

CITY COUNCIL MEETING
St. Ignace, Michigan
Monday, March 3, 2020 – 7:00 p.m.
City Council Chambers

******A G E N D A******

- I. Call to Order
- II. Pledge of allegiance
- III. Invocation
- IV. Roll call
- V. Consideration of minutes of the February 17, 2020 meeting
- VI. Public Comment
- VII. Additions to the Agenda (Council and Staff Only)
- VIII. Business
 - 1. **INTRODUCE ORDINANCE 651 SHORT TERM RENTAL**
 - 2. **POLICE DEPARTMENT UPDATE**
 - 3. **APPROVAL OF UPDATED COMMITTEES**
 - 4. **RESOLUTION FOR JEEP THE MAC 2020**
 - 5. **APPROVAL FOR SPRING EXPO 2020**
 - 6. **RESOLUTION FOR 45TH.ANNUAL ST. IGNACE CAR SHOW 2020**
 - 7. **RESOLUTION FOR 6TH. ANNUAL ROCK AND RUN 2020**
 - 8. **RESOLUTION FOR DOWNTOWN YARD SALE 2020**
- IX. Public Comment
- X. Consideration of Bills

**City of St. Ignace
Council Proceedings
(Unofficial)**

A Regular Meeting of the St. Ignace City Council was held on Monday, February 17, 2020, in the Council Chambers at City Hall.

The meeting was called to order at 7:00 p.m. by Mayor Litzner, with the Pledge of Allegiance. Councilmember Clapperton gave the invocation.

Present: Councilmembers Clapperton, Fullerton, Mayor Litzner, Councilmembers Pelter, St. Louis and Tremble.

Absent: Mayor Pro-Tem Paquin. It was moved by Mayor Litzner, seconded by Councilmember Fullerton, to excuse Mayor Pro-Tem Paquin from the meeting due to being out of town. Motion carried unanimously.

Staff Present: Mike Stelmaszek, City Manager; Bill Fraser, DPW Director; Lauren Yoder, Marina Director; Morgan Mills, Recreation Director; Alycia McKowen, Library Director; Andrea Insley, City Clerk/Treasurer.

Consideration of minutes from February 3, 2020 Council meeting:

It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the minutes from February 3, 2020. Motion carried unanimously.

Limited Public Comment: None.

Additions to the Agenda: None.

1. COMMITTEE APPOINTMENTS:

It was moved by Mayor Litzner, seconded by Councilmember St. Louis, to approve the appointment of Attorney Fred Feleppa to the Election Commission Board to replace Attorney Charles Palmer. Motion carried unanimously.

2. APPROVAL OF ELECTION INSPECTORS:

City Manager Stelmaszek informed Council that the Election Commission has appointed Laurie Steiner, Renee Vonderwerth, Donna LaLonde, Susan Paul, Mary Kay Tamlyn, Jean Thibault and Sherry Cece as Election Inspectors for the March 10th Presidential Primary Election. Sherry Cece and Donna LaLonde have also been appointed to be members of the Receiving Board.

It was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to approve the Election Chairperson/Inspectors and the Receiving Board for the March 10, 2020 Presidential Primary Election. Motion carried unanimously.

3. PAY REQUEST #5 & CHANGE ORDER #4 WASTEWATER PROJECT 16-0072:

City Manager Stelmaszek presented Council with the Wastewater System Improvement Pay Request #5 and Change Order #4 for consideration. It was moved by Councilmember Pelter, seconded by Councilmember Fullerton, to approve the Pay Request #5 for \$ 67,938.92 and Change Order #4 as presented. Motion carried unanimously.

4. REQUEST TO PURCHASE USED POLICE VEHICLE:

City Manager Stelmaszek informed Council that Police Chief Brown is requesting to purchase a used 2014 Ford Taurus AWD Interceptor to replace one of the current older patrol vehicles. The cost for the vehicle is \$12,500 from "Passive Security Solutions" in Indiana and will be expensed from the approved Police Department 2020 budget. An additional \$1000 is expected to be expensed for the installation of a police radio and back seat barrier.

It was moved by Councilmember Tremble, seconded by Councilmember Clapperton, to purchase the 2014 Ford Taurus AWD Interceptor for \$ 12,500 with installation of a police radio and back seat barrier for up to \$1,000. Motion carried unanimously.

5. UPDATE LBE AND RECREATION:

City Manager Stelmaszek introduced Morgan Mills, Recreation Director, to give an update of the Little Bear East operations and plans for fiscal year 2020.

6. UPDATE LIBRARY:

City Manager Stelmaszek introduced Alycia McKowen, Library Director, to give an update of the Library's 2019 fiscal year and upcoming goals for 2020.

7. FINANCIALS:

City Manager Stelmaszek reviewed the January 2020 financials with Council and announced a Finance Committee meeting for Wednesday, February 19th at 1 p.m. with a presentation from MERS. It was moved by Councilmember Clapperton, seconded by Councilmember St. Louis, to approve the January 2020 financials. Motion carried unanimously.

Public Comment: None.

Consideration of Bills:

It was moved by Councilmember Clapperton, seconded by Councilmember Tremble, to approve payment of the bills in the amount of \$ 25,113.84. Motion carried unanimously.

The following bills were presented to Council for payment:

ACE HARDWARE	309.00
AIRGAS USA LLC	145.61
AXON ENTERPRISE, INC.	50.00
B C PIZZA	389.40
BELONGA'S PLUMBING AND HEATING	39.33
CHARLES J. PALMER, P.C.	2,680.00
CHIPPEWA COUNTY EMERGENCY MANAGEMEN	39.00
ETNA SUPPLY COMPANY	7,838.12
GEORGE'S BODY SHOP, INC	174.92
HD SUPPLY FACILITIES MAINTENANCE LT	863.65
HURON VALLEY GUNS LLC	289.95
KIMBALL-MIDWEST	143.93
KSS ENTERPRISES	564.35
LYNN AUTO PARTS	1,775.18
MACKINAC SALES	814.55

MACKINAC STRAITS HEALTH SYSTEM	56.00
MICHIGAN MUNICIPAL LEAGUE	1,814.00
NATIONAL OFFICE PRODUCTS	600.78
NCL OF WISCONSIN INC	1,289.49
OK INDUSTRIAL SUPPLY	96.52
RUDYARD ELECTRICAL SERVICE INC	459.00
SAULT PRINTING COMPANY	56.15
SPARTAN STORES	50.85
ST IGNACE AUTOMOTIVE	45.21
ST IGNACE TRUE VALUE	305.16
STANDARD ELECTRIC COMPANY	2,457.05
STRAITS BUILDING CENTER	396.48
US PUBLIC SAFETY GROUP INC	87.95
WESLEY H MAURER JR	1,282.21

Grand Total: \$ 25,113.84

There being no further business, the meeting adjourned at 7:23 p.m.

Connie Litzner, Mayor

Andrea Insley, City Clerk/Treasurer

**CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, MARCH 2ND, 2020
AT 7:00PM**

******MANAGERS REPORT******

INTRODUCTION OF ORDINANCE 651 (SHORT TERM RENTALS)

This ordinance has been prepared by the planning commission with impute from our City Attorney and Zoning Administrator. Based on impute when presented at the work session, It has been revised to reflect a permit period that begins on June 1st and ends on May 31st. I am presenting it to you tonight to request a public hearing for the purpose of receiving impute before it can be brought before you.

POLICE DEPARTMENT UPDATE

To be presented by Chief Brown

APPROVAL OF UPDATED COMMITTEES

To be presented by Mayor Litzner.

RESOLUTION FOR JEEP THE MAC

This event is scheduled for April 24th and is being requested by the Visitors Bureau to receive Special Event status. Their application has been reviewed and approved by the Events Committee. The Visitors Bureau is requesting your approval for this event.

APPROVAL FOR SPRING EXPO

The Visitors Bureau is requesting Special Events status to have this event at Little Bear East on May 1st through the 3rd. Their application has been approved by the Events Committee. It is before you for your consideration.

RESOLUTION FOR 45TH ANNUAL ST. IGNACE CAR SHOW

The Visitors Bureau is requesting Special Events status for the 45th annual St. Ignace Car Show to be held June 25th through the 28th. It has been changed this year to incorporate "Antiques on the Bay", an event that was held separately in the past. Their application has been approved by the Events Committee and it is before you now for your consideration.

RESOLUTION FOR 6TH ANNUAL ROCK AND RUN

The Mackinac Straits Health Foundation is requesting approval to have this event on May 16th. Their application has been approved by the Events Committee and is before you for your consideration. The only change this year is that the event will not be extended into the Township.

RESOLUTION FOR DOWNTOWN YARD SALE

The St. Ignace Business Association is requesting approval to have this event on June 20th (10am to 4pm). Their application has been approved by the Events Committee and is before you for your consideration.

OTHER MATTERS

Enclosed in your packet are the minutes from the last Work Session, Finance, Events and Golf Committee meetings. There is a training opportunity in town (at LBE) on July 9th for "Capital Management and Planning" put on by the MSU Extension enclosed in your packet along with other training opportunities they offer. Please let me know if you are interested in attending any of these trainings. I plan to attend the one here in town.

Both Recreation Department plow trucks have been out of service recently. Bill Fraser and his staff have made several repairs and built a new flatbed (with old Marina lumber) for one of the trucks. I have attached a picture of it in your council pack. The other truck is not worth repairing. Once the new truck is purchased for the Water Department I hope to transfer one of their old trucks to the Recreation Department to replace the other one.

CITY OF SAINT IGNACE
MACKINAC COUNTY, MICHIGAN
AMENDED ORDINANCE 549 BED & BREAKFAST
TO
SHORT TERM RENTAL
ORDINANCE No. 651

AN ORDINANCE TO ADD ADDITIONAL DEFINITIONS TO SECTION 38-5, AND REVISE SECTION 38-358 TO PERMIT AND REGULATE SHORT TERM RESIDENTIAL RENTALS WITHIN THE CITY OF SAINT IGNACE, TO INSURE THE PUBLIC HEALTH, SAFETY AND WELFARE, AND TO PROVIDE PENALTIES FOR VIOLATIONS THEREOF.

THE CITY OF SAINT IGNACE ORDAINS:

PART 1. The City of Saint Ignace, Michigan, Code of Ordinances, is hereby amended to add the following definitions to Section 38-05 Definitions:

Bathroom means a room containing a toilet, a sink, and a bathtub or shower.

Camp or camping means the use of a camping unit or similar shelter for overnight accommodations (11:00 p.m. to 7:00 a.m., or a significant portion thereof) or for other temporary living.

Camping unit means portable outdoor overnight sleeping accommodations, lodgings, or other accommodations, with or without cooking facilities, including a tent, tent trailer, motorhome, travel trailer, pop-up or truck-mounted trailer, recreational vehicle, camper van, or other shelter used for temporary living.

Occupancy means the purpose for which a dwelling unit or portion thereof is utilized or occupied.

Occupant means any individual living or sleeping in a dwelling unit, or having possession of a space within a dwelling unit. "Occupant" does not include guests visiting a dwelling unit between the hours of 8:00 a.m. and 11:00 p.m.

Operator means any person who owns or has charge, care or control of a dwelling unit which is offered as a short term rental.

Owner means the person or entity that holds legal or equitable title to the dwelling unit (or portion thereof).

Parcel means a continuous area or acreage of land under common ownership. "Parcel" includes a single condominium unit.

Person means an individual, trustee, personal representative, conservator, receiver, agent, firm, corporation, association, partnership, limited liability company, or other legal entity.

Short Term Rental means any dwelling or condominium or portions thereof, that is available for use or is used for accommodations or lodging of a guest, paying a fee or other compensation for a period of less than thirty consecutive days.

Part 2. The City of Saint Ignace, Michigan, Code of Ordinances, is hereby amended to add the revised Chapter 38-358 which shall be titled as follows:

Sec 38-358 Short Term Rental (Residential) operations and regulations.

(a) Categories of Operation

- (1) Category 1, Short Term Rental Owner occupied single family dwelling unit, shall be the principal residence of the owner, and said owner shall live on the premises when the short term rental of a sleeping room or rooms is active.
- (2) Category 2, Short Term Rental Owner resides on a property where the owner does not live in the dwelling unit rented by the guest, but lives in a dwelling unit under the same roof such as a duplex, triplex, or apartment building, or on the same parcel, such as an accessory dwelling unit when the short term rental is active.
- (3) Category 3, Short Term Rental where the Property Owner resides within 30 minutes of the rented dwelling unit, but not under the same roof as the dwelling unit occupied by the guest when the short term rental is active.
- (4) Category 4, Short Term Rental where the Property Owner resides more than 30 minutes away from the rented dwelling unit occupied by the guest when the short term rental is active.

(b) Permit Required. No person shall permit, allow, or offer a dwelling unit to be used as a short term rental nor enter into a short term rental agreement concerning a dwelling unit within the City of Saint Ignace without first obtaining a permit from the City pursuant to the requirements of this Ordinance.

(c) Application and Fee Requirements. An operator seeking a permit under this Ordinance shall submit a complete application to the City Manager, or his or her designee and pay the required fee, which shall be determined from time to time by resolution of the City Council. The fee schedule adopted by the City Council may include an enhanced fee for dwelling units found to have been operating as unpermitted short term rentals in violation of this Ordinance. The application shall include proof of ownership of, or the legal right to rent, a dwelling unit, and all information reasonably necessary for the City Manager, or their designee, to determine whether the applicable standards for approval have been met. The City Council may approve the form and content of the application by resolution.

(d) Standards for Approval. The City Manager or their designee shall approve, or approve with conditions, an application for a short term rental permit only upon a finding that the dwelling unit complies with all of the following applicable standards:

(1) Guest register. Every operator shall keep a list of the names of the registered guests staying at the short term rental.

(2) Bedrooms and Sleeping Rooms. The size and occupancy of rooms used for sleeping purposes shall comply with all current State of Michigan applicable code requirements including the International Property Maintenance Code (Saint Ignace Code of Ordinances, Chapter 6 Buildings and Building Regulations, Article III. Property Maintenance Code, Section 6-61).

(3). Parking. The property owner shall designate to guests the location(s) of legal parking spaces for all Short Term Rentals.

(4). The appearance and upkeep of the dwelling shall not conflict with the residential character of the neighborhood, and be consistent with Chapter 12 Environment, and Chapter 38-361 Appearance and upkeep.

(5). Fire Safety and Emergency Access.

[a] Smoke Alarms. Smoke detectors/alarms shall be installed in each rental unit. All smoke detectors/alarms shall be UL(Underwriters Laboratories, Inc.) approved, and shall be installed in accordance with the provisions of the Michigan Residential Code and the household fire warning equipment provisions of the National Fire Protection Association (NFPA) standards Section 72.A. Smoke detectors/alarms shall be installed in the following locations:

[1] In each bedroom or sleeping room.

[2] Outside of each separate sleeping area in the immediate vicinity of the bedrooms.

[3] On each additional story of the rental unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In rental units with split levels and without an intervening door between the adjacent levels, a smoke detector/alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

[b] Bedroom and Sleeping Room Emergency Window Access.

[1] Every bedroom and sleeping room have contain a window meeting current fire code and/or building code standards for ingress and egress in an emergency.

[2] No bedroom or sleeping room shall be located in a basement unless the basement meets current code requirements for ceiling height, and contains a doorway open to the outside or contains a window meeting ingress and egress emergency standards.

[c] Fire Extinguishers. An operable fire extinguisher shall be located at an exit door on every floor level including the basement, and in the kitchen area.

(6) Designated Representative. The operator of a Category 3 or 4 Short Term Rental shall identify a designated representative as a contact person. The operator shall provide an address and a current 24-hour working phone number of the designated representative to the City Manager. Said designated representative must be available during the rental period within a thirty-minute drive of the dwelling unit.

(7) Zoning Compliance. No person shall be granted a short term rental permit unless the dwelling unit is in compliance with the City of Saint Ignace Zoning Ordinance. Nothing in this Ordinance shall be construed as excusing compliance with the requirements of the City of Saint Ignace Zoning Ordinance.

(8) State Law Compliance. No person shall be granted a short term rental permit unless the dwelling unit is in compliance with the current State Building Code, State Residential Code, State Mechanical Code, State Plumbing Code, National Electrical Code, and the Michigan Fire Prevention Code.

(9) Certification by Applicant. As part of the application, the applicant shall certify that the foregoing standards have been met. The City may deny or revoke a permit if the statements or representations made on the application are determined by the City Manager to be false or materially misleading. The applicant may appeal the City Manager's decision to the City Council in the manner provided by 38-358 (g)(3) of this Ordinance.

(10) No Category 3 or 4 Short Term Rental unit will be allowed in residential zoned R1 and R2 districts at a dwelling located within 300 feet of an existing short term rental unit.

(11) Variance requests related to Short Term Rental units in residential zoned districts shall be directed to the Planning Commission for review.

(e) Permit.

(1) Duration. A Short-Term Rental Use Permit shall be valid for the calendar year such permit was obtained (June 1 until May 31).

(2) Transferability. A Short-Term Rental Use Permit may not be transferred from one dwelling unit to another dwelling unit.

(3) Ownership transfer of permit. A Short-Term Rental Use Permit may not be transferred or assigned to any third party except heirs and assigns, and the Permit shall be void upon transfer of ownership of the property where the Short-Term Rental use is located. Upon change of ownership, the new owner must apply for a new Short-Term Rental Use Permit in order for Short-Term Rental Use activity to be authorized.

(4) The City will make available to the public the information shown on the Short-Term Rental Use Permit.

(5) Display. The Short-Term Rental Use Permit shall be displayed within the dwelling unit and contain the following information:

[a] Designated Representative Information. The name of the Contact Person, and a telephone number at which they may be reached on a twenty-four-hour basis; and

[b] Maximum Number of Occupants. The permit shall display the maximum number of occupants permitted at a dwelling unit. No person shall allow or permit a dwelling unit to exceed the maximum number of occupants stated on the permit.

[c] No paying guest shall camp or allow any person to camp on the land upon which a short term rental is located. This prohibition includes the occupation of tents, bivy sacks, campers, trailer coaches, camper trailers, vehicles, recreational vehicles, travel trailers, camping unit, or any other temporary shelter located on the land upon which a short term rental is located pursuant to a permit issued under 38-358 (d).

[d] Notification that an occupant may be cited or fined by the City, in addition to any other remedies available at law, for violating any provisions of this and other applicable Ordinances.

(6) Guest information. When the property owner is not present during Short Term Rental use, the following information is to be provided to guests:

[a] Emergency egress information for the dwelling unit.

[b] Applicable off-street and on-street parking standards, requirements, and regulations.

[c] Applicable campfire regulations, and restrictions.

[d] Requirements for trash collection and schedule for curbside pick-up.

[e] List of ordinances applicable to Short Term Rentals.

(f) Nuisance. A violation of this Ordinance is hereby declared to be a public nuisance per se and is hereby further declared to be offensive to the public health, safety, and welfare. All violations of this Ordinance shall be abated by a court of competent jurisdiction.

(g) Violations; Revocation of permit.

(1) Violations as Municipal Civil Infractions. Any person who violates any provision of this Ordinance shall be responsible for a Class C municipal civil infraction. Each day that a violation occurs constitutes a separate offense. Penalty, see Chapter 1 Section 1-7. Fees, Section 1-8 General Penalty; continuing violations, Section 1-9 Municipal Civil Infractions.

(2) Revocation of permit. The City may revoke the short term rental permit for any dwelling unit which is the site or subject of at least three (3) separate incidents or violations of this Ordinance (occurring on three (3) separate days) within a calendar year resulting in a plea of responsibility (with or without explanation), a plea of guilty, a plea of no contest, or a court's determination of responsibility or guilty by the owner, designated representative, or occupant for a violation of one or more of the following:

[a] Any provision of the City of Saint Ignace Code of Ordinances, including this Ordinance.

[b] Any provision of the City of Saint Ignace Zoning Ordinance or any permit or approval issued pursuant to the City of Saint Ignace Zoning Ordinance.

[c] Any provision of the Michigan Construction Code, the Michigan Residential Code, and/or the Michigan Fire Prevention Code.

(3) Revocation Procedure. Upon a determination by the City Manager that the permit of a dwelling unit is subject to revocation pursuant to subsection (2), the City Manager shall issue a notice to the operator or designated representative that the City intends to revoke the permit by first-class mail to the address listed on the permit. The operator or designated representative may within thirty (30) days from the date the notice was sent request a hearing before the Zoning Board of Appeals to show cause as to why the short term rental permit should not be revoked. If a hearing is timely requested, the City Manager or his or her designee shall notify the operator or designated representative of the time and place of the hearing. At the hearing, the operator or designated representative may present evidence that the violations of this Ordinance were due to or caused by extraordinary circumstances. The Zoning Board of Appeals may, in its discretion, reverse the determination of the City Manager to revoke the permit by a majority vote.

(4) Duration of Revocation. No permit shall be issued to an operator or designated representative for a period of thirty-six (36) months following the revocation of a permit pursuant to 38-358 (g)(3).

(h) Enforcement Officials. The City Manager or their designee, Ordinance Enforcement Officer, Building Inspector, Fire Marshall, and any City police officer are hereby designated as the authorized officials to issue and serve municipal civil infractions directing alleged violators of this Ordinance to appear in court.

(I) Civil Action. In addition to enforcing this Ordinance through the use of a municipal civil infraction proceeding, the City may initiate proceedings in the 92nd District Court for the County of Mackinac to

abate or eliminate the nuisance per se or any other violation of this Ordinance. Any person determined by the Circuit Court to have violated this Ordinance shall be responsible for all costs, including actual reasonable attorney fees, incurred by the City in the enforcement of this Ordinance. Such costs of enforcement shall constitute a lien against the parcel upon which the dwelling unit is located, and the City Treasurer shall certify the costs of enforcement to the Tax Assessor or other responsible official, who shall place the same on the next tax roll. The costs of enforcement so assessed shall be collected in the same manner as general City taxes.

(j) Severability. If any section, clause, or provision of this Ordinance is declared unconstitutional or otherwise invalid by a court of competent jurisdiction, said declaration shall not affect the remainder of the Ordinance, which shall be given effect without the invalid portion or application.

(k) Effective Date. This Ordinance shall become effective ninety (90) days after notice of adoption is published in a newspaper of general circulation within the City.

AYES: Members:

NAYS: Members:

ABSENT: Members:

ORDINANCE DECLARED ADOPTED.

_____,
City Mayor
City of Saint Ignace

_____,
City Clerk
City of Saint Ignace

STATE OF MICHIGAN)
) ss.
COUNTY OF MACKINAC)

I hereby certify that the foregoing is a true and complete

DIRECTORY OF BOARDS AND COMMITTEES

Ambulance Board;

Paul Fullerton	Council	906-298-1506	12/21
Jay Tremble	Council	906-430-0130	12/21
Connie Litzner	Mayor	906-430-5264	12/21
Jim Durm	Moran Spr.	906-643-8377	
Steven Campbell	St. Ignace Twp.	906-430-0290	
Mark Wilk	Manager	906-430-1885	
Ed Serwach	Brevort	906- 643-9594	
Ron Peterka	Brevort Alternate	906-643-7133	
Ken Collier	Hendricks Twp.	517-740-2943	

Board of Tax Review:

Zac Sylvain-1yr	Member	989-430-9200	02/20
Tom Tarnuzter-4yr	Member	906-643-9851	12/22
Steve DeFrense-3yr	Member	231-408-8932	12/21
Louis Leveille-2yr	Member	906-643-8593	12/20
Jessica Eisenman-5yr	Member	906-430-8708	12/24
Barb Brown	Secretary	906-643-8482	12/21

Building Authority

Bill Fraser	City member	906-430-0090	12/21
Gary Sorenson	Fire Chief	906-643-8754 430-0188	12/22
Larry Belonga	Member	906-643-9595	12/22
Steven Paquin	Chairperson	906-643-9595	12/22
Michael Stelmaszek	Secretary/City Manager	906-643-9671	12/21

Cemetery Committee

Connie Litzner	Mayor	906-430-5264	12/21
Paul Fullerton	Council	906-643-7165 work	12/21
Jay Tremble	Council	906-430-0130	12/21

Compensation Committee: Five-year terms

Christine Bawol	Member	906-430-7117	12/22
Elizabeth Brown	Member	906-643-8020	12/21
Mike Lilliquist	Member	906-298-0157	12/25
Mary Beth Powers	Member	586-219-4611	12/20
Ben Eisenman	Member	906-430-8708	12/23

Construction Board of Appeals:

Ken Brown	Owner/ Plumber	906-643-8549	12/21
Jeff Cryderman	Owner/Builder	906-643-7852	12/21
Paul Sved	Retired Bldg. Insp.	906-643-8461	12/21
Steve Paquin	Plumber	906-430-0672	12/21
Joe St. Louis	Electrician	906-643-9588	12/21
Bob Marshall	Builder	906-643-8936	12/21
Larry Belonga	Owner/Plumber	906-643-8255	12/21

DDA-Four year term

Jim North	Chair	906-643-8797	12/23
Pat Ramsay	Member	906-643-8462	12/20
Cheryl Schelhuber	Member	906-643-9242	12/21
Barbara Brown	Member	517-285-4424	12/20
Heather Aukeman	Member	906-643-0300	12/23
Phil Ruegg	Member	906-643-8018	12/20
Linda Bell	Member	906-632-7301	12/21
Barb Yshinski	Secretary	906-643-8525	12/21
Connie Litzner	Mayor/Vice Chair	906-430-5264	12/21
Scott Marshall	Director	906-298-2000	

Dock 3 Committee

Paul Fullerton	Member	906-298-1506	12/21
Luke Paquin	Member	231-373-9414	12/21
Connie Litzner	Mayor	906-430-5264	12/21

Election Board

Greg Cheeseman Jr.	Member	906-643-7944	12/21
Andrea Insley	City Clerk	906-643-8545	12/21
Fred Feleppa	City Attorney	906-298-0824	12/21

Events Committee

Luke Paquin	Member	231-373-9414	12/21
Bill Fraser	Member	906-430-0090	12/21
Connie Litzner	Mayor	906-430-5264	12/21
City Manager			
Chief of Police			

Finance/Utility Committee

Connie Litzner	Mayor	906-430-5264	12/21
Jay Tremble	Member	906-430-0130	12/21
Luke Paquin	Mayor Pro-Tem	231-373-9414	12/21

Golf Course Committee

George Yshinski	Secretary	906-643-8525	12/21
Greg Cheeseman	Member	906-643-7839	12/21
Jon Olsen	Member	906-643-8692	12/21
Claudette Brown	Member	906-643-9839	12/21
Paul Fullerton	Member	906-298-1506	12/21
Luke Paquin	Mayor Pro-Tem	231-373-9414	12/21
Mark MacDonald		643-7448	12/21

Library Board-Five-year term

Martha Sjogren	Member	906-643-9763	12/21
Mary Maurer	Member	906-643-9489	12/23
Ruth LaChapelle	Member	906-643-9556	12/24
Kim Nowak	Member	910-200-9190	12/20
Elaine McDonald	Member	231-499-3526	12/20
Elisks Grogan	Member	906-643-	12/23
Loni Brown	Member	906-643-6072	12/24

Negotiating Committee

Luke Paquin	Mayor Pro-Tem	231-373-9414	12/21
Jay Tremble	Council	906-430-0130	12/21
Connie Litzner	Mayor	906-430-5264	12/21
City Attorney			
City Manager			

Planning Commission-Three year term

Zac Sylvain	Member	989-430-9200	12/21
Rachel Conant	Member	312-5041181	12/23
Rick Perry	Member	906-298-0364	12/21
John Kling	Member	906-643-6282	12/22
Diggy Clement	Member	906-643-8547	12/20
Betsy Dayrell-Hart	Chair	906-984-2125	12/20
Luke Paquin	Mayor Pro-Tem	231-373-9414	12/21

Policy Committee

Robert St, Louis	Member	906-430-0271	12/21
Kayla Pelter	Member	301-807-8610	12/21
Connie Litzner	Mayor	906-430-5264	12/21

Recreation Board

Emily Fullerton	City Representative	906-298-1507	12/21
Bridgett Sorenson	SSM Tribe of Chippewa	906-430-0536	
Martha Sjogren	St. Ignace Area Schools	906-430-1876	
Craig Therrian	Moran Twp	906-643-9359	
Merlin Doran	Moran Twp	906-630-8331	
Ed Paquin	City Representative	231-420-4984	12/21
Jim Dekeyser	Visitor Bureau	906-643-7616	
Connie Litzner	Mayor	906-430-5264	12/21
Robert St.Louis	Council	906-430-0130	12/21
TammiyShephard	Hockey Assoc.	906-298-9242	

Straits Area Fire Authority

Sue Dionne	Chair/Moran Twp	643-6688/430-0616	12/22
Robert St.Louis	Council	906-643-8453	12/22
Mark Spencer	Moran Twp	906-292-4479	12/20
Steven Campbell	St.Ign.Twp	906-430-0290	12/22
Al Mitchell	St.Ign,Twp	906-440-1126	12/22
Mike Stelmaszek	Secretary/City Manager	906-643-9671	12/20
Sue Fenlon	Treasurer	906-643-8370	

Zoning Board=Three-year terms

Tom Cronan	Member	615-818-8480	12/21
Erin Vanier	Member	906-298-0619	12/23
Steve Dufresne	Member	231-408-8932	12/22
Walt Wilhide	Member	906-288-2217	12/20
Jon Arnold	Chair	906-643-9255	12/22
Kayla Pelter- 1yr	Council	301-807-8610	12/21
Ken Hardy	Member	906-643-8264	12/22

UPDATED February 20,2020

RESOLUTION

The following Resolution was offered for adoption by Councilmember _____,
supported by Councilmember _____:

WHEREAS, the St. Ignace Events Committee request permission to conduct the Jeeps on the Mac, and

WHEREAS, this event requires the usage of I-75NB and I-75BL and the St. Ignace Little Bear East Arena parking lot, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the St. Ignace Events Committee does meet the criteria established in the various sections of the Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve the usage of I-75NB, I-75BL and the St. Ignace Little Bear East Arena parking lot for this event on:

April 24, 2020

Roll Call Vote:

Yes: _____

No: _____

Absent: _____

Resolution declared: _____

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a regular meeting held Monday, March 2, 2020 at 7:00 p.m.

Andrea Insley, City Clerk

hmt



February 3, 2020

Members of the City Council,

Please consider this letter as a request for special event status for the inaugural Spring Expo.

This event will take place at Little Bear East arena on May 1st-3rd, 2020. It includes a "For Sale By Owner" section in the overflow parking lot, bank/credit union onsite for financing, and all new items for sale inside the Little Bear arena from area dealers and shops.

Sale items include summer recreational items such as boats, RVs, ATV/ORVs, hunting/fishing equipment, and more.

No portion of this event will require street closure or city assistance. Insurance will be provided when our policy renews in March.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Quincy Ranville", written in a cursive style.

Quincy Ranville
Events Director

Resolution

The following resolution was offered for adoption by Councilmember _____, supported by Councilmember _____:

WHEREAS, St. Visitors Bureau requests permission to conduct the "45th. Annual St. Ignace Car Show Weekend" and;

WHEREAS, Chapter 22, "Peddlers and Solicitors" of the City of St. Ignace Code, as amended, requires certain criteria be met by St. Ignace Visitors Bureau, to comply with the "Special Events" requirements of the City, and;

WHEREAS, St. Ignace Visitors Bureau has agreed to provide the City Council with all of the information required by Chapter 22, "Peddlers and Solicitors" of the City of St. Ignace Code, as amended, and

THEREFORE BE IT RESOLVED, that the City Council has determined that the St. Ignace Visitors Bureau, has agreed to meet the criteria established in the various sections of Chapter 22, "Peddlers and Solicitors" of the City of St. Ignace Code, as amended, within the time frame established in said Chapter 22, and

FURTHER BE IT RESOLVED, that the City Council does approve St. Ignace Visitors Bureau to be a "Special Events Organization", and approves the use of the various public properties within the City Limits for this event on the days of June 25, 26, 27, 28, 2020 and further grants St. Ignace Visitors Bureau the authority to control vending approved by the City during the event. The City of St. Ignace does not financially participate in the "45th. Annual Car Show Weekend", and

FURTHER BE IT RESOLVED that the City does approve street closures, subject to compliance with City and MDOT rules and regulations, and the use of the following areas and dates:

45th. Annual St. Ignace Car Show Weekend– June 25, 26, 27, 28, 2020, American Legion Park, parking lot only, and other public properties located between Marquette Street and Church Street on State Street for the Car Show on Saturday, June 27, 2020 between 4:00 a.m. and 5:00 p.m., and State A Street and Church Street, for the parade on Friday, June 26, 2020, from 6:00 p.m. to 10:00 p.m., subject to MDOT approval.

Roll Call Vote:

Yes:

No:

Absent:

Resolution declared:

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a regular meeting held Monday, March 2, 2020 at 7:00 p.m.

Andrea Insley, City Clerk

RESOLUTION

The following Resolution was offered for adoption by Councilmember _____, supported by Councilmember _____:

WHEREAS, the Mackinac Straits Health Foundation request permission to conduct the Rock and Run, Half-Marathon and 5-K Run/Walk; and

WHEREAS, this event requires the usage of North State, Graham, Hombach, Paro, Church and Bertrand Streets; and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

NOW THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the Mackinac Straits Health Foundation does meet the criteria established in the various sections of the Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve the usage of North State, Graham, Hombach, Paro, Church and Bertrand Streets for this event on:

Saturday, May 16, 2020 @ 8:30a.m.

Roll Call Vote:

Yes: _____

No: _____

Absent: _____

Resolution declared: _____

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a regular meeting held Monday, March 2, 2020 at 7:00 p.m.

Andrea Insley, City Clerk

hmt

Resolution

The following Resolution was offered for adoption by Councilmember _____, seconded by Councilmember _____:

WHEREAS, the St. Ignace Business Association is requesting to sponsor the Downtown Yard Sale, and

WHEREAS, Ordinance No. 413 of the City of St. Ignace, "The Peddler's Ordinance", requires certain criteria be met in order for the event to be held.

THEREFORE BE IT RESOLVED, that the St. Ignace City Council has determined that the St. Ignace Business Association does meet the criteria established in the various sections of Ordinance No. 413, and

FURTHER BE IT RESOLVED, that the City Council does approve the usage of downtown property for this event on:

Saturday, June 20, 2020 8a.m. – 5 p.m.

Roll Call Vote:

Yes: _____

No: _____

Absent: _____

Resolution declared _____.

I hereby certify that the above Resolution is a true copy of a Resolution presented to the St. Ignace City Council for adoption at a regular meeting held Monday, March 2, 2020, at 7:00 p.m.

Andrea Insley, City Clerk

AI/ht

WORK SESSION AGENDA

Council Chambers,
Monday, February 24th, 2020 at 6pm
Posted: 2/21/2020

COUNCIL MEMBERS PRESENT: Luke Paquin, Connie Litzner, Jim Clapperton, Robert St. Louis, Jay Tremble, Paul Fullerton, and Kayla Pelter.

Staff present: Michael Stelmaszek and Kyle Mulka. To be present from Planning Commission: John Kling, Rick Perry, and Betsy Dayrell-Hart. And Eric Doerr from the paper.

CAPITAL IMPROVEMENT PROGRAM (CIP)

John Kling reviewed the plan just completed by members of the planning commission with input from the City Manager and Department Heads. Reviewed the role of the CIP plan in the Budget process, explained how it is a six year plan that needs to be revised each year to maintain a six year horizon for the purpose of planning in advance for important and needed large expenditures.

PROPOSED SHORT TERM RENTAL ORDINANCE

Rick Perry went over the proposed Ordinance they have prepared under the advisement of our Assessor/Zoning Administrator (Kyle Mulka), having been reviewed by our City Attorney. He explained the definitions, categories of operation, how ordinance standards must comply with the "International Property Maintenance Code, the certification and permit process, and how the ordinance should be implemented. All questions about the ordinance were answered by either Rick Perry or Betsy Dayrell-Hart. After their review, it was the consensus of the committee to change the permit period to be from June 1st to May 31st.

AMJ #402
2/25/20

FINANCE COMMITTEE MEETING AGENDA & MINUTES
WEDNESDAY, February 19th 1:00pm to 2:30pm
IN THE COUNCIL CHAMBERS

Members Present: Connie Litzner and Jay Tremble.

Staff Present: Michael Stelmaszek, Andrea Insley, Bill Fraser, and Scott Marshall. Kyle Mulka was present after the MERS presentation.

Present from MERS: Terra Langham. Present from the Public: Fred Paquin, Les Therrian, and Tim Matelski.

1) MERS Pension Funding Issues.

Terra Langham reviewed the State law regulating the viability of the MERS pension system. She explained the Waiver and Action Plan requirements that kick in when our funding level fell below 60%, and the provisional goal to achieve 100% funding by 2038. Terra explained that the large increase the City experienced in their January monthly premium funds the obligation **for this year** to achieve a 100% funding level by 2038. This is calculated each year and can fluctuate in future years. Terra further explained that contributing to the fund incrementally beyond the premium payment will be received positively in the evaluation of our action plan due in April. She used the analogy that similar to making extra principle payments on a mortgage; making incremental and extra payments toward the Cities pension fund liability will achieve funding level requirements quicker and more economically over time.

2) Pickup Truck Purchases concern. Should it be financed?

Because of overall budget cash flow reasons, Andrea Insley requested that the two recently approved equipment purchase for the 591 and 641 fund be initially financed until we start receiving our summer tax revenues. There was a consensus among committee members to do this.

3) Council Tablets.

Kyle Mulka reviewed the tablets he had researched and the committee took it under advisement.

Meeting ended at 2:30pm.

AM #402
2/21/20

EVENTS COMMITTEE MEETING and MINUTES

Thursday, February 27th, at 2:00PM

City Managers Conference Room

Posted 2/25/20

Members Present: Mayor Litzner, Mayor Pro-tem Paquin, Mike Stelmaszek, Bill Fraser, Tony Brown (arrived around 2:45pm) and Mike Grisdale (left after his request was reviewed).

1) JEEP THE MAC

Committee reviewed and approved application.

2) SPRING EXPO

Committee reviewed and approved application.

3) 45TH ANNUAL CAR SHOW

Committee reviewed and approved application.

4) 6TH ANNUAL ROCK AND RUN

This agenda item was changed to be first. Committee reviewed and approved application.

5) DOWNTOWN YARD SALE

Committee reviewed and approved application.

6) 43RD ANNUAL ARTS DOCKSIDE

After the application was reviewed, Chief Brown felt, for reasons of Public Safety, there is a need to have an extra police officer on duty for each day of the event. Approval of the request was postponed until this issue could be addressed.

Meeting ended at 3:25pm.

MA #402
2/28/20

GOLF COMMITTEE MEETING AGENDA & MINUTES

Thursday, February 27th at 3:30pm

City Managers Conference Room

Posted 2/25/20

Members Present: George Yshinski, Jon Olsen, Claudette Brown, Paul Fullerton, and Luke Paquin. Mayor Litzner present. Staff present: Michael Stelmaszek, Ben Brown, Andrea Insley, and Morgan Mills (left after “Marketing” agenda item).

REVIEW ADD SPECIFICATIONS (in Motel Guide)

Moved by George Yshinski and seconded by Luke Paquin to remove pricing from add. Approved unanimously.

MARKETING

Morgan Mills reviewed the Recreation Departments marketing resources and methodology, and offered to incorporate the Golf Course into it. This was well received by everyone present.

After a discussion on “Rack Cards”, it was moved by Luke Paquin and seconded by Claudette Brown to purchase the cards. Approved unanimously.

REVIEW BUDGET AND FUNDING ISSUES

The City Manager passed out copies of both the 2019 and 2020 budgets in the new format the City uses. The City Manager then advised everyone present about fiscal issues currently facing the City and how this could affect the current funding for all City Departments, including the Golf Course.

REVIEW CITY PROCEDURAL COMPLIANCE ISSUES AND TENTATIVE JOB DESCRIPTION FOR MANAGER

Andrea Insley advised the committee regarding some of the procedural changes her and Ben Brown have been working on that must occur in the current management of the budget.

There was discussion about if the committee should function using a chairperson. This issue was tabled until the next meeting.

The meeting ended at 5:55pm.

After the meeting was concluded, The City Manager provided Ben Brown with a tentative Golf Course Manager job description for him to review.

*MA#402
2/28/20*

Helen Thibault

From: Betsy Dayrell-Hart <bdayrellhart@gmail.com>
Sent: Thursday, February 27, 2020 8:01 AM
To: Helen Thibault
Subject: Fwd: UPcoming local government training- see July 8, Capital Asset Management

Hi Helen,

Will you please forward this information to Council members, and to Andrea, Kelly, and Sherry? This is a chance for all of us to learn about capital asset management - for free!

Please forward the information about the training sessions to others in the City - The July one is at Little Bear - Capital Asset Management and Planning - it's good for St. Ignace if we register and attend. It's FREE. All you have to do is register and show up!

Sincerely,

Betsy Dayrell-Hart

Begin forwarded message:

From: "Neumann, Bradley" <neuman36@msu.edu>
Date: February 25, 2020 at 13:09:42 EST
To: "Neumann, Bradley" <neuman36@msu.edu>
Cc: "Carter, Erin" <ecarter@msu.edu>, "Putnam, Paul" <putnampa@msu.edu>, "Pond, Mary" <johns290@msu.edu>
Subject: UPcoming local government training

Dear UP local official,

This email details a variety of upcoming MSU Extension educational programs for local government. Please forward this email as appropriate and encourage others in your jurisdiction to join this email distribution list by emailing neuman36@msu.edu. Cheers!

- **Citizen Planner Program in Marquette County – Register by April 15**
- **How to do Site Plan Review – April 28 in the Soo; May 11 in Houghton**
- **Facilitative Leadership – May 12-14 in Iron Mountain**
- **Conducting Land Division Reviews – June 3 in Gaylord**
- **Citizen Planner Advanced Academy – June 4 in Mt. Pleasant**
- **Fiscally Ready Communities: Capital Asset Management and Planning – July 8 in Iron River; July 9 in St. Ignace**
- **2020 Master Citizen Planner Webinar Series – Six webinars beginning March 19**
- **Citizen Planner Online – asynchronous, learn at your leisure 24/7**

Citizen Planner Program in Marquette County – Register at:

<https://events.anr.msu.edu/mqtcp>

The flagship MSU Extension **Citizen Planner Program** is being offered again this spring in Marquette County beginning **April 22**.

About the Citizen Planner Program

Citizen Planner is a six-week course for local government land use decision-makers – planning commissioners, zoning administrators, elected officials, zoning board of appeals members, and more. Each three-hour session includes lectures and hands-on learning exercises that focus on the fundamental roles, responsibilities, and best practices for planning and zoning in Michigan.

Millions of dollars are spent each year by Michigan local governments and insurance companies defending against lawsuits or paying damages as the result of poor land use decisions. The Citizen Planner Program was developed with this in mind and many insurance providers reimburse local governments for completing the course. Topics include:

1. **Understanding the Planning and Zoning Context:** Learn the legal sources and limitations of planning and zoning authority and explore your understanding of ethical decision-making.
2. **Planning for the Future of Your Community:** Recognize the function and importance of a master plan, know the process for developing one and its relationship to zoning.
3. **Implementing the Plan with Zoning:** Discover the importance of zoning, learn how zoning is administered and gain confidence in your zoning reviews, including site plans.
4. **Making Zoning Decisions:** Learn how to adopt and amend a zoning ordinance, understand the role of the zoning board of appeals and obtain skills in basic property development methods.
5. **Using Innovative Planning and Zoning:** Strategize with placemaking and design-based solutions for local and regional success in the New Economy.
6. **Successfully Fulfilling Your Role:** Strengthen your ethical decision-making skills, apply standards to your decision-making and know when to ask for help.

Dates & Location

The Marquette County Citizen Planner Program will be held on **Wednesday evenings from 6 until 9pm** on the following dates: **April 22, 29, May 6, 13, 20 and 27**. Classes will be held at the Marquette Municipal Service Center, 1100 Wright St., Marquette. For more information, including a detailed class schedule and fees, please view the Event Flyer.

Groups of three (3) or more from the same unit of government register at a discount. Registration deadline is April 15.

How to do Site Plan Review – Register at: <https://events.anr.msu.edu/siteplanreview>

Site plan review is an extremely useful development review tool to ensure compliance with local ordinances and state and federal statutes. A site plan can be required for any land use or activity regulated by a zoning ordinance helping achieve specific ordinance performance standards and implement the community master plan.

Yet, many local officials feel inadequately prepared to conduct a detailed site plan review, and developers often feel that local officials go beyond what the ordinance requires by inappropriately turning opinions on "good design" into unwritten standards.

This program covers local government powers and limitations associated with site plan review based on the Michigan Zoning Enabling Act. Participants will hear how the requirements of the zoning ordinance influence the quality of the site plan to review, and learn about numerous best practice site plan review approaches including pre-application meetings, concurrent review, use of checklists, use of outside review, and conditional approval.

Participants will practice reviewing sample site plans and applying sample ordinance standards.

Locations and Dates:

Sault Ste. Marie - April 28

Houghton - May 11

Programs run 6 - 8:30 p.m.

Facilitative Leadership – More information and registration at:

<https://www.canr.msu.edu/events/facilitative-leadership-may-2020>

The Facilitative Leadership three-day class, held May 12-14 at Bay College in Iron Mountain focuses on creating an inclusive culture of collaborative learning in teams, communities and organizations. It is for both new and experienced leaders, managers, facilitators and graduate students who would like to develop or improve their facilitative leadership skills.

The workshop's overall goal is to provide a thorough overview and understanding of facilitative leadership and the competencies needed to enhance group work.

By the end of the workshop, participants will:

- Understand the role of a presenter/trainer, learning facilitator and facilitative leader.
- Increase personal skills in leading discussion and balancing participation.
- Understand the role of verbal skills and nonverbal techniques to help keep a group on track while maximizing participation.
- Effectively use a variety of tools for helping groups:
 - Generate ideas and options for action.
 - Explore and evaluate ideas and options.
 - Achieve consensus.
 - Plan actions and events.
- Articulate outcome-based and action-oriented objectives for group processes.
- Design a process that combines tools to help a group reach its goals.

The cost of the workshop is \$550. A room block has been reserved at Pine Mountain. The cost of the room is \$96 and the room code is "MSU Extension Leadership."

Conducting Land Division Reviews: The Splitting Headache Continues – SAVE THE DATE – June 3 | Gaylord

This program is a technical training for persons responsible for reviewing land divisions, as required by the Michigan Land Division Act, PA 288 of 1967, as amended being MCL 560.101 *et seq.* (formerly known as the Subdivision Control Act). That person is usually the local government assessor, but may instead be the zoning administrator.

The program will review the parts of the Land Division Act pertaining to land division, including key definitions and other important provisions, teach required steps and best practices when conducting land division reviews, and highlight enforcement strategies for an effective local government operation. It will focus on participants knowing the statutory and case law limits of what the review is for.

The training highlights a detailed system of conducting the review, including the use of checklists (review worksheets), and an application form that can be customized to local ordinances. The program includes numerous case studies for learning application of statutory concepts and for group discussion.

Program participants will receive several helpful handouts including a land divisions look-up table, a sample land division ordinance, and a sample land division application/review worksheet.

The training will be offered at four locations in 2020 – in Gaylord on June 3 from 9am – 4pm. Assessors will earn 6 hours of continuing education through the State Tax Commission.

Citizen Planner Advanced Academy - SAVE THE DATE - June 4 | Mount Pleasant

If you are ever left feeling like planning in an increasingly complex world is like “The Twilight Zone”, then this training is for you. Breakout sessions will include a variety of “unexpected” challenges communities are facing in 2020. We will discuss how to plan for a changing climate, considerations for a “shared economy”, and Tax Increment Financing (TIFs) and dark stores. During the afternoon bus tour, we will see how Form Based Codes and PUDs have worked on the ground in Mount Pleasant. Come together with fellow local leaders from across the state to share ideas and problem solve together. This event is great for Master Citizen Planners (MCPs) who wish to receive all 6 MCP continuing education hours in one day as well as non-MCPs who serve as planning commissioners, ZBA members, elected officials and all others with an interest in planning and zoning.

Fiscally Ready Communities: Capital Asset Management and Planning – Register at: <https://events.anr.msu.edu/FRC2020>

MSU Extension and the Michigan Department of Treasury in partnership present the 2020 Fiscally Ready Communities program: Capital Asset Management and Planning. Michigan communities have experienced fiscal instability for a number of reasons. This training will help prepare for future challenges through fiscally sustainable best practices. Recurring annual expenses are fairly simple to budget, but repair and replacement of big-ticket items can be much more difficult. A Capital Improvement Program (CIP) will help your local government organize those major projects and forecast the expenses to make long-term planning simpler. This session will cover the basics of a CIP, best practices, and give participants a chance to share techniques that have worked for their community. Additionally, the training will assist both elected and appointed local officials in outlining your policies and procedures for capital asset management and preplanning. This will ensure that your local government is being proactive, while discussing the interconnectivity of many local government requirements.

The program will be offered nine times around the state in 2020. Northern Michigan locations include Iron River – July 8; St. Ignace – July 9; and Grayling – July 11.

This program is free, and designed for elected and appointed officials as well as local government administrators and staff.

2020 Master Citizen Planner Live Webinar Series – Register for one or all at: <https://events.anr.msu.edu/MCPWebinar2020>

The Master Citizen Planner (MCP) Webinar Series is designed to offer participants the latest updates and information on current topics. Using Zoom Webinar, MSU Extension educators will provide an overview of topics of interest to planning and zoning officials. Webinars take place from 6:30-7:30 p.m. Each session is available individually or participants can register for all six at once. All webinars will be recorded and sent to registrants.

2020 Topics include:

- Planning and Zoning to Cultivate a Flourishing Food System, March 19 - Local governments have a role to play in cultivating a flourishing food system through supportive plans and regulations. Learn what steps your community can take to plan for the community food system and remove regulatory barriers to the growth of a local food economy. This webinar will include descriptions of sample resources available to help your community.
- Planned Unit Development (PUD): A Unique Land Use Tool, April 16 - As Land Use decision makers, you have the responsibility to balance economics, the environment and the needs of your community residents. A PUD can help achieve such a balance. In this webinar, attendees will learn the ins and outs of PUDs, review examples of when and where PUDs are best utilized, and take the mystery out of this unique land use tool.
- High Water in Michigan: The Role of Shoreline Planning and Regulation, May 21 - High water levels throughout Michigan have property owners and local leaders seeing (not just theorizing about) the critical nature of setbacks to water bodies, floodplain regulations, green infrastructure, and natural buffers. Communities are asking questions. Are you prepared to respond? In this webinar, participants will explore the roles of local planning and zoning in shoreline protection, FEMA's National Flood Insurance Program (NFIP), EGLE/DEQ's role, floodplains, hazard mitigation planning, and more.
- Building Trust and Making Better Decisions, June 25 - As Land Use decision makers, you have the opportunity to shape your community and plan for a brighter future for all residents. In this webinar, we will discuss how to recognize bias to reduce disparities and limit liability for local governments. This presentation will go beyond the basics to include strategies to authentically connect with community members and build trust.
- The Local Land Division Ordinance: Should your local unit have one? July 16 - Dividing property into smaller parcels is governed by the state of Michigan's Land Division Act (LDA) and involves local planning and assessing officials. While the act defines the process, some of the components may have local clarification. As stated in the act, a local unit of government "may adopt an ordinance setting forth (local) standards". This webinar will explore various issues of a local ordinance and provide a framework for local officials to consider whether a local land division ordinance is appropriate for their unit of government.
- Land Use Planning for All Generations, September 17 - From Baby Boomers to Generation Z, when we were born can influence how we view the world around us, including Land Use. This webinar will give an overview of the research on generational differences and similarities in the US and explore how these differences might show up the planning process. Attendees will be able to identify key traits of US generations, understand why all generations are important to the planning process, and be introduced to strategies to engage and plan for all generations.

Cost per webinar: \$10 for MCPs; \$20 for Regular Registrants

Citizen Planner Online – Enroll at any time at: <http://citizenplanner.msu.edu>

Citizen Planner Online includes similar content to the classroom program, but is offered in a flexible, self-paced, online format. Citizen Planner Online is different from other courses – the concepts are conveyed through stories about issues unfolding in a fictitious community called Spartyville. The situations Spartyville planning officials face are similar to those many communities must address. The online series of seasons and episodes follows a creative storyline that all learners will enjoy. All you need is a broadband internet connection and a computer, laptop, or tablet. The online version of the program includes:

- Access to resources similar to the classroom program.

- Access to relevant web resources, decision-making tools, and online exercises.

Brad Neumann, AICP

Senior Extension Educator

Government & Community Vitality

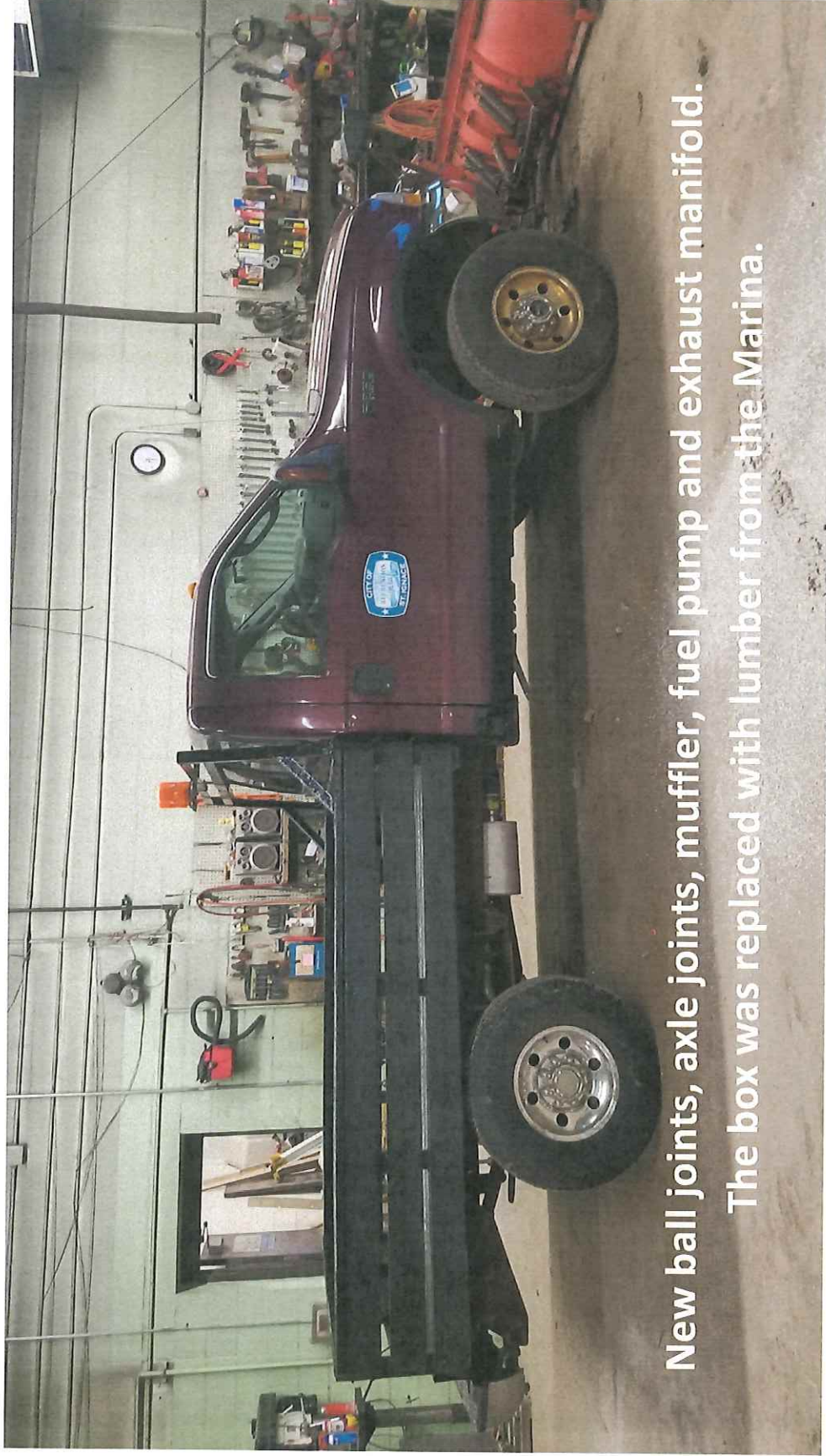
Michigan State University Extension

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Facebook: facebook.com/msueup and facebook.com/citizenplanner

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New ball joints, axle joints, muffler, fuel pump and exhaust manifold.
The box was replaced with lumber from the Marina.