CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490
Office 989.386.7541 | Fax 989.386.4508
www.cityofclare.org

CITY HALL
Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x102
Assessor x103
Clerk x106
Treasurer x107

DEPARTMENT OF PUBLIC WORKS
Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

UTILITY BILLING
Ph 989.386.7541 x201

W/WWT PLANT
Ph 989.386.2321
Fx 989.386.2387

POLICE DEPT.
NON-EMERGENCY
Ph 989.386.2121
Fx 989.386.0440

FIRE DEPT.
NON-EMERGENCY
Ph 989.386.2151
Fx 989.386.3020

PARKS & RECREATION
Ph 989.386.7541 x213
Fx 989.386.4508

AIRPORT
Ph 989.386.0445
Fx 989.386.4508

CLARE CITY COMMISSION

Meeting to be held at Clare City Hall
202 W. Fifth St., Clare MI

Monday, March 6, 2023
6:00 p.m.

AGENDA

1. **CALL TO ORDER**
   A. **Pledge of Allegiance**
   B. **Roll Call**

2. **CONSENT AGENDA – All items listed with an asterisk (*) are considered to be routine by the City Commission and shall be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or citizen requests to do so, in which event the item shall be removed from the General Order of Business and considered in its normal sequence on the agenda.**

3. ***APPROVAL OF MINUTES**

4. ***APPROVAL OF AGENDA**

5. **PUBLIC COMMENT**

6. **OLD/UNFINISHED BUSINESS – None**

7. **NEW BUSINESS**
   A. **Bid Approval – Lake Shamrock Hydraulic Dredging**
   B. ***Board & Committee Appointment – Downtown Development Authority (Tom Koch & Mary Ann Shurlow)**

8. **TREASURER'S REPORT**

9. **CITY MANAGER'S REPORT**

10. ***COMMUNICATIONS**

11. **EXTENDED PUBLIC COMMENT**

12. **COMMISSION DISCUSSION TOPICS**

13. ***APPROVAL OF BILLS**

This Institution is an Equal Opportunity Provider & Employer

14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES

15. ADJOURNMENT

The public will be permitted to provide comment during the Public Comment portions of the meeting. The public is asked to identify themselves by providing their name and address when offering public comment.

Written comment may be submitted to dlyon@cityofclare.org, or placed in the drop box at Clare City Hall, or sent in by postal mail to the City Clerk, Diane Lyon at Clare City Hall, 202 W. Fifth St., Clare MI 48617, prior to 4 p.m. on the date of the meeting and will be read during the public comment portion of the meeting.

The regular meeting of the Clare City Commission was called to order at 6:00 p.m. in the City Commission Chambers of Clare City Hall, 202 West Fifth Street, Clare, Michigan by Mayor Pat Humphrey who led with the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Absent: Carolyn (Gus) Murphy. Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Diane Lyon, City Clerk; Captain John Lake; Sergeant Tom Francisco; Reserves Captain Ken Chinavare; and Dave Saad, Police Chief.

2. CONSENT AGENDA:
Moved by Commissioner Bonham second by Commissioner Jenkins to approve the items listed with an asterisk (*) (Agenda, Minutes, Department Reports, Communications, Professional Development, Board & Committee Appointments, and Bills) that are considered to be routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

3. *APPROVAL OF MINUTES;
Approved by Consent Agenda.

4. *APPROVAL OF AGENDA;
Approved by Consent Agenda.

5. PUBLIC COMMENT: None.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. RECOGNITION-OFFICER TOM FRANCISCO, 10 YEARS OF SERVICE
Tom Francisco has completed 10 years of faithful, dedicated service to the City of Clare as a member of the City's Police Department. The City Commission is asked to recognize Tom for his extraordinarily outstanding service.

Motion by Commissioner Bonham second by Commissioner Jenkins to recognize Officer Francisco for 10 years of service to the city by the adoption of Resolution 2023-015. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried*.

Mayor Humphrey presented a service award plaque to Officer Francisco.

B. CONSUMERS ENERGY LIGHTING CONTRACT
The City received correspondence from Consumer's Energy informing us of the cost to add an additional street light at McEwan and Wheaton (School Crossing). This street light will supply additional lighting at the intersection to enhance the safety of students and crossing guards at that corner. Prior to commencing with this project, Consumer's Energy has asked that we provide them with a resolution and a contract permitting them to accomplish the placement of the new street light. The City Commission is asked to approve the agreement and resolution.

Motion by Commissioner Jenkins second by Commissioner Bussell to approve the agreement by the adoption of Resolution 2023-016. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. Motion Carried.

C. *BOARD & COMMITTEE BOARD OF REVIEW APPOINTMENTS-DENNIS PURKIS, CAROL SANTINI, WAYNE TERPENING, AND IZAK POST.
Approved by Consent Agenda-Resolution 2023-017.

8. TREASURER'S REPORT: The Treasurer provided a report to the Commission.

9. *DEPARTMENT REPORTS: *Approved by Consent Agenda.*

10. CITY MANAGER'S REPORT

DDA Meeting. There was not a full quorum for the February 9th DDA meeting, but a discussion was held with those in attendance regarding the proposed new Christmas decorations for this next season. The consensus was to change to something new (red and green Christmas trees, candy canes, and wreaths on the smaller poles).

Planning Commission Meeting. The Planning Commission had several items on the February 6th agenda which included:

- Approval of a site plan for an Airplane Hangar Addition being built on Lot 203 at the Clare Municipal Airport.
- Approval of a special use permit and site plan application to Michigan Pure Green for an Adult Use Processing Center at 690 Industrial Drive in the South Industrial Park.
- Continued discussion of Ordinance Amendment to Section 52-308 – Vehicle Storage and Parking. It was a good discussion and lasted several hours. Further discussions/meetings will still need to take place to draft an ordinance that will hopefully address many of the issues that the City Commission asked them to look at.

Planning Commission / City Commission Annual Joint Meeting: The Planning Commission reviewed its 2022 Annual report with the City Commission. The two boards also discussed current and future projects as well as topics of mutual interest for work in the next year.

Lake Shamrock Dredging Project. Dredging work has continued daily, typically getting between 6 and 8 loads of material a day removed and hauled to the spoils location. However, with the change in weather, the County has recently implemented frost laws which prevent us from hauling the spoils. We are hopeful that the frost law's weight limits will be short-lived and that once they are lifted, we can get several more weeks of dredging in before our permit-required fish spawning pause dates of April 1st through May 31st. During these downtimes, we are addressing other issues such as tree trimming along the lake as well as bank clean up. We are also looking at shoring up the location where the barge offloads material. The hydraulic dredging RFP was opened on Monday, February 13th and we did receive two bids. Those bids are currently being reviewed and a bid recommendation will come before you at an upcoming meeting.

.gov Changes. Now that we have launched a new City of Clare website (www.cityofclare.gov) there additional changes related to the .gov that need to be made. All city email addresses are now using cityofclare.gov though we still have the .org addresses setup as aliases for the time being so that no emails are missed during this roll out and transition. Our letterhead, business cards, forms, website content, etc. will slowly transition to .gov as stock is used up and as time permits. Training for website updating by city staff is scheduled and that will allow us to make updates quickly and easily.

Verizon Cell Tower. Update – Work on the tower continues. The conduits for the fiber have been installed. We are still waiting on the installation of the fiber and them switching over from 4G to 5G.

Shamrock Park Ice Rink. Unfortunately, this year the weather has not cooperated for the ice rink at Shamrock Park. We were able to flood it and have it usable for a very short period but with the warm weather, the ice melted quickly. If winter comes back we will try to flood it again.

Spark Grant Results. The City applied for two DNR Spark Grants (Depot Restrooms and Emerald Isle Recreation Complex Parking Lot) in 2022. In total, the DNR received and considered 462 applications requesting more than $280 million dollars. Unfortunately, our projects were not selected during this round. 21 other communities were selected to share $14.2 million in Michigan Spark Grants for outdoor recreation projects. The DNR has announced that there will be additional grant rounds and approximately another $50 million dollars to be allocated. The city will be applying again for the next rounds.

Farming Leases. The City of Clare contracts with Rawson Farms to farm a few hundred acres of land at the airport and on the south end of Clare by the industrial park. Recently the City received a letter from Rawson and Rawson stating that they will be getting out of the farming business in the early 2023 season (this spring) and therefore are not renewing their leases with the City. Due to this change, we are reviewing our options and will likely

contract with another farmer to utilize the land. We are also looking at the possibility of putting out an RFP to solicit the farming and obtain bids on per-acre pricing for the lease.

Tour. Continuing with our periodic tours, we have reached out to JX Truck Center (Peterbilt) to schedule a tour of their facility. If we hear back from them with an okay before Monday's meeting, we will plan to head north following the meeting for an informal tour of their facility. The tour was canceled as we received no reply from Peterbilt.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*

12. EXTENDED PUBLIC COMMENT: None.

13. COMMISSION DISCUSSION TOPICS: None.

14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*

15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*

16. ADJOURNMENT: Motion by Commissioner Jenkins second by Commissioner Bussell to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Maegan Jenkins. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.* Meeting adjourned at 6:21 p.m.

_____ _____

Pat Humphrey, Mayor Diane Lyon

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: March 2, 2023
RE: Lake Shamrock Hydraulic Dredging Bids

For the Agenda of March 6, 2023

Background. The City recently solicited bids for the hydraulic dredging of Lake Shamrock. The proposals include project management, permit application and administration, site preparation, and completion of hydraulic dredging of approximately 150,000 cubic yards of material from Lake Shamrock. Final depths will be as per the original permit which will approximately match the original 1962 lake depths.

Two bids were received at the bid opening *(see copy of att'd Bid Memo*). The low bid was submitted by Savin Lake Services, Inc. for an amount of $2,319,000.00.

The City Commission is asked to approve the low bid amount of $2,319,000.00 and award the work to Savin Lake Services, Inc.

Issues & Questions Specified. Should the City Commission approve the bid and award the hydraulic dredging project work to the low bidder?

Alternatives.

1. Approve the bid and award the hydraulic dredging project work to Savin Lake Services, Inc., the low bidder.
2. Approve the bids and award the hydraulic dredging project work to the other bidder.
3. Direct the solicitation of new bids.
4. Direct that no hydraulic dredging work be completed.
5. Set aside a decision regarding this matter to a later date.

Financial Impact. The City Commission approved a 1.3 million-dollar bond with the cost of the special assessment being split 50/50 between lakefront property owners and the City at large in 2020. The following year, the city was awarded 6.8 million to complete the Lake Shamrock Dredging, spillway, and dam replacement project. This amount is more than adequate to cover the costs of the low bid, $2,319,000.00.

Recommendation. I recommend that the City Commission approve the bids for the City's Lake Shamrock Hydraulic Dredging Project and award the work for the project to Savin Lake Services, Inc. by adoption of Resolution 2023-019 (*copy att'd*).

Attachments.

1. Bid Memo.
2. Resolution 2023-019.

Clare DPW

Memo

To: Jeremy Howard

From: Luke Potter

CC: Department of Public Works

Date: Wednesday, February 15, 2023

Re: Hydraulic Dredging for Lake Shamrock

BID AMOUNTS FOR THE 2023 HYDRAULIC DREDGING

Below you will find listed the bid amounts and the companies that submitted the bids. I recommend to the Clare City Commission to award the bid for the project to Savin Lake Services, as they are the lowest bidder.

Savin Lake Services - $2,319,000.00

White Lake Dock and Dredge - $3,132,146.24

Thank you,

-Luke Potter

Clare Department of Public Works

RESOLUTION 2023-019

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING BIDS AND AWARDING THE CONTRACT FOR THE CITY'S LAKE SHAMROCK HYDRAULIC DREDGING PROJECT.

WHEREAS, the City's plans to dredge Lake Shamrock utilizing hydraulic dredging techniques; and

WHEREAS, the City solicited bids for said hydraulic dredging; and

WHEREAS, two bids were received; and

WHEREAS, the City Staff has reviewed said bids and determined that all bids met the requested specifications and requirements and all are thus considered qualified bids; and

WHEREAS, the City Staff has recommended that the bids be approved and the work associated with the hydraulic dredging of Lake Shamrock be awarded to Savin Lake Services, Inc., the low bidder; and

WHEREAS, the Clare City Commission has reviewed and considered the recommendations of its staff and deemed same to be reasonable and prudent.

NOW THEREFORE BE IT RESOLVED THAT the Mayor and City Commission of the City of Clare, hereby approves the Lake Shamrock hydraulic dredging project bids and awards the work outlined in the bid specifications to Savin Lake Services, Inc. for a cost not to exceed $2,319,000.00.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 6th day of March, 2023.

_____

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey & the Clare City Commission
From: Jeremy Howard, City Manager
Date: March 2, 2023
Regarding: *Renewal of Board & Committee Appointments – Downtown Development Authority (Tom Koch & Mary Ann Shurlow)

For the Agenda of March 6, 2023

***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 March 6, 2023**.

Background. The appointments of Mary Ann Shurlow and Tom Koch – both long-serving, experienced members of the City's DDA, Mary Ann serving as the Vice Chairperson, have expired. Both individuals will continue serving as members of the DDA at the will and pleasure of the Clare City Commission. The City Commission is asked to endorse the Mayor's nominations by renewing the appointments.

*Issues & Questions***.** Should the City Commission renew the appointments of Mary Ann Shurlow and Tom Koch to continue serving as voting members of the Clare Downtown Development Authority?

Alternatives.

1. Renew the appointments.
2. Select other individuals to serve in this capacity.
3. Allow the positions to become vacant.
4. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact. N/A.

Recommendation. I recommend that the City Commission renew the appointments of Mary Ann Shurlow and Tom Koch by adoption of Resolution 2023-019 (*copy att'd*).

Attachment.

1. Resolution 2023-019.

RESOLUTION 2023-019

A RESOLUTION OF THE CLARE CITY COMMISSION RENEWING THE APPOINTMENTS OF MARY ANN SHURLOW AND TOM KOCH TO CONTINUE SERVING AS VOTING MEMBERS OF THE CITY OF CLARE DOWNTOWN DEVELOPMENT AUTHORITY (DDA).

WHEREAS, the appointed terms of Mary Ann Shurlow and Tom Koch as voting members of the City of Clare Downtown Development Authority expired on March 1, 2023; and

WHEREAS, said individuals are willing to continue serving as voting members of the Clare DDA at the will and pleasure of the Clare City Commission; and

WHEREAS, the Clare City Commission considers both individuals fully qualified to continue serving in said positions.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby renews the appointments of Ms. Mary Ann Shurlow and Mr. Tom Koch to continue serving as voting members of the City of Clare Downtown Development Authority, said appointments to be effective on the 6th day of March, 2023 and to continue until the 5th day of March, 2026, unless said individuals respectively offer their resignations to the Chairperson of the Clare DDA or the Mayor of the City of Clare or the Chairperson or Mayor takes specific action to terminate said appointments prior to said date.

BE IT FURTHER RESOLVED THAT said appointments are voluntary and without compensation and can be terminated at the will of the Chairperson of the DDA and/or the Mayor of the City of Clare with or without cause.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

This Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 6th day of March, 2023.

_____

Diane Lyon, City Clerk

To: **Mayor Pat Humphrey and the Clare City Commission**
From: **Shannon Sirpilla**
Treasurer and Finance Director
Date: **March 2, 2023**
Reference: **Treasurer's Report for March 6, 2023**

Property Taxes:
Working on balancing and making sure all Board of Review and Assessor adjustments have been made and refunded. Since we still accept postmark tax payments, we're going to hold off working on settlement for another week.

Dot Gov:
- VC3 staff are still working on the email conversion to .gov.
- Shumaker is currently working to update all .org domains on our website to reflect .gov

Website:
Jeremy, Diane, and I have all completed a WordPress training with Shumaker in order to make quick websites updates and adjustments as needed.

Budget:
Budget preparations are being done sooner this year. All department heads were emailed a spreadsheet to complete budget line items for their upcoming department budget requests.

Banking:
- We are no longer writing checks from Huntington accounts.
- ACH/EFT payments are still pending the transition.

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: March 2, 2023
RE: City Manager's Report

For the Agenda of March 6, 2023

Recent Snow Events. The recent storm that hit the Clare area dropped a tremendous amount of snow on the City in just a few short hours. City crews were out plowing immediately, but it was hard to tell as the snow was filling in faster than the plows could clear the streets and parking lots. Once the storm subsided DPW and other city employees did an amazing job of getting the streets, parking lots, and sidewalks back open and safe. We appreciate the citizen's patience as streets are plowed as it takes time to get through all the main highways, primary streets, and then secondary streets. Great job and thank you to all the city workers who worked on keeping the city safe and functional during the storm.

Verizon Cell Tower. No new updates at this time and we are still waiting for AT&T to place the fiber. The 5G signal is supposed to be turned on after that installation.

Lake Shamrock Dredging. Mechanical dredging is still paused due to load limits on the roads. We are currently investigating if partial loads could be hauled if the weight of the truck and material is under the required limits. Hopefully, the frost laws can be lifted soon and we can resume for the rest of March. The hydraulic dredging bids were received and will hopefully be proceeding this month as well. The first step will be for the contractor to begin permitting conversations with EGLE.

Assessing RFP. As I mentioned at the last meeting, the city recently received notice that our Assessor (Ed with V&V Assessing) is terminating his contract with the City of Clare due to health issues. An RFP was prepared and sent out for Assessing Service for the City at the end of February and is scheduled for a bid opening on March 15th. We sent the RFP to several known companies and to the Michigan Assessors Association which posted it on its website and emailed it to all of its members.

Farming RFP. As I mentioned at the last meeting, Rawson Farms notified the City that they would no longer be farming the long-contracted city land at the airport and the south end of the city. We are in the process now of finalizing an RFP that will be going out soon to all of the farmers that have already contacted the city with interest in entering into a contract for the land as well as to other area farmers who may be interested in bidding.

Community Foundation – Grant Award – Depot. Recently the City applied for a grant from the Clare County Community Foundation and was successful in securing $10,000 to complete some projects at the City-owned Clare Union Railroad Depot. The temporary railing system that has been in place will be replaced with a permanent railing as well as the addition of some outdoor greenspace items including trash bins, benches, and a dog station. The items will be installed this year by city crews. You can read additional information in the attached memo from Parks and Recreation Director Joy Simmer who drafted the grant and will oversee the completion of the grant finalization. Thanks to Joy for her work on obtaining the grant and to the city workers who will do the installation.

Attachments:

1. Grant Information Memo.

Clare Parks and Recreation

Memo

From: Joy Simmer

Date: February 27, 2023

Re: Clare County Community Foundation – Phase 2 Depot Project

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SUMMARY

Clare Parks and Recreation Department submitted a grant to the Clare County Community Foundation during their 1st cycle of 2023. $10,000 was requested to be able to purchase the materials for the permanent back decking of the Depot. Included in the request was to be able to purchase a few additional items that will match the current Depot outdoor decor for the greenspace area that will be located alongside the Pere Marquette Rail-Trail pathway. The items included were a couple matching 30-gallon trash bins, a dog station, and two 4-foot benches.

Currently the foundation is sending over the documents to be signed by Clare Parks and Recreation, then they will start the process to disburse the payment immediately afterwards.

The construction work for the decking will be completed in-house by C. Longstreth once we have the supplies and Longstreth is available to complete the work. According to the grant request, we should hopefully have the work completed in April 2023. Simmer will be responsible for sending over the final grant report once everything is completed and in place.

Joy KS Simmer

Joy KS Simmer

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: March 1, 2023
RE: *Communications

For the Agenda of March 6, 2023

***Note: This is a Consent Agenda item and is considered 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, March 6, 2023.**

FOIA Requests, Subpoenas & Responses: The most recent FOIA requests, subpoenas, and responses are attached for information.

Clare County Food Distribution Notice: A free drive-thru mobile food distribution will take place on Saturday, March 11, 2023, at the Clear County Transit Corporation site in Harrison.

Site Plans, Special Use Permits, Variance Requests & Public Notices:
The City published an RFP for Assessing Services.
Mead-Hunt published an ad for bids for airport apron design and west hangar area taxi lane rehab.

Attachments. As noted above.

Diane Lyon

From: cityclare@web4.shumakergroup.com
Sent: Thursday, February 16, 2023 11:00 AM
To: Diane Lyon; Shannon Sirpilla; Jeremy Howard; Sarah Schumacher; Jennifer Kinberg; FOIA; Elections
Subject: FOIA Reqest

Name: Brian Hart
Date of Birth: 07/27/1981
Address: 4707 McLeod Dr. East, Saginaw MI 48604
Phone: 9893415077
Email: miforensics@mifsm.org

Request Information
Date/Time of Incident: 02/16/2023
CPD Comp #: NA
Type of Incident: NA
Location of Incident: NA

Records Requested
Records Requeted: Full budget expenditure for Medical Examiner Services How many autopsies preformed yearly? Current Medical Examiner Contract

Purpose of Request: Inspection

Where the north begins at the crossroads of Rt 10 and 127.

202 West Fifth Street, Clare, Michigan 48617
www.cityofclare.org
phone: (989) 386-7541 fax: (989) 386-4508

February 16, 2023

DENIAL OF REQUEST FOR PUBLIC RECORD

Brian Hart
4707 McLeod Dr. East
Saginaw MI 48604

Tel: (989) 341-5077
miforensics@mifsm.org

RE: **FOIA Request #2023-008 via email dated 02/16/2023. Full budget expenditure for Medical Examiner Services; How many autopsies perfomed yearly; Current Medical Examiner Contract.**

__X__ Your request as described is denied because it does not exist under information. The City of Clare does not have a contract with a medical examiner nor do we employ a medical examiner, nor do we budget for one.

NOTICE: This correspondence constitutes a certification that the public records, as indicated, do not exist. You have the right to appeal this denial to the City Manager in writing that specifically states the word "APPEAL" and indicates the reason or reasons for reversal of the denial, or seek judicial review in the Circuit Court within 180 days of a final determination to deny a request. If the Court determines a public record is not exempt from disclosure, it shall order its release or production. The burden of proof in Court is on the public body. If the Court determines that the public body has been arbitrary and capricious in not disclosing a public record, it may award, in addition to actual and compensatory damages, punitive damages not exceeding $500.00

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.org.

If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

(1) Commence an action in the circuit court to compel disclosure of the public records or information within 180 days after the governmental unit's final determination to deny your request. If the circuit court orders disclosure of all or a portion of the public record or information, you have the right to receive reasonable attorney's fees, costs, and disbursements. If the circuit court determines that the governmental unit arbitrarily and capriciously denied your request, you also have the right to receive punitive damages in the amount of $500.00. Please see MCL 12.231 *et seq.* for further information on the Freedom of Information Act.
(2) Submit to the City Manager a written appeal that specifically states the word **"appeal"** and identifies the reason(s) for reversal of the denial. Your appeal should be sent to City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

A copy of this request will be kept on file for no less than one (1) year.

_____ February 16, 2023
FOIA Coordinator or Authorized Representative Date Denial Approved

The City of Clare is an Equal Opportunity Provider and Employer

EQUAL HOUSING OPPORTUNITY

Diane Lyon

From: cityclare@web4.shumakergroup.com
Sent: Thursday, February 16, 2023 3:26 PM
To: Diane Lyon; Shannon Sirpilla; Jeremy Howard; Sarah Schumacher; Jennifer Kinberg; FOIA; Elections
Subject: FOIA Reqest

Name: Darren Clark Whitman
Date of Birth: 01/17/1969
Address: 12330 s grange rd
Phone: 19893079351
Email: whitmand132@gmail.com

Request Information
Date/Time of Incident: 2/9/23 approx. 2:00PM
CPD Comp #: Not known
Type of Incident: Deceased
Location of Incident: 4710 Wilson rd Harrison mi 48625

Records Requested
Records Requeted: Copy of the police report on deceased Jerry Woodrow. I was contacted by Sgt. Dawson.

Purpose of Request: Copying

Where the north begins at the crossroads of Rt 10 and 127.

202 West Fifth Street, Clare, Michigan 48617
www.cityofclare.org
phone: (989) 386-7541 fax: (989) 386-4508

February 16, 2023

DENIAL OF REQUEST FOR PUBLIC RECORD

Darren Whitman
12330 S Grange Rd.

Tel: (989) 307-9351
Whitmand132@gmail.com

RE: **FOIA Request #2023-010 via email dated 02/16/2023. Police report on deceased Jerry Woodrow at 4710 Wilson Rd., Harrison MI 48625**

__X__ Your request as described is denied because it does not exist under information. You will want to contact the Clare County Sheriff's Department to obtain information.

NOTICE: This correspondence constitutes a certification that the public records, as indicated, do not exist. You have the right to appeal this denial to the City Manager in writing that specifically states the word "APPEAL" and indicates the reason or reasons for reversal of the denial, or seek judicial review in the Circuit Court within 180 days of a final determination to deny a request. If the Court determines a public record is not exempt from disclosure, it shall order its release or production. The burden of proof in Court is on the public body. If the Court determines that the public body has been arbitrary and capricious in not disclosing a public record, it may award, in addition to actual and compensatory damages, punitive damages not exceeding $500.00

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(2) Submit to the City Manager a written appeal that specifically states the word **"appeal"** and identifies the reason(s) for reversal of the denial. Your appeal should be sent to City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

A copy of this request will be kept on file for no less than one (1) year.

Diane M. Lyon
FOIA Coordinator or Authorized Representative

February 16, 2023
Date Denial Approved

The City of Clare is an Equal Opportunity Provider and Employer

EQUAL HOUSING OPPORTUNITY

Diane Lyon

From: Justin J. Weeda <Justin.J.Weeda@cmsenergy.com>
Sent: Thursday, February 16, 2023 1:32 PM
To: Diane Lyon
Cc: Sarah Schumacher; Jennifer Kinberg
Subject: RE: FOIA Request

Hello Diane –

The mailing address for my office is as follows:

Consumers Energy - Damage Claims
679 S State St
Sparta, MI 49345

Thank you!

Justin Weeda
Damage Claims
Administrative Specialist
616-606-6111

Consumers Energy
Count on Us

From: Diane Lyon <DLyon@cityofclare.gov>
Sent: Thursday, February 16, 2023 12:46 PM
To: Justin J. Weeda <Justin.J.Weeda@cmsenergy.com>
Cc: Sarah Schumacher <SSchumacher@cityofclare.gov>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: RE: FOIA Request

##CAUTION##: This email originated from outside of CMS/CE.
Remember your security awareness training: Stop, think, and use caution before clicking links/attachments.

Hello Justin
Please provide a complete mailing address for CE in compliance with FOIA requirements. A copy of the city's FOIA Procedures and Guidelines and a Summary of same are attached.

Diane Lyon, City Clerk
Clare City Hall
202 W. Fifth St.

Clare, MI 48617

Phone: (989) 386-7541 x106
Fax: (989) 386-4508
Email: dlyon@cityofclare.gov
City Hall office hours Monday -Thursday 7:00am-5:30pm

From: cityclare@web4.shumakergroup.com <cityclare@web4.shumakergroup.com>
Sent: Thursday, February 16, 2023 11:29 AM
To: Diane Lyon <DLyon@cityofclare.gov>; Shannon Sirpilla <SSirpilla@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <SSchumacher@cityofclare.gov>; Jennifer Kinberg <JKinberg@cityofclare.gov>; FOIA <FOIA@cityofclare.gov>; Elections <Elections@cityofclare.gov>
Subject: FOIA Reqest

Name: Justin Weeda/Consumers Energy
Date of Birth: 01/01/01
Address: 679 S State St
Phone: 6166066111
Email: justin.j.weeda@cmsenergy.com

Request Information
Date/Time of Incident: 02/10/2023
CPD Comp #: Unknown
Type of Incident: Garbage Truck vs Wires
Location of Incident: 8531 N Crawford Rd, Clare

Records Requested
Records Requeted: Fire report from incident on 2/10/23 where garbage truck hit secondary wiring over road.

Purpose of Request: Copying
True Copy: on

Where the north begins at the crossroads of Rt 10 and 127.

Clearly Clare MICHIGAN

202 West Fifth Street, Clare, Michigan 48617
www.cityofclare.org
phone: (989) 386-7541 fax: (989) 386-4508

February 20, 2023

Justin Weeda
Damage Claims Administrative Specialist
679 S. State St.
Sparta MI 49345

P: 616-606-6111
E: Justin.J.Weeda@cmsenergy.com

RE: **Freedom of Information Act ("FOIA") Request Response**

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated February 16, 2023, and received February 16, 2023, for the following records is acknowledged: **Fire report from incident on 2/10/23 where garbage truck hit secondary wiring over road.**

Your request for information is hereby **Granted. A copy of the fee schedule is attached along with the fire report.**

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.org.

If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

(1) Commence an action in the circuit court to compel disclosure of the public records or information within 180 days after the governmental unit's final determination to deny your request. If the circuit court orders disclosure of all or a portion of the public record or information, you have the right to receive reasonable attorney's fees, costs, and disbursements. If the circuit court determines that the governmental unit arbitrarily and capriciously denied your request, you also have the right to receive punitive damages in the amount of $500.00. Please see MCL 12.231 *et seq.* for further information on the Freedom of Information Act.
(2) Submit to the City Manager a written appeal that specifically states the word **"appeal"** and identifies the reason(s) for reversal of the denial. Your appeal should be sent to City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

A copy of this request will be kept on file for no less than one (1) year.

Diane M. Lyon

Diane Lyon, FOIA Coordinator

INSTRUCTIONS TO WITNESS:

THE ENCLOSED SUBPOENA/LETTER OF REQUEST DOES NOT REQUIRE YOUR PERSONAL APPEARANCE.

It does require that all records specified in the subpoena/letter of request be submitted to us by one of the methods listed below:

Mail:	Secure Email:	Fax:
MINUTE MAN SERVICES, INC. 3905 ROCHESTER ROAD ROYAL OAK, MI 48073	REQ@ MM.SERVICES	(248) 585-5822 **Please only fax invoices and No Record Statements.* *Faxes are unreliable and the quality is poor.*

A digital version of the requested records (PDF/TIFF/JPEG, CD of films, audio CD, videos on DVD, etc.) is preferred, but is not mandatory. Paper records can be single sided without paperclips or staples.

***IF THE TOTAL COST TO COPY THE DOCUMENTS EXCEEDS $100.00 OR THE DOCUMENTS ARE ON FILM, **DO NOT BEGIN COPYING** UNTIL YOU HAVE PROVIDED US WITH A QUOTATION AND APPROVAL TO PROCEED IS GIVEN.
WITHOUT PRIOR APPROVAL, PAYMENT IS NOT GUARANTEED. IF WE DECLINE COPYING SERVICES, YOU WILL ONLY BE PAID THE INITIAL FEE IN ACCORDANCE WITH MCL 333.26269(1)(A). FOR COPYING COST LESS THAN $100 YOU MAY CONSIDER THIS TO BE YOUR APPROVAL TO PROCEED. ALL COPYING CHARGES REGARDLESS OF COST MUST BE IN ACCORDANCE OF THE MICHIGAN MEDICAL RECORDS ACCESS ACT.***

PLEASE SIGN & DATE WHERE APPROPRIATE BELOW, AND RETURN WITH REQUESTED RECORDS no later than the due date listed on subpoena/letter of request.
If additional assistance is needed, please call (248) 585-6300.

CERTIFICATION OF RECORD:

RECORDS RE: **DESTINEE BRYCE**

In response to the subpoena/letter of request issued, I hereby certify that the records submitted are the only records in my/our possession or control pertaining to the above individual.

Date _____ XX _____
Signature
CLARE POLICE DEPARTMENT - HUMAN RESOURCES

☐ Enclosed are **ORIGINALS** that must be copied and returned to us.
☐ Enclosed are **COPIES** that do not need to be returned.

Page Count: _____
CD Count: _____

NO RECORD STATEMENT:

RECORDS RE: **DESTINEE BRYCE**

I hereby certify that after a thorough and diligent search, no records pertaining to the above individual can be located.

Date _____ XX _____
Signature
CLARE POLICE DEPARTMENT - HUMAN RESOURCES

If reason is different than the description above, please provide additional information below.
(e.g. past retention, records located at different facility/location)

_____

_____

_____

SENT ORIGINALLY ON 02/17/2023 (PLEASE DO NOT DUPLICATE)

Minute Man Invoice #:
REQ-193684-B

UNITED STATES DISTRICT COURT

for the

WESTERN DISTRICT OF MICHIGAN SOUTHERN DIVISION

DESTINEE BRYCE
Plaintiff
v.
CITY OF STANTON AND JACOB VANBOXEL
Defendant

Civil Action No. 1:22-CV-00705

SUBPOENA TO PRODUCE DOCUMENTS, INFORMATION, OR OBJECTS OR TO PERMIT INSPECTION OF PREMISES IN A CIVIL ACTION

To: CLARE POLICE DEPARTMENT / HUMAN RESOURCES
207 WEST 5TH STREET
CLARE, MI 48617

(Name of person to whom this subpoena is directed)

☒ *Production:* **YOU ARE COMMANDED** to produce at the time, date, and place set forth below the following documents, electronically stored information, or objects, and to permit inspection, copying, testing, or sampling of the material: ANY/ALL EMPLOYMENT RECORDS, FROM DATE OF HIRE TO PRESENT, **SEE ADDENDUM** RE: DESTINEE BRYCE - SSN: - DOB: PROVIDE RECORDS IN A DIGITAL FORMAT IF POSSIBLE. IF EMAILING: REQ@MM.SERVICES

Place:	Date and Time:
Minute Man Services, Inc. 3905 Rochester Road Royal Oak, MI 48073	March 10th, 2023 10:00 AM

☐ *Inspection of Premises:* **YOU ARE COMMANDED** to permit entry onto the designated premises, land, or other property possessed or controlled by you at the time, date, and location set forth below, so that the requesting party may inspect, measure, survey, photograph, test, or sample the property or any designated object or operation on it.

Place:	Date and Time:

The following provisions of Fed. R. Civ. P. 45 are attached – Rule 45(c), relating to the place of compliance; Rule 45(d), relating to your protection as a person subject to a subpoena; and Rule 45(e) and (g), relating to your duty to respond to this subpoena and the potential consequences of not doing so.

Date: **02/17/2023**

CLERK OF COURT

OR

STEWART, LAURI B

Signature of Clerk or Deputy Clerk | *Attorney's signature*

The name, address, e-mail address, and telephone number of the attorney representing *(name of party)* CITY OF STANTON AND JACOB VANBOXEL, who issues or requests this subpoena, are:

LAURI B STEWART

Notice to the person who issues or requests this subpoena

If this subpoena commands the production of documents, electronically stored information, or tangible things or the inspection of premises before trial, a notice and a copy of the subpoena must be served on each party in this case before it is served on the person to whom it is directed. Fed. R. Civ. P. 45(a)(4).

SENT ORIGINALLY ON 02/17/2023 (PLEASE DO NOT DUPLICATE)

MINUTE MAN SERVICES, INC.
FAMILY OWNED AND OPERATED SINCE 1980

3905 ROCHESTER ROAD, ROYAL OAK, MI 48073 · WWW.MM.SERVICES
PHONE: (248) 585-6300 · FAX: (248) 585-5822

REQ-193684-B

AUTHORIZATION FOR RELEASE OF EMPLOYMENT INFORMATION

Facility Name: CLARE POLICE DEPARTMENT / HUMAN RESOURCES

Facility Address: 207 WEST 5TH STREET CLARE, MI 48617

Name on Record: DESTINEE BRYCE

Maiden/Alias:

Name on Record's Address:

D.O.B.:

S.S.N.:

If full SS# is needed, please call (248) 585-6300.

I, DESTINEE BRYCE, authorize you and any current or past employer to release:
ANY/ALL EMPLOYMENT RECORDS, FROM DATE OF HIRE TO PRESENT, **SEE ADDENDUM**
RE: DESTINEE BRYCE - SSN: - DOB:

TO: MINUTE MAN SERVICES, INC. - 3905 ROCHESTER RD - ROYAL OAK, MI 48073
SECURE EMAIL: REQ@MM.SERVICES

THE INFORMATION BEING SOUGHT IS TO BE USED IN THE EVALUATION OF A PENDING OR UPCOMING LEGAL SUIT.

Failure to authorize release of this information may cause a delay in the processing of that suit. A photo static copy of this authorization shall serve in its stead.

THIS INFORMATION MAY INCLUDE ALCOHOL AND DRUG ABUSE RECORDS PROTECTED UNDER THE REGULATIONS IN CODE 42 OF FEDERAL REGULATIONS, PART 2, IF ANY, PSYCHOLOGICAL SERVICES RECORDS, IF ANY, AND SOCIAL WORK RECORDS, IF ANY, INCLUDING COMMUNICATIONS MADE BY ME TO A SOCIAL WORKER OR PSYCHOLOGIST.

CONSISTENT WITH MICHIGAN PUBLIC ACT 488 OF 1988, THIS AUTHORIZATION ALSO INCLUDES DISCLOSURE OF ANY INFORMATION IN MY RECORDS PERTAINING TO ANY COMMUNICABLE DISEASES OR INFECTIONS, IF ANY, INCLUDING HIV INFECTION, ACQUIRED IMMUNODEFICIENCY SYNDROME, AIDS RELATED COMPLEX, VENEREAL DISEASE, TUBERCULOSIS, MENINGITIS, GIARDIASIS, HEPATITIS A, B, AND NON A, NON B, HISTOPLASMOSIS, LEGIONNAIRES' DISEASE, SALMONELLOSIS, SHIGELLOSIS AND STAPHYLOCOCCAL INFECTIONS.

MINUTE MAN WILL ONLY USE THIS INFORMATION FOR THE PURPOSES STATED HEREIN, AND WILL NOT DISSEMINATE THE INFORMATION DISCLOSED FOR ANY OTHER PURPOSE. HOWEVER, HIPAA REGULATION 45CFR164.508(C)(2)(III) REQUIRES US TO INFORM YOU THAT THERE IS THE POTENTIAL THAT THE INFORMATION DISCLOSED HERE COULD BE REDISCLOSED AND THAT IT IS POSSIBLE THAT YOU COULD LOSE THE PROTECTIONS OF HIPAA REGULATION 45CFR164.508(C).

THIS AUTHORIZATION IS VALID FOR ONE (1) YEAR OR UNTIL THE CLOSE OF LITIGATION (WHICHEVER IS LATER), BUT MAY BE REVOKED UPON WRITTEN REQUEST TO: MINUTE MAN SERVICES, INC. - 3905 ROCHESTER RD - ROYAL OAK, MI 48073, AND/OR FACILITY LISTED ABOVE. RECORDS MAY HAVE ALREADY BEEN RELEASED BASED UPON A PREVIOUS AUTHORIZATION. PATIENT OR AUTHORIZED REPRESENTATIVE SIGNING THIS AUTHORIZATION UNDERSTANDS THAT THIS AUTHORIZATION IS VOLUNTARY AND THEY MAY REFUSE TO SIGN. TREATMENT OR PAYMENT WILL NOT BE CONDITIONED UPON THIS AUTHORIZATION OR REVOCATION OF THIS AUTHORIZATION UNLESS OTHERWISE ALLOWED BY LAW.

SIGNATURE: Destinee Bryce (Feb 4, 2023 17:33 EST)
(PATIENT/PARENT/GUARDIAN/CONSERVATOR/SPOUSE/EMPLOYEE)

DATE:

Rev. 2020-12-04

MINUTE MAN SERVICES, INC.

FAMILY OWNED AND OPERATED SINCE 1980

ADDENDUM OR ATTACHMENT TO SUBPOENA/LETTER

CLARE POLICE DEPARTMENT / HUMAN RESOURCES

REQ-193684-B

PROVIDE ENTIRE PERSONNEL FILE, INCLUDING BUT NOT LIMITED TO: JOB APPLICATION, RESUME, JOB DESCRIPTION, POLICIES AND PROCEDURES, PERFORMANCE EVALUATIONS, PAYROLL, PAY/WAGE/TAX DOCUMENTS, W-2'S, PAY STUBS, 1099'S, INCIDENT REPORTS, DISABILITY AND/OR WORKERS COMPENSATION CLAIM FILES, OCCUPATIONAL HEALTH MEDICAL FILE, DOCUMENTS PERTAINING TO BENEFITS PROVIDED, DISCIPLINE AND/OR WRITE UPS, CORRECTIVE ACTION, ATTENDANCE RECORDS, TIMESHEETS, HOURS WORKED, LEAVES OF ABSENCES, DOCTOR'S NOTES, MEDICAL RECORDS, UNEMPLOYMENT CLAIMS, ETC...,

RE: BRYCE, DESTINEE

FROM: DATE OF HIRE TO PRESENT

Bryce Destinee

Final Audit Report 2023-02-04

Created:	2023-02-03
By:	Victor Mastromarco (ADavis@mastromarcofirm.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAcF0PswmxSg3Dp9atJO-p8i8FvzhmXiF8

"Bryce Destinee" History

Document created by Victor Mastromarco (ADavis@mastromarcofirm.com)
2023-02-03 - 9:44:04 PM GMT

Document emailed to destineebryce433@gmail.com for signature
2023-02-03 - 9:45:38 PM GMT

Email viewed by destineebryce433@gmail.com
2023-02-04 - 10:24:58 PM GMT

Signer destineebryce433@gmail.com entered name at signing as Destinee Bryce
2023-02-04 - 10:33:24 PM GMT

Document e-signed by Destinee Bryce (destineebryce433@gmail.com)
Signature Date: 2023-02-04 - 10:33:26 PM GMT - Time Source: server

Agreement completed.
2023-02-04 - 10:33:26 PM GMT

Free Drive-Through Mobile Food Distribution

Saturday, March 11, 2023

(Rescheduled from March 4)

Registration: 9 a.m. for vehicles to line up

Distribution: from 10:00 a.m. until at least 11:30 a.m.

Clare County Transit Corporation (CCTC)

1473 Transportation Dr., Harrison, MI 48625

Participation Details

- Food will be placed in your trunk/hatchback, so ***please make room in advance for a couple of large boxes of food*** and ***also bring empty boxes or baskets for additional food.***
- Stay in your vehicle for registration and food distribution.
- Restrooms will ***not*** be available.
- Only one household should travel together in a vehicle.
- If you do not have access to a vehicle or are experiencing symptoms of COVID-19, please stay home and arrange for someone to pick up food for you.
- All in need of food or in financial hardship are welcome to participate.

See Community Nutrition Network-Clare County on Facebook and the community calendars in the Clare County Cleaver and the Clare County Review for reminders. You can also call the Greater Lansing Food Bank at 517.908.3680 for more information.

This month's food distribution is conducted in partnership with the Greater Lansing Food Bank and is coordinated by the all volunteer Community Nutrition Network.

Mark your calendar - Community Nutrition Network's upcoming 2023 monthly, Saturday food distributions: Apr. 1, May 6, Jun. 3, Jul. 8, August 5, Sep. 9, Oct. 7, Nov. 4, and Dec. 2.

The Greater Lansing Food Bank and the Community Nutrition Network are equal opportunity providers.

Distribución gratuita de alimentos móviles en automóvil

sábado, 11 de marzo, de 2023

(Reprogramado desde el 4 de marzo)

Matrícula: 9 a.m. para que los vehículos se alineen

Distribución: desde las 10:00 hasta las 11:30 como mínimo

Clare County Transit Corporation (CCTC)

1473 Transportation Dr., Harrison, MI 48625

Detalles de la participación

- La comida se colocará en su maletero / hatchback, así que ***haga espacio con anticipación para un par de cajas grandes de alimentos*** y ***también traiga cajas vacías o canastas para alimentos adicionales.***
- Permanezca en su vehículo para el registro y la distribución de alimentos.
- Los baños ***no*** estarán disponibles.
- Solo un hogar debe viajar juntos en un vehículo.
- Si no tiene acceso a un vehículo o está experimentando síntomas de COVID-19, quédese en casa y haga arreglos para que alguien recoja la comida para usted.
- Todos los que necesitan alimentos o tienen dificultades financieras son bienvenidos a participar.

Consulte Community Nutrition Network-Clare County en Facebook y los calendarios comunitarios en Clare County Cleaver y Clare County Review para obtener recordatorios. También puede llamar al Greater Lansing Food Bank al 517.908.3680 para obtener más información.

La distribución de alimentos de este mes se lleva a cabo en asociación con el Greater Lansing Food Bank y está coordinada por la todos voluntarios Community Nutrition Network.

Marque su calendario - las próximas distribuciones mensuales de alimentos de los sábados de Community Nutrition Network para 2023: 1 de abril, 6 de mayo, 3 de junio, 8 de julio, 5 de agosto, 9 de septiembre, 7 de octubre, 4 de noviembre y 2 de diciembre.

La Greater Lansing Food Bank y el Community Nutrition Network y son proveedores que brindan igualdad de oportunidades.

CITY OF CLARE REQUEST
FOR PROPOSAL
ASSESSING SERVICES
2023

The City of Clare will receive sealed requests for proposals providing the City of Clare Assessing Services until **1:00 p.m., March 15, 2023,** in the office of the City Clerk, City of Clare, 202 West Fifth Street, Clare, Michigan, 48617, at which time and place all proposals will be opened and read aloud.

Two copies of the request for proposal shall be submitted along with an electronic copy of the proposal. Specifications are on file at the office of the City Clerk. To request the documents or if you have questions regarding the process, contact the City of Clare Clerk's Office at (989) 424-4068 or by e-mail dlyon@cityofclare.gov.

The City of Clare reserves the right to reject any or all proposals and to waive any defects in the proposals in the best interest of the City of Clare and to accept the proposal which, in the opinion of the Council, best serves the interest and needs of the City of Clare. The City of Clare retains the right to accept or reject any and all bids.

The City of Clare does not discriminate on the basis of race, color, age, religion, sex, disability, and national origin; nor does it discriminate on the basis of handicap status and activities, as to employment or the provision of services. The City of Clare is an equal-opportunity employer and provider.

Please clearly mark your envelope: **"ASSESSING SERVICES RFP".**

Diane Lyon
City Clerk

ADVERTISEMENT FOR BIDS

The City of Clare, Michigan will receive bids for the **Clare Municipal Airport - Apron & West Hangar Area Taxilane Rehabilitation, until 10:00 AM (local time) Friday, March 24, 2023**. Bids received after the stated time will not be accepted. Bids will be publicly opened (electronically) and read aloud at the Lansing office of Mead & Hunt, Inc., immediately following the time stated above. Contractors are welcome to attend the electronic bid opening if interested, though attendance is not required.

With their bid, bidders shall submit evidence of qualification meeting the requirements of General Contract Provisions 20-02. Possession by the prime contractor of MDOT prequalification at the time of bidding shall be an acceptable form of evidence. The net classification applicable to the prime contractor for this project is Cb. In addition to the above minimum prequalification for prime contractors, this project includes a sub-classification of Ea, I, L, N3, and N92D. If the prime contractor is not prequalified in all of the above classifications, prequalified subcontractors must be used. Subcontractors must be prequalified in their respective work area and designated prior to award of the contract to the confirmed low bidder.

There is a six (6%) percent DBE requirement for this project.

Bids will only be accepted online through the www.questcdn.com e-bid process. HARD COPY (PAPER) BIDS WILL NOT BE ACCEPTED.

Bidders will submit a proposal guaranty in the form of a proposal bond, in the amount of not less than five (5%) percent of the bid sum. The proposal guaranty shall be made payable to the City of Clare. If the selected contractor fails to provide the required materials and/or execute the contract within fifteen (15) calendar days after being furnished with the necessary contract and bond forms, the proposal guaranty will be forfeited to the Sponsor in accordance with Section 30-08 of the General Provisions.

The successful bidder will be required to furnish satisfactory 100 percent performance bond as well as a labor and material bond. No bid may be withdrawn after closing time for the receipt of proposals for a period of One Hundred and twenty (120) calendar days.

The City of Clare, reserves the right to reject any and all bids, and to waive any informalities in bidding or to accept the bids or bid, should it consider same to be in its best interest.

A pre-bid meeting is scheduled Monday, March 13th, 2023, at 10:00 AM (local time) at the Airport Terminal, 10841 S Eberhart Ave, Clare, MI 48617. Attendance is encouraged but is not mandatory.

Scope of Work

Base Bid includes the pulverization, grading, compacting and repaving of the terminal apron. Option One includes the pulverization, grading, compacting and repaving of the Western Hangar Area northern taxilane, including installation of drainage features and airifeld lighting. Option Two includes reconstruction of the Western Hangar Area southern taxilane, including installation of storm sewer and arifield lighting.

The contract time varies based on the options selected. See plans for the time allotted for each option.

Availability of Documents

This project will be electronically bid through www.questcdn.com. Complete digital project bidding documents will be available Friday, February 24, 2023 and may be downloaded for $22.00 by inputting Quest project **#8380698** on the website's Project Search page. Those wishing to download the bidding documents electronically do so at their own risk for completeness of the bidding documents. An additional fee of $42.00 is required for contractors submitting bids for the project. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance.

Technical questions about the project should be directed to Jeff Thoman, Mead & Hunt, Inc., 2605 Port Lansing Road, Lansing, MI, 517-908-3120.

The contractor is responsible for visiting the airport in order to assess the job site. Site visits can be arranged by contacting Mr. Gary Todd, Airport Manager, at (989) 386-0445.

This project is being funded in part by Federal Aviation Administration and Michigan Department of Transportation. All bidders are required to comply with applicable Federal and State laws and regulations.

Affirmative Action Requirement (41 CFR part 60-4, Executive Order 11246)

Notice of Requirement for Affirmative Action To Ensure Equal Employment Opportunity

1. The Offeror's or Bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications".
2. The goals and timetables for minority and female participation, expressed in percentage terms for the Contractor's aggregate workforce in each trade on all construction work in the covered area as outlined in the Required Federal Contract Provisions for FAA Airport Improvement Program Projects.

Civil Rights-Title Assurance (49 USC § 47123, FAA Order 1400.11)

Title VI Solicitation Notice

The City of Clare, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, select disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Buy American Preference
(Title 49 USC § 50101)

Davis-Bacon Requirements
(2 CFR § 200, Appendix II(D), 29 CFR Part 5)

Debarment and Suspension
(2 CFR part 180 (Subpart C). 2 CFR part 1200, DOT Order 4200.5)

Disadvantaged Business Enterprise
(49 CFR part 26)

Trade Restriction Certification
(49 USC § 50104, 49 CFR part 30)

Lobbying and Influencing Federal Employees
(31 USC § 1352 – Byrd Anti-Lobbying Amendment, 2 CFR part 200, Appendix II(J), 49 CFR part 20, Appendix A)

Procurement of Recovered Materials
(2 CFR § 200.322, 40 CFR part 247, Solid Waste Disposal Act)

Clare, Michigan
A Cool City Michigan Main Street Community

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 03/07/2023 - 03/20/2023BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	›sting Dat	Check Run	AMOUNT
AMAZON CAPITAL SERVICES	1NX1-CW3F-143	2 DESKTOP COMPUTERS - PD	03/07/2023	03/07/2023	1,746.11
AMAZON CAPITAL SERVICES	13Y1-J3CDPNVM	POWER STRIP 8FT CORD (18OUTLE	03/07/2023	03/07/2023	25.96
AMAZON CAPITAL SERVICES	1W6F-74M9-P1G	POWER STRIP RETURNED (INV: 13	03/07/2023	03/07/2023	-19.97
AMAZON CAPITAL SERVICES	1TYJ-61W9-GF1	20 USB (32GB) FLASH DRIVES (F	03/07/2023	03/07/2023	93.97
ANDREWS HOOPER & PAVLIK	186787	AUDIT SERVICES: FORM F-65 Y/E	03/07/2023	03/07/2023	14,000.00
AT&T MOBILITY	287302987429X	FIRSTNET MOBILE (01/12/23-02/	03/07/2023	03/07/2023	51.28
AWOL, INC	FEBRUARY 2023	JANITORIAL SERVICES: FEBRUARY	03/07/2023	03/07/2023	3,162.00
CINTAS FIRST AID & SAFE	5116791019	SERVICE FIRST AID KIT - DPW (	03/07/2023	03/07/2023	52.72
CINTAS FIRST AID & SAFE	5124309601	SERVICE FIRST AID KIT - DPW (	03/07/2023	03/07/2023	93.51
CLARE AUTOMOTIVE SUPPLY	100531026632	HYDRAULIC COUPLING & HOSE - D	03/07/2023	03/07/2023	58.75
CLARE AUTOMOTIVE SUPPLY	100531026759	HYDRAULIC COUPING & HOSE - DP	03/07/2023	03/07/2023	38.16
CLARE AUTOMOTIVE SUPPLY	100531027281	WIPER BLADES - DPW #8	03/07/2023	03/07/2023	29.90
CLARE AUTOMOTIVE SUPPLY	100531027384	HYDRAULIC HOSE & COUPLINGS -	03/07/2023	03/07/2023	46.73
CLARE COUNTY REVIEW	63143	CC MINUTES (1/3 & 1/16); PUBL	03/07/2023	03/07/2023	343.00
CLARE HARDWARE	436804	HAND SAW; SANITARY TEE; SLIP	03/07/2023	03/07/2023	67.73
CLARE HARDWARE	436813	2 DRILL BITS (1/4"); FLEXIBLE	03/07/2023	03/07/2023	37.90
CLARE HARDWARE	436555	CLOCK & BATTER - CITY HALL	03/07/2023	03/07/2023	30.98
CLARE HARDWARE	436593	BRUSH; PAINT - DPW	03/07/2023	03/07/2023	20.98
CLARE HARDWARE	436598	PAINT (QT); RET: PAINT (INV 4	03/07/2023	03/07/2023	-2.00
CLARE HARDWARE	436627	100 CABLE TIES (11") - BANNER	03/07/2023	03/07/2023	37.98
CLARE HARDWARE	436631	RET: PAINT (INV 436553) - DPW	03/07/2023	03/07/2023	-16.99
CLARE HARDWARE	436646	NUTS, BOLTS, FASTENERS - DDA	03/07/2023	03/07/2023	7.45
CLARE HARDWARE	436794	WINDOW SEALANT - CITY HALL	03/07/2023	03/07/2023	39.96
CLARE STARTER INC	73243	STARTER W/ANTI-SHORT SOLENOID	03/07/2023	03/07/2023	529.99
COLONVILLE COUNTRY STOR	16575	PROPANE - WWTP	03/07/2023	03/07/2023	66.50
CONSUMERS ENERGY	206435936929	303 PINECREST ST (01/13/23-02	03/08/2023	03/08/2023	28.81
CONSUMERS ENERGY	204923404919	813 INDUSTRIAL DR (01/20/23-0	03/15/2023	03/15/2023	28.81
CONSUMERS ENERGY	204923404923	405 MAPLE ST (01/20/23-02/20/	03/15/2023	03/15/2023	304.20
CONSUMERS ENERGY	204923404927	510 N MCEWAN ST (01/20/23-02/	03/15/2023	03/15/2023	65.25
CONSUMERS ENERGY	202787608454	507 S MCEWAN ST (01/20/23-02/	03/15/2023	03/15/2023	32.98
CONSUMERS ENERGY	203944508375	10242 S CLARE AVE (01/20/23-0	03/15/2023	03/15/2023	31.12
CONSUMERS ENERGY	201808717071	820 CEDAR ST (01/20/23-02/20/	03/15/2023	03/15/2023	28.81
CONSUMERS ENERGY	204300482903	1532 N MCEWAN ST (01/20/23-02	03/15/2023	03/15/2023	189.44
CONSUMERS ENERGY	204300483041	610 W. WHEATON AVE #1 (01/20/	03/15/2023	03/15/2023	28.81
CONSUMERS ENERGY	204300482904	696 POINT DR (01/20/23-02/20/	03/15/2023	03/15/2023	49.80
CONSUMERS ENERGY	204300482907	700 SCHOOLCREST AVE (01/20/23	03/15/2023	03/15/2023	31.57
CONSUMERS ENERGY	204300482908	820 SCHOOLCREST AVE (01/20/23	03/15/2023	03/15/2023	37.94
CONSUMERS ENERGY	204300482909	604 SCHOOLCREST AVE (01/20/23	03/15/2023	03/15/2023	32.82
CONSUMERS ENERGY	204300482910	500 SCHOOLCREST AVE (01/20/23	03/15/2023	03/15/2023	28.81
CONSUMERS ENERGY	201008161201	231 WILCOX PKWY (01/20/23-02/	03/15/2023	03/15/2023	50.43

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 03/07/2023 - 03/20/2023BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	›sting Dat	Check Run	AMOUNT
CONSUMERS ENERGY	201008161202	221 WILCOX PKWY (01/20/23-02/	03/15/2023	03/15/2023	33.60
CONSUMERS ENERGY	201008161203	332 WITBECK DR (01/20/23-02/2	03/15/2023	03/15/2023	39.78
CONSUMERS ENERGY	202876602449	1603 N MCEWAN ST (01/20/23-02	03/15/2023	03/15/2023	94.14
CONSUMERS ENERGY	202876602450	1525 N MCEWAN ST (01/20/23-02	03/15/2023	03/15/2023	41.32
CONSUMERS ENERGY	202876602451	305 W STATE ST (01/15/23-02/1	03/15/2023	03/15/2023	30.20
CONSUMERS ENERGY	201541743283	3333 DUNLOP RD (01/20/23-02/2	03/15/2023	03/15/2023	295.43
CONSUMERS ENERGY	205279326728	202 W FOURTH ST (01/20/23-02/	03/15/2023	03/15/2023	92.11
CONSUMERS ENERGY	205279326733	202 W 5TH ST (01/20/23-02/19/	03/15/2023	03/15/2023	404.15
CONSUMERS ENERGY	205279326734	207 W 5TH ST (01/20/23-02/20/	03/15/2023	03/15/2023	810.48
CONSUMERS ENERGY	205279326735	601 W 5TH ST (01/20/23-02/20/	03/15/2023	03/15/2023	29.89
CONSUMERS ENERGY	205279326736	416 W 5TH ST (01/20/23-02/20/	03/15/2023	03/15/2023	41.18
CONSUMERS ENERGY	202431671562	500 BEECH ST (01/20/23-02/20/	03/15/2023	03/15/2023	41.55
CONSUMERS ENERGY	204834411130	203 W. 4TH ST (01/20/23-02/20	03/15/2023	03/15/2023	192.20
DETROIT SALT COMPANY	SI23-16781	ROCK SALT (56.46 TONS) - DPW	03/07/2023	03/07/2023	3,719.58
DETROIT SALT COMPANY	SI23-19809	ROCK SALT (109.49 TONS) - DPW	03/07/2023	03/07/2023	7,213.20
ELECTION SOURCE	23-432	ANNUAL MAINTENANCE CONTRACTS	03/07/2023	03/07/2023	440.00
ERA A WATERS COMPANY	032418	LAB SUPPLIES - WWTP	03/07/2023	03/07/2023	662.54
FIRST NATIONAL BANK OF	8738 03192023	CLARK: METERED PARKING (LANSI	03/07/2023	03/07/2023	20.00
FIRST NATIONAL BANK OF	3680 03192023	HOWARD: CONFERENCE MEALS & RC	03/07/2023	03/07/2023	533.64
FIRST NATIONAL BANK OF	3599 03192023	POTTER: SHOP VAC FILTERS, LAD	03/07/2023	03/07/2023	1,111.58
FIRST NATIONAL BANK OF	7548 03192023	SAAD: SALVGE INSP SUPPLIES; D	03/07/2023	03/07/2023	3,245.77
FIRST NATIONAL BANK OF	7936 03192023	SIMMER: MEMBERSHIP (BUTTERFLI	03/07/2023	03/07/2023	735.68
FIRST NATIONAL BANK OF	8077 03192023	SIRPILLA: MGFOA REGISTRATION	03/07/2023	03/07/2023	61.50
FOUR SEASONS EXTERMINA	399378	MONTHLY SERVICE - PD	03/07/2023	03/07/2023	125.00
GARY L TODD	03072023-GT	AIRPORT MANAGER SERVICES	03/07/2023	03/07/2023	1,325.50
GOURDIE-FRASER, INC.	2225403	ENGINEERING & SURVEY SERVICES	03/07/2023	03/07/2023	34,128.00
HACH COMPANY	13410637	LAB SUPPLIES - WWTP	03/07/2023	03/07/2023	160.50
HAMLETT ENVIRONMENTAL	2023082	WAVE VACUUM SAMPLER FOR CLARE	03/07/2023	03/07/2023	17,275.00
ISABELLA BANK	02282023	LED LIGHTING PROJECT: INT & F	03/07/2023	03/07/2023	10,461.62
ISABELLA COUNTY DRAIN (	02152022	2022 SPECIAL DRAIN ASSESSMENT	03/07/2023	03/07/2023	22,278.51
KING'S MACHINE SHOP, LI	14095	REPAIRED CYLINDER; ROD; SEALS	03/07/2023	03/07/2023	1,018.74
MAURER'S TEXTILE RENTAI	2671383	YODER UNIFORMS - DPW	03/07/2023	03/07/2023	33.85
MICHIGAN ASSESSORS ASS(	MAA-835 (02-2	AD: REQUEST OF PROPOSALS - AS	03/07/2023	03/07/2023	300.00
MILL BROOK WATER COMPAI	10597	6 5GAL BOTTLED WATER - CITY F	03/07/2023	03/07/2023	43.50
MRWA	2020-06536	2023 MRWA ANNUAL CONFERENCE F	03/07/2023	03/07/2023	360.00
MRWA	2020-06652	2023 ANNUAL CONFERENCE REGIST	03/07/2023	03/07/2023	615.00
NATIONAL INSURANCE SER	1545812	MARCH 2023 PREMIUM	03/07/2023	03/07/2023	2,359.99
OTIS ELEVATOR COMPANY	100401071528	2023 DEPOT ELEVATOR SERVICE M	03/07/2023	03/07/2023	2,412.00
PAT HUMPHREY	03072023-PH	ELECTRONIC COMMUNICATION SERV	03/07/2023	03/07/2023	25.00

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 03/07/2023 - 03/20/2023BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	osting Dat	Check Run	AMOUNT
PERCEPTIVE CONTROLS INC	15931	WELL 7 REPAIRS - WWTP	03/07/2023	03/07/2023	968.75
PITNEY BOWES INC	3317062834	LEASE: INSERT/FOLDING MACHINE	03/07/2023	03/07/2023	343.35
R.W. MERCER CO. INC.	224797	INSTALLED REPAIRED SENSOR BOA	03/07/2023	03/07/2023	681.99
REIMOLD PRINTING CORPOI	69571	250 BUSINESS CARDS (S. SCHUMA	03/07/2023	03/07/2023	61.50
ROBERT BONHAM	03072023-RB	ELECTRONIC COMMUNCIATION SERV	03/07/2023	03/07/2023	25.00
SEITER BROTHERS LUMBER	97160	NAIL SET; PRIMED CASING - CIT	03/07/2023	03/07/2023	11.74
SHULTS EQUIPMENT LLC	0107840-IN	CENTER HINGE (F89), CENTER PI	03/07/2023	03/07/2023	340.50
SHUMAKER TECHNOLOGY GR(	2382	WEBSITE: REDESIGN, BUILD; HOS	03/07/2023	03/07/2023	5,415.00
STATE OF MICHIGAN	761-11089137	WATER SAMPLES TESTED - WWTP	03/07/2023	03/07/2023	480.00
STATE OF MICHIGAN	761-11089237	WATER SAMPLES TESTED - WWTP	03/07/2023	03/07/2023	235.00
USA BLUE BOOK	278209	LAB SUPPLIES - WWTP	03/07/2023	03/07/2023	363.45
WINN TELECOM	03012023	TELEPHONE & COMMUNICATIONS: M	03/07/2023	03/07/2023	2,636.28
WITBECK'S FAMILY FOODS	00520834	ALUMINUM FOIL-HEAVY DUTY (3 F	03/07/2023	03/07/2023	16.47
				Sub Total:	145,902.96

Clare, Michigan
A Cool City Michigan Main Street Community

PAYABLES REPORT FOR COMMISSIONERS

(RUN DATES 02/22/2023 - 03/06/2023BOTH JOURNALIZED AND UNJOURNALIZED PAID BANK CODE: CONSO - CHECK TYPE: PAI

VENDOR	VENDOR ID	INVOICE #	DESCRIPTION	POSTING DATE	AMOUNT
COUNCIL ON MUNICIPAL C.	7226	2023	2023 MEMBERSHIP APPLICATION:	02/22/2023	50.00
					50.00

OPEN INVOICE TOTAL: 145,902.96

Grand Total: 145,952.96

COMMISSION APPROVAL:

_____

_____

_____

_____

_____

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: March 1, 2023
RE: *Professional & Education Training Opportunities

For the Agenda of, March 6, 2023.

***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 March 6, 2023.**

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 iincludingast 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.

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

Capital Conference Registration Policies›

For **Human Resources-related trainings and seminars**, League members can attend programs hosted by the American Society of Employers (ASE) at the ASE member rate. Visit www.aseonline.org for a calendar of their events.

DATE	EVENT	LOCATION
2023		
Feb 22	**MI Green Communities Event:** Using Data to Achieve your Community Sustainability Goals with Key Green Solutions	Virtual
Feb 27	**LEAGUE EVENT:** Live with the League	Virtual
Feb 28	United Way Town Hall: Water Residential Assistance Program (WRAP) Income Based Plan – Oakland County	Virtual
Mar 13	**LEAGUE EVENT:** Live with the League	Virtual

Apr 18	**MAMA EVENT:** 37th Annual MAMA Advanced Institute	Virtual
Apr 18-19	**LEAGUE EVENT:** CapCon	Lansing
Apr 24	**LEAGUE EVENT:** Live with the League	Virtual
May 8	**LEAGUE EVENT:** Live with the League	Virtual
May 19-20	**LEAGUE EVENT:** Elected Officials Academy – Core Weekender	Bay City
May 19-20	**LEAGUE EVENT:** Elected Officials Academy – Advanced Weekender	Bay City
Oct. 18-20	**LEAGUE EVENT:** Convention	Traverse City

2024

Mar 12-13	**LEAGUE EVENT:** CapCon	Lansing

Topic	**Using Data to Achieve your Community Sustainability Goals with Key Green Solutions**
Description	The Michigan Green Communities Challenge now includes metrics for tracking your community's progress in reducing water/energy use, GHG emissions, and more. Key Green Solutions is the leader in sustainability metrics reporting. Learn how Key Green Solutions, a Michigan-based company, can partner with you to automate the data collection and sustainability reporting required for the Michigan Green Committees Challenge Metrics, such as, GHG Emissions and Water Use.
Time	Feb 22, 2023 12:00 PM in Eastern Time (US and Canada)

Webinar is over, you cannot register now. If you have any questions, please contact Webinar host: (mailto:dbeard@mml.org).

About (https://explore.zoom.us/en/about/)

Zoom Blog (https://blog.zoom.us/)
Customers (https://explore.zoom.us/en/customer/all/)
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Partners (https://partner.zoom.us/)
Investors (https://investors.zoom.us/)
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ESG Responsibillity (https://explore.zoom.us/en/zoom-esg/)
Media Kit (https://explore.zoom.us/en/media-kit/)
How to Videos (https://learn-zoom.us/show-me)

Developer Platform (https://developers.zoom.us/)
Zoom Ventures (https://explore.zoom.us/en/zoom-ventures/)

Download (https://us02web.zoom.us/download)

Meetings Client (https://us02web.zoom.us/download#client_4meeting)
Zoom Rooms Client (https://us02web.zoom.us/download#room_client)
Browser Extension (https://us02web.zoom.us/download#chrome_ext)
Outlook Plug-in (https://us02web.zoom.us/download#outlook_plugin)
Lync Plug-in (https://us02web.zoom.us/download#lync_plugin)
Android App (https://us02web.zoom.us/download#mobile_app)
Zoom Virtual Backgrounds (https://explore.zoom.us/en/virtual-backgrounds/)

Sales (https://explore.zoom.us/en/contactsales/)

1.888.799.9666 (tel:1.888.799.9666)
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Feedback (https://us02web.zoom.us/feed)
Contact Us (https://explore.zoom.us/en/contact)
Accessibility (https://explore.zoom.us/en/accessibility/)
Developer Support (https://devsupport.zoom.us/hc/en-us)
Privacy, Security, Legal Policies, and Modern Slavery Act Transparency Statement (https://explore.zoom.us/en/trust/legal-compliance/)

Language

English

Currency

US Dollars $

(https://www.linkedin.com/company/zoom-video-

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2023 MML Capital Conference

2023 CapCon
April 18-19, 2023
Lansing, MI

Maximizing the Moment!
Attendees at CapCon 2023 will gain tangible tools to advocate, engage, and influence the legislative process, which ultimately shapes the future of our communities in Michigan.
CapCon 2023's general sessions will dive into the League's legislative priorities and the latest conversation around economic development, housing, infrastructure investment, the key aspects of Governor Whitmer's budget, allocation of the remaining American Rescue Plan resources, and much more. In breakout sessions, you'll hear solutions to funding public safety, housing growth and insecurity, innovations in the hiring process at city hall, and more.

Get the inspiration and answers you need to maximize the moment at CapCon 2023.

Registration Fees
Early Bird Registration Rates **on or before March 13, 2023**:
- MML Full & Associate Members/BAP Participants – $325/person
- Nonmember Government Entities/MML Fund & Pool Program Members – $650/person
- Guest: $110/person

Regular Registration Rates **on or before April 10, 2023**:
- MML Full & Associate Members/BAP Participants – $425/person
- Nonmember Government Entities/MML Fund & Pool Program Members – $775/person
- Guest: $120/person

Onsite Registration:
- MML Full & Associate Members/BAP Participants – $450/person
- Nonmember Government Entities/MML Fund & Pool Program Members – $800/person

Sign In

Username

Password

Remember me on this computer

Sign In

Forgot my password or my username

Create a new account

Student - $125/person

Click here for a faxable registration form.

Agenda:
For the CapCon Agenda and program details visit the website here

Location:
Lansing Center
333 E. Michigan Avenue
Lansing, MI 48933

Registration:
Registration to open February 6, 2023
To register online, login to the right, and then click the "Register Myself" or "Register Someone Else" button below.

Housing:
Housing reservations will only be accepted for registered attendees. Housing reservation information and instructions will be in your registration confirmation email.

Radisson Hotel Lansing at the Capitol
111 N Grand Ave, Lansing, MI 48933

Room rate is $137.00 (plus taxes)

The cut-off date for the MML room block is set for **Monday, March 27, 2023**.

When:
4/18/2023 - 4/19/2023

Where:
Lansing Center
Phone: (517) 483-7400
333 E. Michigan Avenue
Lansing, MI 48933

When: 4/18/2023 - 4/19/2023

Where:

Lansing Center
333 E. Michigan Avenue
Lansing, MI 48933

Event Add-On's

Select Programs by Day

Tuesday, 18 April 2023

8:30 AM

Guest Registration

Guest Registration

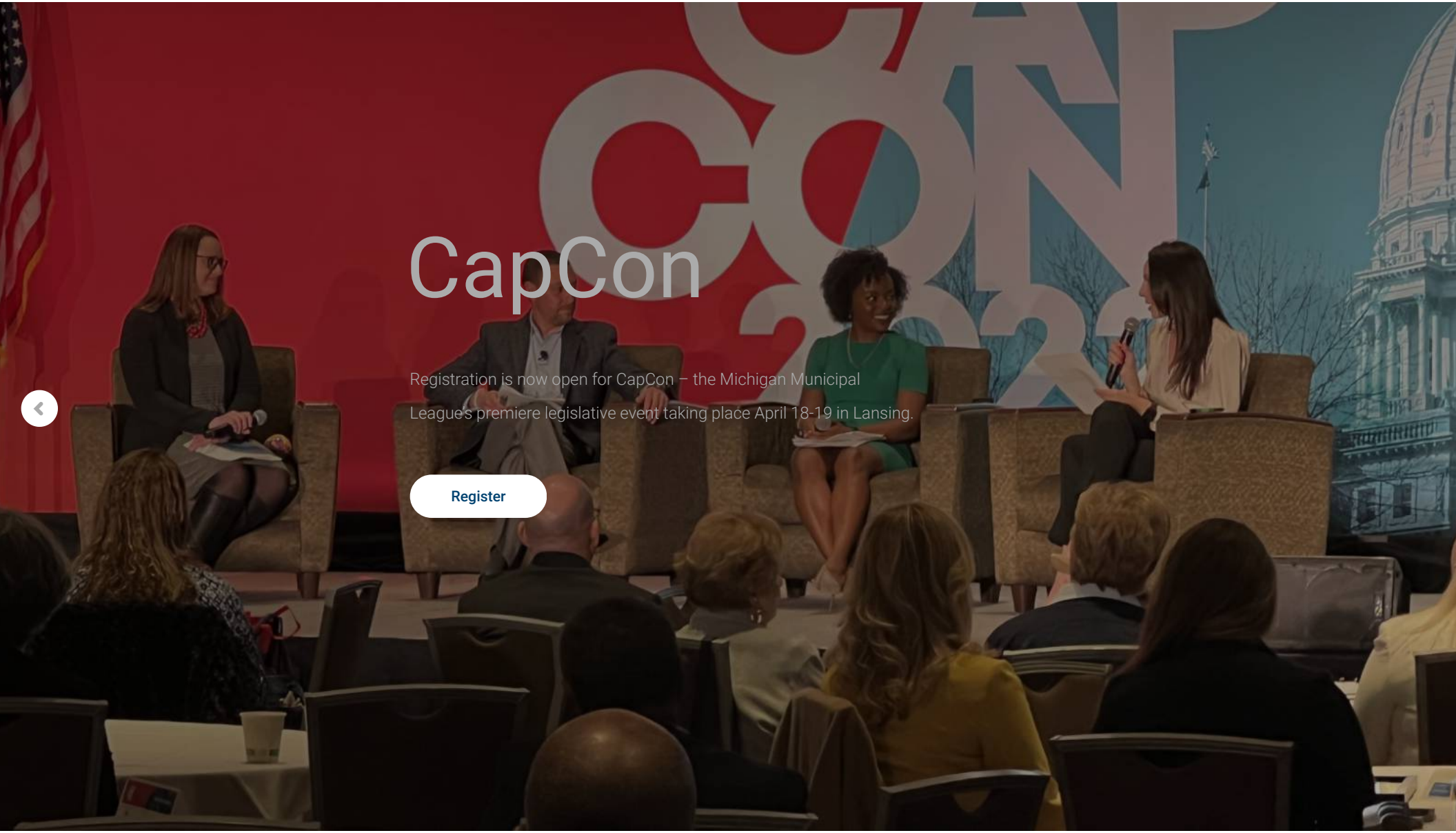
Time: 4/18/2023 8:30 AM - 4/19/2023 4:30 PM

12:00 PM

MWIMG Lunch

Time: 12:00 PM - 1:15 PM

Wednesday, 19 April 2023



CapCon

Registration is now open for CapCon – the Michigan Municipal League's premiere legislative event taking place April 18-19 in Lansing.

Register

Who We Are

potential: its communities.

Featured Highlights

Top Workplace

The Michigan Municipal League has been awarded a Top Workplaces 2022 honor by Detroit Free Press...

Read More ›

League Trainings

There are several upcoming trainings and an update to our Live with the League schedule for 2023 that we want our members to know about...

Read More ›

Michigan Spark Gra

The new Michigan Spark Grants p
million specifically for local park
and redeveloping existing...

Read More ›

February 9, 2023 | Recent Legislative Action

Governor Whitmer Proposes Fiscal Year 2024 Budget

Read more ›

February 3, 2023 | Recent Legislative Action

NLC's Congressional Cities Conference Registration Now Open

Read more ›

February 3, 2023 | Recent Legislative Action

Recycling Grants Available for Michigan Communities to Improve Residential Recycling

Read more ›

View all news ›

Don't Miss Events

View All Events ›

February 22, 2023 | Event

Using Data to Achieve your Community Sustainability Goals with Key Green Solutions

Learn more ›

February 27, 2023 | Event

Live with the League

APRIL 18-19, 2023 | Event

CapCon 2023

The League's premier legislative event.

Learn more ›

ServeMiCity: Data Driven Decision Making Workshop

Learn more ›

View all events ›

Diversity, Equity, & Inclusion

Engage. Act. Having diverse and welcoming communities that actively work to hear all voices is a key MML tenent. Start here.

Learn more

enhances the human experience in communities in ways that foster trust and belonging and creates equity for all.

Learn more

Business Alliance Program

Want to see your logo here? Join the Business Alliance Program!

Elected Officials Academy - Core Weekender

Elected Officials Academy Core Weekender - Spring

All elected municipal officials must have a basic foundation of knowledge upon which to build their effectiveness as community leaders. This weekend seminar offers the most critical information in four short courses-Legal Framework, Leadership Roles & Responsibilities, Financial Management, and Planning & Zoning-in a compact format that facilitates achievement of Level One of the Michigan Municipal League's Elected Officials Academy. The Elected Officials Academy CEOA is a voluntary continuing education program established to encourage and recognize the efforts of local elected officials to become effective leaders. Upon completion of this program attendees will be able to differentiate between the role of the councilmember and the role of the mayor /president, discuss the Uniform Budgeting and Accounting Act, identify where taxes and revenue sharing come from, use zoning checks and balances, and make effective zoning decisions.

Agenda
Friday, May 19, 2023
Check-in 5:30 pm; A light dinner; Begin 6:00 pm; Adjourn 9:00 pm

Saturday, May 20, 2023
Check-in 7:30 am; Begin 8:00 am; Lunch; Adjourn 3:00 pm

Please click here for a faxable registration form.

Cost Per Person
League Member communities, $225
Nonmember Government, $275

Location Information
DoubleTree by Hilton Hotel Bay City - Riverfront
One Wenonah Park Place
Bay City, MI 48708

Education Credits Approved For This Program
8 EOA

When:
5/19/2023 - 5/20/2023

Where:
DoubleTree by Hilton Hotel Bay City - Riverfront
One Wenonah Park Place
Bay City, MI 48708

When: 5/19/2023 - 5/20/2023

Where: One Wenonah Park Place
Bay City, MI 48708

Conferences and Events

The Michigan Association of Planning's education programs provide participants with the skills and knowledge to make good land use decisions. Our instructors enable new community planning officials to better understand their roles and responsibilities, reacquaint experienced officials with current planning tools and techniques, provide the professional planner with professional development opportunities, and broaden urban planning students knowledge of statewide best practices.

Annual Training Programs

Planning Michigan Conference

- MAP's premiere, annual educational event
- General sessions, national experts, breakouts, mobiles, networking, basic and advanced courses
- #1 source of best planning practices in Michigan
- Click here for information about this year's conference.

Student Conference

- MAP is dedicated to supporting student development in the planning profession
- Connects the future generation of planners from 8 Michigan universities to seasoned planners and state land use leaders
- Student led and managed, the event attracts more than 125 students annually.
- Click here for information about this year's student conference.

Specialty Programs

- **Spring Institute** - Recent topics have included: Social Equity Aging in Place, Climate Adaptation, as well as Entrepreneurs and Economic Development
- **Transportation Bonanza** - Safe Routes to School implementation, multi-modal transportation
- **MAP Reads** - Every other month group meets to discuss a planning-related text. Click here to see the current and past discussion topics.
- **Regional Workshops** - Each spring, MAP brings our workshops for officials to communities across the state.

Upcoming Events

Wed Mar 1, 2023
Site Plan Review Workshop
Category: MAP Events

Wed Mar 1, 2023
Master Planning Process Workshop
Category: MAP Events

Thu Mar 2, 2023
Planning for Broadband
Category: MAP Events

Thu Mar 9, 2023
Oakland County Virtual Training Series
Category: Other Events

Tue Mar 14, 2023
Advanced ZBA: Beyond the Fundamentals
Category: MAP Events

View Full Calendar

On-Site Workshops

Our On-Site Program offers a menu of topics to choose from with the option to customize programming for your community's needs.

- These programs come to you! We deliver the instructor and curriculum, you coordinate invitations and the facility: cost effective training convenient and close to home.
- Topics include Planning and Zoning Essentials, Site Plan Review, Zoning Board of Appeals, Zoning Administration, Planning for Health, Capital Improvements Programs, and more.
- Click here for more information.

Michigan Association of Planning
1919 West Stadium Boulevard, Suite 4
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Advanced ZBA: Beyond the Fundamentals

Tuesday, March 14, 2023
6:00 PM - 8:30 PM EST
Category: MAP Events

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. This will take place via Zoom. Materials will be mailed to registrants.

Register Today

Download as iCal file

Upcoming Events

Wed Mar 1, 2023
Site Plan Review Workshop
Category: MAP Events

Wed Mar 1, 2023
Master Planning Process Workshop
Category: MAP Events

Thu Mar 2, 2023
Planning for Broadband
Category: MAP Events

Thu Mar 9, 2023
Oakland County Virtual Training Series
Category: Other Events

Tue Mar 14, 2023
Advanced ZBA: Beyond the Fundamentals
Category: MAP Events

View Full Calendar