Regular Meeting
Thursday, September 7, 2017, at 7:00 p.m.

1. Second Reading, Public Hearing of Ordinance No. 1187 - An Ordinance to Amend Chapter 18 (Offenses) and 19 (Parks and Recreation), of the City Code of Ordinances to Prohibit Smoking and Apply Park Rules to the Escanaba Market Place.

**Explanation:** The Escanaba Downtown Development Authority is requesting the City Council amend Chapter 18 (Offenses), Section 18.203 (1) and Chapter 19 (Parks and Recreation), Section 19-2, of the City Code of Ordinances to prohibit smoking at the newly constructed Escanaba Market Place and apply park rules to the same facility.

NEW BUSINESS


**Explanation:** The Escanaba School District sought approval to use Ludington Street on Friday, September 22, 2017, from 5:00 p.m. to 5:30 p.m., for their annual Homecoming Parade. Administration recommended approval provided the following conditions are met: 1) Proper insurance was provided naming the City of Escanaba as an additional insured, 2) The event sponsors provide all labor and material to clean up at the conclusion of the event, and 3) The event sponsors pay for any overtime labor costs that may be incurred.

3. Approval – Signage on Ludington Street Sidewalk – Prohibiting use of bicycles and skateboards four (4) feet from business fronts.

**Explanation:** Currently, there is no signage prohibiting any bicycle or skateboard activity on Ludington Street Sidewalks. On August 22, 2017, a Traffic Safety meeting was held to address the use of bicycle and skateboard use on Ludington Street Sidewalks. The Traffic Safety Committee recommended Council place signage on Ludington Street prohibiting the use of bicycles and skateboards four (4) feet from the business fronts.


**Explanation:** Administration is requesting Council Approval to expend approved SAW Grant funds to integrate Data locations into the City GIS System to include locations of main line valves, fire hydrants, isolation valves for hydrants and curb stops. Administration recommends the City GIS vendor, M-Power, working on the GIS system via the SAW Grant, input the information into the City GIS database, at a cost not to exceed $10,062.50.


**Explanation:** Abate of Michigan, Inc. is requesting approval to use Ludington Street on Saturday, October 7, 2017, from 11:00 a.m. to 12:00 p.m. for setup, and 12:00 p.m. to 1:00 p.m. for their annual Great Pumpkin Parade. Administration recommends approval provided the following conditions are met: 1) Proper insurance was provided naming the City of Escanaba as an additional insured, 2) The event sponsors provide all labor and material to clean up at the conclusion of the event, and 3) The event sponsors pay for any overtime labor costs that may be incurred.

Explanation: Administration requested Council go into closed session to discuss 3 year collective bargaining agreement between the City of Escanaba and General Teamsters Local No. 406 – Public Works and Clerical Unit.

Respectfully Submitted

Patrick S. Jordan
City Manager
The meeting was called to order by the Honorable Mayor Marc D. Tall at 7:00 p.m. in the Council Chambers of City Hall located at 410 Ludington Street.

Present: Mayor Marc D. Tall, Council Members, Patricia A. Baribeau, Ralph B. Blasier, and Michael R. Sattem.

Absent: Council Member Ronald J. Beauchamp

Sattem moved, Baribeau seconded, to excuse Council Member Ronald J. Beauchamp.

Also Present: City Manager Patrick S. Jordan, City Department Heads, media, and members of the public.

City Clerk Robert S. Richards gave the invocation and led Council in Prayer the Pledge of Allegiance.

Sattem moved, Blasier seconded, CARRIED UNANIMOUSLY, to approve Regular Meeting minutes from August 3, 2017, as submitted.

ADJUSTMENTS TO THE AGENDA

Baribeau moved, Sattem seconded, CARRIED UNANIMOUSLY, to approve the Agenda as submitted.

CONFLICT OF INTEREST DECLARATION – None

BRIEF PUBLIC COMMENT – None

PUBLIC HEARINGS

Second Reading, Public Hearing of Ordinance No. 1188 - Ordinance to amend the penalty provisions set forth in Chapter 27 - Section 27-495, Penalties of the City Code of Ordinances, and Schedule a Public Hearing and Adoption for August 17, 2017.

As discussed in the budget process, Administration recommended Council to amend Section 27-495, of the City Code of Ordinances, regarding parking fines, and has set August 17, 2017 as a public hearing and adoption of Ordinance No. 1188.

This being a public hearing, Mayor Tall asked if there was any public comment.

Hearing no public comment, Mayor Tall closed the public hearing.
PH-1  “By Council Member Sattem, seconded by Council Member Blasier;

Resolved,  That Ordinance No. 1188, given its second reading and public 
hearing at this meeting, be and is hereby adopted and that it be 
published in accordance with the requirements of the City Charter.”

Herewith Ordinance No. 1188 adopted by title:

ORDINANCE TO AMEND THE PENALTY PROVISIONS SET FORTH IN 
CHAPTER 27 - SECTION 27-495, PENALTIES 
OF THE CITY CODE OF ORDINANCES.

Full text in Ordinance Record “K”.

Upon a call of the roll, the vote was as follows:

Ayes: Sattem, Blasier, Baribeau, Tall
Nays: None

RESOLUTION DECLARED ADOPTED.

Second Reading. Public Hearing of Ordinance No. 1189 - Ordinance to amend 
Chapter 18, Section 18-212, of the city of Escanaba Code of Ordinances, In Order 
to Regulate the Sale, Discharge, Storage, Possession, Transportation and 
Distribution of Fireworks.

Administration recommended the Council amend Section 18-212 of the City 
Code of Ordinances, regarding the regulation of sale, discharge, storage, possession, 
transportation and distribution of fireworks.

This being a public hearing, Mayor Tall asked if there was any public comment.

Hearing no public comment, Mayor Tall closed the public hearing.

PH-2  “By Council Member Blasier, seconded by Council Member Baribeau;

Resolved,  That Ordinance No. 1189, given its second reading and public 
hearing at this meeting, be and is hereby adopted and that it be 
published in accordance with the requirements of the City Charter.”

Herewith Ordinance No. 1189 adopted by title:

AN ORDINANCE TO AMEND CHAPTER 18, SECTION 18-212, 
OF THE CITY OF ESCANABA CODE OF ORDINANCES 
IN ORDER TO REGULATE THE SALE, DISCHARGE 
STORAGE, POSSESSION, TRANSPORTATION AND 
DISTRIBUTION OF FIREWORKS
Full text in Ordinance Record “K”.

Upon a call of the roll, the vote was as follows:

Ayes: Blasier, Baribeau, Sattem, Tall
Nays: None

RESOLUTION DECLARED ADOPTED.

NEW BUSINESS

Approval – Use of Public Space – North 18th Street Between 12th Avenue North and 13th Avenue North - Christ the King Lutheran Church – Rally Day Festival.

Christ the King Lutheran Church sought Council approval to close off the 1,200 block of North 18th Street between 12th Avenue North and 13th Avenue North for their Fall Festival on September 10, 2017, from 9:30 a.m. to 2:30 p.m. Administration recommended approval with the following conditions: 1) Proper insurance be provided naming the City of Escanaba as an additional insured, 2) The event sponsors provide all labor and material to clean up at the conclusion of the event, and 3) The event sponsor pay for any overtime City labor costs that may be incurred.

NB-1 Sattem moved, Baribeau seconded, CARRIED UNANIMOUSLY, to approve a request from Christ the King Lutheran Church to close off the 1,200 block of North 18th Street between 12th Avenue North and 13th Avenue North for their Fall Festival on September 10, 2017, from 9:30 a.m. to 2:30 p.m., contingent upon the following conditions: 1) Proper insurance be provided naming the City of Escanaba as an additional insured, 2) The event sponsors provide all labor and material to clean up at the conclusion of the event, and 3) The event sponsor pay for any overtime City labor costs that may be incurred.

First Reading of Ordinance No. 1187 - An Ordinance to Amend Chapter 18 (Offenses) and 19 (Parks and Recreation), of the City Code of Ordinances to Prohibit Smoking and Apply Park Rules to the Escanaba Market Place.

The Escanaba Downtown Development Authority requested the City Council to amend Chapter 18 (Offenses), Section 18.203 (1) and Chapter 19 (Parks and Recreation), Section 19-2, of the City Code of Ordinances to prohibit smoking at the newly constructed Escanaba Market Place and apply park rules to the same facility. Administration requested that the City Council set September 7, 2017, for the second reading, public hearing and adoption of Ordinance No. 1187.

NB-2 Blasier moved, Sattem seconded, to set September 7, 2017, as a second reading, public hearing and adoption of Ordinance No. 1187.

Upon a call of the Roll, the vote was as follows:
Ayes: Blasier, Sattem, Baribeau, Tall
Nays: None

MOTION CARRIED.


Administration requested Council go into closed session to discuss 3 year collective bargaining agreement between the City of Escanaba and Teamsters Local 406, Water/WasteWater Group.

Baribeau moved, Sattem seconded, to go into closed session to discuss 3 year collective bargaining agreement between the City of Escanaba and Teamsters Local 406, Water/WasteWater Group.

Upon a call of the roll, the vote was as follows:

Ayes: Baribeau, Sattem, Blasier, Tall
Nays: None

MOTION CARRIED.

The time was 7:09 p.m.

Council came back into open session at 7:19 p.m.


Upon a call of the roll, the vote was as follows:

Ayes: Blasier, Sattem, Baribeau, Tall
Nays: None

MOTION CARRIED.

APPOINTMENT(S) TO CITY BOARDS, COMMISSIONS, AND COMMITTEES – None

BOARD, COMMISSION, AND COMMITTEE REPORTS

Council Members reviewed City Board and Commission meetings each attended since the last City Council Meeting.

GENERAL PUBLIC COMMENT – None
ANNOUNCEMENTS

- Encouraged members of the public to continue enjoying the State Fair;
- Thanked Governor Snyder for recognizing Public Safety Staff, and all involved for their establishment of the Angel Program.

Hearing no further public comment, the Council adjourned at 7:24 p.m.

Respectfully submitted

Robert S. Richards, CMC
City Clerk

Approved: ______________________

Marc D. Tall, Mayor
May 18, 2017

Jim O'Toole
City Manager

Jim:

The Escanaba Downtown Development Authority would like to hold required public hearings at the City Council Meetings June 1st & June 15th with the intent to add the Escanaba Market Place Grounds to the City Codes under Ordinance 1187.

I have met with the City Clerk and provided additional information that was needed for this agenda item.

Sincerely,

Ed

Ed Legault
Executive Director
Escanaba Downtown Development Authority
edwarddda@att.net
W) 906-789-8696
F) 906-789-6182
ORDINANCE NO. 1187

AN ORDINANCE TO AMEND CHAPTER 18, SECTION 18.203(1) and CHAPTER 19, SECTION 19-2, OF THE CODE OF ORDINANCES TO PROHIBIT SMOKING AND APPLY PARK RULES TO THE ESCANABA MARKET PLACE

THE CITY OF ESCANABA ORDAINS:

CHAPTER I

Chapter 18, Section 18.203(1) of the Escanaba Code of Ordinances is hereby amended to read as follows:

Section 18.203(1) - Prohibition of Smoking on City of Escanaba Owned Outdoor Property

Smoking shall be prohibited on the following outdoor city-owned or leased property:

(1) Smoking shall be prohibited within one hundred (100) feet of the following city playgrounds:

- Harbor Hideout
- Royce Playground
- Rose Playground
- Stephenson Playground
- Jefferson Playground
- Veterans Playground
- Beach Playground
- Westside Playground
- Silvan Point Playground
- John D. Besse Playground
- And, Escanaba Market Place

CHAPTER II

Section 19-2, Definitions:

Public outdoor recreation areas is hereby amended by adding the following:

(10) The Escanaba Market Place Playground & Public Gathering Area

All the area of the DDA Property between 15th Street South & Ludington Street. West Boarder is 1513 Ludington Street (Jim’s Music Property.) The playground area South of the Pavilion Structure is between 15th Street and boarders residential property prior to 1st Ave South. The property includes a parking lot that is located north of 1st Ave South.

CHAPTER III

SAVINGS CLAUSE:

If any section, subsection, sentence, clause or phrase of the within Ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, section, subsection, sentence, clause or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared unconstitutional.
CHAPTER IV
CONFLICTING ORDINANCES REPEALING CHAPTER

All Ordinances or parts of Ordinances in conflict with the provisions of this Ordinance are hereby repealed.

CHAPTER V
EFFECTIVE DATE

This Ordinance shall be in full force and effect ten (10) days after its passage and publication.

APPROVED

Ralph B.K. Peterson
City Attorney

Marc D. Tall
Mayor

APPROVED

Date Approved: September XX, 2017
Date Published: September XX, 2017

ATTEST:

Robert S. Richards, CMC
City Clerk

I hereby certify that the foregoing constitutes a true and complete copy of an Ordinance duly adopted by the City Council of the City of Escanaba, County of Delta, Michigan, at a Regular Meeting held on Thursday the XXX day of September 2017, and was published in the Daily Press, a newspaper of general circulation in the City of Escanaba on Thursday, September XX, 2017, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Robert S. Richards, CMC
City Clerk
Return to: City Manager’s Office
410 Ludington Street, Escanaba, MI 49829
Phone: 906-786-9402  Fax: 906-786-4755
E-mail: citymanager@escanaba.org

PURPOSE of the Special Event Application
The Special Events Application must be completed in order to receive approvals to operate an event on City Property. The management of special events on municipal properties requires the coordinated efforts of municipal staff to ensure safe event operation and adherence to applicable by-laws, policies and procedures.

Applications must be received 45 Days in advance of the event to insure all appropriate approvals are acquired. This application does not guarantee park space, road closure approvals, requests for funding etc.

Step One: Special Event Application
Complete and return to the City of Escanaba City Manager’s Office at least forty-five (45) days prior to your event. Please keep in mind that acceptance of your application should in no way be construed as final approval or confirmation of your request. Throughout your review process you will be notified if your event requires any additional information, permits, licenses or certificates. During our initial application screening process you will be allowed time to provide us with pending documents (e.g. certificate of insurance, secondary permits, etc.). We must receive these items before approving your Special Event Application. Delays in providing these items often delay our ability to finish our review process and approve your application in a timely manner.

Step Two: Application Review
The City Manager’s Office will distribute copies of your application to staff from various departments within the City affected by your event. Each department will review the application only if all forms are completed and all necessary information and supporting documents are included. There will be no exceptions. You will be contacted individually by these departments if they have specific questions or concerns about your event.

When a completed Special Event Application has been reviewed, the City Manager’s Office may schedule your attendance at a Special Event meeting.

Step Three: Application Notification of Approval or Denial
Notice of action on application:
The City Manager’s Office shall normally approve or disapprove a Special Event Application via an approval letter by e-mail or mail if the applicant has not supplied an email address.

Revocation of Event Approval (prior to event occurrence):
Event Approval may be revoked at the discretion of the City Manager’s Office upon consultation with the appropriate staff members, when the health or safety of the public is threatened by an emergency, disorder or other unforeseen conditions that have arisen.

Revocation of Event Approval (during event occurrence):
Event Approval may be revoked during an event. If Event Approval is revoked, the event must be cancelled and activities must be terminated immediately. The City Manager’s Office designee has the responsibility to revoke a permit for reasons of health, inclement weather, or public safety. This will be determined by the City Manager after consultation with staff members.

Insurance
Applicants MUST supply certificate of insurance, 14 days in advance of the event, meeting City requirements – naming the City of Escanaba as additional insured.

Alcohol
Alcohol requests must seek permission a minimum 45 days in advance. NO ALCOHOL is permitted in any City owned property (i.e. Facility, Park, Road) unless permission is granted by City Council.

Guidelines / By-laws
All applicable City Ordinances must be upheld by event organizers. Please ensure your application is complete so that staff can advise you on specifics.
2017 – SPECIAL EVENT APPLICATION - CITY OF ESCANABA
Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Friday, September 22, 2017

NAME OF EVENT: Homecoming Parade

CONTACT INFORMATION (Please Print Clearly – Incomplete applications may be delayed)

Organization: Escanaba High School

Contact Person: Darcie Griebel Phone (day) 906-786-6521 x1119

Address: 500 South Lincoln Road Phone (evening): 906-399-1213

City: Escanaba E-mail: sdufresne@eskymos.com & dgriebel@eskymos.com

Postal Code: 49829 Website: www.eskymos.com

Charitable Org #: 38-6001069 Event Phone:

(If applicable) Fax: 906-786-2166

Alternate Contact: Nick Nolde 906-280-6079

(It is recommended that an alternate name & telephone number be provided)

** Do you grant the City of Escanaba, City Manager’s Office permission to give your telephone number to the general public

Yes ☐ No ☐ See below.

Day Phone “yes” 906-786-6521

LOCATION

☐ City Park Name: ____________________________

☐ Building/Facility Name/Area: ____________________________

☐ Road(s) Road Closure Required?: Partial ☑ Full ☐

DATE / TIME

EVENT TIME

This is the time your event would be ready to accept participants or general public.

Event Begins Event Ends


TIME: 5:00 PM TIME: 5:30 PM

SET UP TIME

When do you want the area reserved for your organization to ensure you have adequate time for set up and tear down.

Set Up Start Tear Down End

DATE: ____________________________ DATE: ____________________________

TIME: ____________________________ TIME: ____________________________

The collection, use and disclosure of personally identifying information submitted on this form will be used to facilitate the request to host a special event within the City of Escanaba. Applicants may, from time to time, be contacted by the City or a City-contracted third-party for the express purposes of gathering information about the proposed event, assessing satisfaction and/or obtaining feedback on services related to special events. Questions about this collection should be directed to the City Manager.
EVENT DETAILS

TYPE OF EVENT
☑ Parade ☐ Cycling ☐ Festival/Event
☐ Run ☐ Walkathon ☐ Other (specify) ____________________________

ESTIMATED ATTENDANCE (please estimate all that apply)

<table>
<thead>
<tr>
<th>Participants</th>
<th>Wheelchair Accessible</th>
<th>Yes ☐ □ No ☐ □</th>
</tr>
</thead>
<tbody>
<tr>
<td># 800+</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bands</td>
<td>For events on City Property are you seeking approval to charge:</td>
<td></td>
</tr>
<tr>
<td># 2</td>
<td>Admission Yes ☐ □ No ☐ □</td>
<td></td>
</tr>
<tr>
<td>Vehicles/Floats # 4-5</td>
<td>Parking Yes ☐ □ No ☐ □</td>
<td></td>
</tr>
<tr>
<td>Volunteers</td>
<td></td>
<td></td>
</tr>
<tr>
<td># ___________</td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Public</td>
<td></td>
<td></td>
</tr>
<tr>
<td># ___________</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Is this event: ☑ Open to the Public □ For Invited Guests only

EVENT ELEMENTS (complete to ensure proper permits are processed)

<table>
<thead>
<tr>
<th>Power Requirements*</th>
<th>Yes ☐ □ No ☐ □</th>
<th>Fireworks</th>
<th>Yes ☐ □ No ☐ □</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sound Amplification</td>
<td>Yes ☐ □ No ☐ □</td>
<td>Alcohol</td>
<td>Yes ☐ □ No ☐ □</td>
</tr>
<tr>
<td>Access to power if possible</td>
<td>Yes ☐ □ No ☐ □</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Live Music</td>
<td>Yes ☐ □ No ☐ □</td>
<td>Size of tent(s): ____________________________</td>
<td></td>
</tr>
<tr>
<td>Tents/Temp. Structures</td>
<td>Yes ☐ □ No ☐ □</td>
<td>Provider: ________________________________</td>
<td></td>
</tr>
<tr>
<td>Amusement Rides</td>
<td>Yes ☐ □ No ☐ □</td>
<td>Provider: ________________________________</td>
<td></td>
</tr>
<tr>
<td>Inflatables</td>
<td>Yes ☐ □ No ☐ □</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FOOD & BEVERAGE

Will there be food & non alcoholic beverages sold? Yes ☐ □ No (continue to next page) ☑

Food stand locations Indoor ☐ □ Outdoor ☑ □ Inside & Outside ☐ □

What kinds of food will the Stands be selling? (check all that apply)

☐ Chicken/seafood ☐ Soups/chilli ☐ Other foods (please list) ____________________________
☐ Rice/pasta dishes ☐ Salad _________________________________
☐ Pop, chips, candy ☐ Other meats ________________________________
☐ Hotdogs/hamburgers ☐ Baked goods ________________________________
EVENTS REQUESTING ROAD CLOSURE

Road closures must be approved by City Council. Once City Council has approved your road closure, changes cannot be made to your route without notification to the City Manager as a secondary Council Approval will have to be sought.

A detailed map of road closure MUST be included. Applicants must notify abutting properties of the closure at least 14 days in advance of the event. This notification letter must be approved by the City Manager’s Office. If there are any SPECIAL REQUESTS that you would like City to consider, please outline them on a separate paper and attach

DEFINE THE CLOSURE LIMITS – ATTACH A DETAILED MAP

I have read and understood the Special Events Application.

I will notify the City Manager’s Office of any changes to my event application at least fourteen (14) days in advance of the event.

I have received a copy, read and understand the contents of the City of Escanaba Policy and Procedures No. 060101-10, Alcohol in Public Places (if applicable).

Event Organizer Signature

Darci Griebel, Principal 8/21/2017
Print Name & Date

C:\forms\2010 special event application\May-10\mjo
Homecoming Parade

All participants should assemble in designated locations no later than 4:30 p.m.

Floats should be displayed during the game on the scoreboard side of the field during the first half. Floats should be driven around the track during halftime after the crowing of the queen. The order of the floats at halftime will be based on ranking for class competition.

EAST

Chamber of Commerce

3rd Street

12th Grade Spirit Group
12th Grade Court
11th Grade Spirit Group
11th Grade Court
10th Grade Spirit Group
10th Grade Court
9th Grade Spirit Group
9th Grade Court
Last year's Queen/King
Mo & Varsity Cheerleaders

10th Float 9th Float

City Hall

X Band X
XXXX

House of Ludington

Esky Staff

Parade Order:

(First) "MO" (First)

11th Spirit Group
11th Float
11th Court
10th Spirit Group
10th Float
10th Court
9th Spirit Group
9th Float
9th Court
Last Year's Queen/King

Ludington Street

11th Float 12th Float

WEST

Parade will disassemble at 14th Street. Floats to continue down 14th street to the Athletic Field!
Memo

TO: City Manager Patrick Jordan
FROM: Director Robert LaMarche
DATE: August 24, 2017
SUBJECT: Bicycles on Ludington St

On August 22\textsuperscript{nd}, 2017 we held a traffic safety meeting to address bicycle and skateboard use on Ludington St. The traffic safety committee is recommending signage be placed on Ludington St prohibiting the use of bicycles and skateboards 4 feet from business fronts. Currently there are no signs prohibiting any bicycle or skateboard activity on Ludington St.

Thank you,
Director Robert LaMarche
Sec. 27-400. - Riding on sidewalks. (6.18, 6.19)

(a) No person shall ride a bicycle upon a sidewalk within a business district.

(b) When signs are erected on any sidewalk or street which prohibit the riding of bicycles thereon by any person, no person shall disobey such signs.

(c) Whenever any person is riding a bicycle upon a sidewalk, such person shall yield the right-of-way to any pedestrian and shall give audible signal before overtaking and passing such pedestrian.

(Code 1969, §§ 70.01, 70.13)

State law reference—Similar provisions, MCL 257.660(5), MSA 9.2360(5).
Sec. 27-26. - Business district. (1.006)

"Business district" means the territory contiguous to a highway when fifty (50) percent or more of the frontage thereon, for a distance of three hundred (300) feet or more, is occupied by buildings in use for business.

(Code 1969, § 70.01)

State law reference— Similar definition, MCL 257.5, MSA 9.1805.
Memo

To: Patrick Jordan, City Manager
From: Jeff Lampi, W & WW Supt.
Date: 8/25/17
Re: Water Card GIS integration work

Patrick,

Over the last couple of years we have been making improvements to our GIS system. As part of that we have had the entire water system GPS'ed and their locations entered into the GIS system. These items include all main line valves, fire hydrants, isolation valves for hydrants, and also all of the curb stops.

In order to make the GIS system robust and useful, we need to integrate the required records and data into the GIS system. In the end we plan to have all of water system information entered into the GIS system so as to have usable data base. Currently we are looking pretty good in regards to the distribution system; such as location, size and material of water mains, but our water service information is lagging behind.

Our plans are to take all of the relative data off the old "paper" water cards, and insert the information into a form used by the GIS system. Other current data that will be integrated will be our freeze records, maintenance work, and possibly also compliance records for the recording and tracking of our cross connection measures.

In the end we will be able to do a searchable query of many different requests from within the GIS system. Such as; locate all galvanized water services, locate all freeze-ups in any year requested, locate all main breaks in the past 5 years, identify all affected costumers due to a water repair, and other such things.

Because M-Power is our vendor working on the GIS system via of the SAW Grant; I would like your authorization along with Council Approval to retain M-Power of Appleton, WI to have them do the integration work of our water plant records outlined above; at a cost not to exceed $10,062.50.

Money is available and allotted to conduct this type of work within the current fiscal year's Budget.

Pc: Melissa Becotte, City Controller
Account Name: City of Escanaba
Shipping Address: Escanaba, MI 49829-0948
Created Date: 1/17/2017
Quote Name: Water Card set-up, training and labor R1
Quote Number: 00000197

Contact Name: Jeff Lamp; Phone: (906) 785-1301
Email: jlamp@escanaba.org
Prepared By: Jason Brown
Phone: (516) 240-8810
Email: jbrown@mpowerinnovations.com

<table>
<thead>
<tr>
<th>Product</th>
<th>Line Item Description</th>
<th>Quantity</th>
<th>Sales Price</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Integrator Software Deployment Services</td>
<td>Add water maintenance tables to geodatabase, create digital water card form, link pdf scan and electronic forms to shut-off ID and train end user or labor provider on utilization of forms.</td>
<td>2.00</td>
<td>$1,500.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>Database Services</td>
<td>Input data for each service card into electronic form or directly into geodatabase and confirm pdf is linked to shut-off ID</td>
<td>5,650.00</td>
<td>$1.25</td>
<td>$7,062.50</td>
</tr>
</tbody>
</table>

Total Price: $10,062.50

Terms and Conditions

50% deposit required for software, maintenance, deployment or related services. Balance(s) due upon software installation and/or completion of services. mPower services are provided on a time and material basis; travel, lodging and per diem expenses to be reimbursed by customer.

This proposal is to be treated as confidential and is not to be viewed by, or shared with, anyone that is not directly or contractually involved in the solicitation, preparation, evaluation or procurement of goods and services as outlined in this proposal.
Street Address: Cedar St.

Name:

Location: 19" Curb box to garage

3'10" N SE corner of garage

Service Size: 1"

Curb Stop Size: 1"

Material: Copper

Request Number:

Account No.:

Work Order No.:

Water: No

Sand: Yes

Other:

Curb: No

Curb Strip: No

Sidewalk: No

Pavement: Concrete

Main Size: 4"

Side: Near

Distance main to curb: to curb box: to sidewalk: to prop. line:

Hydrant No.: located at corner of: street and: ave.

Pressure: static: residual: flow in GPM

Remarks and condition of service: Installed new Aug '03; located on edge of alley. Measurement taken from garage.
DATE(S) OF EVENT: Saturday October 14th 2017

NAME OF EVENT: Great Pumpkin Parade

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)
Organization: RADE OF MI INC
Contact Person: Mimi Spomer
Daytime Phone: 906-644-4033
Address: 1322 Friday Dr.
Evening Phone: 906-359-4533
City, State Zip: Rapid River, MI 49878 E-mail: 
Website: ___________________________ Event Phone: ___________________________ Charitable Org #: ___________________________ Fax: 
(If applicable)
Alternate Contact: Gerry Spomer 906-359-4533
(It is recommended that an alternative Name and Phone Number be provided)

Do you grant the City of Escanaba, City Manager’s Office permission to give your telephone number to the general public? □ Yes □ No

LOCATION:
□ City Park Name of Park: 
□ Building/Facility Name/Area: Ludington Street from in front of the library to 10th St
□ Road(s) Road Closure Required? □ Partial □ Full
We will block side streets during this short parade

DATE/TIME:

<table>
<thead>
<tr>
<th>EVENT TIME</th>
<th>Event Begins</th>
<th>Event Ends</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE: Sat Oct 7, 2017</td>
<td>TIME: 12:00 p.m.</td>
<td>DATE: Sat Oct 7, 2017</td>
</tr>
<tr>
<td>SET-UP TIME</td>
<td>Set-up Start</td>
<td>Tear-down End</td>
</tr>
<tr>
<td>DATE: Sat Oct 7, 2017</td>
<td>TIME: 11:00 a.m.</td>
<td>DATE: Sat Oct 7, 2017</td>
</tr>
</tbody>
</table>

The collection, use and disclosure of personally identifying information submitted on this form will be used to facilitate the request to host a special event within the City of Escanaba. Applicants may, from time to time, be contacted by the city or a City-contracted third-party for the express purposes of gathering information about the proposed event, assessing satisfaction and/or obtaining feedback on services related to special events. Questions about this collection should be directed to the City Manager.
EVENT DETAILS – TYPE OF EVENT:

☑ Parade ☐ Cycling ☐ Festival/Event
☐ Run ☐ Walkathon ☐ Other (specify): __________________________________________

ESTIMATED ATTENDANCE: (Please estimate all that apply)

Participants: ☐ We never know Wheelchair Accessible: ☐ Yes ☐ No
Bands: # 1 For events on City Property are you seeking approval to charge:
Vehicles/Floats: # Le For Sure Admission: ☐ Yes ☐ No
Volunteers: # 15 Parking: ☐ Yes ☐ No
General Public: # 2 ☐ ☐ This event is: ☐ Open to the Public
                    ▬depends on weather always☐ For Invited Guests Only

EVENT ELEMENTS: (Complete to ensure proper permits are processed)

Power Requirements: ☐ Yes ☐ No Fireworks: ☐ Yes ☐ No
Sound Amplification: ☐ Yes ☐ No Alcohol: ☐ Yes ☐ No
Access to power if possible: ☐ Yes ☐ No
Live Music: ☐ Yes ☐ No
Tents/Temp. Structures: ☐ Yes ☐ No Size of Tent(s): ___________________________
Amusement Rides: ☐ Yes ☐ No Provider: ___________________________
Inflatables: ☐ Yes ☐ No Provider: ___________________________

FOOD AND BEVERAGE:

Will there be Food and Non-Alcoholic Beverages sold? ☐ Yes ☐ No (Continue to next page)
Food Stand locations: ☐ Indoor ☐ Outdoor ☐ Indoor and Outdoor

What types of food will the Food Stands be selling? (Check all that apply)
☐ Chicken / Seafood ☐ Soups / Chili ☐ Other Foods (Please list)
☐ Rice / Pasta Dishes ☐ Salad
☐ Soda / Chips / Candy ☐ Other Meats
☐ Hotdogs / Hamburgers ☐ Baked Goods

____________________________
____________________________
____________________________
RESERVATION FEES: (Check applicable box(es))

Ludington Park – Pavilion (1/2 Day)  ☐ $75 (Resident) ☐ $100 (Non-Resident)
Ludington Park – Pavilion (Full Day)  ☐ $100 (Resident) ☐ $125 (Non-Resident)
Ludington Park – Bandshell (1/2 Day)  ☐ $75 (Resident) ☐ $100 (Non-Resident)
Ludington Park – Bandshell (Full Day)  ☐ $100 (Resident) ☐ $125 (Non-Resident)
Ludington Park – Gazebo (2 Hour Block)  ☐ $50 (Resident) ☐ $75 (Non-Resident)
Other Picnic or Gathering Area (Full Day)  ☐ $35
John D. Besse Park – Pavilion (1/2 Day)  ☐ $75 (Resident) ☐ $100 (Non-Resident)
John D. Besse Park – Pavilion (Full Day)  ☐ $100 (Resident) ☐ $125 (Non-Resident)
Lemerand Field – Pavilion (1/2 Day)  ☐ $75 (Resident) ☐ $100 (Non-Resident)
Lemerand Field – Pavilion (Full Day)  ☐ $100 (Resident) ☐ $125 (Non-Resident)
Lemerand Field – Entire Complex (Full Day)  ☐ $250

*** Half-Day Reservations Cut-off Time is 4:00PM. Half-day reservations can be made before or after 4:00PM.

EVENTS REQUESTING ROAD CLOSURE:

Road closures must be approved by City Council. Once City Council has approved your road closure, changes cannot be made to your route without notification to the City Manager as a secondary Council Approval will have to be sought.

A detailed map of road closures MUST be included. Applicants must notify abutting properties of the closure at least 14 Days in advance of the event. This notification letter must be approved by the City Manager’s Office. If there are any SPECIAL REQUESTS that you would like the City to consider, please outline them on a separate piece of paper and attach.

DEFINE THE CLOSURE LIMITS – ATTACH A DETAILED MAP

I have read and understood the Special Events Application.

I will notify the City Manager’s Office of any changed to my event application at least fourteen (14) days in advance of the event.

I have received a copy, read and understand the contents of the City of Escanaba Policy and Procedures No. 060101-10 – Alcohol in Public Places (if applicable).

___ Mimi Spomer  ___ Mimi Spomer  ___ 8/28/17
Event Organizer Signature  Print Name  Date