



CITY COUNCIL

MEETING AGENDA

March 21, 2019

Marc D. Tall, Mayor
Ronald J. Beauchamp, Mayor Pro Tem
Ralph B. Blasier, Council Member
Michael R. Sattem, Council Member
Peggy O. Schumann, Council Member

Patrick S. Jordan, City Manager
Phil DeMay, City Clerk
Ralph B. K. Peterson, City Attorney

City Council Chambers located at: City Hall – 410 Ludington Street – Room C101 – Escanaba MI 49829

The Council has adopted a policy to use a Consent Agenda, when appropriate. All items with an asterisk (*) are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event, the item will be removed from the General Order of Business and considered in its normal sequence on the Agenda.

Regular Meeting

Thursday, March 21, 2019, at 7:00 p.m.

CALL TO ORDER

ROLL CALL

INVOCATION/PLEDGE OF ALLEGIANCE

APPROVAL/CORRECTION(S) TO MINUTES – Regular Meeting – March 7, 2019

APPROVAL/ADJUSTMENTS TO THE AGENDA

CONFLICT OF INTEREST DECLARATION(S)

BRIEF PUBLIC COMMENT(S)

PUBLIC HEARINGS

1. Public Hearing – Citizen Participation – 2019 / 2020 Fiscal Year Budget Preparation.

Explanation: A public hearing will be conducted to facilitate input from citizens for the City's next fiscal year budget. This is the third of five (5) scheduled public hearings.

2. Public Hearing – Resolution Approval - Obsolete Property Rehabilitation Act (OPRA) – Exemption – District No. 26 – 1601 Ludington Street.

Explanation: Matthew Sviland, owner of 1601 Ludington Street, has requested to be enrolled in the Obsolete Properties Rehabilitation Act (OPRA) (PA 146, 2000) which allows for partial exemption of property taxes for a specified period of time so that certain types of property improvements can be made. The intent of the legislation is to encourage rehabilitation of underutilized or decaying commercial or commercial/residential properties in certain designated communities. Administration is recommending an OPRA exemption up to twelve (12) years beginning December 30, 2019, and ending December 30, 2031.

3. Second Reading, Public Hearing and Adoption of Ordinance No. 1203 - An Ordinance to Amend Chapter 26 - Taxation of the Code of Ordinances of the City of Escanaba - Renovations and Upgrading of 223 Ludington Street.

Explanation: A second public hearing on a request from Home Renewal Systems will be conducted which authorizes a payment in lieu of taxes and Municipal Services Agreement on their proposed project to renovate and upgrade the property located at 223 Ludington Street. Home Renewal Systems is seeking funding from the State of Michigan Tax Credit Program for the renovation and upgrading of the property and approval of such an ordinance is required by the Michigan State Housing Development Authority as part of their application for funding.

UNFINISHED BUSINESS

NEW BUSINESS

1. Approval – Sanitation Bid – Parks and Recreation.

Explanation: Administration is seeking Council approval to retain Stenberg Brother's, Inc. of Bark River, Michigan, for sanitation services/portable restrooms for City Recreation and Parks Facilities for the 2019-2020 season at their quoted prices through June 30, 2020. NOTE: The bid reflects no rate change from previous year.

2. Approval – 2019 Summer Season - Concession Bid.

Explanation: Administration is seeking Council approval to award Territory #1 concession area at the Escanaba Municipal Marina and Municipal Beach/Aronson Island and Territory #2 concession area in Ludington Park to Sticky Fingers Confections.

3. Approval – Independence Day Fireworks Bid.

Explanation: Administration is seeking Council approval to award Great Lakes Fireworks of West Branch, Michigan, in the amount of \$10,000 for the annual 4th of July fireworks display. It is further requested Council authorize the contract amount to increase equal to community donations received for the fireworks display.

4. Approval – Use of Public Spaces – Community Events.

Explanation: Administration recommends Council approval of the following community events utilizing public space with the following conditions: 1. Proper insurance is provided naming the City of Escanaba and 2. The event sponsors provide all labor and material to clean up at the conclusion of the event.

A. Partial Sidewalk Closure Requests for 1223 Ludington Street along South 13th Street.

4.) Mr. Curt Spaulding, owner of Cat-Man-Do's, 1223 Ludington Street is requesting the City Council approve the partial closure of the City Sidewalk at 1223 Ludington Street along South 13th Street; the area of the closure would be approximately 25' x 50' located directly next to the building. This closure would be in effect from approximately 5:00 p.m. to 10:30 p.m. (Event Time: 6:30 p.m. to 10:00 p.m.) on Friday, May 31, 2019 during the Annual Fun Run Parade.

B. Street Closure Requests for 1200 Block of Ludington Street for Classic Car and Bike Night Events.

4.) Mr. Curt Spaulding, owner of Cat-Man-Do's, 1223 Ludington Street is requesting the City Council approve the closure of the 1200 Block of Ludington Street from approximately 3:00 p.m. to 10:30 p.m. (Event Time: 5:00 p.m. to 10:00 p.m.) on Wednesdays, June 12, July 10, August 14 and September 11, 2019 for a series of downtown "Bike & Classic Car Night" events.

a.) Rain Dates would take place on the Thursday after the scheduled Wednesday (June 13, July 11, August 15, and September 12).

C. Street Closure Requests for 100 Block of South 13th Street to 1st Avenue South for Various Fundraising Events.

4.) Mr. Curt Spaulding, owner of Cat-Man-Do's, 1223 Ludington Street is requesting the City Council approve the closure of the 100 block of South 13th Street from Ludington Street to 1st Avenue South from approximately 10:00 a.m. to 10:30 p.m. (Event Time: 12:00 p.m. to 10:00 p.m.) on Saturday, July 27, 2019 – Car Show Fundraiser and Saturday, August 24, 2019 – Wheelin' Sportsmen Fundraiser.

5. Approval - Traffic Control Order #995 - Public Safety.

Explanation: Administration is seeking approval of Traffic Control Order #995 to have "No Parking" signs be put on the south side of South 3rd Avenue from South 22nd Street to the entrance of the Holy Name School Parking Lot. This Traffic Control Order was approved by the Traffic Safety Advisory Board on December 21, 2018.

6. Setting Community Development Block Grant Application Public Hearing – April 4, 2019 - 1601 Ludington Street.

Explanation: Administration is recommending the Council set a public hearing date for April 4, 2019, on a Community Development Block Grant application. The proposed application is to use block grant funds for the elimination of blight through historic preservation for a building located at 1601 Ludington Street.

7. First Reading of Ordinance No. 1204, - An Ordinance Amending Ordinance No. 1028, and Setting the Date of Thursday, April 4, 2019, for Second Reading, Public Hearing, and Adoption.

Explanation: Administration is requesting the City Council to consider this the first reading of Ordinance No. 1204, An Ordinance Amending Ordinance No. 1028, by Adding Chapter 21 to Provide Provisions for the Regulation for Safe, Effective and Efficient use of Wind Energy Systems. Additionally, Administration is requesting that the City Council set April 4, 2019, for the second reading, public hearing and adoption of Ordinance No. 1204.

8. Approval – Resolution No. 19-08, a Resolution in Support of an Application for Conveyance of Great Lakes Bottomlands.

Explanation: Administration is seeking Council approval of a resolution to approve an application for conveyance of Great Lakes Bottomlands from the State of Michigan DEQ.

9. Approval – Purchase Offer of City Property.

Explanation: James Baxter, owner of J.M. Builder, Inc., sent a written offer of \$17,000 to purchase the City owned property known as 3801 19th Avenue North, Escanaba. The offer is below the presumed property value of \$15,000/acre, which would equal \$29,500 for the 1.97 acre lot.

10. Discussion – Hiring of an Assistant Assessor.

Explanation: Council will discuss and review a job posting for an Assistant City Assessor, due to an impending retirement from the Assessor's Office.

APPOINTMENTS

BOARD, COMMISSION, AND COMMITTEE REPORTS

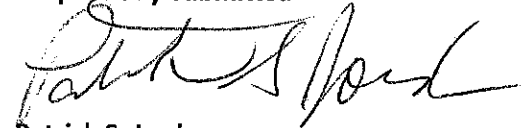
GENERAL PUBLIC COMMENT

PROCLAMATION – “National Service Recognition Day”

ANNOUNCEMENTS

ADJOURNMENT

Respectfully Submitted



**Patrick S. Jordan
City Manager**

**OFFICIAL PROCEEDINGS
CITY COUNCIL
CITY OF ESCANABA, MICHIGAN
Regular Council Meeting
Thursday, March 7, 2019**

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, Ronald J. Beauchamp, Ralph B. Blasier, Michael R. Sattem, and Peggy O'Connell Schumann

Absent: None

Also Present: City Controller Melissa Becotte, City Clerk Phil DeMay, Department Heads, media, and members of the public.

City Clerk DeMay led Council in the Pledge of Allegiance.

Sattem moved, Schumann seconded, **CARRIED UNANIMOUSLY**, to approve Regular Meeting minutes from February 21, 2019, as submitted.

ADJUSTMENTS TO THE AGENDA

Mayor Tall requested to add to the agenda **NB-6** to discuss pot holes within the City of Escanaba.

Beauchamp moved, Sattem seconded, **CARRIED UNANIMOUSLY**, to approve the Agenda as amended.

CONFLICT OF INTEREST DECLARATION – None

BRIEF PUBLIC COMMENT

William Gasman, Escanaba resident, discussed many different articles written about recreational marihuana and pot shops in local papers.

Rayno Tulppo - discussed his qualifications and interest in all available Boards, Commissions, or Committee positions.

PUBLIC HEARINGS

PH-1 Second Reading, Public Hearing of Ordinance No. 1200 - Ordinance to Amend Chapter 18 of the Code of Ordinances.

Administration recommended the Council amend Chapter 18 of the Code of Ordinances to Temporarily Prohibit Marihuana Establishments within the City Limits of the City of Escanaba.

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

Rayno Tulppo – feels the biggest issue we are facing is our children’s safety in regard to the sale of recreational marihuana. Mr. Tulppo discussed many of the medical benefits of the marihuana use.

William Gasman, Escanaba resident, said “upon reading the ordinance (1200) it is too one sided, perhaps it doesn’t cover the whole choices enough.” Mr. Gasman expressed his support of opting out of the sale of recreational marihuana.

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

PH-1 “By Council Member Blasier, seconded by Council Member Satttem;

Resolved, That Ordinance No. 1200, An Ordinance to Amend Chapter 18 of the Code of Ordinances to Temporarily Prohibit Marihuana Establishments within the City Limits of the City of Escanaba, given its 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. 1200 adopted by title:

“AN ORDINANCE TO AMEND CHAPTER 18 OF THE CODE OF ORDINANCES TO TEMPORARILY PROHIBIT MARIHUANA ESTABLISHMENTS WITHIN THE CITY LIMITS OF THE CITY OF ESCANABA”

Full text in Ordinance Record “K”.

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

Ayes: Blasier, Satttem, Beauchamp, Schumann, Tall
Nays: None

RESOLUTION DECLARED ADOPTED.”

PH-2 Second Reading, Public Hearing of Ordinance No. 1201 - Ordinance to Amend Chapter 18, Zoning Ordinance of the City Code of Ordinances.

Administration recommended the Council amend Chapter 18 (Site Plan and Sketch Plan Standards), Zoning Ordinance of the City Code of Ordinances.

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 Beauchamp, seconded by Council Member Blasier;

Resolved, That Ordinance No. 1201, An Ordinance to Amend Chapter 18, Zoning Ordinance, as Codified Under the Code of Ordinances, given its 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. 1201 adopted by title:

“AN ORDINANCE TO AMEND CHAPTER 18, ZONING ORDINANCE, AS CODIFIED UNDER THE CODE OF ORDINANCES.”

Full text in Ordinance Record “K”.

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

Ayes: Beauchamp, Blasier, Schumann, Sattem, Tall
Nays: None

RESOLUTION DECLARED ADOPTED.”

PH-3 Second Reading, Public Hearing of Ordinance No. 1202 - Ordinance to Amend Chapter 19, Zoning Ordinance of the City Code of Ordinances.

Administration recommended the Council amend Chapter 19 (Development Standards), Zoning Ordinance of the City Code of Ordinances.

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-3 “By Council Member Schumann, seconded by Council Member Sattem;

Resolved, That Ordinance No. 1202, An Ordinance to Amend Chapter 19, Zoning Ordinance, as Codified Under the Code of Ordinances, given its 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. 1202 adopted by title:

“AN ORDINANCE TO AMEND CHAPTER 19, ZONING ORDINANCE, AS CODIFIED UNDER THE CODE OF ORDINANCES.”

Full text in Ordinance Record “K”.

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

Ayes: Schumann, Sattlem, Beauchamp, Blasier, Tall
Nays: None

RESOLUTION DECLARED ADOPTED.”

UNFINISHED BUSINESS – None

NEW BUSINESS

NB-1 Presentation – Rick Ballard of Home Renewal Systems.

Rick Ballard from Home Renewal Systems gave a presentation on the House of Ludington Senior Apartment project to City Council.

NB-2 First Reading of Payment In Lieu of Taxes Ordinance No. 1203 & Municipal Services Agreement for the House of Ludington Rehabilitation Project – Home Renewal Systems.

Home Renewal Systems requested the City Council authorize a payment in lieu of taxes Ordinance No. 1203 and Municipal Services Agreement which would allow them to seek funding from the State of Michigan Tax Credit Program for the renovation of the property. Administration further requested Ordinance 1203 and the Municipal Services Agreement be set for a second reading, public hearing and adoption at the regularly scheduled City Council meeting scheduled for March 21, 2019.

Blasier moved, Schumann seconded, to postpone the First Reading of Ordinance No.1203 until the City Manager returns from vacation.

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

Ayes: Blasier
Nays: Schumann, Beauchamp, Sattlem, Tall

MOTION FAILED.

NB-2(a) Beauchamp moved, Schumann seconded, to consider this the first reading of Ordinance 1203, and to set March 21, 2019, for the second reading, public hearing and adoption of Ordinance No. 1203.

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

Ayes: Beauchamp, Schumann, Blasier, Sattlem, Tall
Nays: None

MOTION CARRIED.

NB-2(b) Schumann moved, Sattem seconded, to approve the Municipal Services Agreement for the House of Ludington Rehabilitation Project – Home Renewal Systems.

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

Ayes: Schumann, Sattem, Beauchamp, Tall
Nays: None
Abstain: Blasier

MOTION CARRIED.

NB-3 Setting Obsolete Property Rehabilitation Exemption Public Hearing – March 21, 2019 – 1601 Ludington Street – District No. 26.

Matthew Sviland, owner of 1601 Ludington Street, requested to be enrolled in the Obsolete Properties Rehabilitation Act (OPRA) (PA 146, 2000) which allows for partial exemption of property taxes for a specified period of time so that certain types of property improvements can be made. The intent of the legislation is to encourage rehabilitation of underutilized or decaying commercial or commercial/residential properties in certain designated communities. Administration recommended Council set a public hearing date for March 21, 2019, so there is public understanding of the project.

NB-3 Sattem moved, Blasier seconded, to set a public hearing date for March 21, 2019, for the OPRA District No. 26 – 1601 Ludington Street exemption so there is public understanding of the project.

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

Ayes: Sattem, Blasier, Beauchamp, Schumann, Tall
Nays: None

MOTION CARRIED.

NB-4 Approval - Pole Replacement Bid - Electric.

Administration sought Council approval to accept the bid from SPE Utility Contractors, LLC of Port Huron, MI to replace 40 poles for the cost of \$95,000. Funds for this request were included in the current year operating budget.

NB-4 Schumann moved, Blasier seconded, to approve to accept the bid from SPE Utility Contractors, LLC of Port Huron, MI to replace 40 poles for the cost of \$95,000.

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

Ayes: Schumann, Blasier, Beauchamp, Sattem, Tall

Nays: None

MOTION CARRIED.

NB-5 Informative Discussion - RFQ - Old Jail Site

Blaine DeGrave provided a verbal update on the plans for the developer showcase.

NB-6 Discussion – Pot Holes In The City Limits.

Council Member Beauchamp encouraged City of Escanaba residents to report pot holes to the city officials, so they can address them in a timely matter.

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

William Gasman, Escanaba resident, suggested that we address our public address system. Mr. Gasman said it's very difficult to hear the discussions taking place by council members while sitting in the audience. Gasman felt we should address these issues and update our technology.

ANNOUNCEMENTS

- Time change this Saturday
- Budget hearing scheduled April 8th, 9th, and 10th

Hearing no further public comment, the Council adjourned at 8:08 p.m.

Respectfully submitted

Phil DeMay

Approved: _____

P.H. - #2
3/21/19

Application for Obsolete Property Rehabilitation Exemption

This form is issued as provided by Public Act 146 of 2000, as amended. This application should be filed after the applicant has not received tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be considered. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the State Tax Commission. (The State Tax Commission requires two copies of the Application and attachments. The original is to be filed with the State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.


Applicant (Company) Name (applicant must be the OWNER of the facility) Swanee, Inc.		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code) 1121 Lake Shore Dr., Escanaba, MI 49829		
Location of obsolete facility (No. and street, City, State, ZIP Code) 1601 Ludington St., Escanaba, MI 49829		
City, Township, Village (Indicate which) City of Escanaba		County Delta County
Date of Commencement of Rehabilitation (mm/dd/yyyy) 08/31/2019	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 12/31/2020	School District where facility is located (include school code) 21010
Estimated Cost of Rehabilitation \$1,843,298.00	Number of years exemption requested 12	Attach Legal description of Obsolete Property on separate sheet
Expected project likelihood (check all that apply):		
<input checked="" type="checkbox"/> Increase Commercial activity	<input checked="" type="checkbox"/> Retain employment	<input checked="" type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input checked="" type="checkbox"/> Prevent a loss of employment	<input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment _____		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. <input checked="" type="checkbox"/>		

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) Matthew D. Sviland	Telephone Number (906) 420-4461	Fax Number
Mailing Address 1121 Lake Shore Dr., Escanaba, MI 49829		Email Address swaneeinc@gmail.com
Signature of Company Officer (no authorized agents) 		Title President

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 is to be completed by the Assessor.

Signature	Date application received
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FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction Items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established	LUCI Code	School Code

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>
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PART 3: ASSESSOR RECOMMENDATIONS

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC).

	Taxable Value	State Equalized Value (SEV)
Building(s)		
Name of Governmental Unit	Date of Action on application	Date of Statement of Obsolescence

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

Name of Clerk	Clerk Signature	Date	
Clerk's Mailing Address	City	State	ZIP Code
	Telephone Number	Fax Number	Email Address

Mail completed application and attachments to: Michigan Department of Treasury
 State Tax Commission
 P.O. Box 30471
 Lansing, Michigan 48909-7971

If you have any questions, call (517) 373-2408.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

RESOLUTION 19-07

**RESOLUTION TO APPROVE AN APPLICATION FOR
OBSOLETE PROPERTY REHABILITATION EXEMPTION FOR
SWANEE, INC. NO. 26**

- Whereas,** Pursuant to P.A. 146 of 2000, the City of Escanaba is a Qualified Local Governmental Unit eligible to establish one or more Obsolete Property Rehabilitation Districts; and
- Whereas,** The City of Escanaba Legally established Obsolete Properties Rehabilitation District No. 26 on February 21, 2019, pursuant to a public hearing held on that date; and
- Whereas,** The taxable value of this exemption plus the aggregate taxable value of property already exempt under PA 146 of 2000 and under PA 198 of 1974 does not exceed 5% of the total taxable value of the City of Escanaba; and
- Whereas,** The applicant is not delinquent in any taxes related to the facility; and
- Whereas,** The applicant has provided all required items to the City of Escanaba; and
- Whereas,** The application is for obsolete property as defined in Sec. 2(h) of Public Act 146 of 2000; and
- Whereas,** Rehabilitation of this facility as covered by this exemption had not begun prior to February 21, 2019, the date the district was established; and
- Whereas,** The application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility within the meaning of PA 146 of 2000, situated within an Obsolete Property Rehabilitation District; and
- Whereas,** Completion of the rehabilitated facility is calculated to, and will, at the time of issuance of the certificate, have the reasonable likelihood to increase commercial activity, to create employment, to retain employment, and to revitalize an urban area; and
- Whereas,** The rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by Sec. 2(l) of PA 146 of 2000; and
- Whereas,** The application was approved at a public hearing on March 21, 2019, provided by Sec. 4(2) of PA 146 of 2000, allowing a period of thirty-seven (37) months for completion of the rehabilitation;

Now, Therefore, Be It Resolved by the City Council of the City of Escanaba that Swanee, Inc. 1601 Ludington Street

Be and is hereby granted an Obsolete Property Rehabilitation Exemption for the real property located in Obsolete Property Rehabilitation District No. 26 at 1601 Ludington Street, described as Lots 1 & 2 of Blk 7 of the S H Selden Addition E ½ OF Lot 2 of Blk 80 of the Proprietors 1st Addition, City of Escanaba, Delta County, Michigan,

For a period of twelve years beginning December 30, 2019, and ending December 30, 2031.

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

Ayes:

Nays: None

RESOLUTION DECLARED ADOPTED

STATE OF MICHIGAN)

ss

COUNTY OF DELTA)

I the undersigned, being duly qualified and acting City Clerk of the City of Escanaba, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Escanaba City Council of the City of Escanaba, County of Delta, Michigan, at a regular City Council Meeting held on (Day), (Month (Day), 2019, and that said meeting was conducted and public notice was given pursuant to and in full compliance with the Open Meetings Act, Act 267, Public Acts of Michigan, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Phil DeMay
City Clerk



CETW

MAY 18 2018

UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

HISTORIC PRESERVATION CERTIFICATION APPLICATION
PART 1 - EVALUATION OF SIGNIFICANCE

RECEIVED

APR 23 2018

OMB Approved
No. 1024-0009
Form 10-188
Rev. 2014

TX18-1005
NPS Project Number
38545

Instructions: (This page must bear the applicant's original signature and must be dated. The National Park Service certification decision is based on the descriptions in this application form. In the event of any discrepancy between the application form and other, supplementary material submitted with it (such as architectural plans, drawings and specifications), the application form takes precedence. A copy of this form will be provided to the Internal Revenue Service.)

1. Property Name Richter Brewing and Administration Building P58376
Street 1601 Ludington Street

City Escanaba County Delta State MI Zip 49829-2856

Name of Historic District Escanaba Central Historic District P48766
 National Register district certified state or local district potential district

2. Nature of request (check only one box)
- certification that the building contributes to the significance of the above-named historic district or National Register property for rehabilitation purposes.
 - certification that the building contributes to the significance of the above-named historic district for a charitable contribution for conservation purposes.
 - certification that the building does not contribute to the significance of the above-named district.
 - preliminary determination for individual listing in the National Register.
 - preliminary determination that a building located within a potential historic district contributes to the significance of the district.
 - preliminary determination that a building outside the period or area of significance contributes to the significance of the district.

3. Project Contact (if different from applicant)

Name Matthew D. Sviland Company Swanee, Inc.
Street 1121 Lake Shore Dr. City Escanaba State MI
Zip 49829 Telephone (906) 420-4461 Email Address swaneeinc@gmail.com

4. Applicant

I hereby attest that the information I have provided is, to the best of my knowledge, correct. I further attest that [check one or both boxes, as applicable] (1) I am the owner of the above-described property within the meaning of "owner" set forth in 36 CFR § 67.2 (2011), and/or (2) if I am not the fee simple owner of the above-described property, the fee simple owner is aware of the action I am taking relative to this application and has no objection, as noted in a written statement from the owner, a copy of which (i) either is attached to this application form and incorporated herein, or has been previously submitted, and (ii) meets the requirements of 36 CFR § 67.3(e)(1) (2011). For purposes of this attestation, the singular shall include the plural wherever appropriate. I understand that knowing and willful falsification of factual representations in this application may subject me to fines and imprisonment under 18 U.S.C. § 1001, which, under certain circumstances, provides for imprisonment of up to 5 years.

Name Matthew D. Sviland Signature [Signature] Date 04/18/2018
Applicant Entity Swanee, Inc. SSN _____ or TIN 26-1817600
Street 1121 Lake Shore Dr. City Escanaba State MI
Zip 49829 Telephone (906) 420-4461 Email Address swaneeinc@gmail.com

NPS Official Use Only

The National Park Service has reviewed the Historic Preservation Certification Application - Part 1 for the above-named property and has determined that the property:

- contributes to the significance of the above-named district or National Register property and is a "certified historic structure" for rehabilitation purposes.
- contributes to the significance of the above-named district and is a "certified historic structure" for a charitable contribution for conservation purposes.
- does not contribute to the significance of the above-named district.

Preliminary Determinations:

- appears to meet the National Register Criteria for Evaluation and will likely be listed in the National Register of Historic Places if nominated by the State Historic Preservation Officer according to the procedures set forth in 36 CFR Part 60.
- does not appear to meet the National Register Criteria for Evaluation and will likely not be listed in the National Register.
- appears to contribute to the significance of a potential historic district, which will likely be listed in the National Register of Historic Places if nominated by the State Historic Preservation Officer.
- appears to contribute to the significance of a registered historic district if the period or area of significance as documented in the National Register nomination or district documentation on file with the NPS is expanded by the State Historic Preservation Officer.
- does not appear to qualify as a certified historic structure.

Date 7/24/18 National Park Service Authorized Signature [Signature] 202-354-2032

NPS comments attached



UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE

OMB Approved
No. 1024-0009
Form 10-168
Rev. 2014

**HISTORIC PRESERVATION CERTIFICATION APPLICATION
PART 1 - EVALUATION OF SIGNIFICANCE**

NPS Project Number

Instructions: This page must bear the applicant's original signature and must be dated. The National Park Service certification decision is based on the descriptions in this application form. In the event of any discrepancy between the application form and other, supplementary material submitted with it (such as architectural plans, drawings and specifications), the application form takes precedence. A copy of this form will be provided to the Internal Revenue Service.

1. Property Name Richter Brewing and Administration Building

Street 1601 Ludington Street

City Escanaba County Delta State MI Zip 49829

Name of Historic District Escanaba Central Historic District

National Register district certified state or local district potential district

2. Nature of request (check only one box)

- certification that the building contributes to the significance of the above-named historic district or National Register property for rehabilitation purposes.
- certification that the building contributes to the significance of the above-named historic district for a charitable contribution for conservation purposes.
- certification that the building does not contribute to the significance of the above-named district.
- preliminary determination for individual listing in the National Register.
- preliminary determination that a building located within a potential historic district contributes to the significance of the district.
- preliminary determination that a building outside the period or area of significance contributes to the significance of the district.

3. Project Contact (if different from applicant)

Name Matthew D. Sviland Company Swanee, Inc.

Street 1121 Lake Shore Dr. City Escanaba State MI

Zip 49829 Telephone (906) 420-4461 Email Address swaneeinc@gmail.com

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I hereby attest that the information I have provided is, to the best of my knowledge, correct. I further attest that [check one or both boxes, as applicable] (1) I am the owner of the above-described property within the meaning of "owner" set forth in 36 CFR § 67.2 (2011), and/or (2) if I am not the fee simple owner of the above-described property, the fee simple owner is aware of the action I am taking relative to this application and has no objection, as noted in a written statement from the owner, a copy of which (i) either is attached to this application form and incorporated herein, or has been previously submitted, and (ii) meets the requirements of 36 CFR § 67.3(a)(1) (2011). For purposes of this attestation, the singular shall include the plural wherever appropriate. I understand that knowing and willful falsification of factual representations in this application may subject me to fines and imprisonment under 18 U.S.C. § 1001, which, under certain circumstances, provides for imprisonment of up to 8 years.

Name Matthew D. Sviland Signature _____ Date 04/18/2018

Applicant Entity Swanee, Inc. SSN _____ or TIN 26-1817600

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- contributes to the significance of the above-named district or National Register property and is a "certified historic structure" for rehabilitation purposes.
- contributes to the significance of the above-named district and is a "certified historic structure" for a charitable contribution for conservation purposes.
- does not contribute to the significance of the above-named district.

Preliminary Determinations:

- appears to meet the National Register Criteria for Evaluation and will likely be listed in the National Register of Historic Places if nominated by the State Historic Preservation Officer according to the procedures set forth in 36 CFR Part 60.
- does not appear to meet the National Register Criteria for Evaluation and will likely not be listed in the National Register.
- appears to contribute to the significance of a potential historic district, which will likely be listed in the National Register of Historic Places if nominated by the State Historic Preservation Officer.
- appears to contribute to the significance of a registered historic district if the period or area of significance as documented in the National Register nomination or district documentation on file with the NPS is expanded by the State Historic Preservation Officer.
- does not appear to qualify as a certified historic structure.

Date _____ National Park Service Authorized Signature _____

NPS comments attached

**HISTORIC PRESERVATION CERTIFICATION APPLICATION
PART 1 – EVALUATION OF SIGNIFICANCE**

Property name Richter Brewing and Administration Building NPS Project Number _____
Property address 1601 Ludington Street Escanaba Delta MI 49829

5. Description of physical appearance

This is a brick, rectangular plan, flat-roofed, two-story commercial building that occupies a corner lot at 16th Street near the west end of the business district. Its elaborate three-bay-wide façade rises from a broad limestone block water table through a masonry course dividing the first and second stories, continuing to a masonry cornice, and culminates in a pedimented parapet. The façade is anchored by the central projecting entry bay. Then aluminum-frame entry door with transom and side panels is set within an arched wood surround that includes a round-arch fanlight. This entrance, which leads to interior steps, is flanked on each side by brick pilasters that rise from the water table to masonry capitals supporting a soldier bond corbelled brick frieze. Above this, a masonry panel imprinted with "RICHTER BREWING CO." is surmounted by a masonry cornice. This is centered above the entry door, which is enframed by an arch constructed of gauged brick anchored by a massive keystone with console. Laterally to this, the masonry spandrels are elaborately embellished with cinquefoil and vine motifs and centrally punctuated by roundel devices. The first story's lateral bays are identical, composed of common bond brick wall planes, each pierced by a single fixed-pane-with-transom window displaying masonry sills and French arch brick lintels anchored by an elaborate masonry keystone. The façade's corners are emphasized by rusticated brick quoins that extend through the simple masonry course beneath the second story. The façade's three second story bays are defined by pairs of round-arched windows with masonry sills that are integrated into the masonry course below. These windows' gauged brick lintels rise from a shared central masonry block capital atop a pentagonal masonry pilaster. Laterally, the window arches rest on a masonry block in the brick wall plane that is identical to the shared capital. Between each of the windows and at the façade corners a large masonry block with fluted design occurs beneath a narrow masonry string course that is surmounted by a square masonry block embellished with a flaring cross motif. These support a corbelled brick header bond and dentilled corbel table that is surmounted by a projecting masonry cornice composed of alternating recessed square panels and projecting pyramid blocks. The masonry-coped parapet that terminates the façade features a central pediment in which is centered a masonry roundel panel imprinted with interlocking script, "RBCo". The first bays of the side elevation are composed of architectural elements identical to those of the façade, diverging only in that the second story fenestration is composed of an arcade of four arched windows. Rearward from the rusticated brick quoins defining these front bays, the brick 16th Street side elevation is six bays, defined on the first story by four paired windows and entry doors laterally, and on the second story by six paired doublehung sash windows. Plain brick panels occur at the junction of the first and second stories, interrupting the wall plane between the windows, all of which have simple masonry sills. This elevation's rear bay is enframed by rusticated brick quoins that rise to vertical paneled linear brick brackets linked by an arcaded corbelled brick cornice. The cornice from these bays forward is constructed of simple corbelled brick. The opposite side elevation that did not face a public thoroughfare is unembellished brick wall plane pierced by functional fenestration consisting primarily of masonry-silled and transomed double-hung sash and fixed-pane windows. The rear elevation displays functional fenestration. This building displays an eclectic mix of architectural styles commonly employed in turn of the century construction. The massing and symmetry evoke classical revivals as do many of the façade elements such as the rusticated corner piers, masonry entablature and window piers and keystones together with the used of dentils. The paired windows on the façade and arcaded windows on the side elevation appear to reference more strongly Tuscan Revival and the motifs employed in the column capitals appear perhaps more Arts & Crafts-inspired than classical.

Exterior stairways were added to the North end and South end of the East facade. An elevator access room was added to the South end of the West facade. On the first level of the building, interior partition walls with a drywall finish were erected, and acoustical drop ceilings were installed. A new cement block stairwell was added for the stairway at the North end of the East facade. On the second level of the building, interior partition walls were erected with drywall and or panel finish, and acoustical drop ceilings were installed.

Date(s) of building(s) 1913-1921 Date(s) of alteration(s) _____

Has building been moved? no yes, specify date _____

6. Statement of significance

This building was the administration office building for the large brew house next door at what is now addressed as 1609 Ludington. The brew house complex was listed in the National Register of Historic Places in 2009. (See entry for 1609-1619 Ludington this building for history). Sanborn

HISTORIC PRESERVATION CERTIFICATION APPLICATION
PART 1 – EVALUATION OF SIGNIFICANCE

Property name Richter Brewing and Administration Building

NPS Project Number _____

Property address 1601 Ludington Street

Escanaba

Delta

MI

49829

maps reveal this building's site is vacant until the 1921 edition, even though they illustrate that the Richter Brewing Co. Brew House next door was constructed by the publication of the 1906 edition. The Administration Building on the corner of Oak Street (16th), addressed as 1601 Ludington, was built between 1913 and 1921. Its Fire-Proof Construction housed an Office in the bays fronting on Ludington, while the bays behind are identified as Storage in the Basement and second floors and Bottling Works on the first floor. The building is unchanged in the 1929 edition and is still labeled Bottling Works. However, Prohibition has apparently taken effect, because the Brew House complex next door is identified as Upper Peninsula Produce Co., Not in Operation. In the 1929-50 Updates edition, 1601 Ludington is identified as the Catherine Bonifas Technical School. The building's footprint remained unchanged from the 1921 through the 1929-50 Updates editions. City directories reveal that in the 1924-25 edition, this building is included in the 1601-1611 address occupied by the Richter Brewing Co. By 1929, 1601 is occupied by the H&A Bottling Co., A.T. & Co. Hoffman, wholesale grocers. By 1937, 1601 is the address of the Delta Brewing Co., but the building is listed as Vacant by 1941. By 1948 the building as 1601 Ludington is for the first time listed separately from the rest of the former brewery complex, which is identified as the Delta Building at 1609-13. At this time, 1601 is occupied by the Bonifas Catholic Technical School, which continues in operation there through the 1959 edition. By 1963 the building is again listed as Vacant. The following historic summary is from the Lofts of Ludington web page (Lofts of Ludington 2012). The Richter Brewing Company of Escanaba was organized as a manufacturing enterprise in Escanaba on August 11, 1900. The towering stone and brick brewery building was opened in 1901 on 85 feet of frontage on the far west end of the city's main street and covering the front of four city lots. Brewing operations commenced in February with 15 employees and \$17,000 in state-of-the-art brewing equipment from the Vilter Manufacturing Company of Milwaukee, including a 25-ton ice-making machine. After a final adjustment to filtering machinery by Frank Bausch, an "expert brewer employed by Goldman & Co. of Chicago," the first beer was produced on April 23, 1901, with supplies going first to shareholders' establishments followed by sample kegs going to "every saloon in the city," (The Iron Port newspaper, April 27, 1901). Brewed products between 1901 and 1920 were marketed under the labels Richter's Select, Richter's Special Brew and Peninsula Pride as well as Richto, a non-alcoholic brew. But with the inevitability of Prohibition and the Volstead Act, the change to non-alcoholic products marked a turn in the Richter company's fortunes. The building was sold in March, 1925. (City directories reveal that by 1929 the brewery complex is occupied by H & A Bottling Co., A.T. & C. Hoffman, wholesale grocers.) The next known ownership transition for the building came in 1933 with the repeal of Prohibition and the sale of the brewery building to the Delta Brewing Company Inc. On Sept. 24, 1933, the Escanaba Press featured a multi-page congratulatory spread, with articles and advertising touting the values of beer ("beer builds hemoglobin") and the opportunities of again having locally produced beer from the Delta Brewing Co., now offered in wooden kegs, steel kegs and bottles. The city's celebration included "Delta Brewing Co. Day at the Delta Hotel" on Monday, Sept. 25 and a grand opening party at the brewery which featured free beer and sandwiches drawing a crowd of 15,000 to town. Products of the Delta Brewing Co. during its years of operation included Hunter Special Beer, Arctic Club Beer, Buckingham Ale, Delta Special Beer, Hiawatha Draught Beer and Pioneer Beer. That company eventually went into bankruptcy and out of business in 1940.

7. Photographs and maps. Send photographs and map with application.

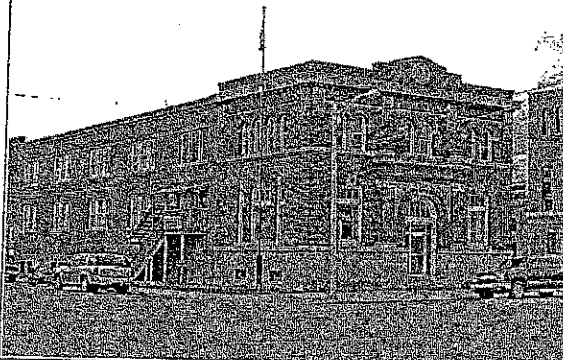
Grantor	Grantee	Sale Price	Sale Date	Inst. Type	Terms of Sale	Liber & Page	Verified By	Prcnt. Trans.
MARVIC	BAY DE NOC DEV	170,000	11/07/2002	WD	WD	674/10		0.0

Property Address 1601 LUDINGTON ST	Class: COMMERCIAL, 201	Zoning:	Building Permit(s)	Date 11/30/1993	Number 6418	Status
Owner's Name/Address BAY DE NOC DEV LLC PO BOX 278 ESCANABA MI 49829-0278	School: Escanaba Schools 21010	P.R.E. 0%	Map #:	2019 Est TCV Tentative		
	<input checked="" type="checkbox"/> Improved	<input type="checkbox"/> Vacant	Land Value Estimates for Land Table 20.COM 1			

Tax Description	Public Improvements	Description	Frontage	Depth	Front	Depth	Rate	%Adj.	Reason	Value
LOTS 1 & 2 OF BLK 7 OF THE S H SELDEN ADDITION	<input checked="" type="checkbox"/> Dirt Road	E LUDINGTON	66.00	140.00	1.0000	1.0000	600	100		39,600
	<input checked="" type="checkbox"/> Gravel Road	66 Actual Front Feet, 0.21 Total Acres								39,600
	<input checked="" type="checkbox"/> Paved Road									
	<input checked="" type="checkbox"/> Storm Sewer									
	<input checked="" type="checkbox"/> Sidewalk									
	<input checked="" type="checkbox"/> Water									
	<input checked="" type="checkbox"/> Sewer									
	<input checked="" type="checkbox"/> Electric									
	<input checked="" type="checkbox"/> Gas									
	<input checked="" type="checkbox"/> Curb									
	<input checked="" type="checkbox"/> Street Lights									
	<input type="checkbox"/> Standard Utilities									
	<input type="checkbox"/> Underground Utils.									

Comments/Influences	Land Improvement Cost Estimates	Description	Rate	Size	% Good	Cash Value
	Commercial Local Cost Land Improvements	WATER&SEWER	2,500.00	1	94	100
	Total Estimated Land Improvements True Cash Value =					2,350

Work Description for Permit 6418, Issued 11/30/1993: REMODEL OFFICE						
Topography of Site						
<input checked="" type="checkbox"/>	Level					
<input checked="" type="checkbox"/>	Rolling					
<input checked="" type="checkbox"/>	Low					
<input checked="" type="checkbox"/>	High					
<input checked="" type="checkbox"/>	Landscaped					
<input type="checkbox"/>	Swamp					
<input type="checkbox"/>	Wooded					
<input type="checkbox"/>	Pond					
<input type="checkbox"/>	Waterfront					
<input type="checkbox"/>	Ravine					
<input type="checkbox"/>	Wetland					
<input type="checkbox"/>	Flood Plain					



Who	When	What	Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value
			2019	Tentative	Tentative	Tentative			Tentative
KD	09/14/2018	Data Enter	2018	17,000	88,400	105,400			76,390C
KD	09/14/2018	Review App	2017	16,995	86,017	103,012			74,819C
DRN	02/05/2013	Data Enter	2016	20,394	84,328	104,722			74,152C

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Licensed To: City of Escanaba, County of Delta, Michigan

*** Information herein deemed reliable but not guaranteed***

Desc. of Bldg/Section: OFFICES Calculator Occupancy: Office Buildings				<<<<<< Calculator Cost Computations >>>>>>													
Class: C Floor Area: 11,040 Gross Bldg Area: 11,040 Stories Above Grd: 2 Average Sty Hght : 10 Bsmnt Wall Hght : 8		Construction Cost <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">High</td> <td style="width:15%;">Above Ave.</td> <td style="width:15%;">X Ave.</td> <td style="width:15%;">Low</td> </tr> </table>		High	Above Ave.	X Ave.	Low	Class: C Quality: Average Stories: 2 Story Height: 10 Overall Building Height: 22 Perimeter: 356		Base Rate for Upper Floors = 97.28 Storage Basement, Base Rate for Basement = 31.07 (Basement Fireproofing Rate = 0.00)							
High	Above Ave.	X Ave.	Low														
Depr. Table : 2% Effective Age : 52 Physical %Good: 40 Func. %Good : 75 Economic %Good: 75		** ** Calculator Cost Data ** ** Quality: Average Heat#1: Hot Water, Baseboard/Radiato 100 Heat#2: Hot Water, Baseboard/Radiato 0% Ave. SqFt/Story: 5520 Ave. Perimeter: 356 Has Elevators:		(10) Heating system: Hot Water, Baseboard/Radiators Cost/SqFt: 19.92 100% Bsmnt Heating system: No Heating or Cooling Cost/SqFt: 0.00 Adjusted Square Foot Cost for Upper Floors = 117.20 Adjusted Square Foot Cost for Basement = 31.07		Total Floor Area: 11,040 Basement Area: 5,520 Base Cost New of Upper Floors = 1,293,888 Base Cost New of Basement = 171,506											
1900 Year Built Remodeled		Area: 5520 Perimeter: 356 Type: Storage (No Rates) Heat: No Heating or Cooling		Eff. Age: 52 Phy. %Good/Abnr. Phy./Func./Econ./Overall %Good: 40 /75 /75 /75 /16.9 Total Depreciated Cost = 247,285		Reproduction/Replacement Cost = 1,465,394 ECF (20 - COM 1, 25 - COM 2, 30 - IND/COM, 10 - ACREAGE) 0.685 => TCV of Bldg: 1 = Replacement Cost/Floor Area= 132.73 Est. TCV/Floor Area= 15.34											
22 Overall Bldg Height		*** Basement Info *** Area: 5520 Perimeter: 356 Type: Storage (No Rates) Heat: No Heating or Cooling		* Mezzanine Info * Area #1: Type #1: Office (No Rates) Area #2: Type #2: Office (No Rates)		* Sprinkler Info * Area: Type: Average											
Comments:																	
(1) Excavation/Site Prep: X Excavation (in cubic feet)		(7) Interior: X Frame, Offices Buildings, Class C,D,S		(11) Electric and Lighting: X Typical, Office Buildings Class		(39) Miscellaneous:											
(2) Foundation: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">Poured Conc</td> <td style="width:15%;">Brick/Stone</td> <td style="width:15%;">Block</td> </tr> </table> X Class C, Bearing Walls		Poured Conc	Brick/Stone	Block	(8) Plumbing: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">Many Above Ave.</td> <td style="width:15%;">Average Typical</td> <td style="width:15%;">Few None</td> </tr> </table> Total Fixtures 3-Piece Baths 2-Piece Baths Shower Stalls Toilets Urinals Wash Bowls Water Heaters Wash Fountains Water Softeners		Many Above Ave.	Average Typical	Few None	Outlets: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">X Few Average</td> <td style="width:15%;">X Few Average</td> </tr> </table> Many Unfinished Typical Many Unfinished Typical		X Few Average	X Few Average	(40) Exterior Wall: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">Thickness</td> <td style="width:15%;">Bsmnt Insul.</td> </tr> </table> X Brick, Block Back-Up, 8"		Thickness	Bsmnt Insul.
Poured Conc	Brick/Stone	Block															
Many Above Ave.	Average Typical	Few None															
X Few Average	X Few Average																
Thickness	Bsmnt Insul.																
(3) Frame: X Bearing Walls, Masonry supports on		X Typical, Office Buildings		Flex Conduit Rigid Conduit Armored Cable Non-Metallic Bus Duct		Incandescent Fluorescent Mercury Sodium Vapor Transformer											
(4) Floor Structure: X Concrete, Precast Joists, wood she		(9) Sprinklers:		(13) Roof Structure: Slope=0 X Wood Joists, Wood or Composition		(14) Roof Cover: X Built-Up Composite											
(5) Floor Cover: X Asphalt Tile		(10) Heating and Cooling: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:15%;">X Gas Oil</td> <td style="width:15%;">Coal Stoker</td> <td style="width:15%;">Hand Fired Boiler</td> </tr> </table> X Hot Water, Baseboard or Radiator		X Gas Oil	Coal Stoker	Hand Fired Boiler	(13) Roof Structure: Slope=0 X Wood Joists, Wood or Composition		(14) Roof Cover: X Built-Up Composite								
X Gas Oil	Coal Stoker	Hand Fired Boiler															
(6) Ceiling: X Gypsum Board, Taped and Painted		(10) Heating and Cooling: X Hot Water, Baseboard or Radiator		(13) Roof Structure: Slope=0 X Wood Joists, Wood or Composition		(14) Roof Cover: X Built-Up Composite											

*** Information herein deemed reliable but not guaranteed***

SKETCH/AREA TABLE ADDENDUM

Parcel No 051-350-2930-333-004

File No 1601LUDS-LAND

Property Address 1601 LUDINGTON ST

City ESCANABA

County Delta

State MI

Zip 49829

Owner BAY DE NOC DEV LLC

Appraiser Name

Drawn Date 9-18-18

Modified By

1601 LUDINGTON STREET - SITE

Due W 66.28'

Due S 140'

Due N 140'

SOUTH 16TH STREET

Subject Site
9279.2sf
LOTS 1 & 2 BLK 7
S H SELDEN ADD

Due E 66.28'



Scale: 1" = 30'

Subject Site

Beginning at a point of the Tract described by Metes and Bounds as follows:

THENCE Due South, a distance of 140.00 Feet;

THENCE Due East, a distance of 66.28 Feet;

THENCE Due North, a distance of 140.00 Feet;

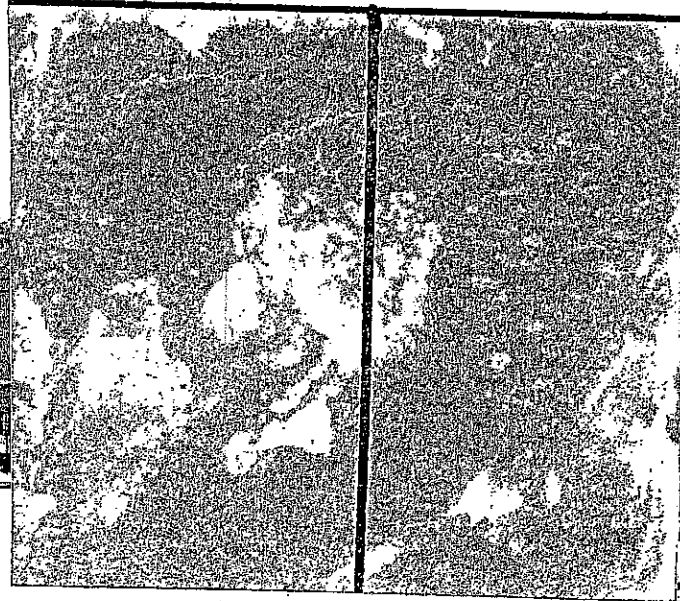
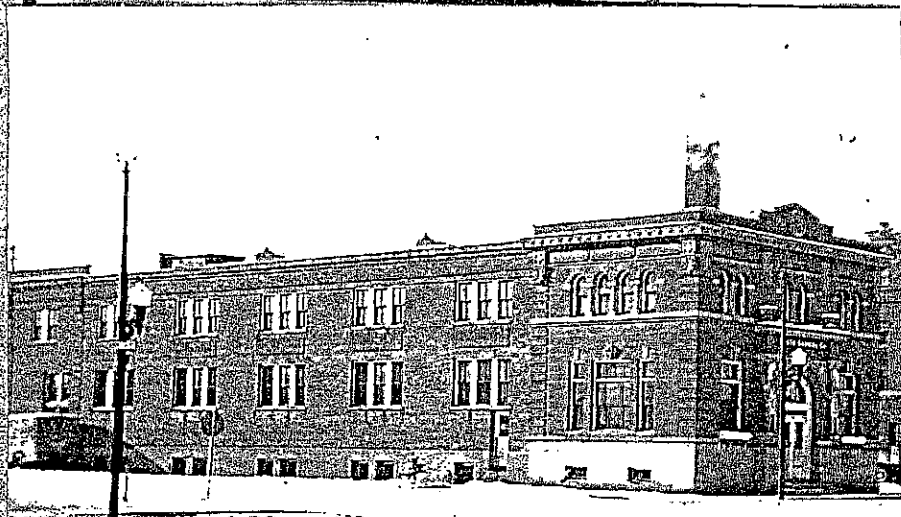
THENCE Due West, a distance of 66.28 Feet to point of beginning;

Said tract containing 0.21 acres (9279.20 sf) of land, more or less.

Perimeter = 412.56 Feet

No significant error of closure.

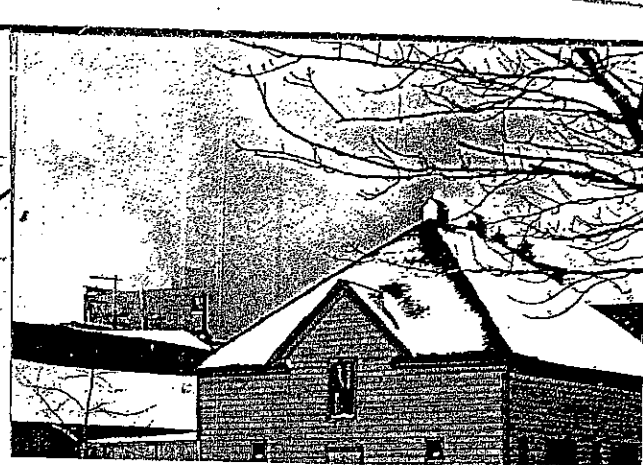
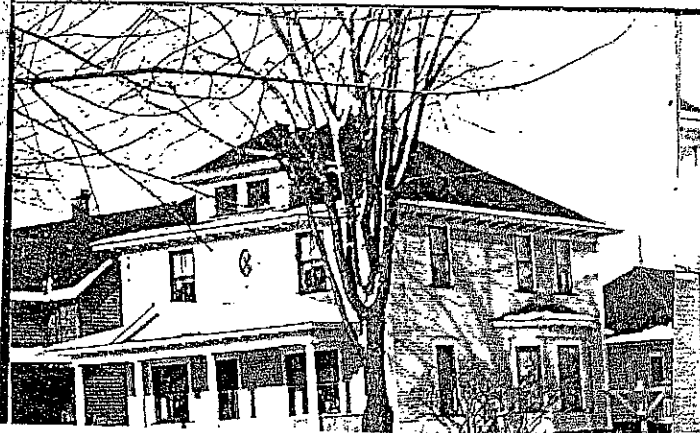
BUILDING



2983 255

335-2983

2984



Obsolete Property Rehabilitation Act Exemption

P.A. 146 of 2000, as amended

CITY OF ESCANABA

ADDENDUM TO

Application for Obsolete Property Rehabilitation Certificate

Applicant Name: Swanee, Incorporated

Location of Facility: 1601 Ludington Street, Escanaba, MI 49829

Rehabilitation District Number: 26

- A. General description of existing facility: Year Built: 1913 No. of Stories: 2
Square Footage: 10,880 Original Use: Richter Brewery Bottling Plant and Offices
Most Recent Use: Owner's Warehouse, and U.S.G.S. Laboratory, Workroom, and Offices**
- B. General description proposed use: This building is located at the entrance to Escanaba's traditional downtown district. The rehabilitation of this historic building into a mixed-use project will increase the population density in a downtown setting. We will create 9 residential apartments and ground floor commercial space.**
- C. Description of general nature & extent of rehabilitation to be undertaken: The exterior brickwork and stonework will be rehabilitated according to the Historic Guidelines of the National Park Service. The windows will be replaced with approved energy efficient thermopane units as allowed by The National Park Service. The interior will be redesigned to accommodate 9 residential apartments, and space for the U.S.G.S. offices, laboratory and workroom.**
- D. Descriptive list of fixed building equipment that will be part of the rehabilitated facility: The only equipment that will be retained is the elevator. This elevator will require \$20,000 in upgrades.**
- E. Time schedule for undertaking & completing rehabilitation of facility: Expected purchase date is between May and August of 2019. Demolition would commence immediately following the sale with buildout and exterior rehabilitation requiring 1 ½ years. Completion would be on or before December 1, 2020.**
- F. Statement of economic advantages expected from exemption: By receiving an exemption for this property we will be able to invest more dollars to create the best possible development. The 9 apartments and commercial leasehold space created with this new project are not only meant to provide a new foundation for living in Escanaba, but it will help to lay the groundwork for future growth in our city. The rehabilitation of historic buildings keeps people in their traditional neighborhoods and downtowns, intensifies the use of existing infrastructure, halts sprawl, keeps construction waste out of Michigan landfills, and is one of the most responsible things one can do to conserve energy.**

BARRY J POLZIN ARCHITECTS, INC.

101 NORTH LAKESHORE BLVD. • MARQUETTE, MICHIGAN 49855
906-226-8661 • FAX 906-226-8667
www.bjparchitects.com

**Flats on Ludington
Projection of Probable Cost****January 29, 2018**

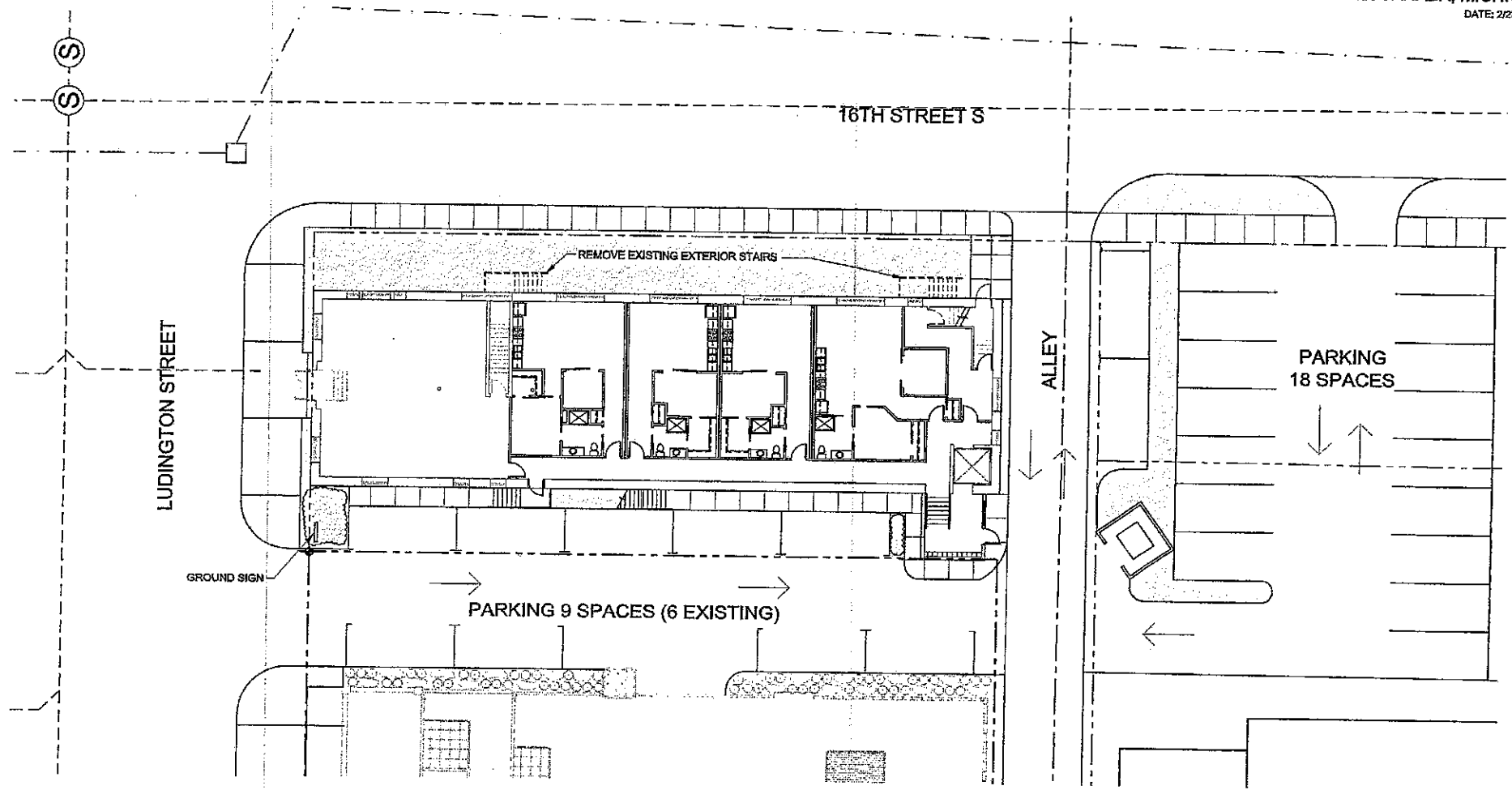
		Common/Commercial/ Exterior	Residential Apartments
Division 1	General Conditions		
	Builder Overhead/Profit/ General Requirements	36,700	59,000
	Permits/Tap Fees/Bond/Cost Certification	26,900	41,000
Division 2	Site Work		
	Site Improvements	8,000	
	Earthwork	4,000	
	Utilities	3,200	
	Parking	4,000	14,000
	Demolition	6,400	47,600
Division 3	Concrete Foundation/Slab	4,800	
Division 4	Masonry		
	New Masonry	4,200	
	Masonry Restoration	48,000	
Division 5	Metals		
	Stairs, handrails, misc. metals	12,000	20,000
Division 6			
	Rough Carpentry	11,400	116,900
	Finish Carpentry	4,700	32,000
Division 7	Thermal/Moisture Protection		
	Roofing	6,000	
	Insulation	21,000	22,200
	Flashing, misc. metal	3,000	
Division 8	Doors and Windows		
	Doors/Frames/Hardware	18,200	48,000
	Windows	14,000	78,300

		Common/Commercial/ Exterior	Residential Apartments
Division 9	Finishes		
	Gypsum Board	36,200	132,400
	Acoustical Ceiling	4,800	
	Flooring	24,300	87,700
	Paint	18,600	38,400
Division 10	Specialties		
	Appliances		24,000
	Cabinets/Countertops		48,000
	Window Treatments	6,000	21,000
Division 14	Conveying Systems		
	Elevator Upgrades	20,000	
Division 15	Mechanical		
	HVAC	36,000	192,200
	Plumbing	6,200	85,100
	Fire Supression	12,200	22,600
Division 16	Electrical	30,400	63,500
Subtotals		431,200	1,193,900
Construction Contingency		36,539	109,265
Architectural Engineering Fees		18,021	50,573
Survey		1,200	
Environmental Testing		2,600	
Subtotals		489,560	1,353,738
Totals			1,843,298

FLATS ON LUDINGTON

ESCANABA, MICHIGAN

DATE: 2/23/2017

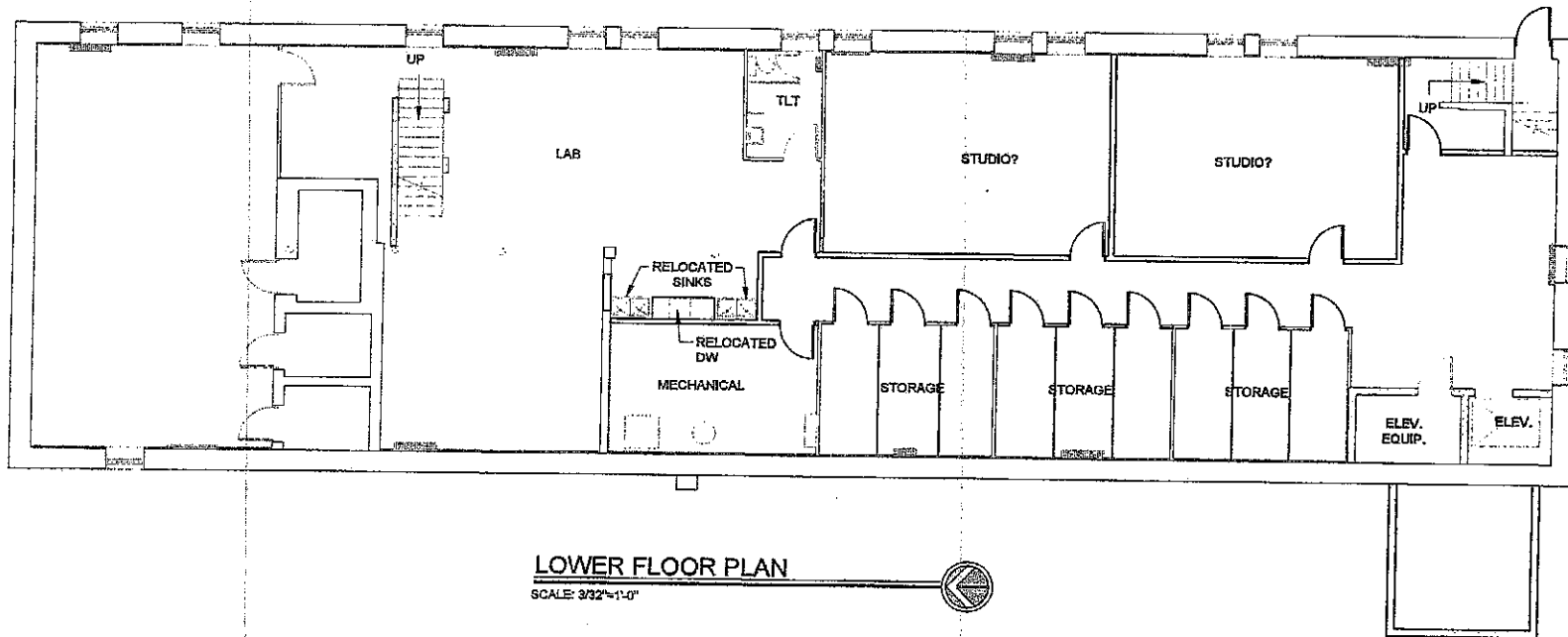


SITE PLAN

SCALE: 1" = 20'-0"



The FLATS on LUDINGTON



LOWER FLOOR PLAN

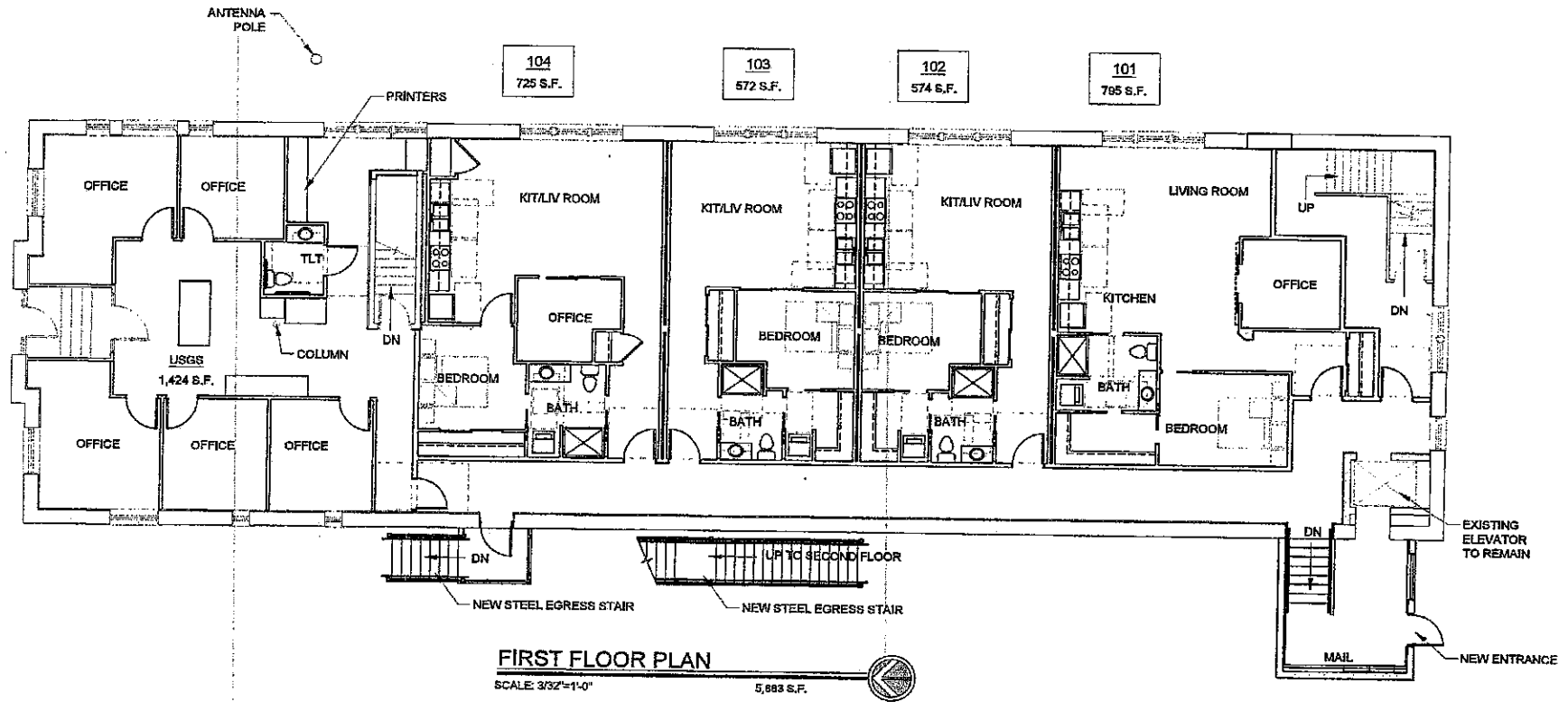
SCALE: 3/32"=1'-0"

DATE: 2/12/2018



The FLATS

on LUDINGTON

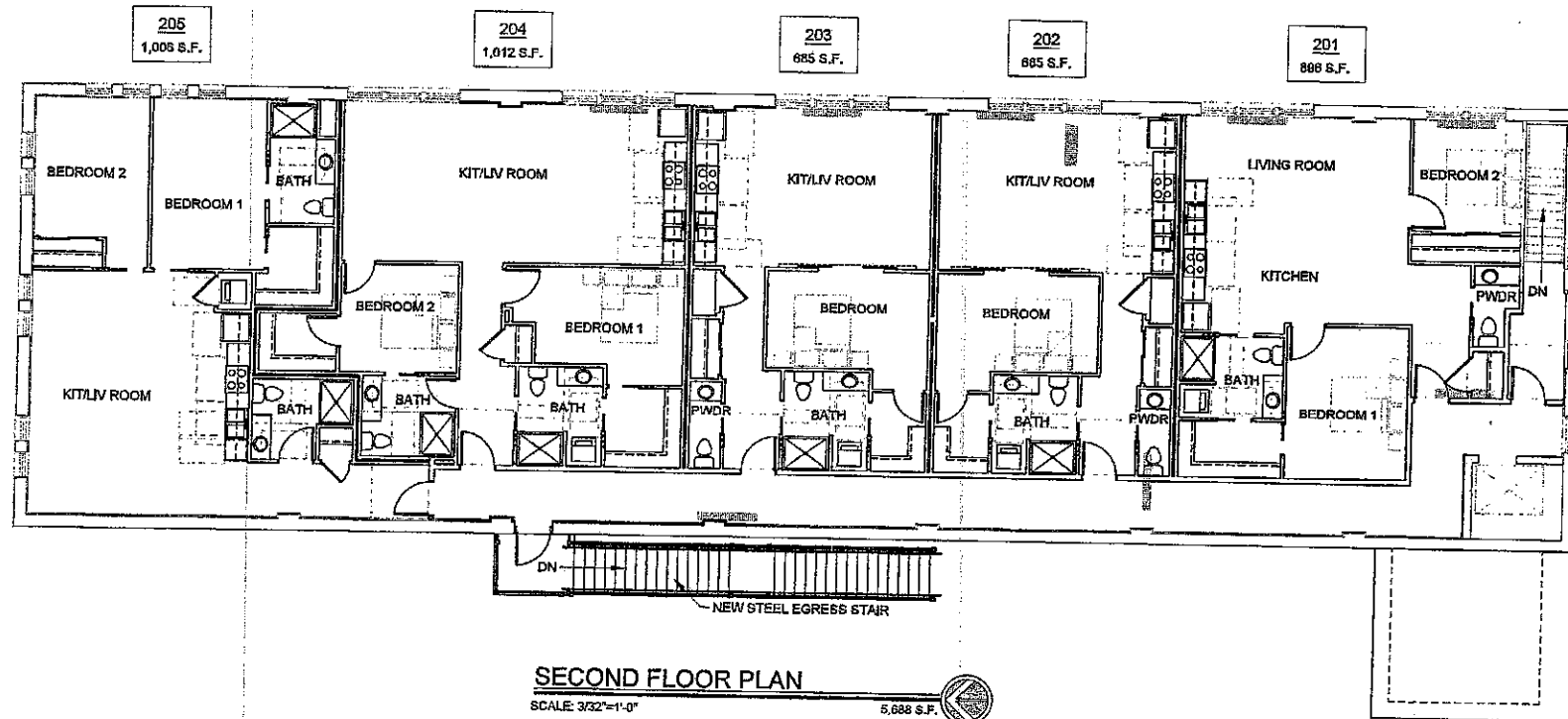


DATE: 2/12/2019



The FLATS

on LUDINGTON



DATE: 2/12/2019



May 1, 2017

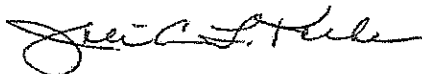
Statement of Obsolescence for 1601 Ludington Street, Escanaba Michigan owned by Bay De Noc Development LLC.

The building that is the subject of this request is a two story brick building built in 1913 and consisting of 10,880 square feet. The building is currently leased to 3 companies and is being used as office space.

The proposed project would convert the existing building into 9 lofts with a retail/office space on the first floor.

The building will require all new mechanicals, heating, cooling, electrical, and plumbing. All windows will need to be replaced to accommodate the new lofts. The partition walls and the floor plan are inappropriate and outdated and hinder the highest and best use of the building. The current elevator will need to update and will require extension upgrades. The masonry on the building needs tucking and some placement bricks.

Obsolescence is apparent in the lack of modern and efficient mechanical systems, the elevator, the interior floor plan and the exterior repairs. The opinion of this Assessor is this property suffers in excess 50% of physical and functional obsolescence.



JuliAnne L. Kolbe, MMAO
Delta County Equalization Director
310 Ludington St
Escanaba MI 49829



Mission Statement:

Enhancing the enjoyment and livability of our community by providing quality municipal services to our citizens.
The City of Escanaba is an equal opportunity employer and provider.

Obsolete Property Rehabilitation Act Exemption

P.A. 146 of 2000, as amended

Overview

A means to encourage the rehabilitation of obsolete property and to increase commercial/residential housing available in downtowns or other areas characterized by underused or functionally obsolete properties.

OPRA provides property tax exemptions for commercial and commercial housing properties that are rehabilitated and meet the requirements of the Act. The property must be located in a qualified local unit, such as the City of Escanaba and be located in an established Obsolete Property Rehabilitation District. Properties must meet eligibility requirements including a statement of obsolescence by the local assessor. Exemptions are approved for a term of 1-12 years as determined by the local unit of government. The property taxes for the rehabilitated property are based on the previous year's (prior to rehabilitation) taxable value. The taxable value is frozen for the duration of the exemption. Additionally, the State Treasurer may approve reductions of half of the school operating and state education taxes for a period not to exceed 6 years for 25 applications annually. Applications are filed, reviewed and approved by the local unit of government, but are also subject to review at the State level by the Property Services Division. **Exemptions are not effective until approved by the State.**

Functional obsolescence as defined by the state includes inadequate electrical, heating and plumbing. Oversized or undersized rooms, poor layouts and traffic flow problems, etc.

Functionally Obsolete: means that the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or super adequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property.

Antiquated plumbing, heating, and electrical fixtures and connections or spaces that are not conducive to the use of modern equipment and technologies or spaces broken up by poorly planned wall dividers that may have been functional 50 or 100 years ago are examples of deficiencies which could qualify a building. Super adequacies include excessive ceiling height, excessive size, etc. The OPRA legislation requires a statement of obsolescence from a Level III or Level IV certified assessor using this criteria.

Once in the program there will now be three tax bills for the same property. 1) the tax bill on the land taxed at full millage, 2) the taxable value on the building is frozen at the pre-improvement level at full millage, and 3) the tax bill on the improvement which only taxes the School Operating (18 mills) and State Education Tax (6 mills) which could be reduced by ½ by the State Treasurer.

Obsolete Property Rehabilitation Act Exemption

P.A. 146 of 2000, as amended

An example of how the OPRA affects property taxes for property with an exemption. Using the 2013 millage rates for the City of Escanaba, the annual rates would be as follows:

The taxable value of the parcel prior to the exemption is \$70,000. Of the total taxable value, assume that \$20,000 is the portion attributable to the land. Assume also that rehabilitation and remodeling result in a total taxable value of \$1,200,000 for the rehabbed property. The tax breakdown would be as follows:

School Oper.	= 18.0000 mills
State Ed Tax	= 6.0000 mills
TOTAL Millage	= 59.8744 mills

Annual Tax Bill	Taxable Value		Millage		Annual Tax Dollars	
1) Land	20,000	X	59.8744	=	\$ 1,197	
2) Frozen Building TV	50,000	X	59.8744	=	\$ 2,943	
3) Non-frozen TV	1,130,000	X	*18.0000	=	\$ 27,120	
	1,130,000	X	*6.0000	=		
Total Annual Tax					=	\$ 31,260

<i>Annual Tax Without Exemption</i>	\$ 71,849
<i>Annual Savings</i>	\$ 40,589
<i>Savings Over 12-year term</i>	\$ 487,071

* The State Treasurer can exempt up to 50% of the State Education Tax and the school operating tax for a period of up to 6 years, which would result in additional annual savings of \$13,560 or \$81,360 for the term of the exemption.

The OPRA exemption applies only to existing buildings. Taxable value attributable to increased building size, whether vertical or horizontal, is taxed at the full millage rate.

Additionally, if the rehabbed property is commercial/residential, any portion which qualifies as primary residence would be exempted from the 18 mills of school operating tax, in the same manner as any other homestead.

The entire process is set by statute.

Unlike other exemptions, OPRA exemptions can be transferred to new property owners. The exemption can be transferred to a new owner during or after rehabilitation with the approval of the city council. The process starts at the local assessor's office.

Obsolete Property Rehabilitation Act Exemption

P.A. 146 of 2000, as amended

Definitions Contained In or Referenced In Public Act 146 of 2000

"Commercial housing property" means that portion of real property not occupied by an owner of that real property that is classified as residential real property under section 34c of the general property tax act, 1893 PA 206, MCL 211.34c, is a multiple-unit dwelling, or is a dwelling unit in a multiple-purpose structure, used for residential purposes. Commercial housing property also includes a building or group of contiguous buildings previously used for industrial purposes that will be converted to a multiple-unit dwelling or dwelling unit in a multiple-purpose structure, used for residential purposes.

"Commercial property" means land improvements classified by law for general ad valorem tax purposes as real property including real property assessable as personal property pursuant to sections 8(d) and 14(6) of the general property tax act, 1893 PA 206, MCL 211.8 and MCL 211.14, the primary purpose and use of which is the operation of a commercial business enterprise. Commercial property shall also include facilities related to a commercial business enterprise under the same ownership at that location, including, but not limited to, office, engineering, research and development, warehousing, parts distribution, retail sales, and other commercial activities. Commercial property also includes a building or group of contiguous buildings previously used for industrial purposes that will be converted to the operation of a commercial business enterprise or a multiple-unit dwelling or a dwelling unit in a multiple-purpose structure, used for residential purposes. Commercial property does not include any of the following: Land, Property of a utility

"Facility", except as otherwise provided in this act, means a building or group of contiguous buildings.

"Functionally obsolete" means that the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or superadequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property. (See MCL 125,2652).

Note: The STC offers the following as examples of functional obsolescence:

- 1) A floor plan which is inappropriate for the highest and best use of the property.
- 2) A heating system which is inadequate for the highest and best use of the property.
- 3) Excessively high or low ceilings for the highest and best use of the property.
- 4) Partition walls which restrict the highest and best use of the property.
- 5) Mechanical systems (e.g. electrical, plumbing, etc) which are inadequate for the highest and best use of the property.

"Obsolete property" means commercial property or commercial housing property, that is 1 or more of the following:

- (i) **"Blighted property"**. Blighted property means property that meets 1 or more of the following criteria:
 - a. Has been declared a nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance.
 - b. Is an attractive nuisance to children because of physical condition, use, or occupancy.

Obsolete Property Rehabilitation Act Exemption

P.A. 146 of 2000, as amended

- c. iii. Is a fire hazard or is otherwise dangerous to the safety of persons or property.
- d. iv. Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.
- e. v. Is tax reverted property owned by a qualified local governmental unit, by a county, or by this state. The sale, lease, or transfer of tax reverted property by a qualified local governmental unit, county, or this state after the property's inclusion in a brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of PA 145 of 2000. (MCL 125.2652)

(ii) A facility as that term is defined below:

"Facility" as defined in PA 451 of 1994 means any area, place, or property where a hazardous substance in excess of the concentrations which satisfy the requirements of section 20120a(1)(a) or (17) or the cleanup criteria for unrestricted residential use under part 213 has been released, deposited, disposed of, or otherwise comes to be located. Facility does not include any area, place, or property at which response activities have been completed which satisfy the cleanup criteria for the residential category provided for in section 20120a(1)(a) and (17) or at which corrective action has been completed under part 213 which satisfies the cleanup criteria for unrestricted residential use. (See MCL 324.20101)

(iii) Functionally obsolete. Please see the definition of "functionally obsolete".

"**Obsolete property rehabilitation district**" means an area of a qualified local governmental unit established as provided in section 3. Only those properties within the district meeting the definition of "obsolete property" are eligible for an exemption certificate issued pursuant to section 6 of PA 146 of 2000.

"**Rehabilitation**" means changes to obsolete property OTHER THAN REPLACEMENT that are required to restore or modify the property, together with all appurtenances, to an economically efficient condition. Rehabilitation includes major renovation and modification including, but not necessarily limited to, the improvement of floor loads, correction of deficient or excessive height, new or improved fixed building equipment, including heating, ventilation, and lighting, reducing multistory facilities to 1 or 2 stories, improved structural support including foundations, improved roof structure and cover, floor replacement, improved wall placement, improved exterior and interior appearance of buildings, and other physical changes required to restore or change the obsolete property to an economically efficient condition. **Rehabilitation shall not include improvements aggregating less than 10% of the true cash value of the property at commencement of the rehabilitation of the obsolete property.**

"**Rehabilitated facility**" means a commercial property or commercial housing property that has undergone rehabilitation or is in the process of being rehabilitated, including rehabilitation that changes the intended use of the building. A rehabilitated facility does not include property that is to be used as a professional sports stadium. A rehabilitated facility does not include property that is to be used as a casino. As used in this subdivision, "casino" means a casino or a parking lot, hotel, motel, or retail store owned or operated by a casino, an affiliate, or an affiliated company, regulated by this state pursuant to the Michigan gaming control and revenue act, the Initiated Law of 1996, MCL 432.201 to 432.226.

Obsolete Property Rehabilitation Act Exemption

P.A. 146 of 2000, as amended

City of Escanaba Application Process

These are the steps to follow if you wish to apply for an Obsolete Properties Rehabilitation Exemption (OPRA exemption):

1. Request in writing to the city assessor that an Obsolete Properties Rehabilitation District be established for your property. City Council will approve this by resolution. Do not begin structural or cosmetic improvements to the building until after the district is established by City Council. This process may take four to six weeks.
2. Request that the city assessor inspect your building to determine if the property qualifies as obsolete property under the legislation. This can be done before council acts on your request for an OPRA district.
3. Complete the application form and addendum provided by the city assessor. You must include a letter stating that the rehabilitation project could not be completed without the assistance of the exemption (required by statute). Also include cost estimates of your planned projects and approximate completion schedules. Be as specific as possible. The assessor will bring this before Escanaba City Council and a public hearing will be held to consider your exemption. This process will take an additional four to six weeks.
4. If approved by City Council the assessor will then send required documents to the State of Michigan for review and approval/disapproval by the State Tax Commission. Please note that the STC must receive the application by October 1st to consider the exemption for the next year's taxes. In order to maintain the necessary timetable, your district request should be started by the end of June with the completed exemption application submitted by the first (1st) Thursday of September. An OPRA exemption granted by the state on or before December 31st of any year will take effect in the following tax year.

NOTE:

An OPRA exemption will result in three separate tax bills for the exempt parcel: 1) land is assessed and taxed normally, 2) the frozen taxable value for all levies 3) "Non-frozen taxable value" means that the increased taxable value resulting from project improvements will be taxed only the School Operating (18 mills) and State Education Tax (6 mills) which may be reduced by 1/2 by the State Treasurer for up to 6 years.

You must pay property taxes timely. Failure to pay taxes before they become delinquent on March 1st of each year may constitute a reason for revoking the exemption.

A Principal Residence Exemption may apply if you rehabilitate the upper floor(s) of your property into your primary residence.

City of Escanaba
Phone: (906) 786-9402
Email: dnorden@escanaba.org

PH-#3
3/21/19

ORDINANCE NO. 1203

**AN ORDINANCE TO AMEND CHAPTER 26 – TAXATION
OF THE CODE OF ORDINANCES OF THE CITY OF ESCANABA**

An Ordinance to provide for a service charge in lieu of taxes for a housing project for low income persons and families to be financed with a federally-aided Mortgage Loan pursuant to the provisions of the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL 125.1401, *et seq*) (the "Act").

THE CITY OF ESCANABA ORDAINS:

CHAPTER I

Chapter 26 – Taxation of the Escanaba Code of Ordinances is hereby amended by adding Division 9, House of Ludington Senior Apartments, to read as follows:

CHAPTER 26 - TAXATION

**ARTICLE III, SERVICE CHARGE IN LIEU OF PROPERTY TAXES
FOR HOUSING DEVELOPMENT**

DIVISION 9, House of Ludington Senior Apartments

Sec. 26-90. Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its low income persons and families and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the Act. The City is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for low income persons and families is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing real estate tax exemption for such housing is a valid public purpose. It is further acknowledged that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of all *ad valorem* taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of the housing projects that is constructed or rehabilitated with financing extended in reliance on such tax exemption.

The City acknowledges that the Sponsor (as defined below) has offered, subject to receipt of an allocation under the LIHTC Program by the Michigan State Housing Development Authority, to construct, own and operate a housing project identified as HOUSE OF LUDINGTON SENIOR APARTMENTS on certain property located at 223 Ludington Street and 216 1st Avenue South in the City of Escanaba to serve Low Income Persons and Families, and that the Sponsor has offered to pay the City on account of this housing project an annual service charge for public services in lieu of all *ad valorem* property taxes.

**Land situated in the City of Escanaba, County of Delta, State of Michigan,
described as follows: Lots 8 thru 14 & W ½ of Lot 7 of Block 4 of the Original
Plat**

Consisting of 38 units in the city to serve persons of low income and that the sponsor has offered to pay the city on account of this housing development an annual service charge for public service in lieu of taxes.

Sec. 26-91. Definitions.

All terms not herein defined shall have the meanings given them in the State Housing Development Authority Act of 1966, being Public Act of 1966, of the State of Michigan, as amended.

1. Authority means the Michigan State Housing Development Authority.
2. Annual Shelter Rent means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of Utilities.
3. LIHTC Program means the Low Income Housing Tax Credit program administered by the Authority under Section 42 of the Internal Revenue Code of 1986, as amended.
4. Low Income Persons and Families means persons and families eligible to move into a housing project that are also "Elderly", as defined in the Act. Elderly is defined as a single person who is 55 years of age or older or a household in which at least 1 member is 55 years of age or older and all other members are 50 years of age or older.
5. Mortgage Loan means a loan that is Federally-Aided (as defined in Section 11 of the Act) or a loan or grant made or to be made by the Authority to the Sponsor for the construction, rehabilitation, acquisition and/or permanent financing of a housing project, and secured by a mortgage on the housing project.
6. Sponsor means 223 LUDINGTON LIMITED DIVIDEND HOUSING ASSOCIATION LIMITED PARTNERSHIP and any entity that receives or assumes a Mortgage Loan.
7. Utilities means charges for gas, electric, water, sanitary sewer and other utilities furnished to the occupants that are paid by the housing project.

Section 26-92. Class of housing development.

It is determined that the class of housing projects to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be housing projects for Low Income Persons and Families that are financed with a Mortgage Loan. It is further determined that HOUSE OF LUDINGTON SENIOR APARTMENTS is of this class.

Section 26-93. Establishment of Annual Service Charge.

The housing project identified as HOUSE OF LUDINGTON SENIOR APARTMENTS and the property on which it is to be located shall be exempt from all ad valorem property taxes from and after the commencement of construction or rehabilitation. The City acknowledges that the Sponsor and the Authority have established the economic feasibility of the housing project in reliance upon the enactment and continuing effect of this Ordinance, and the qualification of the housing project for exemption from all ad valorem property taxes and a payment in lieu of taxes as established in this Ordinance. Therefore, in consideration of the Sponsor's offer to construct and operate the housing project, the City/Township agrees to accept payment of an annual service charge for public services in lieu of all ad valorem property taxes. Subject to receipt of a Mortgage Loan, the annual service charge shall be equal to 4.0 % of the Annual Shelter Rents actually collected by the housing project during each operating year.

Section 26-94. Limitation on the payment of the annual service charge.

Notwithstanding Section 26-93, the service charge to be paid each year in lieu of taxes for the part of the housing project which is tax exempt but which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the housing project if the housing project were not tax exempt.

Section 26.95. Contractual Effect of Ordinance.

Notwithstanding the provisions of section 15(a)(5) of the Act to the contrary, a contract between the City and the Sponsor with the Authority as third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by enactment of this Ordinance.

Section 26-96. Payment of service charge.

The annual service charge in lieu of taxes as determined under this Ordinance shall be payable in the same manner as general property taxes are payable to the City and distributed to the several units levying the general property tax in the same proportion as prevailed with the general property tax in the previous calendar year. The annual payment for each operating year shall be paid on or before May 31st of the following year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MCL 211.1, et seq).

Section 26-97. Duration.

This Ordinance shall remain in effect and shall not terminate for twenty (20) years from the time the affordable housing units in the property are occupied under the LIHTC program so long as the housing project remains subject to income, rent restrictions under the LIHTC Program. In addition, the PILOT will be in effect during this period only as long as the property has a single master electric and water meter, and the property is providing its own refuse collection.

CHAPTER II
SAVINGS CLAUSE

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision so declared to be unconstitutional or invalid.

CHAPTER III
REPEALING CHAPTER

All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such inconsistency or conflict.

CHAPTER IV
EFFECTIVE DATE

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

APPROVED:

APPROVED:

Ralph B.K. Peterson
City Attorney

Marc D. Tall
Mayor

Date Approved: (Month) (Day), 2019

ATTEST:

Date Published: (Month) (Day), 2019

Phil DeMay
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 the (Day) day of (Month), 2019, and was published in the Daily Press, a newspaper of general circulation in the City of Escanaba on (Month) (Day), 2019, 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.

Phil DeMay
City Clerk

MEMORANDUM

March 13, 2019

N.B. - #1
C.C. 3/21/19

TO: Patrick Jordan, City Manager
Phil Demay, City Clerk

FROM: Kim Peterson, Recreation Director *KP*

SUBJECT: City Council Meeting Agenda for Thursday, March 21, 2019

AWARD OF BID TO PROVIDE SANITATION SERVICES FOR CITY RECREATION AND PARK FACILITIES FOR THE 2019-20 SEASON

Proposals were received on March 7, 2019, for providing sanitation services/portable restrooms for the City Recreation and Park Facilities for the 2019-20 season. Two invitations to submit proposals were sent to contractors with one received. It is recommended the bid be awarded to Stenberg Brothers of Bark River, Michigan, for the period ending June 30, 2020. The bid reflects no rate change from last year.

BIDDER'S PROPOSAL

DATE: 3/4/19

SANITATION SERVICES FOR CITY PARK AND RECREATION FACILITIES

for Period April 1, 2019 - March 31, 2020

City of Escanaba
Escanaba, MI 49829

We, the undersigned, do hereby agree to furnish sanitation services in conformance with the attached specifications for City Recreation and Park Facilities:

SPRING/SUMMER/FALL/WINTER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge, per unit*, based upon the use of approximately 11 units, as per SECTION I of the specifications; \$ 2.80 per day

EXTRA CLEANINGS FOR SPRING/SUMMER/FALL/WINTER SEASONAL PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION I of the specifications. \$ 23.00 per unit

BARRIER-FREE SUMMER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge, per unit*, as per SECTION II of the specifications. [# of units available 16] \$ 5.10 per day

EXTRA CLEANINGS FOR BARRIER-FREE PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION II of the specifications. \$ 23.00 per unit

SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM UNITS, *daily rental charge per unit*, as per SECTION III of the specifications. \$ 55.00 per day (regular units)

\$ 155.00 per day (barrier-free units)

SPECIAL EVENT HANDWASHING FACILITIES, *daily rental charge per unit*, as per Section IV of the specifications. \$ 85.00 per day

EXTRA CLEANINGS FOR SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION III of the specifications. \$ 25.00 per unit

WINTER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge per unit*, based upon use of approximately one (1) unit as per SECTION V of the specifications. \$ 4.55 per day

EXTRA CLEANINGS FOR WINTER SEASONAL PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION V of the specifications. \$ 45.00 per unit

Submitted:

Firm: Stenberg Bros., Inc.

Address: P. O. Box 127

City/Zip: Bark River, MI 49807

Phone #: 906-466-9908

Fax #: 906-466-2641

By: 

Title: President

DATE: January 30, 2019

BID: SANITATION SERVICES FOR CITY RECREATION & PARK FACILITIES
FOR 2019-2020 SEASON

BID OPENING: Thursday, March 7, 2019, at 2:00 p.m.
Room 101 of City Hall

TO BIDDERS: January 30, 2019

ADVERTISED: January 30, 2019

INVITATIONS TO BID SENT TO: Two (2)

STENBERG BROTHERS
P O BOX 127
BARK RIVER, MI 49807

CLYDE'S SEPTIC TANK SERVICE
4700 DANFORTH ROAD
ESCANABA, MI 49829

NOTICE TO BIDDERS

Sealed bids will be received by the City of Escanaba at the Office of the City Clerk, on or before 2 p.m. E.S.T., on **Thursday, March 7, 2019, for:**

SANITATION SERVICES FOR CITY RECREATION AND PARK FACILITIES

The bids will be publicly opened and read in Room 101 in the City Hall, located at 410 Ludington Street, Escanaba, Michigan, at said time and date.

Bidder's proposals and/or specifications may be obtained from the office of the City Clerk, located at 410 Ludington Street, Escanaba, Michigan 49829. No bids will be considered unless the proposal form and/or specifications (furnished by the City of Escanaba, Michigan), are properly completed and enclosed in a sealed envelope marked:

"SANITATION SERVICES BID OF 2019-20"

In addition, the City of Escanaba, Michigan, will not consider any proposal which has not been received prior to the published time, date and year of bid opening. (FAX and E-MAIL transmittals will not be accepted.)

The City of Escanaba, Michigan, reserves the right to reject any or all bids or any part thereof at its discretion, and to waive any irregularities in the bidding. The City of Escanaba, Michigan, may also split bids at its discretion. The City further reserves the right to negotiate directly with any and all bidders concerning any matter related to any bid.

All City of Escanaba, Michigan, bids are prepared so as to afford all vendors the equal opportunity for fair and equitable competition. The City of Escanaba, Michigan, assumes no liability or responsibility for any errors or oversights in the preparation and/or publication of bids.

Kim Peterson
Recreation/Purchasing Director
City of Escanaba

SPECIFICATIONS FOR SANITARY SERVICES FOR CITY RECREATION AND PARK FACILITIES

Page 1

I. SPRING/SUMMER/FALL/WINTER SEASONAL PORTABLE RESTROOM SERVICES - REGULAR UNITS

- A. The Contractor is to supply portable toilets for City Recreation and Park Facilities based upon the following estimations:
1. Up to 11 units placed at 10 separate sites;
 2. The duration each unit will be placed at each site during the 2019-2020 spring, summer, fall and winter seasons will be based upon anticipated use determined by the City.
 3. The majority of the units will be placed upon sites in May with most units withdrawn in late October.
 4. Each unit may be at each site an average of 8 to 9 weeks approximately, with the shortest duration at 4 weeks and the longest at 52 weeks.
- B. The City of Escanaba will reserve the right to determine when units will be placed upon sites and when they are to be removed from the sites.
- C. Units will be placed upon the following sites for the 2019-2020 season based upon the following estimations:

<u>Location</u>	<u>Approximate # of Units</u>
Bay College Soccer Field Complex	2
Tapani Field/Veteran's Park	1
Dickson Field	1
Stephenson Field	1
Royce Park	1
Ludington Park - at Aronson Island	1
*Ludington Park – Harbor Hideout	1
Rose Park	1
John D. Besse Park	1
*West Side Ski Park	1

*Placement in fall and spring of the year, only.

April/October/November with two (2) cleanings per week, if needed.

- D. The Contractor is to provide the following services with the base rental charge of each unit.
1. One cleaning per week, which includes pump-out, cleaning, disinfecting of the interior of each unit and ample weekly supply of paper and chemicals;
 2. Units will receive weekly cleanings, etc., on Monday of each week unless otherwise specified by the City or mutually agreed upon by the City and the Contractor;

SPECIFICATIONS FOR SANITARY SERVICES FOR CITY RECREATION AND PARK FACILITIES

Page 2

3. Keep units in good repair, good physical appearance and units placed in multiples must match;
- E. The City may also require the Contractor to provide additional cleanings over and above the weekly cleanings provided within the base rate. Extra cleaning requests will take place June through August.
- F. The Contractor is to calculate base rental charges, with services outlined in paragraph "D" of this section on a daily fee rate. Monthly or half-month charges will not be acceptable.

II. SEASONAL PORTABLE RESTROOM SERVICES - BARRIER-FREE UNITS

In order for the City of Escanaba to comply with the provisions of the Americans with Disabilities Act (ADA), the City will make every attempt to provide sanitation services for the able-bodied and disabled users of our public park and recreation facilities.

- A. The Contractor shall state the number of barrier-free toilet units available from his/her firm; and
- B. Specifications in Section I of this document shall also apply to the barrier-free units.

III. SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM SERVICES

- A. The Contractor shall provide additional portable toilet units for special event purposes upon request from the City for both winter and warm weather events.
- B. The special event rate/emergency rate shall be based upon a daily fee scale.
- C. Occasions where special portable unit requests will be made are:
 - band concerts
 - other unscheduled events
 - emergencies
 - other short-term occasions
- D. The special event unit charges will also include one cleaning per day.
- E. Special event/emergency units may also need extra cleanings, upon request from the City.

IV. SPECIAL EVENT HAND WASHING FACILITIES

- A. The Contractor shall provide hand washing units for special event purposes upon request from the City.
- B. The handwashing units rate shall be based upon a daily fee schedule.

SPECIFICATIONS FOR SANITARY SERVICES FOR CITY RECREATION AND PARK FACILITIES

Page 3

C. Occasions where hand washing units will be requested include, but will not be limited to:

- band concerts
- large special events
- other unscheduled events
- other short-term occasions

D. Hand washing unit charges shall include one cleaning/refill per day.

V. WINTER SEASONAL PORTABLE RESTROOM SERVICES

A. The Contractor is to supply one (1) portable toilet/unit at Ludington Park's Aronson Island Boat Launch site during the months of December, January, February and March.

B. The unit shall be winterized for cold weather use during the months of December, January, February and March.

C. The Contractor is to provide the following services with the base rental charge of each unit:

1. One cleaning per week, which includes pump-out, cleaning, disinfecting of the interior, removal of graffiti and ample weekly supply of paper and chemicals;
2. Unit will receive weekly cleanings on Thursday or Friday of each week, unless otherwise specified by the City; and
3. Keep unit in good repair, good physical appearance and units placed in multiples must match.

D. The City may also request the Contractor to provide additional cleanings over and above the weekly cleanings provided within the base rate.

E. The Contractor is to calculate base rental charges with services outlined in paragraph "C" of this section on a daily fee rate. Monthly or half-monthly charges will not be acceptable.

VI. DAMAGE TO UNITS

In the event portable restroom units or other equipment owned by the Contractor is damaged or defaced, the Contractor will be responsible for the cost of replacement or repairs.

VII. INSURANCE

The City will require the Contractor to provide proof of personal injury liability, property damage liability, workmen's compensation and vehicle insurances to protect the City against claims arising from use of Contractor's equipment, employees or vehicles. The insurances shall be in the following minimum amounts:

SPECIFICATIONS FOR SANITARY SERVICES FOR CITY RECREATION AND PARK FACILITIES

Page 4

A. Personal Injury and Property Damage Liability Insurance

1. Maintain liability insurance for personal injury in the amount of \$300,000 per person combined single limits (minimum) and \$1,000,000 aggregate.
2. Types of peril insured against are personal injury to individuals utilizing the Contractor's equipment or Contractors activities; and
3. Maintain property damage liability insurance for property damage in the amount of \$250,000; 1,000,000 combined single limits (minimum).

B. Workmen's Compensation Insurance

Coverage A	Statutory
Coverage B	\$100,000

C. Auto Insurance

Coverage must include bodily injury, property damage or bodily injury and property damage 1,000,000 combined.

D. The City of Escanaba shall be named as "additional insured" to all policies and certificates.

E. The Contractor shall deliver original certificate of insurance to the City prior to services commencing;

F. The insurance policies are to provide the City of Escanaba with a notice of fifteen (15) days prior to cancellation.

VIII. EFFECTIVE DATES OF AGREEMENT

The Contractor shall provide services, as outlined with these specifications for a one (1) year period commencing on the day of placement of the portable restrooms sometime in April/May 2019.

IX. PROJECT COORDINATOR

Kim Peterson
Recreation Director
City of Escanaba
P.O. Box 948
Escanaba, MI 49829
Office: Civic Center, 225 North 21st Street
Phone: (906) 786-4141
Fax: (906) 789-3798
e-mail: recreation@escanaba.org

BIDDER'S PROPOSAL

DATE: _____

**SANITATION SERVICES FOR CITY PARK
AND RECREATION FACILITIES**

for Period April 1, 2019 - March 31, 2020

City of Escanaba
Escanaba, MI 49829

We, the undersigned, do hereby agree to furnish sanitation services in conformance with the attached specifications for City Recreation and Park Facilities:

SPRING/SUMMER/FALL/WINTER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge, per unit*, based upon the use of approximately 11 units, as per SECTION I of the specifications; \$ _____ per day

EXTRA CLEANINGS FOR SPRING/SUMMER/FALL/WINTER SEASONAL PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION I of the specifications. \$ _____ per unit

BARRIER-FREE SUMMER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge, per unit*, as per SECTION II of the specifications. [# of units available _____] \$ _____ per day

EXTRA CLEANINGS FOR BARRIER-FREE PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION II of the specifications. \$ _____ per unit

SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM UNITS, *daily rental charge per unit*, as per SECTION III of the specifications. \$ _____ per day (regular units)

\$ _____ per day (barrier-free units)

SPECIAL EVENT HANDWASHING FACILITIES, *daily rental charge per unit*, as per Section IV of the specifications. \$ _____ per day

EXTRA CLEANINGS FOR SPECIAL EVENT AND EMERGENCY PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION III of the specifications. \$ _____ per unit

WINTER SEASONAL PORTABLE RESTROOM UNITS, *daily base rental charge per unit*, based upon use of approximately one (1) unit as per SECTION V of the specifications. \$ _____ per day

EXTRA CLEANINGS FOR WINTER SEASONAL PORTABLE RESTROOM UNITS, *charge per unit serviced*, as per SECTION V of the specifications. \$ _____ per unit

Submitted:

Firm: _____

Address: _____

City/Zip: _____

Phone #: _____

Fax #: _____

By: _____

Title: _____

MEMORANDUM

March 13, 2019

TO: Patrick Jordan, City Manager
Phil Demay, City Clerk

FROM: Kim Peterson, Recreation Director *KP*

SUBJECT: City Council Meeting Agenda for Thursday, March 21, 2019

N.B. - #2
CC. 3/21/19

AWARD OF CONTRACT FOR CONCESSION SERVICES IN LUDINGTON PARK FOR THE 2019 SUMMER SEASON

Proposals were received on March 7, 2019, for providing food/drink concessions in Ludington Park for the 2019 summer season. Thirteen invitations were submitted to concessionaires with one received. It is recommended the Ludington Park Territory #1 for Municipal Beach/Aronson Island and #2 All Other Areas of Ludington Park being awarded to Sticky Fingers Confections of Escanaba, Michigan.

Sticky Fingers will be conducting business at both territories since there were no other bids submitted.

LUDINGTON PARK FOOD/DRINK CONCESSIONAIRE PROPOSAL FORM

I/We hereby submit the following proposal to provide food/drink concessions at Ludington Park, Escanaba, Michigan for the 2019 Summer Season:

Name of Concession Company or Non-Profit Organization	<u>STICKY FINGERS</u>
Name of Concession Unit, If Applicable	<u>ROOT BEER BARRELL</u>
Name of Concession Owner/ Responsible Individual	<u>FRANK DESTRAMPE</u>
Address	<u>7800 N LAKEBLUFF DR</u>
City	<u>GLADSTONE</u> Zip <u>49831</u>
Phone <u>906-420-0898</u> (Home) <u>906-420-0898</u> (Work) _____ (Fax)	
E-Mail <u>JOEL-981765@HOTMAIL.COM</u>	

Territory/area of Ludington Park I/We wish to be considered for food/drink vending rights during the 2019 Summer Season (✓ one):

- TERRITORY #1 - MUNICIPAL BEACH/ARONSON ISLAND
- TERRITORY #2 - ALL OTHER AREAS OF LUDINGTON PARK, except Aronson Island

CONCESSIONAIRE'S FOOD/DRINK/MENU SELECTION: Provide a description of your food, drink and menu selection, including pre-packaged and prepared items:

FOUNTAIN DRINKS, BOTTLED WATER, COFFEE, HOT TEA, COLD
TEA, LEMONADE, ICE CREAM CONES, SUCKERS, KIDS CANDIES
POPCORN, NOVELTY ICE CREAM PRODUCTS, FROZEN FRUIT
BARS, COTTON CANDY, POTATO CHIPS, FRESH FRUIT
FRUITS, MALTS, FROZEN PIZZA AND OR FROZEN PASTIES

DESCRIPTION OF CONCESSIONAIRE'S VENDING UNIT: Provide a description of the vending unit, i.e.: physical size and appearance; facilities and equipment contained. Please include photo:

UNIT IS MOBILE BY PULLING IT WITH VAN OR TRUCK 12 FT LONG NORMAL TRAILER WIDTH. UNIT BLENDS INTO HARBOR HIDEOUT BECAUSE OF THE RUSTIC BROWN WOOD SIDING ON TRAILER

IS THE VENDING UNIT:

- CAPABLE OF GENERATING ITS OWN ELECTRIC POWER NEEDS? YES NO
- CURRENTLY CERTIFIED BY THE COUNTY HEALTH DEPARTMENT? YES NO

CONCESSIONAIRE'S DAYS/TIMES OF OPERATION: Provide a list of days/times your vending business is expected to operate in Ludington Park:

DAY	HOURS OF OPERATION
Monday	11 AM TO 9 PM APPROX
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	

THE CROWD AND THE WEATHER WILL DETERMINE THE HOURS OF OPERATION

Provide dates when your concession unit will not be available for service in Ludington Park, i.e.: previous commitments:

WILL OPEN 1ST PART OF JUNE AFTER KRUSIN KLASSIC RUNNING UP TO UP STATE FAIR THEN POSSIBILITY A LITTLE BIT AFTER THE FAIR

HEALTH INSPECTION CERTIFICATION:

Current County Health Certificate (copy) attached;

Do not have a current Health Certificate, but will obtain certification if selected.

INSURANCE POLICIES/CERTIFICATION:

Current insurance certificates (copy) attached;

Do not have current insurance certificate, but will obtain insurances, as per specifications.

CONCESSIONAIRE'S FEE: Provide a check, cashier's check or money order in the amount of \$250.00. Make checks payable to the City of Escanaba. Check is enclosed.

I/We have read and understood the Specifications, Policies, and Guidelines for Ludington Park Food/Drink Concessions - 2019 Summer Season, and agree to all provisions contained within.

NAME OF COMPANY/ORGANIZATION

STICKY FINGERS

NAME OF OWNER/REPRESENTATIVE

FRANK DESTRAMPE

SIGNATURE OF OWNER/REPRESENTATIVE

Frank Destrampe

DATE

3-4-2019

IF GIVEN THE OPPORTUNITY TO VENDOR THIS YEAR WILL BE MY 16TH YEAR THAT I WILL SERVICE THE PUBLIC IN LUDINGTON PARK

I WILL AGAIN SERVICE THE CONCERTS IN THE PARK IF ALLOWED

THANK YOU FOR YOUR CONSIDERATION

Frank Destrampe 3-4-2019

TO CONCESSIONAIRES:

January 30, 2019

PROPOSAL:

**LUDINGTON PARK
FOOD/DRINK CONCESSIONS
FOR 2019 SEASON**

PROPOSALS DUE:

**Thursday, March 7, 2019, 2:00 p.m.
Room 101 of City Hall**

DATE TO BE ADVERTISED:

January 30, 2019

INVITATIONS TO SUBMIT PROPOSALS SENT TO: Fourteen (13)

Red Barn Food Wagon
c/o Darrell Derouin
P.O. Box 30
Escanaba, MI 49829

Dinello's Gourmet Deli & Subs
Kathryn Chouinard
110 N. 14th Street
Escanaba, MI 49829

Norms Famous French Fries
c/o Pam Marenger
2985 Blacksmith 20.5 Lane
Gladstone, MI 49837

Sunz Up
c/o Michelle O'Connor
& Bobbie Jo Taylor
5015 I Road
Bark River, MI 49807

Mr. Tom's Dog House
c/o Tom Royer
6465 N. 1st Street
Wells, MI 49894

Stones Downtown Express
1222 Ludington Street
Escanaba, MI 49829

Sticky Fingers Confections
c/o Frank Destrampe
7800 N. Lake Bluff 0.5 Drive
Gladstone, MI 49837

Michael Chapman
712 S. 10th Street
Escanaba, MI 49829

Barron Fyvie
1620 Willow Creek Road, Lot 144
Escanaba, MI 49829

Bob Moraski
6066 F. Road
Schaffer, MI 49807

Patty LeBeau
180 South Hwy 41
Carney, MI 49812

Bobaloon's Cafe
Mark Ammel
1700 Ludington Street
Escanaba, MI 49829

Matilda's Ears
John Cox
W3265 US Hwy 2
Vulcan, MI 49892

NOTICE TO PORTABLE FOOD/DRINK CONCESSIONAIRES

The City of Escanaba is seeking proposals from food/drink concessionaires for the purpose of providing concessions in Escanaba's Ludington Park during the 2019 summer season. Two successful vendors will be awarded exclusive food and drink concession rights during the summer season, except on designated special event days in Ludington Park.

Sealed proposals will be received by the City of Escanaba Clerk's Office in Room 101 of City Hall, 410 Ludington Street, Escanaba, Michigan, on or before 2:00 p.m. on March 7, 2019, for furnishing food/drink concessions at Ludington Park. The proposals will be publicly opened and read at said time and date. (FAX and E-MAIL transmittals will not be accepted.)

Concessionaire's proposal forms and specifications are available at the City Clerk's Office or the Recreation Department Office, 225 North 21st Street. Proposals will not be considered unless the proposal form furnished by the City is properly completed and enclosed in a seal envelope marked:

LUDINGTON PARK CONCESSION PROPOSAL - 2019

The City of Escanaba reserves the right to reject all proposals, or any part of any proposal and to waive irregularities in the proposals received.

Phil DeMay
City Clerk

**SPECIFICATIONS, POLICIES AND GUIDELINES
FOR
LUDINGTON PARK FOOD/DRINK CONCESSIONS
2019 SUMMER SEASON**

- 1. GENERAL INFORMATION:** The City of Escanaba is soliciting proposals from food/drink vendors and concessionaires to provide food and soft drink services at Ludington Park during the entire 2019 summer season. Ludington Park is a 120 acre city/regional park containing a variety of prime recreation and picnic facilities. Ludington Park services a population of approximately 30,000 persons in Delta County and is utilized daily by several hundred to several thousand users.

The City of Escanaba intends to award two (2) seasonal concessionaires the right to vend food/drinks in Ludington Park for the duration of the summer season. Each vendor will be assigned a specific "territory" within the park. Proposals submitted by concessionaires will be evaluated upon several factors including menus/food/drink selection, anticipated days and hours the concessionaire proposes to operate his/her vending business in Ludington Park and/or past performance with the City of Escanaba.

- 2. PURPOSE/GOAL OF THIS CALL FOR PROPOSALS:** The City of Escanaba's purpose and goal of calling for food/drink concession proposals for the Ludington Park 2019 summer season is two-fold:

- To serve the users of Ludington Park with food/drink concessions; and
- To structure the Specifications, Goals and Policies for concessionaires, outlined in this document, with sufficient options and flexibility to permit vendors the opportunity to maximize their business and serve the public.

- 3. CONCESSION AREA:** The City intends to designate two (2) concession areas "territories" of Ludington Park to two (2) commercial or non-profit food concessionaires who meet the minimum requirements as outlined within these specifications, policies and guidelines. The concession territories are:

TERRITORY #1 – MUNICIPAL BEACH: One (1) vendor/concessionaire shall be assigned the right to vend food/drink items at the Escanaba Municipal Beach/Aronson Island/Marina. During a typical summer season, the supervised waterfront and other areas of Aronson Island receives approximately 40,000 to 50,000 uses per season. One (1) vendor shall be assigned concessionaire rights to this area.

TERRITORY #2 – ALL OTHER AREAS OF LUDINGTON PARK: One (1) concessionaire shall be assigned the right to vend food/drink items within all other areas of Ludington Park, **except Municipal Beach/Aronson Island/Marina.** Due to the physical size of the area to be served and shifting activities by persons using the park, the concessionaire assigned this area will, at his/her option, select site that are most beneficial to the public and his/her vending business. The vending site options are:

- Bandshell;
- Harbor Hideout/Courts/Picnic Area; and
- Municipal Dock

The appointed concessionaire shall have the right to vend food/drink items in the area herein described during the 2019 summer season except on those days designated by the City as “Special Event Days”. On Special Event Days, other vendors will also be invited by the City.

4. **CONCESSIONAIRE’S FEE:** The prospective concessionaire shall submit a fee with the *Proposal Form* in the amount of \$250.00 in order for the City of Escanaba to consider awarding concession rights within one of two territories within Ludington Park. The appointed concessionaire’s fees shall be retained by the City to offset costs involved, i.e.: trash collection, utilities, etc. Concessionaires not selected will have their \$250.00 returned in ten (10) days.
5. **CONCESSIONAIRE’S MENU/FOOD AND DRINK SELECTION:** Concessionaire’s proposals will be evaluated on a number of factors. Food and drink selection offered by the Concessionaire to the public will be evaluated. Provide a complete list of foods, both prepared and/or pre-packaged, and drink selection within the proposal form.
6. **CONCESSIONAIRE’S DAYS/TIMES OF OPERATION:** Provide upon the proposal form, days of the week and daily times the vending operation is anticipated to be present and operational in Ludington Park. This will be a critical factor in the City’s evaluation of the concessionaire’s proposal as the City wishes the park/beach to be serviced with food and drink concessions at peak use times both during weekday evenings and on weekends. It is the intent of this paragraph to permit the vendor maximum flexibility to determine best days and times to vend in the park.
7. **HEALTH INSPECTION CERTIFICATION:** Provide, with this proposal, a current valid copy of the concessionaire’s County Health Certification for 2019. If a current certificate is not available, last year’s certification will suffice or evidence certification has been applied for. A valid 2019 County Health Certification is required prior to the placement of any vending unit in Ludington Park.

8. **INSURANCES:** The concessionaire shall provide, with this proposal, evidence of the following insurance policies/certification:

Workers Compensation

Coverage A	Statutory – Michigan
Coverage B	\$100,000

Comprehensive General Liability

Bodily Injury	\$1,000,000 Combined Single Limits (minimum)
Property Damage	\$1,000,000 Combined Single Limits (minimum)

Comprehensive Auto Liability

Auto Liability	\$1,000,000 Combined Single Limits (minimum)
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Upon award of vending rights to the concessionaire, the concessionaire shall provide the City of Escanaba with a current and updated Certificate of Insurance providing the minimum coverages, as specified. The City of Escanaba shall be named as “additional insured” to all policies.

9. **CONCESSIONAIRE’S VENDING UNIT LOCATION:** The appointed concessionaire may vend food/drink concessions within the territory awarded. The vending unit must be portable. The concessionaire has the option to place and keep vending unit in Ludington Park for extended time periods for the duration of the agreement. It shall be the Concessionaire’s responsibility to secure the vending unit when not in use and the City of Escanaba shall not be responsible for damages, theft or vandalism to the unit. The vending unit may not be placed upon any roadway or other areas which may create a safety hazard nor interfere with customary park activities.
10. **CONCESSIONAIRE’S HOURS OF OPERATION:** As per Section 6 of the Specifications the vendor is to provide his/her anticipated hours of operation in Ludington Park within the territories granted. Ludington Park hours are 7:30 a.m. to 11:00 p.m. seven days a week. Vendors may not be open for business outside these hours.
11. **SUMMER SEASON TERM DEFINED:** The summer season is defined as May through Labor Day. The appointed concessionaire must vend during this time period as a minimum and may also vend, at his/her discretion before May or after Labor Day.
12. **TRANSIENT MERCHANT’S LICENSE:** The appointed concessionaire must obtain a Transient Merchant’s License from the City Clerk’s Office. The seasonal license fee is \$60.00 with the concessionaire providing proof of Health

Certification, Insurances, and successfully pass a fire inspection by the Public Safety Department, if applicable.

13. **UTILITIES:** The City of Escanaba will provide electric and/or water service connections for the Concessionaire at locations listed below. The City, however, is not obligated nor responsible for service interruptions.

<u>SITE</u>	<u>ELECTRIC</u>	<u>WATER</u>
Municipal Beach	110V	None
Bandshell	110/240V	Yes
Harbor Hideout	110/240V	Yes
Municipal Dock	110/240V	Yes

Water utilities within Ludington Park, except for Aronson Island, are available at each drinking fountain location. Any alternative to utilities shall be completed at vendor's expense pending approval from the City of Escanaba.

14. **TRASH AND LITTER:** The concessionaire must provide a minimum of two (2) trash receptacles to adequately handle trash and litter generated by the concession. Trash generated by vendors/customers must be bagged, tied, and disposed of daily by the vendor. The vendor is responsible for the proper disposing of all trash, litter and packaging.

15. **ALCOHOLIC BEVERAGES/OTHER LAWS:** The concessionaire may not dispense alcoholic beverages and agrees to adhere to all codes, ordinances, laws, policies and directives governing Ludington Park.

16. **SPECIAL EVENT DAYS:** The successful concessionaire/vendors awarded rights to vend in Ludington Park during the summer season will be the only food/drink vendors within the territories of Ludington Park so assigned by the City, except during those days/times designated as "Special Events". On "Special Event" days, the City shall have the option to select the placement of other food/drink vendors in the park.

Certain special events shall also have concession rights for the event awarded to the event's sponsoring organization. The Ludington Park concessionaires will be given the opportunity to participate in these activities, subject to the terms and conditions of the sponsoring organizations.

17. **SUB-LEASING:** The successful concessionaire shall be prohibited from sub-leasing or in any way transferring his/her right to vend in Ludington Park to any other party or individual.

18. **CONDITION OF PREMISES:** Taking possession of the premises by the concessionaire shall constitute acknowledgment that such premises are in good condition. Vendor shall accept concession premises in its existing condition and the City shall not be required to make any alteration.
19. **QUALITY OF SERVICE:** All items sold by the concessionaire shall be of first class quality and the services provided by the concessionaire shall be rendered courteously and efficiently. The City reserves the right to prohibit the sale of any item that it deems objectionable.
20. **APPEARANCE OF VENDING AREA:** The Concessionaire shall submit a photo of the vending unit with the proposal. The vending unit shall appear compatible with the surroundings in Ludington Park. The vending unit area shall also be kept in a neat and orderly fashion.
21. **INDEMNIFICATION:** The concessionaire shall hold the City of Escanaba harmless from and shall defend and indemnify the City of Escanaba from and against all liability for injuries or deaths of persons or damage to property arising from activities under this assignment, including loss predicated on active or passive negligence of the City of Escanaba.

22. **CITY COORDINATOR:**

Kim Peterson, Recreation Director
Catherine Bonifas Civic Center
225 North 21st Street
Escanaba, MI 49829

Mail: P.O. Box 948
Escanaba, MI 49829

Phone: 786-4141

Fax: 789-3798

E-Mail: recreation@escanaba.org

LUDINGTON PARK FOOD/DRINK CONCESSIONAIRE PROPOSAL FORM

I/We hereby submit the following proposal to provide food/drink concessions at Ludington Park, Escanaba, Michigan for the 2019 Summer Season:

Name of Concession Company or Non-Profit Organization	_____
Name of Concession Unit, If Applicable	_____
Name of Concession Owner/ Responsible Individual	_____
Address	_____
City	_____ Zip _____
Phone _____ (Home) _____ (Work) _____ (Fax)	
E-Mail _____	

Territory/area of Ludington Park I/We wish to be considered for food/drink vending rights during the 2019 Summer Season (✓ one):

- TERRITORY #1 - MUNICIPAL BEACH/ARONSON ISLAND
- TERRITORY #2 - ALL OTHER AREAS OF LUDINGTON PARK, except Aronson Island

CONCESSIONAIRE'S FOOD/DRINK/MENU SELECTION: Provide a description of your food, drink and menu selection, including pre-packaged and prepared items:

DESCRIPTION OF CONCESSIONAIRE'S VENDING UNIT: Provide a description of the vending unit, i.e.: physical size and appearance; facilities and equipment contained. Please include photo:

IS THE VENDING UNIT:

- CAPABLE OF GENERATING ITS OWN ELECTRIC POWER NEEDS? YES NO
- CURRENTLY CERTIFIED BY THE COUNTY HEALTH DEPARTMENT? YES NO

CONCESSIONAIRE'S DAYS/TIMES OF OPERATION: Provide a list of days/times your vending business is expected to operate in Ludington Park:

<u>DAY</u>	<u>HOURS OF OPERATION</u>
Monday	_____
Tuesday	_____
Wednesday	_____
Thursday	_____
Friday	_____
Saturday	_____
Sunday	_____

Provide dates when your concession unit will not be available for service in Ludington Park, i.e.: previous commitments:

HEALTH INSPECTION CERTIFICATION:

- Current County Health Certificate (copy) attached;
- Do not have a current Health Certificate, but will obtain certification if selected.

INSURANCE POLICIES/CERTIFICATION:

- Current insurance certificates (copy) attached;
- Do not have current insurance certificate, but will obtain insurances, as per specifications.

CONCESSIONAIRE'S FEE: Provide a check, cashier's check or money order in the amount of \$250.00. Make checks payable to the City of Escanaba. **Check is enclosed.**

I/We have read and understood the **Specifications, Policies, and Guidelines for Ludington Park Food/Drink Concessions - 2019 Summer Season**, and agree to all provisions contained within.

NAME OF COMPANY/ORGANIZATION _____

NAME OF OWNER/REPRESENTATIVE _____

SIGNATURE OF OWNER/REPRESENTATIVE _____

DATE _____

MEMORANDUM

March 13, 2019

TO: Patrick Jordan, City Manager
Phil Demay, City Clerk

FROM: Kim Peterson, Recreation Director *KL*

SUBJECT: City Council Meeting Agenda for Thursday, March 21, 2019

NB. - #3
C.C. 3/21/19

AWARD OF BID TO PROVIDE LABOR, EQUIPMENT, MATERIALS AND INSURANCE FOR THE INDEPENDENCE DAY FIREWORKS DISPLAY AT ESCANABA, MICHIGAN

Proposals were due March 7, 2019, to provide labor, equipment, materials and insurance for the Independence Day fireworks display. Three invitations to submit proposals were sent to contractors with two phone calls to companies asking them to submit a bid. No sealed bids were received. An e-mail proposal was received on March 7, 2019.

For the past fifteen or more years Wolverine Fireworks has been awarded the bid, however, this year they are no longer submitting a bid due to personnel certifications.

Great Lakes Fireworks has submitted a proposal for the Fourth of July Fireworks Display. The proposal is for a \$10,000 show with add ons for additional donations received (around \$3,000).

In comparing the proposal this year to last year, the proposal this year would have 146 more shells in the fireworks display.

After a reference check with three communities, it is recommended the Fireworks Display contract be awarded to Great Lakes Fireworks of West Branch, MI, in the amount of \$10,000. It is further requested, City Council authorize the contract amount to increase equal to community donations received for the fireworks display.

From: "Bruce Tyree" <pyrotyree@sbcglobal.net>
To: <kpeterson@escanaba.org>
Date: 03/07/2019 09:23 AM
Subject: Great Lakes Fireworks!

Good morning Kim,

Nice talking with you this morning. Thank you for contacting us. We appreciate the opportunity provide a proposal for your display. I again apologize for our tardiness. Before we decided to go ahead with the proposal, we wanted to make sure we could assemble a solid crew to produce your display. Plus there's logistics with equipment and the fireworks delivery as well. Being the busiest week of the year, it took us a bit to get it together.

There's a great plan in place and we are excited about the opportunity.

Attached please find a brief, yet comprehensive and straight forward proposal for \$10,000. This proposed display will increase the energy and excitement from previous years. I am confident that you will not be disappointed, and you and your audience will notice the difference. Also attached is a list of references. This includes all Insurance (\$10M), labor, delivery, everything.

I have also sent you a file via wetransfer, of our current portfolio. It talks about our company and some of our accomplishments.

Thanks again! Please feel free to contact me with any questions.

Kind regards,
Bruce

Bruce Tyree

Owner | Great Lakes Fireworks LLC

phone: [989.726.5040](tel:989.726.5040)

mobile: [989.942.0684](tel:989.942.0684)

email: btyree@glfpyro.com

site: greatlakesfireworks.com

**GREAT LAKES
FIREW*RK*S**

Attachments:

File: Proposal_Escanaba_2019.pdf	Size: 100k	Content Type: application/pdf
File: 2019 Reference-List.pdf	Size: 74k	Content Type: application/pdf

GREAT LAKES FIREWORKS

3275 W. M-76 • West Branch, MI 48661 • Office: 989.726.5040 • Fax: 989.726.5041 • greatlakesfireworks.com

Escanaba

Display date: July 6, 2019 (Rain date: 7/7/19)

Program Outline:

OPENING:

- 40 3" Color Finale Chain
- 30 3" Salute Finale Chain
- 12 4" Color Finale Chain

BODY:

- 36 3" Assorted Color Shells
- 72 4" Assorted Color Shells
- 48 5" Assorted Color Shells
- 54 6" Assorted Color Shells
- 14 8" Assorted Color Shells
- 9 10" Assorted Color Shells

In addition to the above shells, the following premium shell "stack" effects will be inserted throughout the body of the display:

- 1 5" Smile to Heart (grouping shot 1 at a time)
- 1 6" Smile to Heart
- 1 8" Smile to Heart

Just before finale:

- 3 5" Yung Feng Nishiki Kamuro Niagra Falls
- 3 6" Yung Feng Nishiki Kamuro Niagra Falls
- 1 8" Yung Feng Nishiki Kamuro Niagra Falls
- 1 10" Yung Feng Nishiki Kamuro Niagra Falls

FINALE:

- 120 3" Color Finale Chain
- 108 3" Salute Finale Chain
- 60 4" Color Finale Chain
- 10 5" Color Finale Chain
- 8 6" Color Finale Chain
- 2 8" Color Finale Chain
- 1 10" Color Finale Chain

Display Cost: \$10,000.00

Includes: Permits, Delivery, Labor and Insurance

GREAT LAKES FIREWORKS

3275 W. M-76 • West Branch, MI 48661 • Office: 989.726.5040 • Fax: 989.726.5041 • greatlakesfireworks.com

Reference List

Display	Contact	Phone
Marquette 4 th of July Committee 4 th of July	Chris Wattsson	(906) 458-6803 chris@wandwjewelers.com
Traverse City Boom Boom Club 4 th of July	Tim Hinkley	(231) 590-4503 tmhtcmi07@aol.com
National Cherry Festival (Traverse City) Festival Finale Fireworks	Kat Paye	(231) 947-4230 kat@cherryfestival.org
Ludington Jaycees Ludington 4 th of July	Angela Rickett	(231) 843-8878 x.2195
East Jordan East Jordan Freedom Festival	Shannon Fender	(231) 536-7351 info@ejchamber.org
Houghton Lake 4 th of July	Jay Jacobs	(989) 366-5644
Lansing 4 th of July	Stephanie Robinson	(517) 702-6197
Tuscarora Township Independence Day Celebration	Sue Fisher	(231) 238-0970 clerk@tuscaroratwp.com
Onkama Onkama Days	Paul Mueller	(231) 970-1399 jane-paul@sbcglobal.net
Croton Township Independence Day Celebration	Debra Wright	(231) 652-0907 dwrightcfd@yahoo.com
Holland Tulip Time Festival	Julian Tomning	(616) 990-1773 julian@tuliptime.com
Torch Lake Association Independence Day Celebration	Paul Fabiano	(231) 330-4127 Paco1213@charter.net

DATE: January 30, 2019

PROPOSAL: LABOR, EQUIPMENT, MATERIALS AND INSURANCE FOR
THE INDEPENDENCE DAY FIREWORKS DISPLAY AT
ESCANABA, MICHIGAN

PROPOSAL DUE: Thursday, March 7, 2019, at 2:00 p.m. E.S.T.

TO FIREWORKS CONTRACTORS: January 30, 2019

DATE TO BE ADVERTISED: January 30, 2019

INVITATIONS TO SUBMIT PROPOSALS SENT TO: Three (3)

BARTOLOTTA FIREWORKS CO INC
ATTN BRUCE KELLERMAN
2117 MAYME COURT
GREEN BAY, WI 54311

SPIELBAUER FIREWORKS CO INC
1976 LANE ROAD
GREEN BAY, WI 54311

WOLVERINE FIREWORKS DISPLAY INC
205 WEST SEIDLERS ROAD
KAWKAWLIN, MI 48631-9728

phone contact

Great Lakes Fireworks

ace fireworks

REQUEST FOR PROPOSALS
LABOR, MATERIALS AND INSURANCE
for the
INDEPENDENCE DAY FIREWORKS DISPLAY
at
ESCANABA, MICHIGAN

Proposals will be received by the City of Escanaba at the Office of the City Clerk, on or before 2:00 p.m. E.S.T., on **Thursday, March 7, 2019**, for:

**Labor, Materials, and Insurance for the Independence Day
Fireworks Display at Escanaba, Michigan**

Proposal forms and specifications may be obtained at the Escanaba City Clerk's Office, 410 Ludington Street or at the Escanaba Recreation Department Office, located at the Catherine Bonifas Civic Center, 225 North 21st Street, Escanaba, Michigan 49829. Contractors may receive proposal forms/specifications by calling (906) 786-4141 or e-mail at recreation@escanaba.org.

All proposals must be received by **Thursday, March 7, 2019, 2:00 p.m. (E.S.T.)**, to be considered. Proposals may be *mailed to*:

ESCANABA CITY CLERK'S OFFICE
FIREWORKS PROPOSAL 2019
P.O. BOX 948
ESCANABA, MI 49829

or delivered in person at:

ESCANABA CITY CLERK'S OFFICE
CITY HALL
410 LUDINGTON STREET
ESCANABA, MI 49829

A certified check, cashier's check, or Bidder's Bond, drawn payable - without condition - to the City of Escanaba, Michigan, in an amount not less than 10% of the proposal will be submitted with each proposal as a guarantee that if the proposal is accepted, the contractor will furnish materials or services as stated in his proposal. On failure of the successful contractor to fulfill the conditions for his/her proposal, he/she shall forfeit said deposit to the City of Escanaba, Michigan, as liquidated damages. The acceptance of the proposal will be contingent upon the contractor's acceptance of this provision.

The City of Escanaba, Michigan, reserves the right to reject any or all proposals or any part thereof at its discretion. The City further reserves the right to negotiate directly with any and all contractors concerning any matter related to any proposal.

NOTICE TO BIDDERS

Sealed bids will be received by the City of Escanaba at the office of the City Clerk, on or before 2:00 p.m., E.S.T., on: **Thursday, March 7, 2019, for:**

LABOR, MATERIALS AND INSURANCE FOR INDEPENDENCE DAY FIREWORKS DISPLAY AT ESCANABA, MICHIGAN

The bids will be publicly opened and read in Room 101 at City Hall, located at 410 Ludington Street, Escanaba, Michigan, at said time and date.

Bidder's proposals and/or specifications may be obtained from the office of the City Clerk, located at 410 Ludington Street, Escanaba, Michigan 49829. No bid will be considered unless the proposal form and/or specifications (furnished by the City of Escanaba, Michigan), are properly completed and enclosed in a sealed envelope, marked:

"INDEPENDENCE DAY FIREWORKS BID FOR 2019"

In addition, the City of Escanaba, Michigan, will not consider any proposal which has not been received prior to the published time, date and year of bid opening. (**FAX and e-mail transmittals will not be accepted.**)

A certified check, cashier's check, or Bidder's Bond, drawn payable – without condition – to the City of Escanaba, Michigan, in an amount not less than 10% of the bid will be submitted with each proposal as a guarantee that if the bid is accepted, the bidder will furnish materials or services as stated in his proposal. On failure of the successful bidder to fulfill the conditions for his/her proposal, he/she shall forfeit said deposit to the City of Escanaba, Michigan, as liquidated damages. The acceptance of the proposal will be contingent upon the bidder's acceptance of this provision.

The City of Escanaba, Michigan, reserves the right to reject any or all bids, or any part thereof at its discretion, and to waive any irregularities in the bidding. The City of Escanaba, Michigan, may also split bids at its discretion. The City further reserves the right to negotiate directly with any and all bidders concerning any matter related to any bid.

All City of Escanaba, Michigan, bids are prepared so as to afford all vendors the equal opportunity for fair and equitable competition. The City of Escanaba, Michigan, assumes no liability or responsibility for any errors or oversights in the preparation and/or publication of bids.

Kim Peterson
Recreation/Purchasing Director
City of Escanaba

SPECIFICATIONS

LABOR, EQUIPMENT, MATERIALS and INSURANCE for the INDEPENDENCE DAY FIREWORKS DISPLAY at ESCANABA, MICHIGAN

PREFACE

The following pages within this document outline the City of Escanaba, Michigan's, request for proposals for fireworks contractors and specifications for the 2019 Independence Day Fireworks Display. Contractors are to be aware:

- the City is soliciting proposals for fireworks contractors instead of bids. The proposal format gives the City greater flexibility in evaluating fireworks program proposals from Contractors;
- a certified check, cashier's check or bond in the amount of 10% of the proposal is required with the Contractor's proposal;
- the Contractor will be given the opportunity to provide any variety of fireworks program packages as long as the proposal falls within the program budget; and
- all Contractor's proposals must be received by the City of Escanaba Recreation Department no later than Thursday, March 7, 2019, at 2:00 p.m. Instructions on mailing or delivering proposals in person is detailed on the cover page of this document.

CONTRACTOR SELECTION PROCESS

Proposals received from fireworks Contractors will be evaluated on:

- the quality of the program proposal;
- the quantity of the program proposal;
- the ability to provide a competent, experienced and qualified fireworks operator capable of firing 5", 6", 8", 10" and 12" aerial shells electronically and 3" and 4" aerial shells manually; and
- the City's past experience with the Contractor, if any.

The Contractor shall demonstrate within the proposals they are ready to provide the highest quality fireworks falling within the program budget and prepared to provide a qualified and experienced operator capable of handling and firing the program within industry guidelines and time frames set forth within these specifications.

PROGRAM BUDGET

The complete Independence Day Fireworks Program budget is \$10,000 as of 01/01/19. The Contractor's proposal shall include all elements and costs involved with the program including labor, materials and insurances as specified within this document. The City of Escanaba is currently conducting a community campaign to raise additional funds beyond the \$10,000 budget. In as much as the City cannot confirm additional funding, the Contractor's proposal shall be limited to \$10,000.

FIREWORKS QUALITY

The Specifications discuss the need to provide not only the minimum number of shells, but also the maximum number of high quality shells. The contractor shall also note the following:

- All shells shall properly fit the mortars;
- All shells shall be the freshest possible with the least exposure to moisture or humidity; and
- The three inch (3") diameter shells specified in the **FINALE SHALL BE TRUE 3" SHELLS WICKED AND RACKED ACCORDINGLY**. These aerial finale shells shall be of good quality and capable of reaching maximum height and break.

METHOD OF SET-UP AND FIRING OF AERIAL SHELLS

The City of Escanaba will require its 2019 Independence Day Fireworks Display to be fired primarily by electronic means.

- All 3" and 4" diameter shells are to be pre-loaded in racks with the option of hand firing or firing by electronic means;
- All 5", 6", 8", 10" and/or 12" diameter aerial shells are to be pre-loaded and fired by electronic means;
- All aerial shells intended for electronic firing are to contain pre-wicked 3 meter electronic leads/squibs; and
- The finale rack aerial shells are to contain primed finale fuses also capable of electronic firing.

FIREWORK OPERATORS

The Contractor has the option to select his/her own employees/operators/pyrotechnicians for the Escanaba program. The Lead Pyrotechnician shall be a certified operator by an accredited organization adhering to the industry and governmental standards governing the handling and firing of fireworks. Fireworks crew members shall also be trained by the Contractor in the latest safety standards.

- The Lead Operator/Pyrotechnician shall be certified and all crew members trained formally by industry standards; and
- The Operator/Pyrotechnician shall primarily fire the aerial display by electronic means.

SPECIFICATIONS

I. FIREWORKS

A. Diameter of Aerial Shells

The Contractor shall provide the City of Escanaba with an all aerial display consisting of general aerial fireworks pieces. Aerial shells shall be 3", 4", 5" 6", 8", 10" and/or 12" in diameter. No ground displays.

B. Past Fireworks Programs and Shells provided:

In 2018, the City of Escanaba received the following quantity of fireworks materials:

	<u>SHELL TYPES</u>	<u>% OF DISTRIBUTION</u>
■ Aerial Display:	3" Aerial Shells	= 72 (21%)
	4" Aerial Shells	= 81 (23%)
	5" Aerial Shells	= 93 (26%)
	6" Aerial Shells	= 69 (19%)
	8" Aerial Shells	= 26 (7%)
	10" Aerial Shells	= 16 (4%)
	12" Aerial Shells	= 0 (0%)
	Total Aerial Shells	= 357 100%
■ Finale:	2.5" Ass. Color & Report	= 60
	3" Tiger Tail Salutes Chained	= 60
	3" Color & Report Chained	= 108
	4" Brocade to Color	= 80
	5" Assorted Color	= 6
	6" Assorted Color	= 4
	8" Lidu Speciality Shell	= 3
	10" Lidu 3 Time Brocade	
	Crossett	= 1
	Total Finale Shells	= 322

C. Contractor Proposal Options

The Contractor has the option to submit any one, or more, program options not to exceed total cost of \$10,000.00, including labor and insurance costs:

■ Option #1: Provide a program and materials similar to the 2018 display format. In 2018, the City received 489 shells for its aerial display for their initial \$10,000 costs. The Contractor may provide a 2019 proposal with any number of shells. However, the percent of aerial shell distribution MUST be similar to the 2018 display, i.e.: 16% of 3" shells, 23% of 4" shells, etc. The finale must consist of a minimum of 280 - 3" and 4" star shells and aerial salutes and any additional combination of 2 ½", 4", 5", 6", 8", 10" and/or 12" shells.

■ Option #2: Provide a program and materials not to exceed \$10,000 that may include:

- an Opening Barrage;
- the core aerial program consisting of 3", 4", 5", 6", 8", 10" and/or 12" aerial shells in quantity percentages, as previously illustrated;
- the use of mines; and/or
- a finale, in minimum quantities as stated in Option #1.

At minimum the Contractor's proposal must contain the core aerial display and a finale. All program proposals must not exceed the \$10,000 budget encompassing all expenses.

D. Shell Selection

The Contractor may provide an assortment of domestic shells and import shells. Import shells may be from Japan, China, Taiwan, South America and/or Europe. The program shall consist of less expensive single-break shells, medium quality multiple-break shells/multicolor shells/multicolor report/flash report/salute shells and highest quality special/fancy shells.

E. Shell Information and Listing

In order for the City to evaluate the aerial fireworks proposal by the Contractor, the Contractor shall provide the following information on the Proposal Form:

1. Type/Name of Shell
2. Shell Rating: Single Break, Multiple Break or Special/Fancy
3. Open Stock Price/Catalogue Page
4. Bid Price per Shell
5. # of Shells
6. Amount
7. Origin of Shell (domestic, Japan, China, Taiwan, South America, Europe)

It is important for the Contractor to provide adequate information on Type/Name of Shell, Shell Rating, Open Stock Price per unit, Bid Price per unit, and quantities so the City is able to evaluate the proposed program. The Contractor is asked to provide the highest quality shells within the framework of the program's budget. Contractor shall also include an up-to-date company catalogue illustrating "open stock" prices.

F. Shell Quality Distribution

(1) Aerial Shells

The Contractor shall be requested to identify the quality ranking of each aerial shell, i.e.: Single Break, Multiple Break, Special/Fancy, etc., on the worksheet forms.

(2) Finale

The finale shall consist of 280 – 3" and 4" star shells and aerial salutes and any additional combination of 2 ½", 3", 4", 5", 6", 8", 10" and/or 12" aerial shells wicked and racked accordingly. The Finale should consist of a storied effect with low, medium height and maximum height breaks.

G. Electronic Leads/Squibs

All 5", 6", 8", 10" and 12" aerial shells shall be wicked by the Contractor, prior to delivering, with three (3) meter electric leads/squibs. The finale racks shall also be equipped with electronic leads to electronically fire the finale.

H. Pre-Display Set-Up

The Escanaba Display shall be completely set-up prior to the start of the program. 3" & 4" shells shall be racked and prepared for hand firing and the 5", 6", 8", 12" and finale shells pre-set for electronic firing.

II. FIREWORKS BUDGET

A. Budget Allocation

The City has allocated a total of *approximately* \$10,000 for **fireworks materials/shells** for the 2019 Independence Day Fireworks Display. Cost of labor, insurance, etc., is tabulated separately and are costs *in addition to materials/shells*. **The total budget is \$10,000.**

B. Purchase of Additional Fireworks

The City will be requesting additional fireworks pieces at a later date, most likely additional 8", 10" or 12" aerial shells. It is anticipated that \$2,500 to \$3,500 in extra fireworks will be purchased at a later date.

III. SUPPLIES, EQUIPMENT and TRAINING

The Contractor shall provide all necessary supplies and equipment to successfully and safely operate and fire the City display including, but not limited to:

3" and 4" mortars and racking to *accommodate manual firing*;

5", 6", 8", 10" and/or 12" mortars and racking to accommodate electronic firing;

Finale racks and mortar tubes to accommodate electronic firing;

[MORTAR COUNTS & SIZES MUST MATCH THE NUMBER OF SHELLS IN EACH CATEGORY]

Tarps and/or approved covering for all pre-set pieces;

Shovels and other tools;

Employee safety equipment including hard hats, ear and eye protection, first aid supplies, fire extinguishers and other safety equipment deemed necessary;

Approved vehicles to transport fireworks and equipment;

Other equipment deemed necessary; and

Proper Training/Certification of all fireworks operators.

IV. DATE OF DISPLAY AND RAIN DATE

The Independence Day Fireworks Display shall be conducted on Thursday, July 4, 2019, beginning no earlier than 10:15 p.m. or when sufficient darkness sets in.

A. Rain Date

If the program cannot be fired because of rain, drizzle or adverse wind conditions, the program will be cancelled and fired the next day, *Friday, July 5, 2019, under the same time conditions.*

B. Cancellation Fees

The Contractor will not assess the City extra fees or charges if the display is cancelled and rain date is utilized due to adverse weather conditions.

V. FIREWORKS OPERATORS

The Contractor shall provide a knowledgeable, experienced and trained Lead Pyrotechnician to supervise the program set-up, firing, dismantling and post-display policing of the grounds. The Lead Pyrotechnician shall be trained and certified and familiar with all industrial, governmental codes regulating the safe handling and firing of fireworks.

Auxiliary staff shall also be trained by the Contractor prior to the display. The Contractor shall provide to the City the following employee information no later than **Thursday, March 7, 2019**:

- A complete listing of each employee hired by the Contractor;
- Experience and/or training received by each employee;
- Written verification that each of the Contractor's employees are covered under Workmen's Compensation Insurance, as per Michigan statutory requirements; and
- The above is to be submitted on Contractor's letterhead.

VI. PROGRAM DISPLAY TIME CONDITIONS

The Contractor shall fire the specified fireworks program in no less than twenty (20) minutes and no more than thirty (30) minutes.

VII. DELIVERY, INSPECTION, STORAGE, SET-UP, DISMANTLING AND UNEXPLODED SHELLS

- A. Delivery of fireworks shall be made in vehicles in conformance with all local, state, and federal laws. *Delivery shall be made by contractor no later than one (1) week prior to display date, unless other approved arrangements are agreed to by contractor and City. **Delivery should be coordinated with the Recreation Department and delivered during receiving hours of 7:30 a.m. – 2:30 p.m. E.S.T. Monday thru Friday.***
- B. Upon delivery, the City retains the right to inspect fireworks shells to make certain that the material is in conformance with specifications. *Detailed packing list must accompany order;*
- C. The delivery of the fireworks materials are made prior to the display date, and may only be stored at the Escanaba Public Works, 1715 Sheridan Road, Escanaba, Michigan. Fireworks may not be stored at any other site within the City. Storage at Escanaba Public Works Department is within an approved magazine for fireworks storage.
- D. The Contractor may begin the set-up of mortars, finale racks, electronic rigging, etc., beginning at 8:00 a.m. on the display date and/or rain date or at a mutually agreed time/date.
- E. The Contractor must remove all mortars, finale racks, boxes, paper and trash at the conclusion of the display. All mortar holes are to be filled and replaced as found; and
- F. The Contractor shall be responsible for locating and disposing of all unexploded shells. The Contractor's employees shall search all areas around the firing site, including shallow water near the firing site for live shells. Two searches shall be conducted once immediately after the display and the second at day-break the following day. The Contractor is liable for damages associated with live shells left at the firing site.

VIII. FIRING SITE AND SPECTATOR CONTROL

A. Firing Site

The 2019 Independence Fireworks Display at Escanaba shall take place at Ludington Park. The Contractor shall fire the display on Aronson Island in Ludington Park. The City will determine the general area of firing. The Contractor shall select the exact locations, given wind conditions, etc., with approval from the City's representative.

B. Spectator Control by Police

After 8:30 p.m. on the display date, Aronson Island will be closed off to general and/or pedestrian traffic by the Escanaba Public Safety Department.

C. Spectator Control by Contractor

The nearest body of spectators to the firing site is approximately 1,200' away separated by both water and land. The Public Safety Department will do its best to stop and turn back pedestrians. The Contractor, however, must be especially vigilant of persons who may wander into the firing area.

IX. INSURANCE

A. Worker's Compensation Insurance

The Contractor shall purchase coverage and provide a Certificate of Insurance, naming the City of Escanaba as "additional insured" on all policies and related documents for the following Worker's Compensation Insurance:

Coverage A Statutory/Michigan
Coverage B \$100,000

B. Comprehensive General Liability Insurance

The Contractor shall purchase and provide a Certificate of Insurance, naming the City of Escanaba as "additional insured" on all policies and related documents for the following Comprehensive General Liability Insurance:

Bodily Injury	- Combined Single Limits (minimum)	\$1,000,000
Property Damage	- Combined Single Limits (minimum)	\$1,000,000
Auto Liability	- Combined Single Limits	\$1,000,000

C. Delivery of Certificates

The Contractor shall deliver Certificates of Insurance to the City **no later than June 3, 2019**, 31 days prior to the display day. The Certificates shall also indicate both the primary display date and the Rain Date policies are in effect. The City of Escanaba to be named "Additional Insured" upon all certificates.

D. Proposal Form

A section is provided on the Proposal Form reflecting costs involved with both Worker's Compensation and General Liability Insurance.

X. CITY REPRESENTATIVE AND PROJECT MANAGER

Kim Peterson
Recreation Director
410 Ludington Street
P.O. Box 948
Escanaba, MI 49829

(906) 786-4141
(906) 789-3798 (fax)
(906) 280-0067 (cell)
e-mail: recreation@escanaba.org

XI. EVALUATION OF PROPOSALS

The City of Escanaba will evaluate proposals based upon the quality of the program proposal, quantity of fireworks pieces provided, the quality of the fireworks, accuracy of the worksheets describing shell types, price of fireworks materials and ability to comply with insurance specifications. The Contractor's proposal will also be evaluated by specifically identifying the fireworks operator, loaders/tube cleaners, their experience and credentials. The Contractor should also provide references and contact persons from other Upper Peninsula communities where the Contractor has provided similar materials, insurance and operators.

Worksheet A
Three Inch (3") Aerial Shells

Provide information on all 3" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p>RATING SUMMARY/DISTRIBUTION # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
--	---

Worksheet B
Four Inch (4") Aerial Shells

Provide information on all 4" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
--	---

Worksheet C
Five Inch (5") Aerial Shells

Provide information on all 5" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
--	--

Worksheet D
Six Inch (6") Aerial Shells

Provide information on all 6" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____</p> <p># Two Break/Multiple Shells _____</p> <p># Special/Fancy Shells _____</p>
--	--

Worksheet E
Eight Inch (8") Aerial Shells

Provide information on all 8" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
--	---

Worksheet F
Ten Inch (10") Aerial Shells

Provide information on all 10" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
--	---

Worksheet G
Twelve Inch (12") Aerial Shells

Provide information on all 12" aerial shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings: * Single Break * Two Break/Multiple * Special/Fancy</p>	<p><u>RATING SUMMARY/DISTRIBUTION</u> # Single Break Shells _____ # Two Break/Multiple Shells _____ # Special/Fancy Shells _____</p>
--	--

Worksheet H
Finale Shells

Provide information on all finale shells you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings:</p> <ul style="list-style-type: none"> * Single Break * Two Break/Multiple * Special/Fancy
--

Worksheet I
Other Shells or Special Effects

Provide information on all other shells or special effects you intend to furnish in this proposal.

Type/Name of Shell	*Shell Rating	Open Stock Price/Cat. Pg.	Bid Price Per Shell	# of Shells	Amount	Origin
TOTALS						

<p>*Ratings:</p>	<ul style="list-style-type: none"> * Single Break * Two Break/Multiple * Special/Fancy
------------------	---

Worksheet J
Labor and Expenses

(Complete labor items your firm intends to provide)

Labor	Name	Amount
Operator #1	_____	\$ _____
Operator #2	_____	\$ _____
Loader #1	_____	\$ _____
Loader #2	_____	\$ _____
Loader #3	_____	\$ _____
Loader #4	_____	\$ _____
Tube Cleaner #1	_____	\$ _____
Tube Cleaner #2	_____	\$ _____
TOTAL LABOR		\$ _____

Other:

Expenses

Meals, lodging, travel expenses

\$ _____

TOTAL EXPENSES

\$ _____

Other Expenses and Labor

Specify:

\$ _____
\$ _____

GRAND TOTAL - Labor/Expenses

\$ _____

PROPOSAL FORM

Date: _____

BID: Labor, Equipment, Materials and Insurance for the 2019 Independence Day Fireworks Display at Escanaba, Michigan

We the undersigned, do hereby agree to furnish all labor, equipment, materials and insurance for the Independence Day Fireworks Display at Ludington Park, Escanaba, Michigan, in conformance with attached specifications for the following amount:

Fireworks

3" shells from Worksheet A	\$ _____
4" shells from Worksheet B	\$ _____
5" shells from Worksheet C	\$ _____
6" shells from Worksheet D	\$ _____
8" shells from Worksheet E	\$ _____
10" shells from Worksheet F	
12" shells from Worksheet G	\$ _____
Finale 3" & 4" shells, wicked and provide racks, from Worksheet H	\$ _____
Other Shells/Special Effects from Worksheet I	\$ _____

Subtotal Fireworks

\$ _____

Labor and Expenses

Fireworks Operator(s), tube cleaner(s), and loader(s) salaries and wages from Worksheet J

\$ _____

Expenses; i.e., mileage, meals, lodging, etc., from Worksheet J

\$ _____

Other labor charges or expenses from Worksheet J

\$ _____

Subtotal Labor and Expenses

\$ _____

Insurance

Worker's Comp.

\$ _____

Comprehensive General Liability

\$ _____

Auto Liability

\$ _____

Subtotal Insurance

\$ _____

Other: (specify) _____

\$ _____

TOTAL PROPOSAL AMOUNT (fireworks, labor, insurance and other)

\$ _____

Certified Check, Cashier's Check, or Bidder's Bond enclosed in the amount of: (10% of total proposal amount)

\$ _____

Submitted by: FIRM: _____

ADDRESS: _____

CITY/STATE: _____ ZIP: _____

BY: _____ TITLE: _____

SIGNATURE: _____

Spaulding Enterprises, LLC
Cat-man-do's Bar & Grill
1223 Ludington St.
Escanaba, MI 49829
(906) 786-9757



N.B. - # 4
C.C. 3/21/19

February 28, 2019

To Whom It May Concern,

This is in regards to my request for temporary authorization for the outdoor sale, service and consumption of alcoholic liquor for **Classic Car & Bike Nights** (June 12/13, July 10/11, August 14/15 & September 11/12; second date each month is set aside for alternative rain dates if needed) in an area measuring up to 80' x 130', to be located directly adjacent to licensed premises and 110' x 300', to be located directly in front of licensed premises starting on Ludington Street from 13th Street to 12th Street (see attached map); **other Fundraisers** (car show July 27 & Wheelin' Sportsmen August 24) in an area measuring up to 80' x 260', to be located directly adjacent to licensed premises (see attached map); and **Fun Run Parade** (May 31) in an area measuring up to 25' x 50', to be located directly adjacent to licensed premises (see attached map), with all designated areas to be well defined and clearly marked for events in conjunction with 2018-2019 Class C license # 255247 and Specially Designated Merchant license # 255248 with Sunday Sales Permit (AM) (PM), Direct Connection - 1, Dance Permit, Entertainment Permit and Specific Purpose Permit (food), located at the above address in Delta County.

Additionally, Please be advised as stated above, this year I have respectfully asked to add all of Ludington Street from 13th Street to 12th Street for the outdoor sale, service and consumption of alcoholic liquor for **Classic Car & Bike Nights** only. Last year I was granted an additional space for the **Classic Car & Bike Nights** on Ludington Street in front of Catmando's. Please see attached maps for further explanation.

The fund raisers will be open to the public and all egresses will be constantly monitored by either a floor manager, event staff, employees and/or owners. All money raised will be donated to a local non-profit charity group to be determined at a later date. All proceeds raised will be via local businesses and personal donations of services and items to be raffled off or auctioned off on bids, entrance fee to the event, food sales, and generous cash donations from the public.

Thank you for your time and consideration in this matter. If you have any questions, or, are in need of additional information, please contact me at (734) 502-5263.

Sincerely,

Curt Spaulding, Owner

enclosure

cc: MLCC Escanaba District Office w/encl
Escanaba Public Safety Department w/encl
Escanaba City Council w/encl



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/18/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Garceau Insurance 823 Ludington Street Escanaba MI 49829	CONTACT NAME: Sandra O'Connor PHONE (A/C, No, Ext): (906) 789-0900 E-MAIL ADDRESS:	FAX (A/C, No):	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Spaulding Enterprises LLC 1223 Ludington St Escanaba MI 49829	INSURER A: Conifer Insurance Company		29734
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES

CERTIFICATE NUMBER: Cert ID 2590

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		CICP011847	09/21/2018	09/21/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
							\$
							\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 City of Escanaba is listed as Additional Insured in regards to the GL coverage.

CERTIFICATE HOLDER**CANCELLATION**

City of Escanaba 410 Ludington St Escanaba MI 49829	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Temporary Authorization Application

(Authorized by R 436.1023(2),(3), R 436.1403(2), R 436.1407, and R 436.1419)

*****This application, all required documents, and a \$70.00 inspection fee must be submitted at least ten (10) days in advance of your event for your request to be considered by the Commission.*****

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s): Spaulding Enterprises, LLC; DBA: Catmando's		
Address: 1223 Ludington St.		
City: Escanaba	Zip Code: 49829	
Contact name: Curt Spaulding	Phone: 734-502-5263	Email: catmandos@yahoo.com

\$70.00 Inspection Fee - Make Check Payable to **State of Michigan** *MLCC Use - Fee Code 4037*

Part 2 - Temporary Authorizations Available

A licensee may request up to twelve (12) daily authorizations for each type of temporary authorization in a calendar year. Select all that apply to this application:

<input checked="" type="checkbox"/> Temporary Outdoor Service - Complete Parts 3, 8, and 9	<input type="checkbox"/> Temporary Extended Hours Permit - Complete Parts 6 and 9
<input type="checkbox"/> Temporary Dance Permit - Complete Parts 4 and 9	<input type="checkbox"/> Temporary Specific Purpose Permit - Complete Parts 7, 8, and 9
<input type="checkbox"/> Temporary Entertainment Permit - Complete Parts 5 and 9	

Part 3 - Temporary Outdoor Service Information

Temporary Outdoor Service requires a recommendation from the local law enforcement agency that has primary jurisdiction over the licensed premises. **The local law enforcement agency must complete Part 8 of this application.**

Date(s) of event: <u>6/12, 7/10, 8/14, 9/11</u> <i>All Rain Dates: 6/13, 7/11, 8/15, 9/12</i>	Describe event: Classic Car & Bike Night Fundraiser
Date(s) of event: 7/27 & 8/24	Describe event: Car Show (7/27/19) Wheelin' Sportsmen Fundraiser (8/24/19)
Date(s) of event: 5/31/19	Describe event: Fun Run Parade

1. Check below if the event(s) listed above will include any of the following:
 Dancing Contests Tournaments Classic Cars Motorcycles Concerts Festivals

2. List the exact dimensions of the proposed area: *Area 1 NO* feet X *300* feet = *33,000* square feet
Submit a diagram of outdoor area with application Area 2 80 feet X *130* feet = *10,400* square feet
area requested is may not be applicable for all events - see individual maps attached

3. Describe type and height of the barrier that will be used to enclose the area: 5' high snow fence attached to 2x4's in cement bucket

4. Will the proposed outdoor service area be connected to the licensed premises? Yes No
 If No, what is the distance from the licensed premises to the proposed area? _____ feet

5. Is the entrance/exit point(s) for the proposed area through the licensed premises? Yes No

6. Are there any dedicated streets or intervening property between proposed area and the licensed premises? Yes No

7. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons:
See attached.

sq. Ft. Largest area requested is may not be applicable for all events - see individual maps attached for coordinated events actual sq. Ft.

Part 3 Continued - Temporary Outdoor Service Information

8. Is the location of the proposed area owned, rented, or leased by the licensee? If No , submit a lease or written permission to use the proposed area, including permission from a city, township, or village if the proposed area is located on municipally owned-property.	<input checked="" type="radio"/> Yes <input type="radio"/> No
9. Is the proposed area located in the same local governmental unit as the licensed premises? If No , please explain:	<input checked="" type="radio"/> Yes <input type="radio"/> No
10. Does the licensee currently hold an Additional Bar Permit that will be utilized in the proposed area? If No , the licensee will be restricted to providing only table service in the proposed area unless a new Additional Bar Permit has been requested by the licensee and approved by the Commission.	<input type="radio"/> Yes <input checked="" type="radio"/> No

Part 4 - Temporary Dance Permit Information

<ul style="list-style-type: none">Licensees that currently hold a Dance Permit at the licensed premises do not need to request a Temporary Dance Permit for dancing in a Temporary Outdoor Service area.The dance floor must be at least 100 square feet, be clearly marked, and shall not have tables, chairs, or other obstacles on the dance floor while customers are dancing.
1. List the dates requested for a Temporary Dance Permit:

Part 5 - Temporary Entertainment Permit Information

<ul style="list-style-type: none">Licensees that currently hold a Entertainment Permit at the licensed premises do not need to request a Temporary Entertainment Permit for entertainment in a Temporary Outdoor Service area.A Temporary Entertainment Permit does not allow for topless activity on the licensed premises.	
1. List the dates requested for a Temporary Entertainment Permit:	
2. Describe the type of entertainment provided:	
3. Will the entertainment provided under the Temporary Entertainment Permit include a contest with prizes totalling over \$250.00 in retail value? If Yes , the licensee must complete Form LCC-207 and submit with this application. <i>No alcoholic beverages may be used as part of any contest or as a prize for a contest. No licensee may provide anything of value from another licensee without prior Commission approval.</i>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Part 6 - Temporary Extended Hours Permit Information

<ul style="list-style-type: none">Licensees that currently hold an Extended Hours Permit in conjunction with a Dance or Entertainment Permit at the licensed premises do not need to request a Temporary Extended Hours Permit for use with a Temporary Outdoor Service area.
1. Select the permit type that requires a Temporary Extended Hours Permit*: <input type="checkbox"/> Dance Permit <input type="checkbox"/> Entertainment Permit
2. List the dates and hours requested for a Temporary Extended Hours Permit:

Part 7 - Temporary Specific Purpose Permit Information

<ul style="list-style-type: none">Licensees that currently hold a Specific Purpose Permit for an approved purpose at the licensed premises do not need to request a Temporary Specific Purpose Permit for the same purpose for use with a Temporary Outdoor Service area.A Temporary Specific Purpose Permit requires a recommendation from the local law enforcement agency that has primary jurisdiction over the licensed premises. The local law enforcement agency must complete Part 8 of this application.
1. Indicate the activity that requires extended hours* (e.g. food service):
2. List the dates and hours requested for a Temporary Specific Permit:

*Hours of Operation

Weekdays and Saturdays - Beer, wine, and spirits may be sold from 7:00 a.m. to 2:00 a.m. of the next day, provided that the sale of spirits is legal in the governmental unit where the license is desired.

Sundays - Legal hours of sale on Sundays are from 7:00 a.m. until 2:00 a.m. of the next day, provided the sale of alcoholic beverages on Sunday is legal in the governmental unit and the appropriate permit has been approved by the Commission and the permit has been issued.

Part 8 - Local Law Enforcement Recommendation for Temporary Outdoor Service and Temporary Specific Purpose Permit

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency: Escanaba Area Public Safety		
Address of law enforcement agency: 1900 3rd Ave North, Escanaba, MI 49829		
Phone number of officer: 906-786-5911	Email of officer: <i>rlamarche@escanaba.org</i>	
I certify that I have reviewed this application and recommend the approval of the Temporary Outdoor Service or Temporary Specific Purpose Permit by the Michigan Liquor Control Commission.		
<i>Robert LaMarche Director</i> Print Name & Title of Reviewing Officer:	<i>[Signature]</i> Signature of Reviewing Officer	<i>2-20-18</i> Date

Part 9 - Signature of Licensee

If approved, the license shall not sell, or allow the consumption of alcoholic beverage outdoors, except in the defined area, under administrative rule R 436.1419.

If approved, the licensee shall provide service of alcoholic beverages in the outdoor area only by wait staff servicing the tables, unless the licensee uses an approved additional bar in the area where customers may obtain their alcoholic beverages from a bartender using a currently authorized additional bar or receiving approval by the Commission for a new Additional Bar Permit.

Refrigeration trucks and/or trailers cannot include an alcoholic beverage logo and must be rented by the licensee from a non-wholesale company. If the refrigeration truck/trailer allows customer access to obtain alcoholic beverages, an Additional Bar Permit must be obtained unless an existing Additional Bar Permit will be utilized.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

Submit this application, all required documents, and a \$70.00 inspection fee at least ten (10) days in advance of your event for your request to be considered by the Commission. Make check payable to State of Michigan.

Curt Spaulding, owner	<i>[Signature]</i>	2/28/19
Print Name of Licensee & Title	Signature of Licensee	Date

Please return this completed form along with corresponding documents and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-284-8557

CITY OF ESCANABA - SPECIAL EVENT APPLICATION
Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Friday May 31, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Krussin Klassic Fun Run Parade

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's
 Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757
 Address: 1223 Ludington St Evening Phone: (906) 786-9757
 City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com
 Website: _____ Event Phone: (906) 786-9757
 Charitable Org #: 57-0564993 Fax: (906) 786-9757
(If applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: Catmando's 1223 Ludington Street
 Road(s) Road Closure Required? Partial Full

DATE/TIME:

EVENT TIME <small>This is the time your event would be ready to accept participants or general public.</small>	Event Begins	Event Ends
	DATE: <u>May 31, 2019</u> TIME: <u>6:30 pm</u>	DATE: <u>May 31, 2019</u> TIME: <u>10:00 pm</u>
SET-UP TIME <small>When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</small>	Set-up Start	Tear-down End
	DATE: <u>May 31, 2019</u> TIME: <u>5:00 pm</u>	DATE: <u>May 31, 2019</u> TIME: <u>10:30 pm</u>

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: # _____ 12	Wheelchair Accessible: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Bands: # _____ 0	For events on City Property are you seeking approval to charge:	
Vehicles/Floats: # _____ n/a	Admission: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Volunteers: # _____ 10	Parking: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
General Public: # _____ 100	This event is: <input checked="" type="checkbox"/> Open to the Public	
	<input type="checkbox"/> For Invited Guests Only	

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

Power Requirements: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Fireworks: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Sound Amplification: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alcohol: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Access to power if possible: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Live Music: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Tents/Temp. Structures: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Size of Tent(s): _____	
Amusement Rides: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Provider: _____	
Inflatables: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Ludington Park – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Ludington Park – Bandshell (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Ludington Park – Bandshell (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Ludington Park – Gazebo (2 Hour Block)	<input type="checkbox"/> \$50 (Resident)	<input type="checkbox"/> \$75 (Non-Resident)
Other Picnic or Gathering Area (Full Day)	<input type="checkbox"/> \$35	
John D. Besse Park – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
John D. Besse Park – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Lemerand Field – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Lemerand Field – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Lemerand Field – Entire Complex (Full Day)	<input type="checkbox"/> \$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

Adjacent to Catmando's roughly 25' x 50' area will be enclosed by a 5' high snow fence. Only egress will be the side bar exit to outdoor space. It will be a closed in area constantly monitored by floor manager & owners (see 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).



Event Organizer Signature

Curt Spaulding

Print Name

02/28/2019

Date

Fun Run Parade (5/31/14)

Ludington Street

Sidewalk

EXIT
Front

1221
Ludington

Fenced in
area
(5' high snow fence)

Catmando's
Building

Floor manager
at this entrance

EXIT

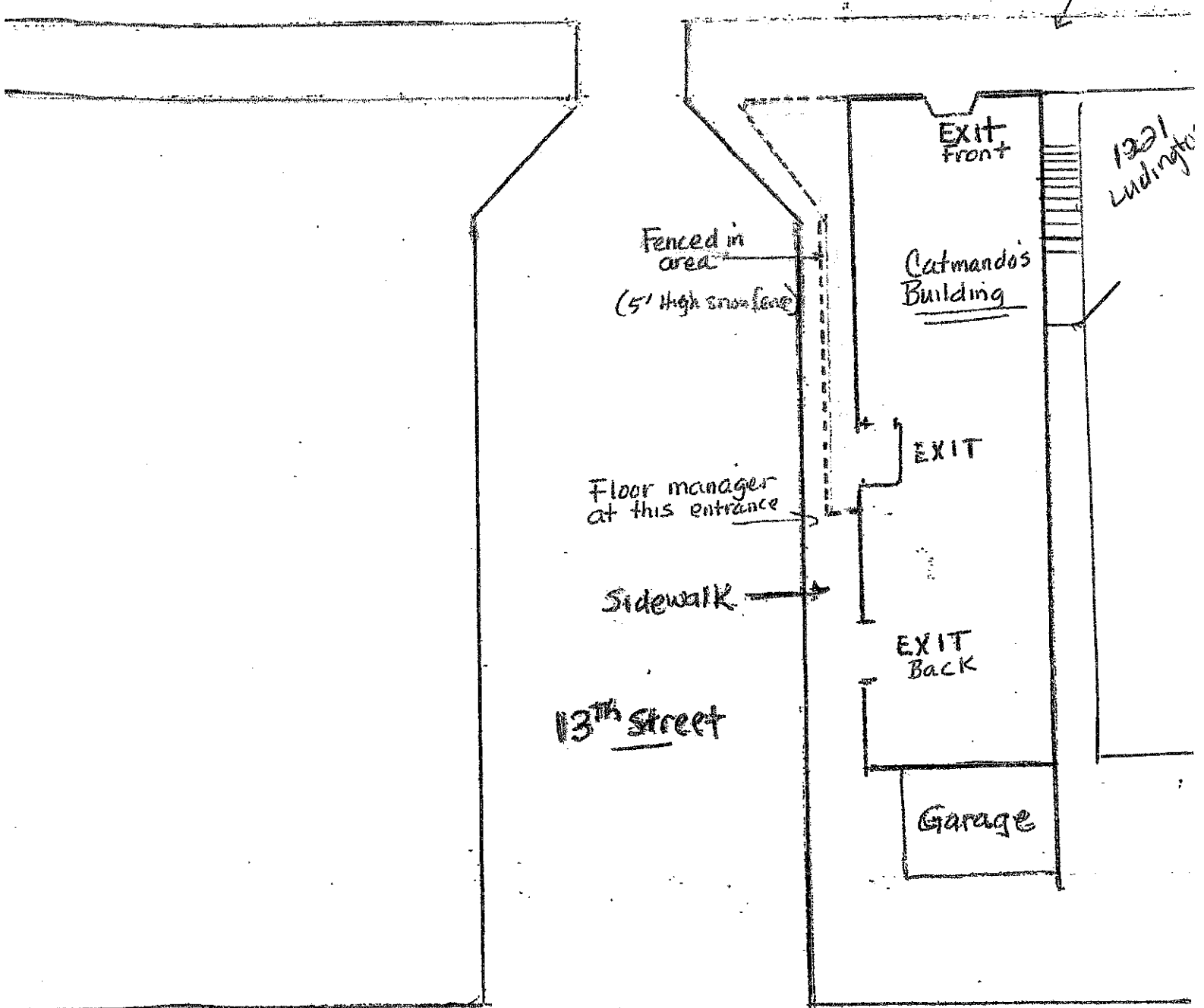
Sidewalk

EXIT
Back

13th Street

Garage

ALLEY



CITY OF ESCANABA - SPECIAL EVENT APPLICATION
Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Wednesday June 12, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Classic Car & Bike Night

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's
 Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757
 Address: 1223 Ludington St Evening Phone: (906) 786-9757
 City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com
 Website: _____ Event Phone: (906) 786-9757
 Charitable Org #: 57-0564993 Fax: (906) 786-9757
(If applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: All of So. 13th Street between Ludington & 1st Ave So; All of Ludington St between 13th St to 12th St
 Road(s) Road Closure Required? Partial Full

DATE/TIME:

EVENT TIME <small>This is the time your event would be ready to accept participants or general public.</small>	Event Begins	Event Ends
	DATE: <u>June 12, 2019</u> TIME: <u>5:00 pm</u>	DATE: <u>June 12, 2019</u> TIME: <u>10:00 pm</u>
SET-UP TIME <small>When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</small>	Set-up Start	Tear-down End
	DATE: <u>June 12, 2019</u> TIME: <u>3:00 pm</u>	DATE: <u>June 12, 2019</u> TIME: <u>10:30 pm</u>

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.

CITY OF ESCANABA - SPECIAL EVENT APPLICATION
Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Alternative Rain Date Thursday June 13, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Classic Car & Bike Night

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's
 Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757
 Address: 1223 Ludington St Evening Phone: (906) 786-9757
 City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com
 Website: _____ Event Phone: (906) 786-9757
 Charitable Org #: 57-0564993 Fax: (906) 786-9757
(If applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: All of So. 13th Street between Ludington & 1st Ave So; All of Ludington St between 13th St to 12th St
 Road(s) Road Closure Required? Partial Full

DATE/TIME:

EVENT TIME <small>This is the time your event would be ready to accept participants or general public.</small>	Event Begins	Event Ends
	DATE: <u>June 12, 2019</u> TIME: <u>5:00 pm</u>	DATE: <u>June 12, 2019</u> TIME: <u>10:00 pm</u>
SET-UP TIME <small>When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</small>	Set-up Start	Tear-down End
	DATE: <u>June 12, 2019</u> TIME: <u>3:00 pm</u>	DATE: <u>June 12, 2019</u> TIME: <u>10:30 pm</u>

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: # 12
 Bands: # 1
 Vehicles/Floats: # n/a
 Volunteers: # 20
 General Public: # 200

Wheelchair Accessible: Yes No

For events on City Property are you seeking approval to charge:

Admission: Yes No

Parking: Yes No

This event is: Open to the Public

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): 12x10 20x10 10x10 canopies

Amusement Rides: Yes No

Provider: _____

Inflatables: Yes No

Provider: Bosk Rental

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 Brats

Soda / Chips / Candy Other Meats _____

Hotdogs / Hamburgers Baked Goods _____

RESERVATION FEES: (Check applicable box(es))

Ludington Park – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Ludington Park – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Ludington Park – Bandshell (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Ludington Park – Bandshell (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Ludington Park – Gazebo (2 Hour Block)	<input type="checkbox"/> \$50 (Resident)	<input type="checkbox"/> \$75 (Non-Resident)
Other Picnic or Gathering Area (Full Day)	<input type="checkbox"/> \$35	
John D. Besse Park – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
John D. Besse Park – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Lemerand Field – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Lemerand Field – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Lemerand Field – Entire Complex (Full Day)	<input type="checkbox"/> \$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.

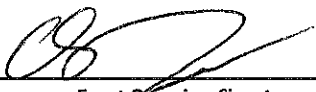
A detailed map of road closures **MUST** be included. Applicants must notify abutting properties of the closure at least 14 Days in advance of the event. This notification letter must be approved by the City Manager's Office. If there are any SPECIAL REQUESTS that you would like the City to consider,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

DEFINE THE CLOSURE LIMITS – ATTACH A DETAILED MAP

City to block off Ludington St @ corner of Lud. & 13th St and @ corner of Lud & 12th St. Also, So 13th St from Ludington to So. 13th @ 1st Ave So. with city barricades, see attached map). 5' High plastic snow fence will close off public from entering fenced in event areas as outlined in blue on map. There will be exits from outside enclosed areas which will be constantly monitored by event staff & owners. There will also be entrances to enclosed area via Catmando's front side & back doors. These exits will constantly be monitored too by same people.

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).



Event Organizer Signature

Curt Spaulding

Print Name

02/28/2019

Date

CITY OF ESCANABA - SPECIAL EVENT APPLICATION

Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Wednesday July 10, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Classic Car & Bike Night

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's

Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757

Address: 1223 Ludington St Evening Phone: (906) 786-9757

City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com

Website: _____ Event Phone: (906) 786-9757

Charitable Org #: 57-0564993 Fax: (906) 786-9757
(If applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: All of So.13th Street between Ludington & 1st Ave So; All of Ludington St between 13th St to 12th St

Road(s) Road Closure Required? Partial Full

DATE/TIME:

<p style="text-align: center;">EVENT TIME</p> <p style="font-size: small;">This is the time your event would be ready to accept participants or general public.</p>	<p style="text-align: center;">Event Begins</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>5:00 pm</u></p>	<p style="text-align: center;">Event Ends</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>10:00 pm</u></p>
<p style="text-align: center;">SET-UP TIME</p> <p style="font-size: small;">When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</p>	<p style="text-align: center;">Set-up Start</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>3:00 pm</u></p>	<p style="text-align: center;">Tear-down End</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>10:30 pm</u></p>

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.

CITY OF ESCANABA - SPECIAL EVENT APPLICATION

Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Alternative Rain Date Thursday July 11, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Classic Car & Bike Night

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's

Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757

Address: 1223 Ludington St Evening Phone: (906) 786-9757

City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com

Website: _____ Event Phone: (906) 786-9757

Charitable Org #: 57-0564993 Fax: (906) 786-9757
(if applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: All of So. 13th Street between Ludington & 1st Ave So; All of Ludington St between 13th St to 12th St

Road(s) Road Closure Required? Partial Full

DATE/TIME:

<p style="text-align: center;">EVENT TIME</p> <p style="font-size: small;">This is the time your event would be ready to accept participants or general public.</p>	<p style="text-align: center;">Event Begins</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>5:00 pm</u></p>	<p style="text-align: center;">Event Ends</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>10:00 pm</u></p>
<p style="text-align: center;">SET-UP TIME</p> <p style="font-size: small;">When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</p>	<p style="text-align: center;">Set-up Start</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>3:00 pm</u></p>	<p style="text-align: center;">Tear-down End</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>10:30 pm</u></p>

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EVENT DETAILS – TYPE OF EVENT:

- Parade
- Run
- Cycling
- Walkathon
- Festival/Event
- Other (specify): _____

ESTIMATED ATTENDANCE: (Please estimate all that apply)

Participants: # 12
 Bands: # 1
 Vehicles/Floats: # n/a
 Volunteers: # 20
 General Public: # 200

Wheelchair Accessible: Yes No
 For events on City Property are you seeking approval to charge:
 Admission: Yes No
 Parking: Yes No
 This event is: Open to the Public
 For Invited Guests Only

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

Power Requirements: Yes No
 Sound Amplification: Yes No
 Access to power if possible: Yes No
 Live Music: Yes No
 Tents/Temp. Structures: Yes No
 Amusement Rides: Yes No
 Inflatables: Yes No

Fireworks: Yes No
 Alcohol: Yes No
 Size of Tent(s): 12x10 20x10 10x10 canopies
 Provider: _____
 Provider: Bosk Rental

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
 - Rice / Pasta Dishes
 - Soda / Chips / Candy
 - Hotdogs / Hamburgers
 - Soups / Chili
 - Salad
 - Other Meats
 - Baked Goods
 - Other Foods (Please list)
- Brats _____

RESERVATION FEES: (Check applicable box(es))

Ludington Park – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Ludington Park – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Ludington Park – Bandshell (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Ludington Park – Bandshell (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Ludington Park – Gazebo (2 Hour Block)	<input type="checkbox"/> \$50 (Resident)	<input type="checkbox"/> \$75 (Non-Resident)
Other Picnic or Gathering Area (Full Day)	<input type="checkbox"/> \$35	
John D. Besse Park – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
John D. Besse Park – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Lemerand Field – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Lemerand Field – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Lemerand Field – Entire Complex (Full Day)	<input type="checkbox"/> \$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.

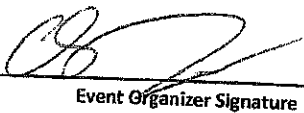
A detailed map of road closures **MUST** be included. Applicants must notify abutting properties of the closure at least 14 Days in advance of the event. This notification letter must be approved by the City Manager's Office. If there are any SPECIAL REQUESTS that you would like the City to consider,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

DEFINE THE CLOSURE LIMITS – ATTACH A DETAILED MAP

City to block off Ludington St @ corner of Lud & 13th St and @ corner of Lud & 12th St. Also, So 13th St from Ludington to So. 13th @ 1st Ave So. with city barricades, see attached map. 5' High plastic snow fence will close off public from entering fenced in event areas as outlined in blue on map. There will be exits from outside enclosed areas which will be constantly monitored by event staff & owners. There will also be entrances to enclosed area via Carman's front side & Dacie doors. These exits will constantly be monitored too by same people.

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).



Event Organizer Signature

Curt Spaulding

Print Name

02/28/2019

Date

CITY OF ESCANABA - SPECIAL EVENT APPLICATION
Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Wednesday August 14, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Classic Car & Bike Night

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's
 Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757
 Address: 1223 Ludington St Evening Phone: (906) 786-9757
 City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com
 Website: _____ Event Phone: (906) 786-9757
 Charitable Org #: 57-0564993 Fax: (906) 786-9757
(If applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: All of So.13th Street between Ludington & 1st Ave So; All of Ludington St between 13th St to 12th St
 Road(s) Road Closure Required? Partial Full

DATE/TIME:

<p align="center">EVENT TIME</p> <p><small>This is the time your event would be ready to accept participants or general public.</small></p>	<p>Event Begins</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>5:00 pm</u></p>	<p>Event Ends</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>10:00 pm</u></p>
	<p>SET-UP TIME</p> <p><small>When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</small></p>	<p>Set-up Start</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>3:00 pm</u></p>

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CITY OF ESCANABA - SPECIAL EVENT APPLICATION
Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Alternative Rain Date Thursday August 15, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Classic Car & Bike Night

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's
 Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757
 Address: 1223 Ludington St Evening Phone: (906) 786-9757
 City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com
 Website: _____ Event Phone: (906) 786-9757
 Charitable Org #: 57-0564993 Fax: (906) 786-9757
(If applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: All of So.13th Street between Ludington & 1st Ave So; All of Ludington St between 13th St to 12th St
 Road(s) Road Closure Required? Partial Full

DATE/TIME:

<p align="center">EVENT TIME</p> <p><small>This is the time your event would be ready to accept participants or general public.</small></p>	<p>Event Begins</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>5:00 pm</u></p>	<p>Event Ends</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>10:00 pm</u></p>
	<p>SET-UP TIME</p> <p><small>When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</small></p>	<p>Set-up Start</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>3:00 pm</u></p>

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EVENT DETAILS – TYPE OF EVENT:

- Parade
- Cycling
- Festival/Event
- Run
- Walkathon
- Other (specify): _____

ESTIMATED ATTENDANCE: (Please estimate all that apply)

Participants: # 12

Bands: # 1

Vehicles/Floats: # n/a

Volunteers: # 20

General Public: # 200

Wheelchair Accessible: Yes No

For events on City Property are you seeking approval to charge:

Admission: Yes No

Parking: Yes No

This event is: Open to the Public

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): 12x10 20x10 10x10 canopies

Amusement Rides: Yes No

Provider: _____

Inflatables: Yes No

Provider: Bosk Rental

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 Brats

Soda / Chips / Candy Other Meats _____

Hotdogs / Hamburgers Baked Goods _____

RESERVATION FEES: (Check applicable box(es))

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Ludington Park – Bandshell (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Ludington Park – Gazebo (2 Hour Block)	<input type="checkbox"/> \$50 (Resident)	<input type="checkbox"/> \$75 (Non-Resident)
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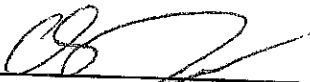
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DEFINE THE CLOSURE LIMITS – ATTACH A DETAILED MAP

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Event Organizer Signature

Curt Spaulding

Print Name

02/28/2019

Date

CITY OF ESCANABA - SPECIAL EVENT APPLICATION

Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Wednesday September 11, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Classic Car & Bike Night

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's

Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757

Address: 1223 Ludington St Evening Phone: (906) 786-9757

City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com

Website: _____ Event Phone: (906) 786-9757

Charitable Org #: 57-0564993 Fax: (906) 786-9757
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LOCATION:

City Park Name of Park: _____

Building/Facility Name/Area: All of So.13th Street between Ludington & 1st Ave So; All of Ludington St between 13th St to 12th St

Road(s) Road Closure Required? Partial Full

DATE/TIME:

<p>EVENT TIME</p> <p><small>This is the time your event would be ready to accept participants or general public.</small></p>	<p>Event Begins</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>5:00 pm</u></p>	<p>Event Ends</p> <p>DATE: <u>June 12, 2019</u></p> <p>TIME: <u>10:00 pm</u></p>
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CITY OF ESCANABA - SPECIAL EVENT APPLICATION
Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Alternative Rain Date Thursday September 12, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Classic Car & Bike Night

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's

Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757

Address: 1223 Ludington St Evening Phone: (906) 786-9757

City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com

Website: _____ Event Phone: (906) 786-9757

Charitable Org #: 57-0564993 Fax: (906) 786-9757
(If applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: All of So. 13th Street between Ludington & 1st Ave So; All of Ludington St between 13th St to 12th St

Road(s) Road Closure Required? Partial Full

DATE/TIME:

EVENT TIME <small>This is the time your event would be ready to accept participants or general public.</small>	Event Begins	Event Ends
	DATE: <u>June 12, 2019</u> TIME: <u>5:00 pm</u>	DATE: <u>June 12, 2019</u> TIME: <u>10:00 pm</u>
SET-UP TIME <small>When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</small>	Set-up Start	Tear-down End
	DATE: <u>June 12, 2019</u> TIME: <u>3:00 pm</u>	DATE: <u>June 12, 2019</u> TIME: <u>10:30 pm</u>

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: # 12
Bands: # 1
Vehicles/Floats: # n/a
Volunteers: # 20
General Public: # 200

Wheelchair Accessible: Yes No

For events on City Property are you seeking approval to charge:

Admission: Yes No
Parking: Yes No

This event is: Open to the Public
 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): 12x10 20x10 10x10 canopies
Amusement Rides: Yes No Provider: _____
Inflatables: Yes No Provider: Bosk Rental

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 Brats
 Soda / Chips / Candy Other Meats _____
 Hotdogs / Hamburgers Baked Goods _____

RESERVATION FEES: (Check applicable box(es))

Ludington Park – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Ludington Park – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Ludington Park – Bandshell (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Ludington Park – Bandshell (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Ludington Park – Gazebo (2 Hour Block)	<input type="checkbox"/> \$50 (Resident)	<input type="checkbox"/> \$75 (Non-Resident)
Other Picnic or Gathering Area (Full Day)	<input type="checkbox"/> \$35	
John D. Besse Park – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
John D. Besse Park – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Lemerand Field – Pavilion (1/2 Day)	<input type="checkbox"/> \$75 (Resident)	<input type="checkbox"/> \$100 (Non-Resident)
Lemerand Field – Pavilion (Full Day)	<input type="checkbox"/> \$100 (Resident)	<input type="checkbox"/> \$125 (Non-Resident)
Lemerand Field – Entire Complex (Full Day)	<input type="checkbox"/> \$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

City to block off Ludington St @ corner of Lud & 13th St and @ corner of Lud & 12th St. Also, So 13th St from Ludington to So. 13th @ 1st Ave So. with city barricades, see attached map. 5' High plastic snow fence will close off public from entering fenced in event areas as outlined in blue on map. There will be exits from outside enclosed areas which will be constantly monitored by event staff & owners. There will also be entrances to enclosed area via Catmando's front side & back doors. These exits will constantly be monitored too by same people.

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).


Event Organizer Signature

Curt Spaulding
Print Name

02/28/2019
Date

NO 1ST AVE

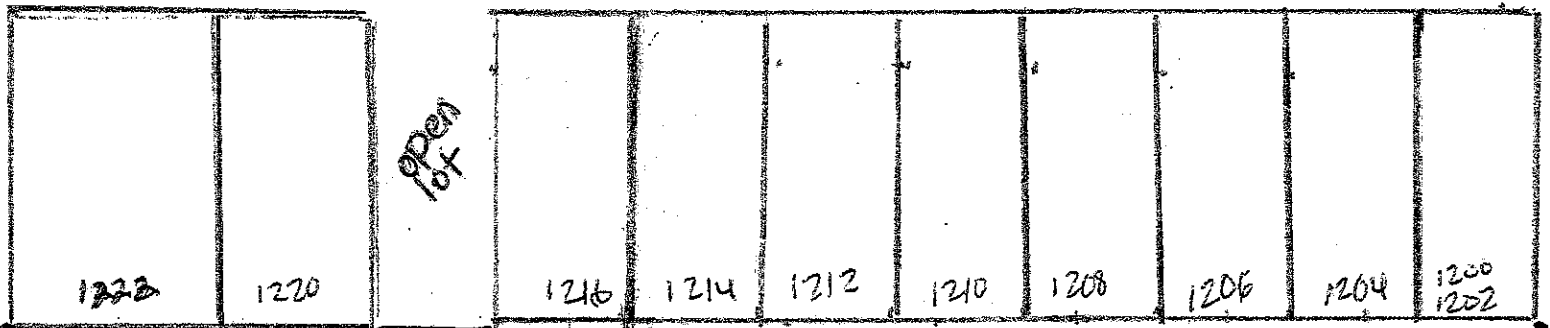
No 13th

No 12th

(Only) Classic Car & Bike Night (Only)

6/12/19 / 6/13 alternate rain date
7/10 / 7/11 alternate rain date
8/14 / 8/15 alternate rain date
9/11 / 9/12 alternate rain date

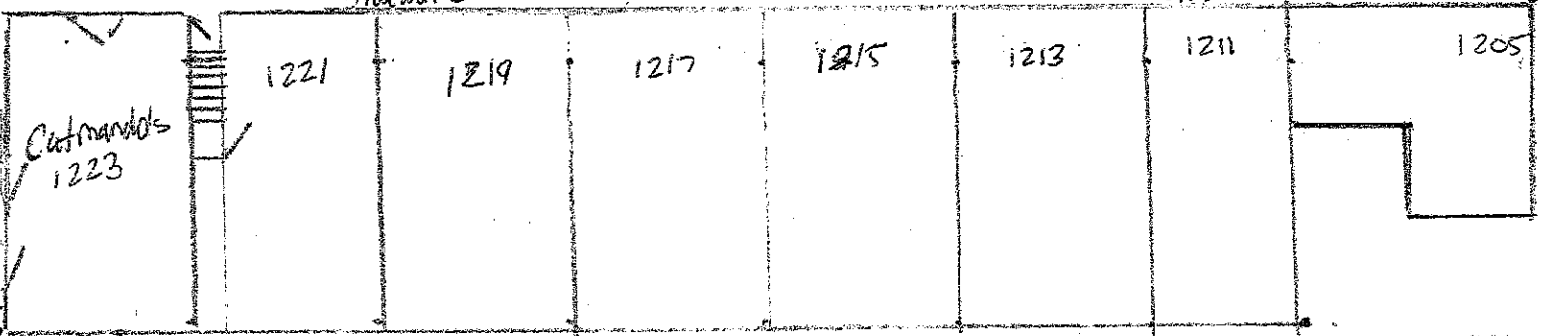
ALLEY




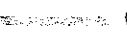

Ludington ST

side walk

side walk



ALLEY

-  5' high snow fencing (barrier)
-  city barricade
-  event staff



So 13th

So 12th

SO 1ST AVE

CITY OF ESCANABA - SPECIAL EVENT APPLICATION

Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Saturday July 27, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Car Show Fundraiser

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's

Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757

Address: 1223 Ludington St Evening Phone: (906) 786-9757

City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com

Website: _____ Event Phone: (906) 786-9757

Charitable Org #: 57-0564993 Fax: (906) 786-9757
(if applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: All of So.13th Street between Ludington & 1st Ave South (Catmando's)

Road(s) Road Closure Required? Partial Full

DATE/TIME:

<p>EVENT TIME</p> <p><small>This is the time your event would be ready to accept participants or general public.</small></p>	<p>Event Begins</p> <p>DATE: <u>July 27, 2019</u></p> <p>TIME: <u>12:00 pm</u></p>	<p>Event Ends</p> <p>DATE: <u>July 27, 2019</u></p> <p>TIME: <u>10:00 pm</u></p>
<p>SET-UP TIME</p> <p><small>When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</small></p>	<p>Set-up Start</p> <p>DATE: <u>July 27, 2019</u></p> <p>TIME: <u>10:00 am</u></p>	<p>Tear-down End</p> <p>DATE: <u>July 27, 2019</u></p> <p>TIME: <u>10:30 pm</u></p>

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
- Run
- Cycling
- Walkathon
- Festival/Event
- Other (specify): _____

ESTIMATED ATTENDANCE: (Please estimate all that apply)

Participants: # 18

Bands: # 1

Vehicles/Floats: # approx 30 cars

Volunteers: # 10

General Public: # 225

Wheelchair Accessible: Yes No

For events on City Property are you seeking approval to charge:

Admission: Yes No

Parking: Yes No

This event is: Open to the Public
 For Invited Guests Only

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

Power Requirements: Yes No

Sound Amplification: Yes No

Access to power if possible: Yes No

Live Music: Yes No

Tents/Temp. Structures: Yes No

Amusement Rides: Yes No

Inflatables: Yes No

Fireworks: Yes No

Alcohol: Yes No

Size of Tent(s): 12x10 20x10 10x10 canopies

Provider: _____

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
- Rice / Pasta Dishes
- Soda / Chips / Candy
- Hotdogs / Hamburgers
- Soups / Chili
- Salad
- Other Meats
- Baked Goods
- Other Foods (Please list)
brats

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 City to block off south 13th Street from Ludington St to South 13th St to 1st Ave So. (with city barricades). 5' high plastic snow fence will close off public from entering fenced in area as outlined in blue on attached map. There will be an exit from outside enclosed area in rear which will be constantly monitored by event staff, employees, volunteers & owners. The two entrances to enclosed area will be via Catmandu's side & back exit doors. These exits will be constantly monitored for by same people

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).


Event Organizer Signature

Curt Spaulding
Print Name

02/28/2019
Date

CITY OF ESCANABA - SPECIAL EVENT APPLICATION

Festivals, Parades, Races, Walkathons, Temporary Road Closures

DATE(S) OF EVENT: Saturday August 24, 2019
Day of Week, Month, Day, Year (Example: Saturday, October 29, 2016)

NAME OF EVENT: Wheelin' Sportsmen

CONTACT INFORMATION: (Please print clearly – Incomplete applications may be delayed)

Organization: Catmando's

Contact Person: Curt Spaulding Daytime Phone: (906) 786-9757

Address: 1223 Ludington St Evening Phone: (906) 786-9757

City, State Zip: Escanaba, MI 49829 E-mail: catmandos@yahoo.com

Website: _____ Event Phone: (906) 786-9757

Charitable Org #: 57-0564993 Fax: (906) 786-9757
(If applicable)

Alternate Contact: Kelly Spaulding 734-545-4561
(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: All of So.13th Street between Ludington & 1st Ave South (Catmando's)
- Road(s) Road Closure Required? Partial Full

DATE/TIME:

<p>EVENT TIME</p> <p><small>This is the time your event would be ready to accept participants or general public.</small></p>	<p>Event Begins</p> <p>DATE: <u>August 24, 2019</u></p> <p>TIME: <u>12:00 pm</u></p>	<p>Event Ends</p> <p>DATE: <u>August 24, 2019</u></p> <p>TIME: <u>10:00 pm</u></p>
<p>SET-UP TIME</p> <p><small>When you want the area reserved for your organization to ensure you have adequate time for set-up and tear-down.</small></p>	<p>Set-up Start</p> <p>DATE: <u>August 24, 2019</u></p> <p>TIME: <u>10:00 am</u></p>	<p>Tear-down End</p> <p>DATE: <u>August 24, 2019</u></p> <p>TIME: <u>10:30 pm</u></p>

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: # <u>50</u>	Wheelchair Accessible: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Bands: # <u>4</u>	For events on City Property are you seeking approval to charge:
Vehicles/Floats: # <u>1 stage</u>	Admission: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Volunteers: # <u>50</u>	Parking: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
General Public: # <u>300</u>	This event is: <input checked="" type="checkbox"/> Open to the Public
	<input type="checkbox"/> For Invited Guests Only

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

Power Requirements: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Fireworks: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Sound Amplification: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alcohol: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Access to power if possible: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Live Music: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Tents/Temp. Structures: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Size of Tent(s): <u>12x10 20x10 10x10 canopies</u>
Amusement Rides: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Provider: _____
Inflatables: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Provider: <u>Bosk Rental</u>

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)

<input checked="" type="checkbox"/> Chicken / Seafood	<input type="checkbox"/> Soups / Chili	<input type="checkbox"/> Other Foods (Please list)
<input type="checkbox"/> Rice / Pasta Dishes	<input type="checkbox"/> Salad	_____
<input type="checkbox"/> Soda / Chips / Candy	<input checked="" type="checkbox"/> Other Meats	_____
<input checked="" type="checkbox"/> Hotdogs / Hamburgers	<input type="checkbox"/> Baked Goods	_____

RESERVATION FEES: (Check applicable box(es))

- | | | |
|--|---|---|
| Ludington Park – Pavilion (1/2 Day) | <input type="checkbox"/> \$75 (Resident) | <input type="checkbox"/> \$100 (Non-Resident) |
| Ludington Park – Pavilion (Full Day) | <input type="checkbox"/> \$100 (Resident) | <input type="checkbox"/> \$125 (Non-Resident) |
| Ludington Park – Bandshell (1/2 Day) | <input type="checkbox"/> \$75 (Resident) | <input type="checkbox"/> \$100 (Non-Resident) |
| Ludington Park – Bandshell (Full Day) | <input type="checkbox"/> \$100 (Resident) | <input type="checkbox"/> \$125 (Non-Resident) |
| Ludington Park – Gazebo (2 Hour Block) | <input type="checkbox"/> \$50 (Resident) | <input type="checkbox"/> \$75 (Non-Resident) |
| Other Picnic or Gathering Area (Full Day) | <input type="checkbox"/> \$35 | |
| John D. Besse Park – Pavilion (1/2 Day) | <input type="checkbox"/> \$75 (Resident) | <input type="checkbox"/> \$100 (Non-Resident) |
| John D. Besse Park – Pavilion (Full Day) | <input type="checkbox"/> \$100 (Resident) | <input type="checkbox"/> \$125 (Non-Resident) |
| Lemerand Field – Pavilion (1/2 Day) | <input type="checkbox"/> \$75 (Resident) | <input type="checkbox"/> \$100 (Non-Resident) |
| Lemerand Field – Pavilion (Full Day) | <input type="checkbox"/> \$100 (Resident) | <input type="checkbox"/> \$125 (Non-Resident) |
| Lemerand Field – Entire Complex (Full Day) | <input type="checkbox"/> \$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 City to block off south 13th Street from Ludington St to South 13th St to 1st Ave So. (with city barricades). 5' high plastic snow fence will close off public from entering fenced in area as outlined in blue on attached map. There will be an exit from outside enclosed area in rear which will be constantly monitored by event staff, employees, volunteers & owners. The two entrances to enclosed area will be via Catmandu's side & back exit doors. These exits will be constantly monitored for by some people

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).

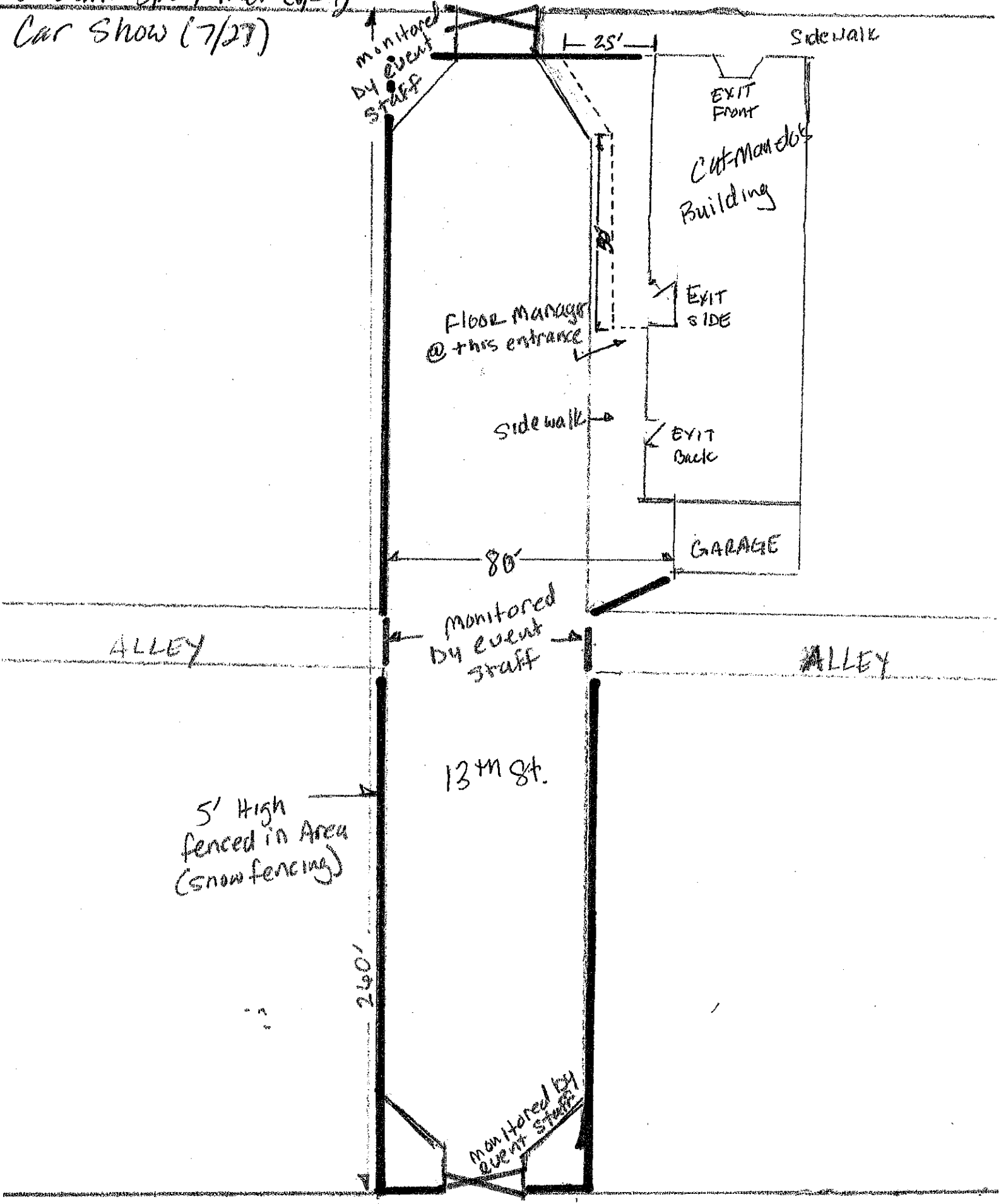

Event Organizer Signature

Curt Spaulding
Print Name

02/28/2019
Date

Wheelin' Sportsmen (8/24) LUDINGTON ST.

Car Show (7/27)



ALLEY

ALLEY

5' High fenced in Area (snow fencing)

Monitored by event staff

13th St.

240'

Monitored by event staff

So. 1st Ave

Fencing
CITY Barricade

City of Escanaba, Michigan

N.B. - #5
C.C. 3/21/19

Distribution: 990

Traffic Control Order

- City Manager
- City Engineer
- City Clerk
- Public Works
- Public Safety

Traffic Control Order Number: 995

Date of Filing: **December 21, 2018**

In accordance with Chapter 27 of the Escanaba Code of Ordinances as amended, we have made an investigation of the traffic Conditions on: **3rd Avenue South**

at or near the intersection of: **South 22nd St to the Entrance of Holy Name School Parking Lot**

And as a result of said investigation, do hereby direct that:

No parking signs will be put on the south side of South 3rd Avenue from S 22nd Street to the entrance of the Holy Name School Parking Lot

Further that the following controls be placed at the following locations:

Sign Direction (Facing): **West**

Sign(s) Location:

The following Traffic Control Oder(s) are hereby rescinded: _____

This order shall expire 90 days from date of filing except that upon its approval by the Escanaba City Council, it shall not so expire.

12-21-18
Date of Filing with City Clerk

Signed: 
Traffic Engineer

3-14-19
Received for filing (date)


By: _____
City Clerk

Approved by the City of Escanaba Council on _____
Date

The Traffic Control Order is effective upon posting of the required street signs.

MEMO

N.B. - #7
C.C. 3/21/19

TO: Patrick Jordan, City Manager 

FROM: Blaine DeGrave, Planning & Zoning Administrator

DATE: February 20, 2019

RE: **Renewable Energy Generation – Wind Energy Ordinance**

The Planning Commission held a Public Hearing on for a proposed Wind Turbine Energy Ordinance on January 10, 2019. After additional discussion and public comment, the proposed ordinance was revised and reviewed by the Planning Commission on February 14, 2019, after which they made the following motion:

Gierke made a motion, seconded by Williams, to forward to refer the proposed Wind Turbine Energy Ordinance to City Council for ordinance adoption. MOTION PASSED with unanimous ayes.

It is requested that this matter be added to the March 21, 2019 City Council agenda.

Attachment:

1. Proposed Renewable Energy Generation – Wind Energy Ordinance

ORDINANCE NO. 1204

AN ORDINANCE AMENDING ORDINANCE NO. 1028, BY ADDING CHAPTER 21 TO PROVIDE PROVISIONS FOR THE REGULATION FOR SAFE, EFFECTIVE AND EFFICIENT USE OF WIND ENERGY SYSTEMS.

THE CITY OF ESCANABA ORDAINS:

CHAPTER 1 CHANGES IN THE ORDINANCE

That Ordinance No. 1028, is hereby amended by adding Chapter 21 to read as follows:

CHAPTER 21 INTENT

The intent is to allow development of sustainable energy sources while providing regulations that limit the impact of these systems on the community and environment as follows:

Protect the visual character of neighborhoods; protect neighboring property owners from noise, nuisance, and safety impact; protect ecological and cultural environments; protect migratory fly ways; and ensure structures do not impact aviation safety.

SECTION 2101 DEFINITIONS

The terms used in this chapter have the following meaning:

- A. **Height**. The vertical distance from grade level adjacent to the base of the structure to the center of the hub for a horizontal axis wind turbine or the highest point of a vertical axis wind turbine.
- B. **Lmax**. The highest instantaneous sound emission level measured in decibels.
- C. **Decibels**. A unit used to measure the intensity of a sound, represented herein as dB(A).
- D. **Roof-Mounted Energy System**. A type of small wind energy system that is mounted on a roof.
- E. **Tower Mounted Wind Energy System**. A wind energy system that is mounted on a freestanding tower attached to the ground, and not attached to any other permanent or temporary structure.
- F. **Small Wind Energy System**. A wind energy system consisting of a wind turbine, tower or axis, blades or blade system, and associated control or conversion electronics primarily intended to reduce on-site consumption of utility power.
- G. **Utility Wind Energy System**. A wind energy system consisting of a wind turbine, tower or axis, blades or blade system, and associated control or conversion electronics primarily intended to provide wholesale or retail energy to the electric utility grid. Often referred to as Large-Scale Wind Energy System.
- H. **Wind Energy System**. Any wind energy conversion device including all associated control or conversion electronics.
- I. **Horizontal axis wind turbine**: The rotating axis of the wind turbine is horizontal, or parallel with the ground.
- J. **Vertical axis wind turbine**: The rotating axis of the turbine stands vertical or

perpendicular to the ground.

- K. **Shadow Flicker:** Shadow flicker is a term used to describe what happens when rotating wind turbine blades pass between the viewer and the sun, causing an intermittent shadow that repeats as a flicker.

**SECTION 2102
WHERE PERMITTED**

- A. Small Wind Energy Systems are permitted in the following zoning districts, Residential A, B, C, C2, Local Business (D), Commercial (E & E1), and Light Manufacturing (F & F1), provided that the requirements of this chapter are met. Small Wind Energy Systems are not permitted in Open Space Districts.
- B. Utility Wind Energy Systems may be permitted in Heavy Manufacturing districts, provided that the requirements of this chapter are met. Utility Wind Energy Systems or Large-Scale Wind Energy Systems are not permitted in any other district.

**SECTION 2103
REVIEW PROCEDURES AND STANDARDS**

- A. Small Wind Energy Systems
 - (a) Submittal Requirements. Applications for small wind energy systems shall be reviewed administratively. The applicant shall submit a plan complying with the requirements of Chapter 18 for site plan and sketch plan standards.
 - (b) Height Modification. If the applicant requests a height modification, the application shall be reviewed by the Planning Commission following a public hearing held in accordance with the requirements of Chapter 2, Section 205. Heights may not exceed maximum allowable heights of any other structure in the associated district.
- B. Utility Wind Energy Systems. The review process for any utility wind energy system shall follow the Special Land Use Permit approval process in Section 205 of the Zoning Ordinance and meet the standards outlined in Section 2107 herein.

**SECTION 2104
GENERAL STANDARDS**

The following requirements are applicable to all wind energy systems.

- A. **Noise.** A wind energy system shall not generate a noise level of more than 50 dB(A) Lmax, measured at the property line. Noise resulting from a wind energy system will not be detectable beyond the property line.
- B. **Shadow Flicker.** The application for a wind energy system shall include shadow flicker consideration, demonstrating locations where shadow flicker will occur, along with measures the applicant will take to eliminate shadow flicker. Shadow flicker will not be detectable beyond the property line. For utility wind energy systems, a shadow flicker analysis must be conducted and included in the application.
- C. **Lighting.** No wind energy system shall be artificially lighted unless required by the Federal Aviation Administration. In such applications when lighting is required, applicant will use radar activating lights or equivalent technology to activate lights only when aircraft are in the area.
- D. **Vibration.** Resulting vibration from a wind energy system will not be detectable beyond the property line.

- E. **Spacing.** The minimum distance between two (2) wind turbines shall be equal to or greater than the combined height of both turbines.
- F. **Rotor Clearance.** For horizontal axis turbines the minimum blade or rotor clearance from the ground shall be twenty (20) feet. Rooftop mounted turbines shall provide a minimum clearance from the building in accordance with the manufacturer specifications.
- G. **Appearance, Color, and Finish.** The wind energy system shall be maintained in the color or finish that was originally applied by the manufacturer, unless otherwise approved in the building permit. All wind energy systems shall be finished in a non-reflective matte finished color (gray, beige, or white).
- H. **Tower.** Turbine shall be constructed with a tubular tower. Lattice towers and guy wires shall be prohibited for ground-mounted systems.
- I. **Signs.** All signs other than the manufacturer or installer’s identification, appropriate warning signs, or owner identification signs are prohibited.
- J. **Electrical Wires.** All electrical wires associated with a wind energy system other than wire necessary to connect the wind generator to the tower wiring, the tower wiring to the disconnect junction box, and grounding wires shall be located underground.
- K. **Compliance with Electrical Code.** Building permit applications for wind energy systems shall be accompanied by line drawings of the electrical components in sufficient detail to allow for a determination that the manner of installation conforms to the National Electrical Code.
- L. **System Access.** The tower shall be designed and installed such that step bolts, ladders, or other means of access readily accessible to the public are located at least 8 feet above grade level.
- M. **Wind Access.** The City makes no assurance of wind access other than the provisions of this section. The applicant may provide evidence of covenants, easement, or similar documentation for abutting property owners providing access to wind for the operation of a wind energy system.

**SECTION 2105
TOWER-MOUNTED SMALL WIND ENERGY SYSTEMS**

The following standards are applicable to tower-mounted small wind energy systems:

Residentially Zoned Parcels	Non-Residentially Zoned Parcels
Minimum Parcel Area	
0.5 acres	20 acres
Maximum Height	
35 feet	One foot of height for every 2.5 feet of setback from the base of the tower to the nearest residential dwelling unit, or the maximum allowable building height in the district, whichever is lower
Setback Requirements	

<ul style="list-style-type: none"> • The minimum setback from any property line shall be the height of the wind turbine plus 5 feet • The minimum setback from any road or overhead utility right-of-way or easement shall be equal to the height of the turbine unless written permission is granted by the governmental agency or other entity with jurisdiction over the right-of-way or easement • Tower-mounted wind energy systems may not be located in the front yard of any lot unless the principal building is set back 200 feet or more. In such a case, a tower-mounted system may be located in the front yard provided that a minimum 150-foot front yard setback between the tower and the front property line is maintained • <u>The use shall not generate noise, vibration, or flicker detectable beyond the property line</u> 	<ul style="list-style-type: none"> • The minimum setback from any property line shall be the height of the wind turbine plus 5 feet • The minimum setback from any road or overhead utility right-of-way or easement shall be equal to the height of the turbine unless written permission is granted by the governmental agency or other entity with jurisdiction over the right-of-way or easement • Tower-mounted wind energy systems may not be located in the front yard of any lot unless the principal building is set back 200 feet or more. In such a case a tower-mounted system may be located in the front yard provided that a minimum 150-foot front yard setback between the tower and the front property line is maintained • <u>The use shall not generate noise, vibration, or flicker detectable beyond the property line</u>
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**SECTION 2106
ROOF-MOUNTED SMALL WIND ENERGY SYSTEMS**

The following standards are applicable to roof-mounted small wind energy systems:

Residentially Zoned Parcels		Non-Residentially Zoned	
Minimum Parcel Area			
No minimal parcel area		No minimum parcel area	
Maximum Height			
The maximum height is fifteen (15) feet above the highest point of the roof, <u>not to exceed the maximum allowable height of any structure in the district.</u>		The maximum height is: twenty (20) feet above the top of roof elevation of the building for any building located within two hundred fifty (250) feet of a residential dwelling, or 150% of the building height, whichever is	
Setback Requirements			
Roof-mounted wind energy systems shall be set back a minimum of twenty (20) feet from the property line, or the height of the system above the top of the roof elevation multiplied by 1.25, whichever is greater		Roof-mounted wind energy systems shall be set back a minimum of twenty (20) feet from the property line, or the height of the system above the top of the roof elevation multiplied by 1.25, whichever is greater	
<u>The use shall not generate noise, vibration, or</u>		<u>The use shall not generate noise, vibration, or</u>	

**SECTION 2107
UTILITY WIND ENERGY SYSTEMS**

Large-Scale Wind Energy systems must meet the General Standards in Section 2104 as well as meet the following standards:

- A. **Minimum Site Area.** Utility wind energy systems may only be developed on a non-residential zoning lot with an area of forty (40) acres or greater.
- B. **Height.** The permitted maximum height shall be one hundred (100) feet.
- C. **Setbacks.** Any Utility Wind Energy System shall be set back a distance equal to

four times the height of the tower from any property line, road right-of-way, or overhead utility line.

- D. **Noise.** Noise emissions from the operation of a wind energy system shall not exceed fifty (50) dB(A) Lmax. Manufacturer's specifications indicating the operating noise levels of the wind energy system at full RPM shall be provided with the application. A sound evaluation by a qualified professional following installation will be required to determine compliance with the requirements of this Section.
- E. **Towers.** Utility wind energy systems shall use tubular monopole towers, and shall not contain lettering, company insignia, advertising, or graphics on the tower or turbine that are visible beyond the property boundaries.
- F. **Climbing Devices.** Towers shall not have a permanent attached tower climbing device.
- G. **Environmental and Cultural Impacts.** The applicant shall submit environmental and cultural impact analysis prepared by a qualified third party assessing any potential impacts on the natural and/or cultural environments including, but not limited to wetlands, migratory flyways, and other ecosystems, historical and cultural sites, wildlife, and antiquities. The impact analysis shall seek feedback and input from appropriate agencies including the United States Fish and Wildlife Service (USFWS), State Historic Preservation Office (SHPO), Michigan Department of Natural Resources (M-DNR), and Michigan Department of Environmental Quality (M-DEQ). Comments and recommendations of the reviewing agencies shall be binding. The applicant shall take appropriate measures to minimize, eliminate, or mitigate adverse impacts identified. If the adverse impacts cannot be sufficiently mitigated or eliminated, the City Planning Commission shall deny the application for the utility wind energy system.
- H. **Braking Systems.** Wind turbines shall be equipped with automatic braking systems, or governing device capable of keeping the turbine operation in high winds within eighty percent (80%) of its survival wind speed.
- I. **Radio Interference.** The wind energy system shall be designed, constructed, and operated so as not to cause radio and television interference. In the event that electromagnetic interference is experienced, the applicant must provide alternate service to each individual resident or property owner affected.
- J. **Community Impact.** The applicant shall be responsible for repairing any public roads or other public infrastructure damaged or otherwise worn beyond typical usage by the construction of the utility wind energy system.
- K. **Decommissioning.** The applicant shall submit a decommissioning plan, including the following items of information:
 - (a) The anticipated life of the project.
 - (b) The estimated decommissioning costs and net salvage value in present dollars.
 - (c) The method of ensuring funds will be available for decommissioning and removal of towers, and restoration of the site to a pre-construction condition.
 - (d) Anticipated manner in which the project will be decommissioned, and the site restored.
- L. **Complaint Resolution.** The applicant shall develop a process to resolve any potential complaints from nearby residents concerning the construction and operation of the project. The process may use an independent mediator or arbitrator and shall include a time limit for acting upon a complaint not to exceed 5 business days. The process shall not preclude any governmental body from acting on a complaint. The applicant shall maintain and make available to nearby residents a toll-free telephone number or texting service where a project representative can be

reached during normal business hours.

- M. **Site Plan Requirements.** Applicants shall comply with the Special Land Use Permit approval process in Section 205 of the Zoning Ordinance, and including the following information:
- (a) Location and height of all proposed buildings, structures, electrical lines, towers, security fencing, and other above ground structures associated with the wind energy system.
 - (b) Locations and height of all adjacent buildings, structures, and above ground utilities located within three hundred (300) feet of the exterior boundaries of the lot or parcel where the proposed wind energy system will be located. Specific distances to other on-site buildings, structures, and utilities shall also be provided.
 - (c) The location of all existing and proposed overhead and underground electrical transmission or distribution lines shall be shown.
 - (d) Existing and proposed setbacks for the wind energy system from all structures located on the property where the wind energy system will be located.
 - (e) The site plan submittal shall contain a written description of the procedures to be used to maintain the wind energy system. The description shall include maintenance schedules, types of maintenance to be performed, procedures in the event the property is sold or changes ownership, and removal procedures and schedules in the event the wind energy system becomes obsolete or is abandoned.
 - (f) A copy of the manufacturer's installation instructions.
 - (g) Drawings and engineering calculations shall be certified by a registered engineer licensed in the State of Michigan.
 - (h) A noise modeling and analysis report showing noise levels at property lines at full RPM. Noise levels will not exceed 50 db(A) Lmax at any adjacent property lines.
 - (i) A shadow flicker analysis shall be prepared. The analysis shall identify the locations of shadow flicker and the expected durations of the flicker at these locations from sun-rise to sun-set over the course of a year. The analysis shall identify problem areas where shadow flicker may affect residents, livestock, and/or traffic. The analysis shall include measures that will be taken to eliminate the problems. Shadow flicker is not permitted on adjacent properties.

CHAPTER 2 SAVINGS CLAUSE

If any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be unconstitutional or unlawful 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 and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional or unlawful.

CHAPTER 3 REPEALING CLAUSE

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

CHAPTER 4 EFFECTIVE DATE

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

APPROVED:

APPROVED:

Ralph B.K. Peterson
City Attorney

Marc D. Tall
Mayor

Date Approved: (Month) (Day), 2019

ATTEST:

Date Published: (Month) (Day), 2019

Phil DeMay
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 the (Day) day of (Month), 2019, and was published in the Daily Press, a newspaper of general circulation in the City of Escanaba on (Month) (Day), 2019, 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.

Phil DeMay
City Clerk

N.B. - #8
C.C. 3/2/19

RESOLUTION NO. 19-08

**RESOLUTION TO APPROVE AN APPLICATION FOR CONVEYANCE OF GREAT LAKES
BOTTOMLANDS FROM THE STATE OF MICHIGAN DEQ.**

WHEREAS, the City of Escanaba, in partnership with the County of Delta, seeks to market for sale the "old Delta County Jail" site along with adjacent shoreline property owned by the City of Escanaba for development, and

WHEREAS, the bottomlands in question have been filled in decades past for industrial and public use, but never conveyed by the DEQ, and

WHEREAS, the City of Escanaba and Delta County wish to sell the associated already-filled bottomlands for private sector development, and

WHEREAS, the filled Bottomlands in question have no recreational or conservancy value to the public.

NOW, THEREFORE, BE IT RESOLVED by the City of Escanaba hereby approves of the Application for Conveyance for Great Lakes Bottomlands by the State of Michigan to the City of Escanaba. The Bottomlands to be conveyed are fully described below:

BEGINNING AT THE NE CORNER OF BLOCK 13 OF ASSESSOR'S PLAT NO.1 OF THE CITY OF ESCANABA AS RECORDED IN LIBER "B" OF PLATS ON PAGE 47 OF DELTA COUNTY RECORDS, THENCE N.00°16'54"E. ALONG THE NORTHERLY EXTENTION OF THE WEST RIGHT-OF-WAY LINE OF NORTH 3RD STREET A DISTANCE OF 199.02 FEET TO THE SOUTHERLY BOUNDARY OF THE FORMER C. & N. W. RAILROAD PROPERTY, THENCE N.81°53'20"W. A DISTANCE OF 164.37 FEET, THENCE N.89°19'44"W. BOTH BEING ALONG SAID SOUTHERLY BOUNDARY A DISTANCE OF 138.17 FEET TO THE NORTHERLY EXTENSION OF THE EAST RIGHT-OF WAY LINE OF NORTH 4TH STREET, THENCE S.00°05'43"W. ALONG SAID NORTHERLY EXTENDED LINE A DISTANCE OF 57.99 FEET TO THE NW CORNER OF SAID BLOCK 13, THENCE S.61°04'00"E. ALONG THE NORTHERLY LINE OF SAID BLOCK 13 A DISTANCE OF 342.78 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.92 OF AN ACRE. Upon a call of the roll, the vote was as follows:

Ayes:

Nays:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN)

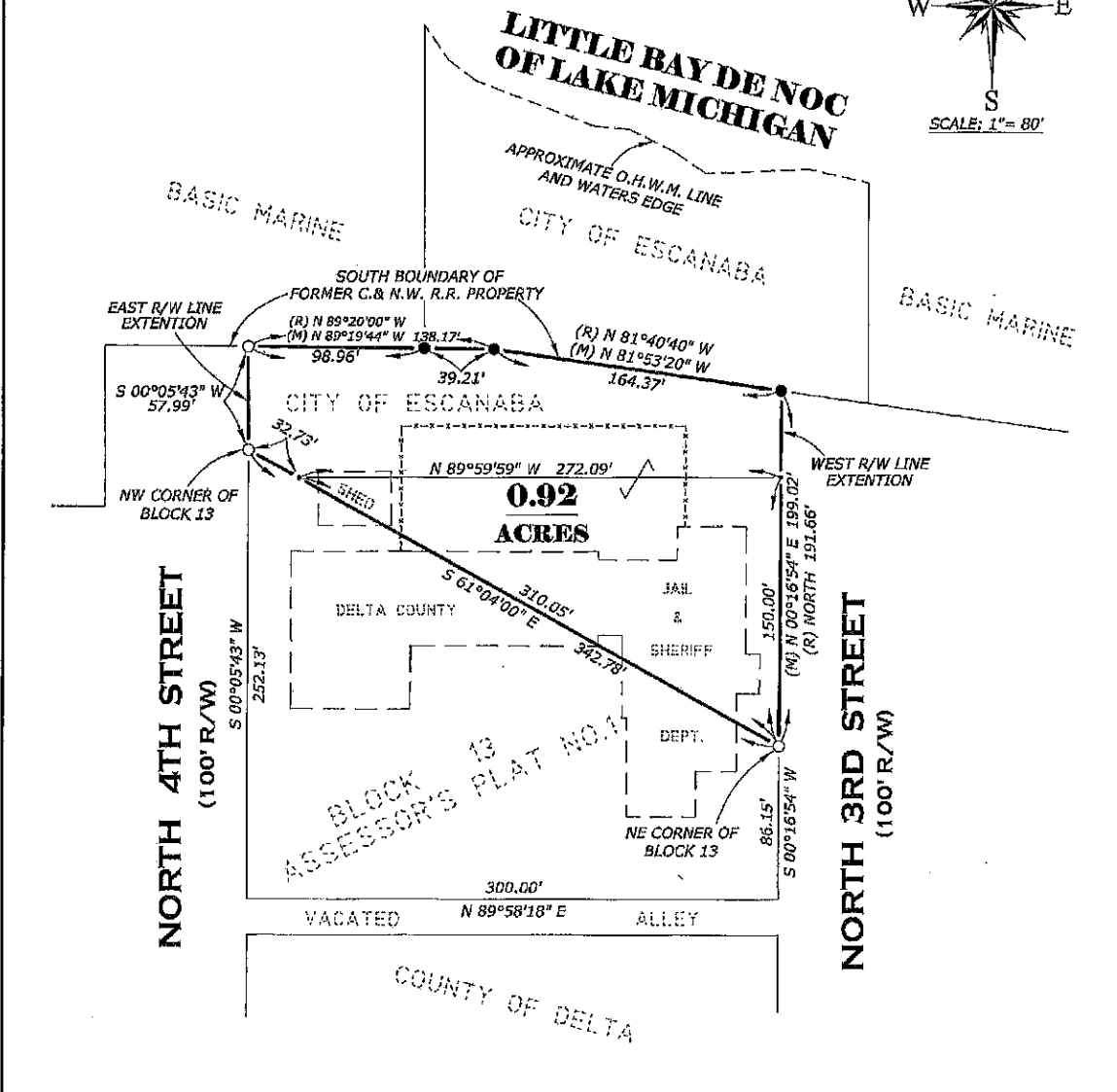
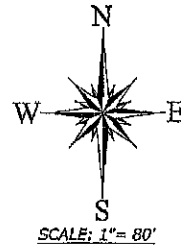
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COUNTY OF DELTA)

I the undersigned, being duly qualified and acting City Clerk of the City of Escanaba, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Escanaba City Council of the City of Escanaba, County of Delta, Michigan, at a regular City Council Meeting held Thursday, March 21, 2019, and that said meeting was conducted and public notice was given pursuant to and in full compliance with the Open Meetings Act, Act 267, Public Acts of Michigan, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Phil DeMay
City Clerk

**Plat of Survey of
Part of Filled Unpatented Parcel of Lake Michigan
Bottomlands, Opposite, Adjacent & Contiguous to
Government Lot 2 of
Section 29 T.39N., R.22W.
City of Escanaba
Delta County, Michigan**




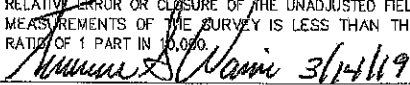

SURVEY FOR CITY OF ESCANABA		JOB NUMBER 19033-1903	LEGEND
SUBJECT BOUNDARY SURVEY		SHEET 1 OF 2 SHEETS	
DATE OF SURVEY	MARCH 14, 2019		— indicates a line <u>NOT</u> DRAWN TO SCALE
DATE OF MAPPING	MARCH 14, 2019		○ IRON MONUMENTS SET
CERTIFICATE OF SURVEY TO:			● IRON MONUMENTS FOUND
CITY OF ESCANABA		□ CONC. MONUMENTS SET	■ CONC. MONUMENTS FOUND
I, TERENCE S. WANIC, A PROFESSIONAL SURVEYOR IN THE STATE OF MICHIGAN, HEREBY CERTIFY, THAT I HAVE MADE A SURVEY OF THE ABOVE DESCRIBED LANDS, THAT IRON MONUMENTS, TOGETHER WITH THOSE FOUND HAVE BEEN PLACED OR LOCATED AT THE POSITIONS INDICATED HEREON, THAT THERE ARE NO VISIBLE PHYSICAL ENCROACHMENTS EITHER WAY ACROSS PROPERTY LINES, EXCEPT AS SHOWN, THAT THE RELATIVE ERROR OR CLOSURE OF THE UNADJUSTED FIELD MEASUREMENTS OF THE SURVEY IS LESS THAN THE RATIO OF 1 PART IN 10,000.		⊕ CHISELED CROSS IN CONCRETE	(M) MEASURED DISTANCE AND/OR BEARINGS
<i>Terence S. Wanic</i> 3/14/19		(R) RECORDED DISTANCE AND/OR BEARINGS	⊕ SECTION CONTROL CORNERS
TERENCE S. WANIC, Professional Surveyor No. 44298		COPY	
			1410 Ludington Street Escanaba, Michigan 49829 Phone (906)786-1755, Fax 786-5487 info@daviswanic.com

Plat of Survey of
**Part of Filled Unpatented Parcel of Lake Michigan
 Bottomlands, Opposite, Adjacent & Contiguous to
 Government Lot 2 of
 Section 29 T.39N., R.22W.**
 City of Escanaba
 Delta County, Michigan










PROPERTY DESCRIPTION:

BEGINNING AT THE NE CORNER OF BLOCK 13 OF ASSESSOR'S PLAT NO.1 OF THE CITY OF ESCANABA AS RECORDED IN LIBER "B" OF PLATS ON PAGE 47 OF DELTA COUNTY RECORDS, THENCE N.00°16'54"E. ALONG THE NORTHERLY EXTENTION OF THE WEST RIGHT-OF-WAY LINE OF NORTH 3RD STREET A DISTANCE OF 199.02 FEET TO THE SOUTHERLY BOUNDARY OF THE FORMER C. & N. W. RAILROAD PROPERTY, THENCE N.81°53'20"W. A DISTANCE OF 164.37 FEET, THENCE N.89°19'44"W. BOTH BEING ALONG SAID SOUTHERLY BOUNDARY A DISTANCE OF 138.17 FEET TO THE NORTHERLY EXTENSION OF THE EAST RIGHT-OF-WAY LINE OF NORTH 4TH STREET, THENCE S.00°05'43"W. ALONG SAID NORTHERLY EXTENDED LINE A DISTANCE OF 57.99 FEET TO THE NW CORNER OF SAID BLOCK 13, THENCE S.61°04'00"E. ALONG THE NORTHERLY LINE OF SAID BLOCK 13 A DISTANCE OF 342.78 FEET TO THE POINT OF BEGINNING.

CONTAINING 0.92 OF AN ACRE.

SURVEY FOR	CITY OF ESCANABA	JOB NUMBER	19033-1903
SUBJECT	BOUNDARY SURVEY	SHEET 2 OF 2 SHEETS	
DATE OF SURVEY	MARCH 14, 2019		
DATE OF MAPPING	MARCH 14, 2019		
CERTIFICATE OF SURVEY TO:			
CITY OF ESCANABA			
I, TERENCE S. WANIC, A PROFESSIONAL SURVEYOR IN THE STATE OF MICHIGAN, HEREBY CERTIFY THAT I HAVE MADE A SURVEY OF THE ABOVE DESCRIBED LANDS, THAT IRON MONUMENTS, TOGETHER WITH THOSE FOUND HAVE BEEN PLACED OR LOCATED AT THE POSITIONS INDICATED HEREON, THAT THERE ARE NO VISIBLE PHYSICAL ENCROACHMENTS EITHER WAY ACROSS PROPERTY LINES, EXCEPT AS SHOWN, THAT THE RELATIVE ERROR OR CLOSURE OF THE UNADJUSTED FIELD MEASUREMENTS OF THE SURVEY IS LESS THAN THE RATIO OF 1 PART IN 10,000.			
 TERENCE S. WANIC, Professional Surveyor No. 44296			
			
		1410 Ludington Street Escanaba, Michigan 49829 Phone (906)786-1755, Fax 786-6487 info@daviswanic.com	

LEGEND

-  INDICATES A LINE NOT DRAWN TO SCALE
-  IRON MONUMENTS SET
-  IRON MONUMENTS FOUND
-  CONC. MONUMENTS SET
-  CONC. MONUMENTS FOUND
-  CHISELED CROSS IN CONCRETE
-  (M) MEASURED DISTANCE AND/OR BEARINGS
-  (R) RECORDED DISTANCE AND/OR BEARINGS
-  SECTION CONTROL CORNERS

COPY

N.B. - #9
C.C. 3/21/19

MEMO

TO: Patrick Jordan, City Manager

FROM: Blaine DeGrave, Planning & Zoning Administrator

DATE: March 15, 2019

RE: **Purchase Offer of City Property**

James Baxter, owner of J.M. Builder, Inc., recently sent a written offer of \$17,000 to purchase the City owned property known as 3801 19th Ave. N., Escanaba. The offer is below the presumed property value of \$15,000/acre, which would equal \$29,500 for the 1.97 acre lot. Other lots on 19th Ave. N. sold for:

- 3705 - \$24,220
- 3707 - \$27,580
- 3708 - \$35,200
- 3709 - \$27,580
- 3807 - \$27,580

It is requested that this matter be added to the March 21, 2019 City Council agenda.

Attachment:

1. Written offer to purchase City owned property known as 3801 19th Ave. N. --

J.M. Builder Inc.

1615 20th Ave South

Escanaba, MI. 49829

March 13, 2019

Re: parcel number 051-420-2814-395-006

To Whom it may concern,

I would like to put in an offer to the City of Escanaba in the amount of \$17,000.00 (seventeen thousand dollars) for the property known as 3801 19th Ave North Escanaba, Mi 49829.

Contingences of this sale are as follows:

- *Approval of all permits
- *Final land evaluation after snow removal


Purpose of the Property:

- *60x60 shop for JM Builder
- *20x60 front office

Details:

- Lot size 330x260 / 1.97 acre
- New structure size 4,800.00 sq ft
- Percentage of lot used for new structure 18%

Respectfully Submitted


James Baxter

**CITY OF ESCANABA
JOB OPENING
ASSISTANT CITY ASSESSOR**

N.B. - #10
C.C. 3/21/19

The City of Escanaba is seeking applicants for the full-time position of Assistant City Assessor. Candidates must have a minimum of a two-year college degree (four-year degree preferred) in business, finance, economics, real estate or related field. Candidates must also possess the Michigan MCAO Assessors certification with demonstrated progress toward the MAAO certification.

Before applying, candidates are required to review the complete job description located at <http://www.escanaba.org/jobopenings>. Submissions will be accepted until the position is filled. The City of Escanaba is offering a competitive salary and benefits package including health insurance, paid time off, and retirement plan.

Candidates must submit a resume, letter of interest, and salary requirements via e-mail to hr@escanaba.org with "Assistant Assessor" as the subject.

The City of Escanaba is an Equal Opportunity Employer

**CITY OF ESCANABA
JOB DESCRIPTION
ASSISTANT CITY ASSESSOR**

Title: Assistant City Assessor

Classification: Non-Union, Exempt, At Will

Department: Assessor

Reports to: City Assessor

Rate of Pay: Dependent upon Qualifications

Date: November 1, 2018

GENERAL PURPOSE

The Assistant City Assessor supports all work of the City's Assessing Department. The individual in this position performs a variety of technical, field and office work related to the appraisal of commercial, residential and personal property, for inclusion on the City's annual tax roll. The Assistant Assessor also serves as a liaison between the general public and the City's Assessing Department.

SUPERVISION RECEIVED

Work is performed and under the direction of the City Assessor.

ESSENTIAL FUNCTIONS

- Plan, organize and participate in inspection, appraisal, recording and verification of real and personal property assessments.
- Field inspection property; analyze structural and locational value and evaluate other factors to determine property values for assessment purposes.
- Review building permits and assign values to improvements.
- Review ownership documents legal descriptions, sales data, and other pertinent information.
- Perform annual personal property canvass, prepare personal property statements, and audit personal property statements.
- Gather and analyze sales data annually to determine sales ratios and land values and to prepare ECF's and other essential factors.
- Prepare and maintain assessment rolls including IFT, OPRA and DNRE.
- Process applications for poverty, veteran and other exemptions.
- Provide clerical and related support the Board of Review processes.
- Prepare records, reports, and correspondence.
- Serve as a tax resource to the general public.
- Process homeowners' primary residence exemptions and determine eligibility.
- Process property transfer affidavits and determine sales status.
- Respond to and defend against appeals at the Michigan Tax Tribunal.
- Administer Industrial Facilities (IFT), Obsolete Property Rehabilitation Act Abatements (OPRA), and Brownfield programs.
- Act as liaison and resource to Brownfield Redevelopment Authority (CEBRA).
- Other duties as needed or as required by statute or City Charter.

ASSISTANT ASSESSOR (Cont'd.)

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of the principles, methods and techniques of real and personal property appraisal and assessment.
- Knowledge of the laws, rules and regulations governing real and personal property appraisal and assessment.
- Knowledge of the practices and materials used in the construction of various types of buildings.
- Strong oral and written communication skills.
- Computer literate in the areas of word processing, spread sheets, GIS applications and experience with BS&A assessing software.
- Must be detail oriented and accurate.

REQUIRED MINIMUM QUALIFICATIONS

The position requires a minimum of a two-year college degree (four-year degree preferred) in business, finance, economics, real estate or related field. Candidates must also possess the Michigan MCAO Assessors certification with demonstrated progress toward the MAAO certification. The position requires a valid Michigan driver's license and a willingness to occasionally work weekends and evenings.

SELECTION GUIDELINES

Selection is based on strength of application, education, experience, oral interview and reference check. Job-related testing may be used to evaluate applicants.

PHYSICAL DEMANDS

The employee must be able to drive an automobile, move about construction sites, move through buildings and offices, ascend and descend stairs, communicate verbally and in writing, and operate computers, office equipment and software. The employee must occasionally move up to 25lbs.

WORK ENVIRONMENT

Work is performed in both indoor and outdoor environments. The office noise level is quiet. Noise level for outdoor work is generally moderate and occasionally loud.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The City of Escanaba is an Equal Opportunity Employer

PROCLAMATION

NATIONAL SERVICE RECOGNITION DAY

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's Cities are increasingly turning to national service and volunteerism as a cost-effective strategy to meet their needs; and

WHEREAS, AmeriCorps and Senior Corps participants address the most pressing challenges facing our communities, from educating students for the jobs of the 21st century, to fighting the opioid epidemic, to responding to natural disasters, to supporting veterans and military families; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

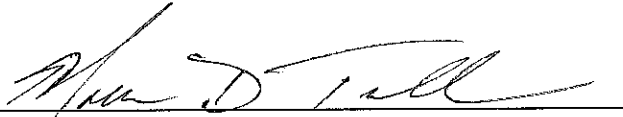
WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with local leaders nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, the National Association of Counties, Cities of Service, and local leaders across the country for National Service Recognition Day on March 21, 2018.

THEREFORE, BE IT RESOLVED that I, *Marc D. Tall, Mayor of the City of Escanaba*, do hereby proclaim March 21, 2019, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.



Marc D. Tall, Mayor

Mission Statement:



Enhancing the enjoyment and livability of our community by providing quality municipal services to our citizens.
The City of Escanaba is an equal opportunity employer and provider.