancing public access to the Great Lakes and connecting channels for recreational use, and the development of Trail Towns, through the following types of trail planning and design projects:

- Comprehensive plans for local or regional coastal community trails, including research, surveys, and mapping to support the planning process.
- Assessments of existing coastal community trails to identify and analyze gaps in access, signage, user amenities and other needs, and recommend improvements.
- Development of universally accessible trail amenities while improving access to the coastal resource for all users.
- Development of a *Trail Town Master Plan* that provides a framework for capital improvements (such as a universal accessibility capital improvement plan), marketing efforts (e.g. signage, media), and community involvement.
- Engineering/design plans for specific site locations. This could include plans to create and enhance public access such as pathways, floating docks used for fishing/launching piers with universal accessibility, providing a pervious surface loading and unloading area, canoe/kayak storage racks or other site amenities.
- Development of feasibility studies for the preparation of sites for construction and integration into the Michigan Water Trail system.

Preference will be given to projects with elements that:

- Involve the public in the planning process.
- Connect and expand existing coastal community trails.
- Develop Trail Towns by linking recreational trails with tourism opportunities.
- Increase and improve universal public access.
- Promote stewardship of coastal resources.
- Conduct educational and outreach activities to improve public understanding and stewardship of Trail Towns and coastal community trail access to the Great Lakes and connecting waters and its importance to communities and the economy.
- Conduct training events to provide coastal decision-makers with knowledge and tools to comprehensively plan for and manage trail public access in coastal communities.

III. Funding Availability

A. Who is Eligible:

- Coastal units of government including cities, counties, villages, and townships.
- Regional planning agencies.
- Universities and school districts.
- Tribal governments.
- Nonprofit organizations.

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
OFFICE OF THE GREAT LAKES
COASTAL ZONE MANAGEMENT PROGRAM REQUEST FOR TRAILS PLANNING AND DESIGN PROPOSALS
The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended,

B. Who is Ineligible

An applicant for which any of the following conditions existed in the 12 months prior to the application deadline for this RFP is not eligible for funding:

- DEQ grant contract terminated.
- Unresolved DEQ enforcement actions.
- History of inability to manage or meet DEQ contractual terms and conditions.

C. Grant Amounts:

No less than \$50,000 and up to \$300,000.

D. Match Requirement:

An 1-to-1 non-federal match is required for all projects.

Match may be in the form of cash, in-kind services, or donations. Applicants are required to provide documentation of secured funding.

E. Project Award Period:

The anticipated project start date is October 1, 2015, and end date is no later than June 30, 2016. Projects will be evaluated on project readiness and feasibility for completion within this 9-month project time frame.

F. Ineligible uses for grant funds:

- Land acquisition projects.
- Plans and designs for general recreational and athletic facilities such as playground equipment, ball fields and courts.
- Plans and designs for restroom facilities.
- Construction projects.
- Dredging projects.
- Roadway design projects.
- Recreation plans.
- Purchase of general purpose equipment such as computers, cameras and/or printers.

G. Application Deadline:

Complete Applications must be submitted no later than August 3, 2015.

H. Application Submittal:

Provide an electronic copy of the application (MS Word or text file) and associated materials as described below on a CD or USB flash drive (non-returnable) with a hardcopy cover letter signed by an authorized representative of the applicant on the applicant's letterhead.

Please note that faxed and emailed submissions will not be accepted and late or incomplete applications will not be considered for funding.

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
OFFICE OF THE GREAT LAKES
COASTAL ZONE MANAGEMENT PROGRAM REQUEST FOR TRAILS PLANNING AND DESIGN PROPOSALS
The State is authorized to provide grant assistance pursuant to the Coastal Zone Management Act of 1972, as amended,

IV. Information for Applicants

Proposal information will not be kept confidential. Grant proposals are considered public information under the Michigan Freedom of Information Act, PA 442 of 1976, as amended.

Successful applicants will be required to enter into a grant agreement with the DEQ which includes standard terms and conditions which are not subject to modifications. Failure of a successful applicant to accept these obligations will result in cancellation of the grant award.

V. Application Package

Applications can be no more than 10 single-sided pages in length with text no smaller than 10-point font size. Maps and illustrations may be included but will be subject to the overall application length limit. A cover letter signed by an authorized representative of the applicant and on the applicant's letterhead must accompany the application. Applications submitted to:

Michigan Coastal Zone Management Program
Office of the Great Lakes
Department of Environmental Quality
P.O. Box 30473
Lansing, Michigan 48909-7973

A. Application Cover Page:

The cover page should list the project title, location (city, township, village), county and the relevant Great Lake or connecting waterway. It must clearly state the grant amount requested, match amount provided and total project cost, if greater than the sum of the grant and match amounts.

Information about the applicant must include:

- Applicant agency or organization name.
- Applicant mailing address.
- Authorized representative's e-mail address.
- Authorized representative's telephone number.
- Applicant Federal ID#.
- Applicant DUNS #.
- Name, title, and contact information of a contact person, if different from that of the applicant's authorized representative.

B. Proposed Project Summary:

Provide overview of the proposed project mentioning the name of the applicant and partners, if relevant, the waterways that are the focus of the planning effort, and overall project deliverables.

C. Detailed Proposed Project Description:

The following information is required in the detailed proposed project description:

- Project scope, why the project is needed, and how it addresses the CZM objectives and project preferences.
- How the project addresses the selection criteria.
- List of key project tasks and the outcome(s) or deliverable(s) of each task.

EXPLANATION OF AGENDA – August 3, 2015

Agenda Item No. 9-E

APPROVE PURCHASES AND PAYMENT OF INVOICES

VENDOR (PURCHASES)	DESCRIPTION	FUND/ DEPARTMENT/ APPROPRIATION	ACCOUNT NUMBER	AMOUNT	CURRENT BALANCE
1. BS&A Software 14965 Abbey Lane Bath, MI 48808	BS&A Software Upgrade	General Fund/ Information Technology/ Computer Software	101-22800-757000	\$47,500.00	\$46,000.00*

No invoices at this time.

*Budget amendment to be made at a later date.

SUBMITTED BY: Marilyn Dluge, Finance Director/Treasurer

RECOMMENDED MOTION: Approve purchase as presented.

Proposal for Software and Services, Presented to...

City of Mt Clemens, Macomb County MI

July 24, 2015

Quoted by: Steve Rennell



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

BS&A Software
14965 Abbey Lane Bath MI 48808
(855) BSA-SOFT / fax (517) 641-8960
bsasoftware.com

Contents

Please return all pages, retaining a copy for your records.

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Attachments

Please retain for your records.

Hardware Requirements
SQL Server Pricing



Questions? Please call Steve Rennell at (855) 272-7638 or email srennell@bsasoftware.com

Prices good for a period of 90 days from date on quote.

City of Mt. Clemens, Macomb County MI. Quoted July 24, 2015.

Cost Summary

Application and Annual Service Fee prices based on an approximately 6,856 parcels. Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing.

Prices subject to change if the actual count is significantly different than the estimated count.

Applications, Upgrade

Assessing .NET	\$8,085
Tax .NET	\$6,615
Building Department .NET	\$8,085
Subtotal	\$22,785

Applications, New Purchase

Field Inspection .NET	\$3,150
Business Licensing .NET	\$3,775
Subtotal	\$6,925

Data Conversions

Convert existing Excel data to BS&A format:

Business Licensing	\$3,210
--------------------	---------

No data conversion to be performed for:

Field Inspection

Questions? Please call Steve Rennell at (855) 272-7638 or email srennell@bsasoftware.com

Prices good for a period of 90 days from date on quote.

City of Mt. Clemens, Macomb County MI. Quoted July 24, 2015.

Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$1,000

Implementation and Training

- \$1,000/day
- Days quoted are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days: 1	\$1,000
Building Department .NET	Days: 7	\$7,000
Field Inspection .NET	Days: 1	\$1,000
Business Licensing .NET	Days: 2	\$2,000
	Total: 11	Subtotal \$11,000

Training for Assessing and Tax is available at \$1,000/day (plus travel) and will be quoted separately, upon request.

Questions? Please call Steve Rennell at (855) 272-7638 or email srennell@bsasoftware.com

Prices good for a period of 90 days from date on quote.

City of Mt. Clemens, Macomb County MI. Quoted July 24, 2015.

Cost Totals

Not including Annual Service Fees

Applications, Upgrade	\$22,785
Applications, New Purchase	\$6,925
Data Conversions	\$3,210
Project Management and Implementation Planning	\$1,000
Implementation and Training	\$11,000

Total Proposed **\$44,920**

Travel Expenses **\$2,580**

Grand Total (with Travel Expenses) **\$47,500**

Payment Schedule

- 1st Payment: **\$4,210** to be invoiced upon execution of this agreement.
2nd Payment: **\$29,710** to be invoiced at start of training.
3rd Payment: **\$13,580** to be invoiced upon completion of training.

Questions? Please call Steve Rennell at (855) 272-7638 or email srennell@bsasoftware.com

Prices good for a period of 90 days from date on quote.

City of Mt. Clemens, Macomb County MI. Quoted July 24, 2015.

Annual Service Fees, Upgrades

Annual Service Fees for .NET Upgrades are effective at your next renewal period. BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index (CPI).

Assessing .NET	\$1,832	To be billed at your next renewal period: 3rd quarter, 2016
Tax .NET	\$1,320	To be billed at your next renewal period: 1st quarter, 2016
Building Department .NET	\$1,620	To be billed at your next renewal period: 2nd quarter, 2016
Total Annual Service, Upgrades	\$4,772	

Annual Service Fees, New Purchases

Unlimited service and support during your first year with the program are included in your purchase price. Thereafter, Service Fees are billed annually. BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index (CPI).

Field Inspection .NET	\$630
Business Licensing .NET	\$760
Total Annual Service, New Purchases	\$1,390



Questions? Please call Steve Rennell at (855) 272-7638 or email srennell@bsasoftware.com

Prices good for a period of 90 days from date on quote.

City of Mt. Clemens, Macomb County MI. Quoted July 24, 2015.

Optional Item(s)

Additional Training - Building Department Report Designer

Most of our Building Department customers heavily use our Report Designer, which is included free with the program. Report Designer Training is not included in the training quoted on this proposal and is highly recommended. You may attend a class at our office in Bath Township, or we can train at your location. Report Designer Training is typically completed in one day.

Please check the option you are interested in. Report Designer Training will be scheduled after successful implementation and training of your Building Department software.

Classroom training, \$205/person/day

On-site training (unlimited attendees), travel not included, \$1,000/day

Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- ~ custom payment import/lock box import
- ~ custom OCR scan-line
- ~ custom journal export to an outside accounting system
- ~ custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

Questions? Please call Steve Rennell at (855) 272-7638 or email srennell@bsasoftware.com

Prices good for a period of 90 days from date on quote.

City of Mt. Clemens, Macomb County MI. Quoted July 24, 2015.

Acceptance

Signature constitutes...

1. An order for products and services as quoted
Quoted prices do not include Program Customization or training beyond the estimated number of days
2. Agreement with the proposed Annual Service Fees
3. Acceptance of BS&A's hardware recommendations required to efficiently run the .NET applications

Signature

Date

BS&A PLEDGE. We offer a one-year, risk-reversal pledge on our software. If, up to a year after installation, you are not happy with our software and service, you can return our software for a full refund.

Returning Accepted Proposal to BS&A

Please return the entire proposal, with signature/date (this page) and contact information (next page) filled out, by any of these methods:

Mail: BS&A Software
14965 Abbey Lane
Bath, MI 48808

Fax: (517) 641-8960

Email: srennell@bsasoftware.com

Once your proposal is received, a BS&A representative will contact you to begin the scheduling process.

Questions? Please call Steve Rennell at (855) 272-7638 or email srennell@bsasoftware.com

Prices good for a period of 90 days from date on quote.

City of Mt. Clemens, Macomb County MI. Quoted July 24, 2015.

Contact Information

If any mailing addresses are PO Boxes, please also provide a Street Address for UPS/Overnight mail.

If additional contacts need to be submitted, please make a copy of this page.

Key Contact for Implementation and Project Management

Name _____ Title _____

Phone/Fax _____ Email _____

Mailing Address _____

City, State, Zip _____

IT Contact

Name _____ Title _____

Phone/Fax _____ Email _____

Mailing Address _____

City, State, Zip _____

Questions? Please call Steve Rennell at (855) 272-7638 or email srennell@bsasoftware.com

Prices good for a period of 90 days from date on quote.

City of Mt. Clemens, Macomb County MI. Quoted July 24, 2015.

SQL Server Edition Recommendations & Resellers

Questions? From your BS&A program, go to **Help > Contact Customer Support** and select **Request Support Phone Call** or **Email Support**. Or, you may call us at (855) 272-7638 and ask for the appropriate support department. Questions for our I.T. department may be submitted by phone (same number), or by emailing tech@bsasoftware.com.

SQL Server 2014 Edition Overview:

<http://msdn.microsoft.com/en-us/library/ms144275.aspx>

Express: An easy-to-use, lightweight, and embeddable version of SQL Server. Free to download, redistribute, and embed.

Recommended for fewer than 15 users, fewer than 15,000 parcels, fewer than 3,000 Utility accounts, and a population of under 20,000.

Standard: (referred to as "Workgroup Edition" in previous versions of SQL) Delivers basic data management and business intelligence database for departments and small organizations to run their applications.

Recommended for between 15 and 50 users, greater than 15,000 parcels, greater than 3,000 Utility accounts, and a population of greater than 20,000.

Business Intelligence: (referred to as "Standard Edition" in previous versions of SQL) Delivers a comprehensive platform, empowering organizations to build and deploy secure, scalable, and manageable BI solutions.

Recommended for greater than 50 users.

SQL Server 2014 Pricing

	Pricing per Core	User or Device CAL
SQL Server 2014 Express	FREE	FREE
SQL Server 2014 Standard and Business Intelligence	*	*

*Deciding whether to license SQL Server on a core, user, or device basis is at the discretion of each municipality. As a reference, a 2 core license for SQL 2014 Standard was similar in price to a SQL 2014 Standard server license plus 12-17 user licenses in mid-2014.

While BS&A Software does not sell Microsoft SQL directly, we do provide a list of government resellers. Purchasing Microsoft SQL Server through a government reseller is highly recommended.

Microsoft® United States Government Resellers

http://www.microsoft.com/government/en-us/how_to_buy/Pages/SLG.aspx

CDW-G	(800) 808-4239	Insight	(800) 862-8434	Softsmart	(800) 664-8311
CompuCom	(972) 856-3600	PC Connection	(800) 998-0009	SoftwareONE	(800) 444-9890
Dell	(888) 375-9857	PC Mall	(800) 625-5468	Zones	(253) 205-3000
EnPointe	(310) 337-5977	SHI	(888) 764-8888		
HP	(888) 202-4682	Softchoice	(877) 333-7638		

Hardware Requirements for BS&A .NET Applications

Questions? From your BS&A program, go to **Help>Contact Customer Support** and select **Request Support Phone Call or Email Support**. Or, you may call us at (855) 272-7638 and ask for the appropriate support department. Questions for our I.T. department may be submitted by phone (same number), or by emailing tech@bsasoftware.com.

The recommended requirements are subject to change.

Personal Computer Specifications

WORKSTATION

Recommended

3.2 GHz Intel® Core™ i5 (or faster)
8 GB RAM
80 GB free disk space
Windows 8.1 (Professional or above)

Minimum

2.8 GHz Intel® Core™ i3
4 GB RAM
40 GB free disk space
Windows 7 (Professional 64-bit or 32-bit)

TABLET PC (Community Development Field Inspection App)

Recommended

Intel® Core™ i5 520 UM (or faster)
8 GB RAM
80 GB free disk space*
Windows 8.1 (Professional or above)**

Minimum

2.8 GHz Intel® Core™ i3
4 GB RAM
40 GB free disk space*
Windows 7 (Professional 64-bit or 32-bit)

*Note: The amount of free disk space required is dependent upon the size of the database and the number of attachments required

**Note: BS&A applications are NOT compatible with Windows RT

Server Specifications (defined as a computer running a Windows Server Operating System)

DATABASE SERVER (fewer than 15 users)

Recommended

1 Xeon E5 series Quad-Core 2.4 GHz (or faster)
8 GB RAM
6x SATA 7.5K RPM 1TB (3x RAID 1)
Separate RAID for Operating System
Windows Server 2012 (Standard or above)

Minimum

2 GHz Multi-Core Xeon Processor
4 GB RAM
250 GB free disk space
Windows Server 2003 Standard (32-bit)

DATABASE SERVER (15 to 30 users)

Recommended

1 Xeon 2.3 GHz E5 Six-Core Xeon Processor (or faster)
24 GB RAM
4x SATA 7.5K RPM 1TB (2x RAID 1)
2x SATA (SandForce) Solid State Drive (SSD)
Separate RAID for Operating System
Windows Server 2012 (Standard or above)

Minimum

2 GHz Multi-Core Xeon Processor
16 GB RAM
500 GB free disk space
Windows Server 2008 Standard (64-bit)

DATABASE SERVER (30 to 50 users)

Recommended

(2) Xeon 2.5 GHz E5 Six-Core Xeon Processors (or faster)
48 GB RAM (DDR3 1333 or faster)
4x 10K RPM SAS 1TB Hard Disks (2x RAID 1)
2x SATA (SandForce) Solid State Drive (SSD)
Separate RAID for Operating System
Windows Server 2012 (Standard or above)

Minimum

2.8 GHz Quad-Core Xeon Processor
24 GB RAM
1 TB free disk space
Windows Server 2008 Standard (64-bit)

DATABASE SERVER (50 to 100 users)

Recommended

(2) Xeon 2.5 GHz E5 Eight-Core Xeon Processors (or faster)
64 GB RAM (DDR3 1600 or faster)
8x SATA 15K RPM 1TB (2x RAID 10)
2x SATA (SandForce) Solid State Drive (SSD)
Separate RAID for Operating System
Windows Server 2012 (Standard or above)

Minimum

2x 2.8 GHz Quad-Core Xeon Processor
48 GB RAM
1 TB free disk space
Windows Server 2008 Standard (64-bit)

SERVER (over 100 users)

Please email our IT Department at tech@bsasoftware.com

Terminal Services/Citrix Environments

Recommended Application Server Specifications

Dual Quad-Core Xeon Processor
4096 MB RAM plus an additional 1028 MB RAM per user, per application
500 GB free disk space
Windows Server 2012 (Standard or above)
Limit of 50 total users

Please see the help doc entitled "BS&A Software and Best Practices in Terminal Server/RDP Environments."
http://bsasoftware.com/references/whitepapers_helpdocs/tech/articles_whitepapers/white_terminallimits.pdf

Virtual Servers

Please see the help doc entitled "BS&A Software and Best Practices in Virtual Environment."
http://bsasoftware.com/references/whitepapers_helpdocs/tech/articles_whitepapers/White_vmSupport.pdf

SQL Software Edition Recommendations

Please see the help doc entitled "SQL Server Edition Recommendations & Resellers."
http://bsasoftware.com/references/whitepapers_helpdocs/tech/articles_whitepapers/sqlserver_recom_resell.pdf

I.T. Recommendation

BS&A has worked with IT Right for network services and implementation for well over 10 years. If you are in need of IT services, please visit their site:

<http://www.itright.com>

Printer Recommendations

All printers used with BS&A .NET applications must be on the Microsoft Hardware Compatibility List. Visit the following link for a complete list. You will need to click the **Hardware** tab, then **Printers and Scanners**.

<http://www.microsoft.com/windows/compatibility/windows-7/en-us/default.aspx>

RECEIPT PRINTER RECOMMENDATIONS

BS&A Software has tested and confirmed the compatibility of the following Epson receipt printer models:

- Epson TM-H6000IV Model: M253A
- Epson TM-H6000III Model: M147G
- Epson TM-H6000III Model: M147H

BS&A has only tested and confirmed the above printers work with our .NET products. If you are considering purchasing a model other than the recommended one, we cannot guarantee its success with our applications. We will, however, make our best effort to assist you. Please visit..

http://www.bsasoftware.com/References/WhitePapers_HelpDocs/Tech/Help_Docs/rctprntrec.pdf

...for more information

*****please note: Ithaca Series 90/150 printers are compatible with Windows XP, but will not work on Windows Vista, Windows 7 or Windows 8*****

Workstation/Tablet and Server Hardware Tests

Servers running Microsoft SQL need to pass the BS&A Software .NET Hardware compatibility test.

1. Follow this link: <http://www.bsasoftware.com/Technology/Hardware-Requirements>
2. Click the appropriate link: *PC Hardware Test* or *Server Hardware Test*.

The screenshot shows the BS&A Software website. The header includes the logo, contact information (1-855-BSA-SOFT), and navigation links (HOME, ABOUT, TESTIMONIALS, NEWS / EVENTS). A secondary navigation bar contains Solutions, Support, Learning Center, Blog, Technology, and Contact. The main content area is titled "Hardware Requirements" and is divided into two sections: "Hardware Specifications" and "Hardware Compatibility Tests". The "Hardware Compatibility Tests" section contains two links: "PC Hardware Test" and "Server Hardware Test". An arrow points to the "PC Hardware Test" link. A sidebar on the left lists various software features with expandable icons.

3. Follow the prompts. When the test is complete, a page appears from I.T. Right with the specs detected.

EXPLANATION OF CONSENT AGENDA – August 3, 2015

Agenda Item No. 10-A

Appointments to Boards, Committees and Commissions

Planning Commission

Mayor recommends reappointing Jacob Femminineo Jr. to the Planning Commission. This is for a 3-year term, which expires June 30, 2018.

Mayor recommends reappointing Robert Leslie to the Planning Commission. This is for a 3-year term, which expires June 30, 2018.

SUBMITTED BY: Barb Dempsey
Mayor

RECOMMENDED MOTION: To approve appointments as presented.

EXPLANATION OF CONSENT AGENDA – August 3, 2015

Agenda Item No. 10-B

Request Street Closure for Lodewyck Street Block Party on August 22, 2015

Lodewyck Street residents are seeking City Commission approval to close Lodewyck Street between Church and Robertson for a Block Party. The event would be held on Saturday, August 22, 2015 from 4:00 p.m. until 11:00 p.m. Sixty percent (60%) of the affected properties have signed the petition. Barricades are being requested to restrict traffic during this time.

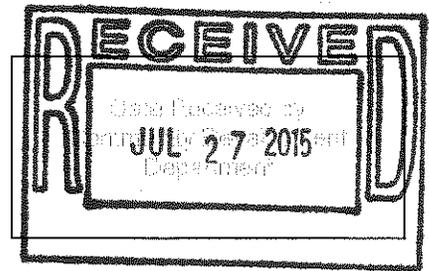
Barricades would be placed at the street ends off to the shoulder on Friday, August 21st and the host of the Block Party would be responsible to pull them across the road at the beginning of the party and then return them to the shoulder at the end.

SUBMITTED BY: Brian L. Tingley
Community Development Director

RECOMMENDED MOTION: Move to approve the closure of Lodewyck Street between Church and Robertson on August 22, 2015 from 4:00 p.m. to 11:00 p.m. for a Block Party.



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: Lodewyck Block Party

Address: _____ City _____ State _____ Zip _____

Phone: Office: _____ Cell: _____ Email: _____

Sponsoring Organization's Agent's Name: Martha Fisher + Karan Bates-Gasior

Address: 104 Lodewyck City Mt Clemens State MI Zip 48043

Phone: Office: _____ Cell: 586-212-3228 Email: martha.fisher@gmail.com

Event Name: Block Party

Event Purpose: build community/neighborhood relationships

Event Location: on the street in front of 104 Lodewyck

Event Date: August 22, 2015

Event Time(s): 4 pm - 11 pm

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

picnic/block party for neighbors

IS THE EVENT OPEN TO THE GENERAL PUBLIC YES NO
 NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: 50

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

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.

road blocks at each corner (church + Robertson)

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 hereby 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.


Applicant's Signature

7-21-15
Date

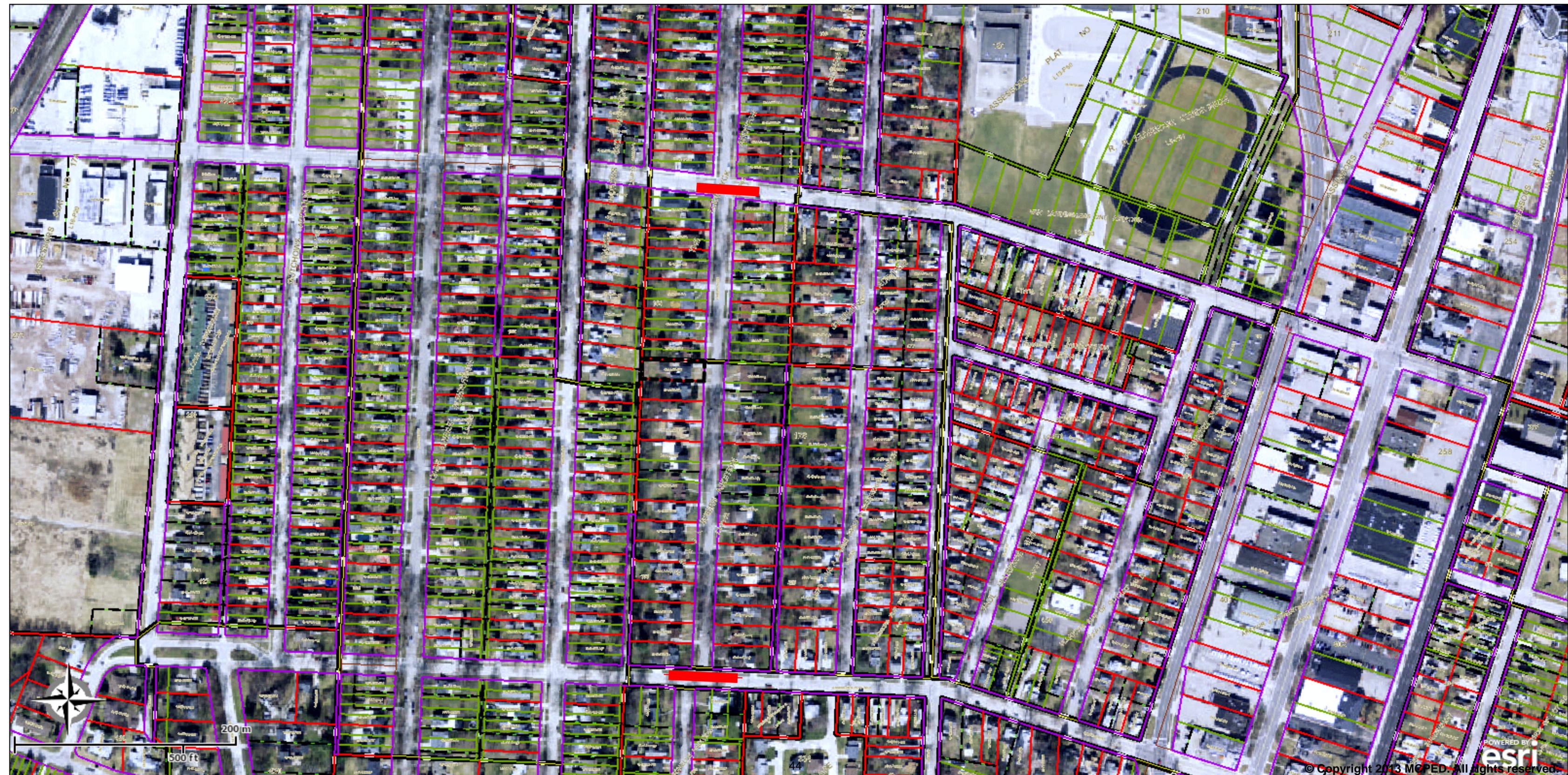
Martha Fisher
Printed Name of Applicant

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

Lodewyck Block Party 2015

Street Closure

Mon Jul 27 2015 03:25:37 PM.



EXPLANATION OF CONSENT AGENDA – August 3, 2015

Agenda Item No. 10-C

Request Approval to Hold the 24th Annual Anton Art Center ArtParty

The Anton Art Center is requesting permission to host the 24th Annual ArtParty on Thursday, September 17, 2015 from 5:30 p.m. until 8:30 p.m. Event organizers are requesting the closure of Macomb Place between Southbound Gratiot Avenue and Pine Street beginning at 6:00 p.m. on Wednesday, September 16, 2015 through 6:00 a.m. on Friday, September 18, 2015, to allow time for set-up and tear down of the event.

The use of the Roskopp Lot is also being requested, along with the use of trash receptacles and snow fencing.

SUBMITTED BY:

Brian L. Tingley
Community Development Director

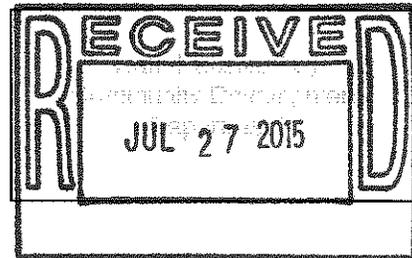
RECOMMENDED MOTION:

Move to grant permission to hold the 24th Annual ArtParty as requested; and allow the closure of Macomb Place between Southbound Gratiot Avenue and Pine Street from 6:00 p.m. on Wednesday, September 16, 2015 through 6:00 a.m. on Friday, September 18, 2015.



**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: THE ART CENTER AKA ANTON ART CENTER

Address: 125 MACOMB PL City MOUNT CLEMENS State MI Zip 48043

Phone: Office: 586-469-8666 Cell: NA Email: alilla@theartcenter.org

Sponsoring Organization's Agent's Name: ANNE LILLA

Address: 125 MACOMB PL City MOUNT CLEMENS State MI Zip 48043

Phone: Office: 586-469-8666 Cell: NA Email: information@theartcenter.org

Event Name: ARTPARTY, 24TH ANNUAL

Event Purpose: FUNDRAISER

Event Location: MACOMB PL, NEAR ANTON ART CENTER

Event Date: SEPT. 17, 2015, STREET CLOSURE SEPT. 16 @ 6PM

Event Time(s): 5:30 PM - 8:30 PM, SETUP @ 10AM - TEARDOWN
FOLLOWING EVENT

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

SEE ATTACHED

IS THE EVENT OPEN TO THE GENERAL PUBLIC YES NO

NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: 400 - 450

WILL ELECTRIC EQUIPMENT BE USED AND/OR WILL WATER HOOK-UPS BE REQUIRED YES NO

IF YES, PLEASE DESCRIBE THE PROPOSED LOCATION(S):

LIGHTS IN TENTS, ELECTRICITY FOR SOUND EQUIPMENT

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 PROVIDE WHEN ISSUED

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. SEE ATTACHED

STREET CLOSURE - MACOMB PL FROM SB GRATIOT TO PINE,
REFUSE PICK UP, CROCKER BRIDGE SIGN LISTING EVENT DATE, TIME

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.

Anne Lilla
Applicant's Signature

7/11/15
Date

ANNE M. LILLA
Printed Name of Applicant

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

Event: 2015 ArtParty
Dates: Sept. 17, 2015
Time: Thursday, 5:30 – 8:30 pm

Anton Art Center
125 Macomb Pl.
Mount Clemens, MI 48043

Contact: Anne Lilla, Executive Director
Phone: 586-469-8666
Fax: 586-469-4529
Email: alilla@theartcenter.org

The Anton Art Center's major fundraiser, *ArtParty*, now in its 24th year, will take place on Thursday, September 17, 2015 in downtown Mount Clemens. On behalf of the Board of Trustees and ArtParty Committee, I request for permission to hold the outdoor event on this date.

The Center requests street closure of Macomb Place between SB Gratiot and Pine St. from 6:00 pm on Wednesday, September 16 through 6 am on Friday, September 18, 2015. We ask that the City events sign located at the corner of NB Gratiot near the Crocker Bridge list the ArtParty information two weeks prior to the date. Also, we are requesting the City provide us with three trash receptacles placed at the four food tent openings, and four more in the location near the center tent for a total of sixteen and to install snow fencing around the perimeter of the ArtParty for security purposes.

The Center is currently requesting quotes from several rental companies to provide and assemble two 90' x 30' tents with sidewalls on the west end of Macomb Place on either side of the Roskopp Parking entrance. An additional 30' x 30' tent will be setup between the larger canopies to use as the location of the silent auction. Portable fencing will be placed at opposite ends of each of the large tents to create a seating space, and additional sections installed parallel with the curb in between the large tents across from the parking entrance for security. Banquet and hi-top tables, linens, chairs and display units will be setup under the tents in the event location.

Local caterers and restaurants are being invited to participate at the ArtParty and donate a sample of their favorite food dish; last year's fundraiser had 32 participants and we are anticipating the same number this year. A portable bar serving cocktails, beer and wine is being contributed by Orleans Sports Café. All food and drink are included in the \$60 ticket price. A special one day license application will be submitted to the MI Liquor Control Commission pending the City Special Event Request approval and a copy sent to the City of Mount Clemens upon its receipt.

Entertainment will be provided by a local disc jockey. He will perform in the central area of the ArtParty.

Immediately following the ArtParty's close, the rental company staff and Anton Art Center volunteers will take down tables, linens, chairs, fencing and tents to facilitate the reopening of Macomb Place on Friday morning, September 18 at 6 am.

ArtParty is a source of great civic pride and the city's support has been a key factor in making it a success. We are deeply grateful for the outstanding cooperation of the City and its employees in all of our community events and thank you for your continuing support. We hope you will join us at this year's ArtParty.

EXPLANATION OF CONSENT AGENDA – August 3, 2015

Agenda Item No. 10-D

Request Street Closure for North Esplanade Block Party on September 19, 2015

North Esplanade residents are seeking City Commission approval to close North Esplanade between Balmoral and Hampton for a Block Party. The event would be held on Saturday, September 19, 2015 from 1:00 p.m. until 6:00 p.m. Fifty-seven percent (57%) of the affected properties have signed the petition. Barricades are being requested to restrict traffic during this time.

Barricades would be placed at the street ends off to the shoulder on Friday, September 18, 2015, and the host of the Block Party would be responsible to pull them across the road at the beginning of the party and then return them to the shoulder at the end.

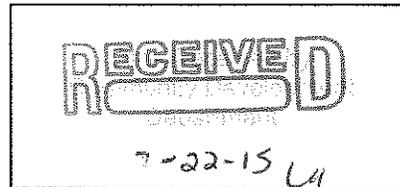
SUBMITTED BY: Brian L. Tingley
Community Development Director

RECOMMENDED MOTION: Move to approve the closure of North Esplanade between Balmoral and Hampton on September 19, 2015 from 1:00 p.m. to 6:00 p.m. for a Block Party.



**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: _____

Address: _____ City _____ State _____ Zip _____

Phone: Office: _____ Cell: _____ Email: _____

Sponsoring Organization's Agent's Name: Monica Voorhess

Address: 720 N. Esplanade City Mt Clemens State MI Zip 48043

Phone: Office: 586 463-4297 Cell: 586 929-0166 Email: Voorhess@FLASH.NET

Event Name: Block Party

Event Purpose: _____

Event Location: On N. Esplanade between Balmoral and Hampton

Event Date: September 19th Saturday

Event Time(s): 1pm to 6pm

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 75
NUMBER OF PEOPLE PROPOSED TO ATTEND OR PARTICIPATE EACH DAY: _____

WILL ELECTRIC EQUIPMENT BE USED AND/OR WILL WATER HOOK-UPS BE REQUIRED YES NO
IF YES, PLEASE DESCRIBE THE PROPOSED LOCATION(S): _____

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? _____ YES X 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 X 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.

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.

Monica Voorhess
Applicant's Signature

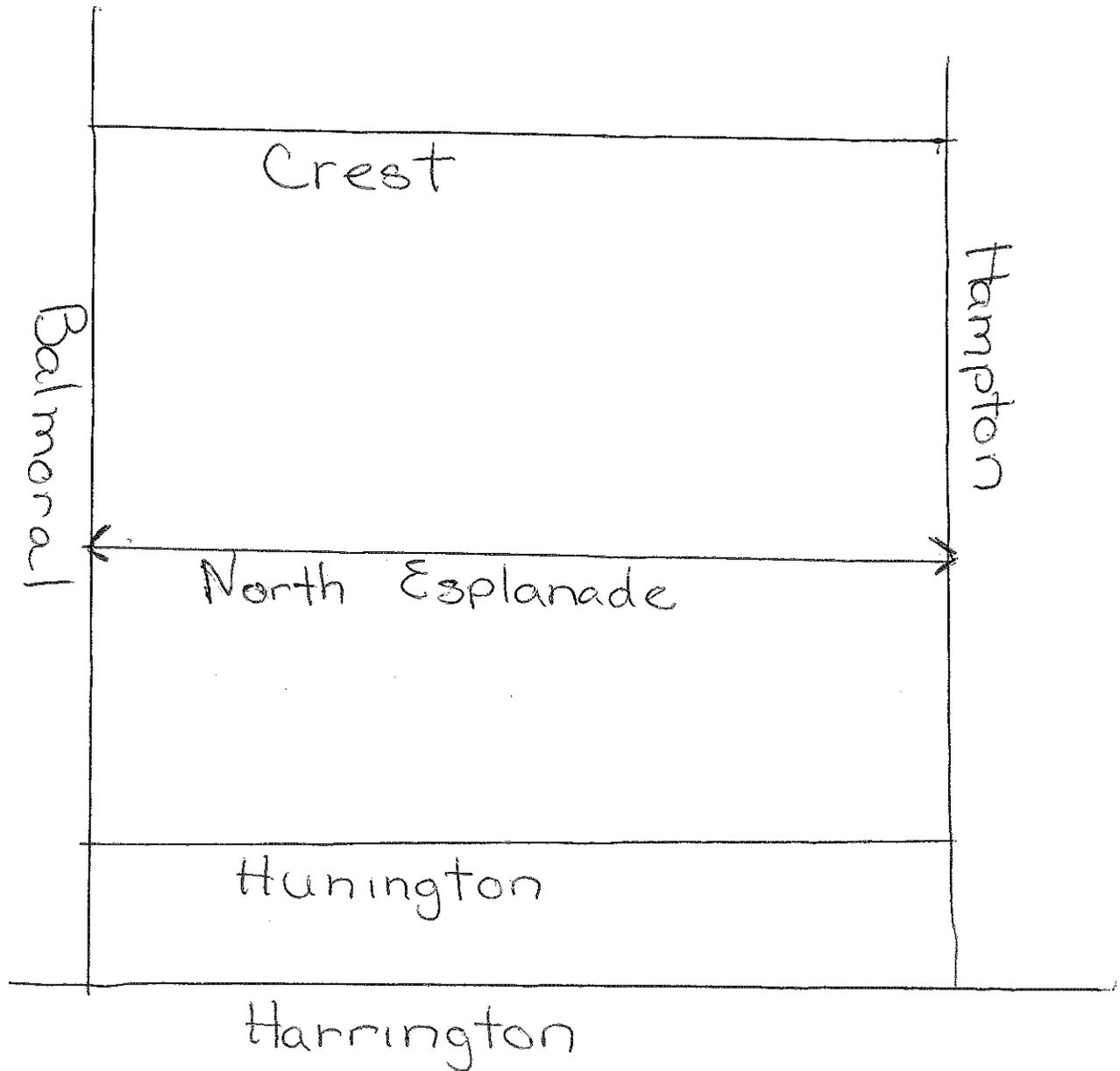
7-21-2015
Date

MONICA VOORHESS
Printed Name of Applicant

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

North Esplanade Block Party

September 19th, 2015



N. Esplanade Block Party 2015

Street Closure

Mon Jul 27 2015 03:52:23 PM.



EXPLANATION OF AGENDA – August 3, 2015

TO: The Honorable Mayor Barb Dempsey and
All City Commissioners

FROM: Steven M. Brown, City Manager

DATE: July 31, 2015

RE: Report from the City Manager’s Office

1. Website Update: The City website has been updated with changes to the look and layout of the website and our ability to maintain the site on a daily basis. The City is interested in feedback on the new website, with the following just a few examples of areas we would appreciate user feedback on:

- The look – what do you like or dislike about the new look of our website
- The layout/organization – in other words, is it easy to find what you are looking for and what ideas do you have for making it better
- “Old” content – with an update like this, we want to be sure we have carried over the best of our “old” website content so please let us know if we missed something you found useful
- New Content ideas – if you feel we should add information, let us know what you are thinking!

The website is truly a work in progress at all times as we want it to be as useful and current as possible for visitors.

Please email me at sbrown@cityofmountclemens.com with your feedback!

2. Career Opportunities with the City: The City has posted the following career opportunities for outside candidates:

- Finance Director/Treasurer (currently expected to close 08/21/15)
- Human Resources Director (currently expected to close 08/28/15)
- Economic Development Specialist (currently expected to close 08/28/15)

These are exciting opportunities, both for the City and prospective candidates! The positions were advertised in a variety of ways and with large windows of time to apply because we want to attract as many qualified candidates as possible. The opportunities are mentioned here for the same reason. New positions in these areas were discussed and funded in our Fiscal Year 2016 Budget.