

## AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners  
FROM: Diane Lyon, City Clerk  
DATE: March 30, 2023  
RE: \*Professional & Education Training Opportunities

For the Agenda of April 3, 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 April 3, 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 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 is offering a self-paced ZBA online certificate course.

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



## Events

### 37th Annual MAMA Advanced Institute



**When:** April 18, 2023

**Where:** Lansing, MI

### 2023 MML Capital Conference



**When:** April 18–19, 2023

**Where:** Lansing, MI

### Elected Officials Academy - Core Weekender



**When:** May 19–20, 2023

**Where:** Bay City, MI

### Elected Officials Academy - Advanced Weekender



**When:** May 19–20, 2023

**Where:** Bay City, MI

# 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.

## Quick Links

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[Thank you Corporate Members](#)

[Donate to MAP](#)

[Contact MAP Staff](#)

## Upcoming Events

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Wed Mar 22, 2023

[Planning and Zoning Essentials Workshop](#)

Category: MAP Events

Thu Mar 23, 2023

[Planners Night Out](#)

Category: MAP Network & Learn

Tue Apr 11, 2023

[MI Healthy Climate Conference](#)

Category: Other Events

Thu Apr 13, 2023

[Renewable Energy Academy](#)

Category: MAP Events

Wed Apr 19, 2023

[MAP Reads](#)

Category: MAP Network & Learn

[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  
Ann Arbor, MI 48103  
[info@planningmi.org](mailto:info@planningmi.org)  
734.913.2000 (office)  
734.913.2061 (fax)



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## MI Healthy Climate Conference

Tuesday, April 11, 2023  
8:00 AM  
to Wednesday, April 12, 2023  
5:00 PM EDT  
Category: Other Events

**Huntington Place**  
1 Washington Blvd  
Detroit, Michigan 48226  
United States

[View additional information](#)



The Michigan Department of Environment, Great Lakes, and Energy will host the first MI Healthy Climate Conference on April 11-12, 2023, at the Huntington Place in Detroit, MI.

Michigan faces real and costly impacts from climate change. But climate action also presents opportunities to improve health outcomes, advance justice, and grow Michigan's economy. Governor Whitmer committed Michigan to carbon neutrality by 2050 and in April 2022 released the MI Healthy Climate Plan to chart Michigan's path forward. Hundreds of Michiganders contributed thousands of hours of research, reflection, and conversation to create a plan that will protect our public health and the environment and help develop new clean energy jobs.

It will take concerted effort from all Michiganders to realize the Plan. Fortunately, our communities, businesses, and institutions have already stepped up and created strong momentum for us to build upon. This two-day conference will bring together and mobilize engaged stakeholders, community and



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## Renewable Energy Academy

Thursday, April 13, 2023  
3:30 PM - 5:00 PM EDT  
Category: MAP Events

Participants in this renewable energy training will be eligible to also participate in a bus tour (three to choose from) and more in-depth online workshops organized by the Michigan Association of Planning and University of Michigan.

Join Sarah Mills and Catherine Kaufman, JD, AICP for this informational webinar. [Details here.](#)

[Download as iCal file](#)

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# ZBA ONLINE CERTIFICATE COURSE



## A NEW MSU EXTENSION SELF-PACED TRAINING

The ZBA Online course is a unique and comprehensive Zoning Board of Appeals (ZBA) training designed to accommodate your schedule. The course includes six self-paced modules engaging the learner with videos, readings, and activities. Complete one module to meet a specific training need or take the full course to obtain a certificate. ZBA Online includes:

- Understanding Basic ZBA Roles & Responsibilities
- Effective Decisions and Ordinance Interpretations
- Hearing Appeals of Administrative Decisions
- Issuing Variances from Ordinance Standards
- Other Responsibilities of the ZBA: Nonconformities
- Circuit Court Review and Standards

**Introductory Price: \$75 (Regularly \$125)**

## CRITICAL TRAINING FOR ZBA MEMBERS AND STAFF

The ZBA Online Certificate Course is designed for members of the local government ZBA, local government staff who work alongside the ZBA, and local government managers and attorneys.

The course is based in MSU's Desire to Learn (D2L) online learning platform and can be accessed 24/7 - individuals can do as much or as little at one time as fits their schedule. Connect with computer, tablet, or mobile.

The ZBA Online Certificate Course teaches the latest concepts on ZBA roles and responsibilities, effective decision-making, and protecting due process. The curriculum is based on the award-winning Citizen Planner Program and features ZBA-specific content, engaging activities, case studies, and the latest Michigan case law. Course completion includes an MSU Extension certificate.

To learn more or register, visit:  
<http://extension.msu.edu/zbaonline>

Questions, contact the:  
**Citizen Planner Program**  
Email: [cplanner@msu.edu](mailto:cplanner@msu.edu)  
Phone: 517-353-6472

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