

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: January 15, 2026
RE: *Professional & Education Training Opportunities

For the Agenda of January 19, 2026.

***Note: This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of January 19, 2026.**

Commissioners are encouraged to attend educational and training events. Please submit the attached Professional Development Training Request to the City Clerk if you are interested in attending any educational or training event(s).

1. Michigan Municipal League Upcoming Events. The MML also provides many opportunities for training and professional development to include a vast selection of webinars available for viewing. The current offerings are attached for review & consideration.
2. American Planning Association-Michigan Chapter. The Michigan APA likewise offers training sessions and onsite workshops for city officials. If you are interested in having the City host an onsite workshop, please contact the City Clerk. The most current opportunities for professional development are attached for your consideration.
3. Michigan State University Extension. MSU Extension has released its 2026 professional development series offering resources to support informed decision-making and community vitality.

Attachments: as outlined above.

Clearly another way of life.



CITY OF CLARE
Professional Development Training Request

Today's Date: _____

Your Name & Title: _____

Name of Training Event: _____

Location of Training Event: _____

Date(s) & Times of Training Event: _____

If you are required to sign up for break-out sessions, which break-out sessions & times would you like to attend:

Do you have and special food requirements (if the event is serving food)?

Will you need a city vehicle to attend this event? Yes No
(If the answer is no, a mileage reimbursement form will be provided)

Will you need overnight accommodations? Yes No

Do you have special needs regarding accommodations? _____

Please return this completed form to: Diane Lyon, City Clerk
202 W. Fifth St.
Clare, MI 48617
Or you may email the form to: dlyon@cityofclare.gov



WED

NON-LEAGUE JANUARY 21 @ 8:00 AM - JANUARY 23 @ 11:30 AM

21

GRAND TRAVERSE RESORT AND SPA 100 GRAND TRAVERSE VILLAGE BLVD, ACME, MI, UNITED STATES

2026 MME Winter Institute

The Michigan Municipal Executives 2026 Winter Institute will bring Michigan's municipal leaders to Traverse City from January 21-23, 2026. This institute will focus on providing professional development opportunities for our members to learn and grow as municipal executives.

\$450

THU

LEAGUE VIRTUAL EVENT | JANUARY 22 @ 5:30 PM

22

Newly Elected Officials Training

Congratulations on your new position and welcome to the Michigan Municipal League! For more than 100 years, the League has provided advocacy, education,



[Register](#)

MON

26

LEAGUE VIRTUAL EVENT | JANUARY 26 @ 12:00 PM - 1:00 PM

Live with the League

Join the League's State and Federal Affairs team on the second and fourth Mondays of each month to learn about the latest legislative movements in Lansing.

[Register here](#)

Free



Getting Started, Updates, & More

The reporting period for the annual Michigan Green Communities (MGC) Challenge is open now through May 1, 2026. Current and prospective MGC Challenge participants are welcome to join to find out how to get started with this free program, learn about updates this year, and hear answers to frequently asked...

[Register here](#)

Free

FEBRUARY 2026

SAT

LEAGUE VIRTUAL EVENT | FEBRUARY 7 @ 8:30 AM - 12:15 PM

7

Newly Elected Officials Training



administration. Your municipality's membership in the League provides you with access to these services, designed...

[Register](#)

MON

LEAGUE VIRTUAL EVENT | FEBRUARY 9 @ 12:00 PM - 1:00 PM

9

Live with the League

Join the League's State and Federal Affairs team on the second and fourth Mondays of each month to learn about the latest legislative movements in Lansing.

[Register here](#)

Free



Summit

Elevate your leadership journey with the Elected Officials Academy (EOA) Advanced Summit, an exclusive opportunity for elected officials committed to furthering their expertise beyond the Core Summit. Building on the solid foundation established in the Core Summit, the Advanced Summit offers a rotating schedule of topics, ensuring officials access fresh...

[Register here](#)

\$155

FRI

LEAGUE VIRTUAL EVENT | FEBRUARY 20 @ 5:30 PM - FEBRUARY 21 @ 12:30 PM

20

2026 Elected Officials Academy Winter Core Summit



navigate the dynamic landscape of public service. This summit is your gateway to a comprehensive curriculum that...

[Register here](#)

\$155

MON

LEAGUE VIRTUAL EVENT | FEBRUARY 23 @ 12:00 PM - 1:00 PM

23

Live with the League

Join the League's State and Federal Affairs team on the second and fourth Mondays of each month to learn about the latest legislative movements in Lansing.

[Register here](#)



MON

LEAGUE VIRTUAL EVENT | MARCH 9 @ 12:00 PM - 1:00 PM

9

Live with the League

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[Register here](#)

Free

TUE

NON-LEAGUE MARCH 10 @ 8:30 AM - 4:00 PM

10

LANSING CENTER 333 E. MICHIGAN AVENUE, LANSING, MI, UNITED STATES

2026 MAMA Advanced Institute



will feature a Legislative Update from MML policy experts as well as important practice information on emerging legal issues facing municipal...

[Register here](#)

\$185

TUE

10

■ FEATURED

LEAGUE MARCH 10 @ 2:00 PM - MARCH 11 @ 4:00 PM

LANSING CENTER 333 E. MICHIGAN AVENUE, LANSING, MI, UNITED STATES

CapCon 2026

The Michigan Municipal League's CapCon brings together municipal leaders to learn, network, and advocate, connecting them with policymakers and equipping them with timely state and federal policy insights, along with tactical legislative

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1919 West Stadium Boulevard, Suite 4

Ann Arbor, MI 48103

Tel: 734.913.2000 | Email: info@planningmi.org



American Planning Association
Michigan Chapter

Creating Great Communities for All

Workshops for Officials

The Michigan Association of Planning's education programs provide participants with the skills and knowledge to make better land use decisions. Our knowledgeable and experienced instructors enable newly elected and appointed officials to better understand their roles and responsibilities, and reacquaint experienced ones with innovative planning tools and techniques. In person workshops include a light meal.

[Register](#)

Planning and Zoning Essentials

This course is designed to boost confidence by sharpening skills, identifying conflicts of interest, understanding legal foundations, examining roles and responsibilities, and more! Ideal for introducing new planning commissioners and zoning board of appeals members to their roles and responsibilities, and also for more experienced officials looking to refresh their skills and build upon existing knowledge. Roles and responsibilities, site plan review, comprehensive planning, zoning ordinances, variances, how to determine practical difficulty, and standards for decision-making are covered. Course includes a guidebook.

Date	Time	Location/Format	MAP Member Price	Non Member Price
March 18	11:30 AM to 4:30 PM	Bavarian Inn Lodge, Frankenmuth	\$135	\$165
March 25 & 26	6 PM to 8 PM, each night	Live via Zoom	\$95	\$125

Making Renewables Add Up: Financial Considerations for Michigan Communities

As renewable energy development expands across Michigan, local governments must navigate complex financial considerations presented by large-scale solar, wind, and battery energy storage systems (BESS) projects. This Renewable Energy Academy webinar offers key resources and practical strategies for communities and planners to address the financial opportunities and responsibilities of hosting renewables. Discover how to evaluate and harness municipal revenue streams, utilize innovative tools to estimate location-specific community benefits, and analyze zoning trade-offs. The webinar will also spotlight strategies and mechanisms to help local governments effectively cover critical financial obligations throughout every phase of renewable energy development.

Date	Time	Location/Format	Price
March 5	3 PM to 4:30 PM	Live via Zoom	Complimentary, but registration required

Building Your Community's Leadership Pipeline - NEW

Many government actions require quorums of board and commissions and government business can grind to a halt without enough people. Learn how governments can work smarter, not harder. Make meetings more productive so people want to be appointed, while also widening the circle of possible appointees.

Date	Time	Location/Format	MAP Member Price	Non Member Price
March 11	3 PM to 4:30 PM	Live via Zoom	\$15	\$25

Capital Improvements Planning

This program explains-- from start to finish-- everything you need to know to prepare and adopt a Capital Improvement Program, including: who should be involved in the Capital Improvement Program process; the accounting and budgetary requirements of a CIP; how to tie the program into your infrastructure capacity; and how to handle controversial topics. Included is a hands on workshop where participants work in groups to prepare their own CIP. Course includes a guidebook.

Date	Time	Location/Format	MAP Member Price	Non Member Price
March 18	5:30 PM to 8:30 PM	Bavarian Inn Lodge, Frankenmuth	\$135	\$165

Getting the Development You Want

Good development is achieved when a municipality plans for it, and then adopts codes and a development review process to implement the plan. In this 1 1/2 hour workshop, participants will learn how the master plan and zoning ordinance inform the development review process, how a community can balance the needs of all actors in the development review process, and best practices for a productive development review process. Course includes a guidebook.

Date	Time	Location/Format	MAP Member Price	Non Member Price
March 24	11:30 AM to 1:30 PM	St. Joseph City Hall	\$135	\$165

Parking Best Practices -- NEW

Parking is a vexing problem. Large parking lots often sit empty, are expensive to build, and often an eye sore. But no one likes driving around looking for a parking space. Where can communities find a happy medium, where new development projects are financially realistic, residents don't think their neighborhoods are being inundated with strange cars, and businesses think that customers can easily park and patronize their businesses? This 2-hour workshop will equip communities with the information and tools they need to address their unique parking challenges. Course includes a guidebook.

Date	Time	Location/Format	MAP Member Price	Non Member Price
March 24	5:30 PM to 8 PM	St. Joseph City Hall	\$135	\$165

Zoning Board of Appeals

This interactive, case study based workshop goes into depth on the issues of practical difficulty and unnecessary hardship. A summary of voting and membership requirements and other procedural requirements unique to ZBA operations are reviewed. Course includes a guidebook.

Date	Time	Location/Format	MAP Member Price	Non Member Price
March 31	12:30 PM to 3:30 PM	Washtenaw Community College	\$135	\$165

Advanced ZBA: Beyond the Fundamentals

A high level, interactive session for ZBA members, where recent court cases and statutes are reviewed and where participants will dig into four different case studies and discuss their findings. Basic ZBA knowledge is necessary to best participate. Course includes a guidebook.

Date	Time	Location/Format	MAP Member Price	Non Member Price
March 31	5:30 PM to 8:30 PM	Washtenaw Community College	\$135	\$165

[Register](#)

Check out our [Event calendar](#) for other great learning opportunities. The calendar is updated regularly with new events.

[Our online store](#) has publications and recorded webinars available for purchase.

In addition, [MAP's onsite workshops can be scheduled in your community](#).

Can't find exactly what you are looking for? Please contact [Amy Vansen, MAP's Director of Information and Programs](#) with questions.

Local Government Policy and Practice: An MSU Extension Series

This monthly webinar series highlights the diverse expertise within Michigan State University Extension that supports local governments across Michigan. Each session will feature a different MSU Extension unit or center, offering insights, tools, and research to help public sector leaders strengthen their communities.

Whether you're an elected official, administrator, planner, or community stakeholder, this series connects you with MSU Extension's resources to support informed decision-making and community vitality.

2026 Schedule

Webinars will be hosted on the 3rd Thursday of each month, from 12PM – 1PM on Zoom

Topics will range from infrastructure, governance, and fiscal sustainability to land use planning and tourism development.

First Quarter Programs:

January 15 – Center for Local Government Finance and Policy

February 19 – MSU Extension Tourism Team

March 19 – Institute for Public Utilities

Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Issued in furtherance of MSU Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Quentin Tyler, Director, MSU Extension, East Lansing, MI 48824. This information is for educational purposes only. Reference to commercial products or trade names does not imply endorsement by MSU Extension or bias against those not mentioned.

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Registration

Full program schedule and registration is available at:

https://events.anr.msu.edu/msue_local/



Contact:

Eric Walcott

Senior Extension Specialist

Government and Community Vitality

walcott3@msu.edu



Featured MSUE Centers and Programs

Institute for Public Utilities (IPU)

IPU supports informed and effective regulation of essential services such as electricity, natural gas, water, and broadband. Its applied research and educational forums help regulatory professionals strengthen technical capacity and address today's most pressing infrastructure challenges.

Center for Local Government Finance and Policy

The Center works with communities to improve fiscal sustainability and the delivery of critical services that promote health, safety, and well-being. Through training, engagement, and applied research, the Center equips public officials to make sound, data-informed decisions.

Center for Economic Analysis (CEA)

The CEA provides science-based economic analysis and data to support industries, government entities, and researchers. Its work enhances understanding of how agriculture, natural resources, and community development activities contribute to Michigan's economy.

Morris Chair in State and Local Government Finance and Policy

The Morris Chair advances research and outreach on public finance and its relationship to economic development. Focus areas include property taxation, regional growth, intergovernmental relations, and the economics of natural disasters.

Government and Community Vitality Programs

- *Good Governance* – Offers education for locally elected and appointed officials to build leadership capacity, strengthen stewardship of resources, and support effective local decision-making.
- *Tourism* – Assists communities in leveraging local assets to expand tourism, foster collaboration, and strengthen long-term community vitality.
- *Land Use* – Provides training and resources on planning, zoning, and community development issues to help local leaders make informed policy and regulatory decisions.

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2026 Schedule

Webinars will take place on the 3rd Thursday of each month, from 12 - 1 p.m. ET on Zoom

January 15 – Capacity Challenges in Local Governments - Center for Local Government Finance and Policy Director Dr. Erika Rosebrook will lead a session on local government capacity and facilitate discussion on challenges Michigan communities are facing and how they are addressing them.

February 19 - Innovations in Rural Tourism and Placemaking Through Education - The MSU Extension Tourism team will showcase how educational programming is supporting rural tourism and placemaking, strengthening Michigan communities.

March 19 - Data Centers and Michigan's Electric Utilities - Institute for Public Utilities Director Dr. Erik Nordman will share the latest developments regarding data center proposals and how they might affect Michigan's electric utilities, customers, and communities.

April 16 – Presentation from Dr. Steve Miller, Center for Economic Analysis

May 21 – Public Finance Challenges in Shrinking Places - Morris Chair in State and Local Government Finance and Policy, Dr. Mark Skidmore will present on local government finance challenges facing communities with declining populations.

June 18 - Presentation from the MSU Extension Land Use Team

August 20 - Center for Local Government Finance and Policy

September 17 - MSU Extension Good Governance

October 15 - Institute for Public Utilities

November 19 – Center for Economic Analysis

Who should attend: Elected and appointed officials, local government staff, community members, and anyone interested in learning more about issues impacting local government in Michigan.

Featured MSU Extension Centers and Programs:

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- Land Use – Provides training and resources on planning, zoning, and community development issues to help local leaders make informed policy and regulatory.

Cost: Free

[Download Event Flyer](#)

Registration for Local Government Policy and Practice: An MSU Extension Series is **open**.

Registration closes at 11:59 p.m. ET on November 18, 2026.

[Register Online](#)