RULE OF THE CHAMBER

Any person wishing to address City Council shall step up to the lectern, state their name and address in an audible tone of voice for the record, and unless further time is granted by the presiding officer, shall limit their address to three (3) minutes.

A person may not give up or relinquish all or a portion of their time to the person having the floor or another person in order to extend a person's time limit in addressing the Council.

Any person who does not wish to address Council from the lectern, may print their name, address and comment/question which he/she would like brought before Council on a card provided by the Clerk/Treasurer and return the card to the Clerk/Treasurer before the meeting begins. The Clerk/Treasurer will address the presiding officer at the start of Citizen Comments on the Agenda, notifying him of the card comment, and read the card into the record for response.

Those who want to use audio and image recording equipment in Council Chambers that requires a monopod, tripod or other auxiliary equipment for the audio and image devices shall notify the City Clerk before the meeting begins. Arrangements will be made to accommodate the request in a manner that minimizes the possibility of disrupting the meeting. No additional illuminating lights may be used in Council Chambers unless a majority of City Council members consent. Additionally, cell phones and pagers should be set to vibrate or silent mode when inside Council Chambers.

Should any person fail or refuse to comply with any Rules of the Chamber, after being informed of such noncompliance by the presiding officer, such a person may be deemed by the presiding officer to have committed a breach of the peace by disrupting the public meeting, and the presiding officer may then order such person excluded from the public meeting under Section 3 (6) of Open Meetings Act, Act 267 of 1976.

You will notice a numbering system under each heading. There is significance to these numbers. Each agenda Item is numbered consecutively beginning in January and continues through December of each calendar year.

The City of Monroe will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting/hearing upon one weeks' notice to the City Clerk/Treasurer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Monroe by writing or calling: City of Monroe, City Clerk/Treasurer, 120 E. First St., Monroe, MI 48161, (734) 384-9136. The City of Monroe website address is www.monroemi.gov.

AGENDA - CITY COUNCIL REGULAR MEETING
MONDAY, JANUARY 6, 2014

I. CALL TO ORDER.

II. ROLL CALL.

III. INVOCATION/PLEDGE OF ALLEGIANCE.

IV. CONSENT AGENDA. (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and will be approved by one motion, unless a Council member or citizen requests that an item be removed and acted on as a separate agenda item)

A. Approval of the Minutes of the Regular Meeting held on Monday, December 16, 2013 and the Minutes of the Special Meeting held on Monday, December 23, 2013.

B. Approval of payments to venders in the amount of $_____.
Action: Bills be allowed and warrants drawn on the various accounts for their payment.

V. MAYOR'S COMMENTS.

Meeting adjourn sine die.

During the interim, the oath of office will be administered to the newly elected Mayor, Council and Clerk-Treasurer.

FIRST MEETING OF THE NEW CITY COUNCIL.

I. ROLL CALL.

II. INVOCATION/PLEDGE OF ALLEGIANCE.

III. CONSENT AGENDA. (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and will be approved by one motion, unless a Council member or citizen requests that an item be removed and acted on as a separate agenda item)

1 Proposed Resolution.

1. Communication from the Director of Finance, submitting a proposed resolution removing Charles D. Evans, as signatory for the City of Monroe, and adding Michelle J. LaVoy as Clerk

Treasurer, authorized to sign checks drawn on general and restricted accounts of the City of Monroe.

2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

2 Authorization to Submit an American Battlefield Protection Program Planning Grant Application.

1. Communication from the Director of Economic and Community Development, submitting an American Battlefield Protection Program Planning Grant application, and recommending that the City Council authorize the submittal of an American Battlefield Protection Program Planning Grant application; and further authorize the City Manager to execute the grant application documents and a letter designating the funds already recommended for the River Raisin National Battlefield Foundation Staffing as local match toward this project.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

3 Appointments Resolution.

1. Communication from the Mayor's Office, submitting a proposed resolution for appointments to various boards, commissions and committees, and recommending that the resolution be adopted.
2. Supporting documents.
3. Action: Accept, place on file and the resolution be adopted.

IV. MAYOR'S COMMENTS.

V. CITY MANAGER COMMUNICATION.

VI. COUNCIL COMMENTS.

VII. CITIZEN COMMMENTS.

VIII. ADJOURNMENT.

CITY OF MONROE
REGULAR COUNCIL MEETING
MONDAY, DECEMBER 16, 2013

Regular meeting of the City Council of the City of Monroe, Michigan held on Monday, December 16, 2013 at 7:30 p.m. in the City Hall Council Chambers.

Present: Council Member Beneteau, Hensley, McKart, Hall, Molenda, Kansier and Mayor Clark.

Charles D. Evans, City Clerk-Treasurer, gave the invocation.

Mayor Clark led the Pledge of Allegiance.

Consent Agenda. (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and may be approved by one motion. Any item may be removed for separate discussion by a Councilperson or citizen.)

A. Approval of the Minutes of the Regular Council Meeting held on Monday, December 2, 2013.

B. Approval of payments to vendors in the amount of $533,796.95.
Action: Bills be allowed and warrants drawn on the various accounts for their payment.

268 Arthur Lesow Community Center (ALCC) Building Improvements – Change Order.

1. Communication from the Director of Engineering & Public Services, submitting a change order for the Arthur Lesow Community Center (ALCC) Building Improvements, and recommending that Council authorize an additional $1,830 in expenditures under this contract to Envision Builders, for a total of $253,230, and that the Director of Engineering & Public Services be authorized to execute a change order to this effect on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

269 Pavement Markings Award – Change Order for Additional Work.

1. Communication from the Director of Engineering & Public Services, submitting a change order for additional work on Pavement Markings, and recommending that Council award a Change Order for an additional $653.05 to P.K. Contracting, Inc. and that the Director of Engineering & Public Services be authorized to increase the purchase order by this amount on behalf of the City of Monroe.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

270 2014 Healthcare Contributions.

1. Communication from the Finance Director, submitting the proposed healthcare contribution sheet per current contract provisions and the proposed contribution sheet per group, and recommending that Council approve the City Manager to offer to each of the unions the appropriate healthcare contribution sheets that are attached and marked as proposed, under the terms that this is a onetime offer for the 2014 calendar year, that it is non-precedent setting, and that the rates for

2015 will revert back to those set by the current contracts and policies in place or applicable statutory requirements. If not accepted by December 20, 2013, the rates would stay at those provided for in the current contracts and policies.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

271 Farming Lease Extension.

1. Communication from the Finance Director, submitting a Farming Lease Extension for 134.3 acres of property, and recommending that Council approve the extension of the farm lease between Mark A. Fetterly and the City of Monroe with the lease to be extended through December 31, 2017 and the per acre rental fee to be increased from $55 to $110 per acre, and further recommending that the City Attorney approve the lease agreement prior to execution.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

272 Mailing System Lease.

1. Communication from the Finance Director, submitting the Mailing System Lease for the mailing system/postage machine located in the mailroom, and recommending that Council approve a new mailing system lease with Pitney Bowes in the amount of $216.93 per month for a forty-eight (48) month term, and further approves the City Manager to sign the lease.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

273 Sawyer House Restoration.

1. Communication from the Finance Director, submitting a change order to the Sawyer House Restoration contract, and recommending that Council authorize a change order to the contract previously entered into with Belfor Property restoration in the amount of $21,695.10 and that a total of $23,865 be encumbered to allow for a 10% contingency, and further recommending that the Finance Director be approved to amend the budget as necessary to account for the use of Insurance Fund's to fund the change order and that the City Manager be approved to execute the change order agreement and any other related documents.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

It was moved by Council Member Hall and seconded by Council Member Molenda that items 268, 270, 271, 272 and 273 of the Consent Agenda be approved as indicated and that item 269 be removed and considered separately.
Ayes: 7 Nays: 0
Motion carried.

269 The communication from the Director of Engineering & Public Services, submitting a change order for additional work on Pavement Markings, and recommending that Council award a Change Order for an additional $653.05 to P.K. Contracting, Inc. and that the Director of Engineering & Public Services be authorized to increase the purchase order by this amount on behalf of the City of Monroe.

Council Member Kansier asked if change orders typically exceed the second bid that is placed by a contractor.

Patrick Lewis, Director of Engineering & Public Services explained that this project had a $30,000 budget and that the expenditure authority was overshot by $653, which is the amount of the submitted Change Order and said that the answer to Council Member Kansier's question is typically, no.

It was moved by Council Member Kansier and seconded by Council Member Beneteau that item 269 be accepted, placed on file and the recommendation be carried out.
Ayes: 7 Nays: 0
Motion carried.

Council Comments.

Council Member noted that this is his last regular meeting and thanked the Mayor, current and previous Council Members for the past 8 years, staff and the City Manager for helping him obtain the goal that he had when he was elected to Council and that goal was to leave the City in a better condition than when he first took office. He said that goal has been accomplished and that he has learned more about City government than he really even wanted to know.

Council Member Hensley thanked City employees and staff for the outstanding job of removing snow during the recent snow event. He also thanked Police and Fire for their hard work during the same snow event, and said there were a lot of issues that occurred during the snow event and noted some of those issues. He said it has been a pleasure working with the Council Members who are leaving and wished everyone safe and happy holidays.

Council Member McKart noted that this is his last meeting and he thanked the citizens for electing him two years ago and said that he has had a good time representing the people of Monroe.

Council Member Hall noted that this is also his last official meeting and said he enjoyed the five months that he's been on Council and that he has learned a lot. He said he's gained more respect for the members of Council and also the employees. He wished the new members of Council the best and said they have good leadership to learn from.

Council Member Molenda thanked the members of Council who are departing and reflected back on each one of their relationships with him and their service on Council, and said happy holidays.

Council Member Kansier said that he has enjoyed his time on Council and working with Council Members, the Mayor and Mr. Ready, Attorney. He said he has learned from each one of them. He wished new Council Members the best and wished everyone happy holidays.

Mayor's Comments.

Mayor Clark noted that there is a Special Council Meeting scheduled on Monday, December 23, 2013 and spoke about the additional commitments that Council has made regarding the Sawyer Homestead restoration. He spoke about the awards and certificates of recognition given out by the River Raisin National Battlefield Park and read one from the National Park Service that recognized the City of Monroe for their outstanding support. He commented on the snow event over the weekend and thanked staff for

their dedication in getting the work done. He then presented Certificates of Appreciation to outgoing Council Members McKart, Hall, Kansier and Beneteau and to outgoing Clerk-Treasurer, Charles D. Evans. He also noted that as the holiday season comes around, we should be mindful and respectful of each other and he wished everyone Merry Christmas.

Charles D. Evans, Clerk-Treasurer read a letter regarding Council Member Hall from Linda J. Compora.

City Manager's Comments.

George Brown, City Manager said it was a pleasure to work with Council over the past two years. He thanked Council Member Beneteau for his part on the Council that brought him to Monroe and said that he appreciates Councilmen Beneteau's support, advice and his ear to the ground in a community he knows so well. He said that support really helped him in the years that they worked together and has been of great value to him.

Charles D. Evans, Clerk-Treasurer said that he has enjoyed his service with the City of Monroe and that it is time for him to retire.

Mayor Clark thanked Charles Evans, and said that he couldn't think of anybody lately who has the years of service combined both in the city and in the Council arena.

Closed Executive Session.

It was moved by Council Member Hall and seconded by Council Member McKart that Council go into Closed Executive Session to discuss Potential Real Estate Acquisition at 8:07 p.m.
Ayes: 7 Nays: 0
Motion carried.

It was moved by Council Member Kansier and seconded by Council Member Molenda that Council reconvene to open session at 8:40 p.m.
Ayes: 7 Nays: 0
Motion carried.

Adjournment.

It was moved by Council Member Beneteau and seconded by Council Member Hensley that the meeting adjourn at 8:46 p.m. until the next Regular Meeting on Monday, January 6, 2014 at 7:30 p.m.
Ayes: 7 Nays: 0
Motion carried.

_____ _____

Charles D. Evans
City Clerk-Treasurer

Robert E. Clark
Mayor

_____ CDE

CITY OF MONROE
SPECIAL COUNCIL MEETING
MONDAY, DECEMBER 23, 2013

Special meeting of the City Council of the City of Monroe, Michigan held on Monday, December 23, 2013 at 6:00 p.m. in the City Hall Council Chambers.

Present: Council Members Kansier, Beneteau, Hall, Hensley and Mayor Clark.

Excused: Council Member McKart.

Absent: Council Member Molenda.

Sharon C. Malotky, Deputy City Clerk, gave the invocation.

Mayor Clark led the Pledge of Allegiance.

Consent Agenda. (All items listed under the Consent Agenda are considered to be routine by Mayor and Council and may be approved by one motion. Any item may be removed for separate discussion by a Councilperson or citizen.)

274 Ozone Building Modifications – Generator Purchase – Water Department.

1. Communication from the Director of Water & Wastewater Utilities, submitting a request to purchase one 250 pound per day (ppd) Ozone Generator and related appurtenances / services, and recommending that a purchase order in the amount of $818,393 be issued to Ozonia North America, LLC out of Leonia, NJ to provide one 250 ppd Ozone Generator in accordance with their proposal dated December 13, 2013 and his designee to be authorized to sign all necessary documents on behalf of the City of Monroe (if needed).
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

275 Ozone System Modifications Bids.

1. Communication from the Director of of Engineering & Public Services, reporting back on bids received for the Ozone Building Modifications for the Water Treatment Plant, and recommending that Council award a contract to Colasanti Construction Services, Inc. in the amount of $1,566,842 (including bid alternates), that up to $1,800,000 be encumbered to include a 15% contingency, and that the Mayor and Clerk-Treasurer be authorized to execute the contracts on behalf of the City of Monroe, and further recommending that professional services contract be awarded to URS Corporation in an amount not to exceed $230,650, and that the Director of Engineering & Public Services or his designee be authorized to execute the agreement or any other necessary documents on behalf of the City.
2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

276 Sanitary Sewer Access Pit on South Monroe Street Change Order.

1. Communication from the Director of Engineering & Public Services, submitting a change order to the sanitary sewer rehabilitation work on the South Monroe Street access pit, and recommending that

Council award a change order to the Monroe Street Main Replacement Program contract to Gleason Construction Company, Inc. for installation of a temporary access pit for sewer lining purposes in the amount of up to $13,440, and further recommending that the Director of Engineering & Public Services be authorized to sign the change order on behalf of the City of Monroe.

2. Supporting documents.
3. Action: Accept, place on file and the recommendation be carried out.

It was moved by Council Member Beneteau seconded by Council Member Hall that all items of the Consent Agenda be accepted, placed on file and the recommendation be carried out.
Ayes: 5 Nays: 0
Motion carried.

Adjournment.

It was moved by Council Member Hall and seconded by Council Member Hensley that the meeting adjourn at 6:03 p.m.
Ayes: 5 Nays: 0
Motion carried.

Sharon C. Malotky	Robert E. Clark
Deputy City Clerk	Mayor

_____ CDE

CITY COUNCIL
AGENDA FACT SHEET

RELATING TO: City Bank Account Approved Signatories

DISCUSSION: The Clerk-Treasurer of the City of Monroe is a required signatory on all general and restricted bank accounts of the City of Monroe. Please approve the attached resolution adding Michelle J. LaVoy as an authorized signatory on all City bank accounts and removing Charles D. Evans.

CITY MANAGER RECOMMENDATION:

- [x] For
- [ ] For, with revisions or conditions
- [ ] Against
- [ ] No Action Taken/Recommended

APPROVAL DEADLINE: January 6, 2014

REASON FOR DEADLINE: Clerk-Treasurer Change

STAFF RECOMMENDATION: ☒ For ☐ Against

REASON AGAINST: N/A

INITIATED BY: Edward Sell, Finance Director

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: All

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	$ N/A
Cost of This Project Approval	$ N/A
Related Annual Operating Cost	$ N/A
Increased Revenue Expected/Year	$ N/A

SOURCE OF FUNDS:

City	Account Number	Amount
		$ N/A
		$ N/A
		$ N/A
		$ N/A
		$ N/A
Other Funds		$ N/A
		$ N/A
		$ N/A
		$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: Edward Sell, Finance Director **DATE:** 12/27/2013

REVIEWED BY: Edward G. Sell Jr. **DATE:** 12-27-13

COUNCIL MEETING DATE: January 6, 2014

RESOLUTION

WHEREAS, the City Council of the City of Monroe has provided by Resolution for the deposit of all public funds, including tax funds, coming into the hands of the City Clerk-Treasurer, on one or more bank accounts; and

WHEREAS, the Clerk-Treasurer of the City of Monroe is a required signatory on all checks issued from the general and restricted accounts; and

WHEREAS, Michelle J. LaVoy will begin to serve as the Clerk-Treasurer for the City of Monroe on January 6, 2014; and

WHEREAS, Michelle J. LaVoy must be added as an authorized signatory on all general and restricted bank accounts of the City of Monroe.

NOW, THEREFORE, BE IT RESOLVED, that Michelle J. LaVoy, as Clerk-Treasurer, is hereby added as an authorized signatory on all City of Monroe general and restricted bank accounts effective January 6, 2014.

BE IT FURTHER RESOLVED, that Charles D. Evans is hereby removed as an authorized signatory on all checks drawn on the general and restricted bank accounts of the City of Monroe effective January 6, 2014.

Motion: _____
Supported by: _____
Ayes: _____ Nays: _____

RESOLUTION DECLARED ADOPTED

I, Michelle J. LaVoy, City Clerk-Treasurer of the City of Monroe, County of Monroe, State of Michigan, do hereby certify that the foregoing is an exact copy of a Resolution adopted by the City Council of said City, at a regular meeting thereof held on the 6th day of January 2014.

(SEAL)

_____
Michelle J. LaVoy
City Clerk-Treasurer

CITY COUNCIL
AGENDA FACT SHEET

RELATING TO: Authorization to Submit an American Battlefield Protection Program Planning Grant Application

DISCUSSION: The City is working with the River Raisin National Battlefield Foundation and the River Raisin National Battlefield Park to prepare an application to the National Parks Service (NPS) for an American Battlefield Protection Program (ABPP) Planning Grant. The ABPP promotes the preservation of significant historic battlefields associated with wars on American soil. The goals of the program are 1) to protect battlefields and sites associated with armed conflicts that influenced the course of our history, 2) to encourage and assist all Americans in planning for the preservation, management, and interpretation of these sites, and 3) to raise awareness of the importance of preserving battlefields and related sites for future generations. The ABPP focuses primarily on land use, cultural resource and site management planning, and public education.

This grant proposal will focus on site management and planning. The properties currently controlled by the NPS for the River Raisin National Battlefield Park are only a small portion of the land area that was involved in the Battle of the River Raisin and the original Frenchtown settlement. While the designation of the River Raisin Battlefield as a unit of the national park system was certainly a highlight, it is only the beginning of a new phase of work for the NPS and our local partners. Following the federal legislation and outpouring of local support that has already been committed to protect the core of the Battlefield; it would be a shame to lose the ability to tell the larger story of the battle and its connections to the surrounding landscape. The recently completed River Raisin Heritage Corridor- East Master Plan established a wonderful vision for what this area could become with on-going preservation and redevelopment efforts. Now, we must focus on how this vision can best be accomplished.

The anticipated outcomes for this grant proposal are as follows- 1) Improved documentation of existing land ownership and current land uses; 2) A prioritized property acquisition plan identifying which entity (Exp. Foundation, City, NPS, private partners, etc.) should pursue specific properties and their planned end use; 3) A land use planning and management guide for the Battlefield associated properties that specifies how they should be maintained to preserve existing historical resources and future redevelopment potential; and 4) A template for a joint operating agreement that will ultimately formalize these land use planning and management relationships between the various governmental and private sector partners. One of the overarching goals of this project and subsequent management plans will be to make the visitors' experience "seamless" despite the fact they may be visiting properties owned and operated by different entities.

The grant proposal will identify the $50,000.00 that the City has already committed for the River Raisin National Battlefield Foundation Staffing as local match for this project. With this obligation, it is anticipated that the individual(s) or consultants engaged by the Foundation will assist in the completion of the work products associated with this project. The proposed work (described above) clearly coincides with the job duties described for the proposed Foundation positions. City staff is currently working with NPS staff and volunteers on completing the application form, requests for letters of support, and other requisite supporting documents. The grant application is due to the NPS by January 16, 2014, and the application guidelines have been attached to this Fact Sheet.

IT IS RECOMMENDED that the City Council authorize the submittal of an American Battlefield Protection Program Planning Grant application; and further authorize the City Manager to execute the grant application documents and a letter designating the funds already recommended for the River Raisin National Battlefield Foundation Staffing as local match toward this project.

CITY MANAGER RECOMMENDATION:

- [x] For
- [ ] For, with revisions or conditions
- [ ] Against
- [ ] No Action Taken/Recommended

APPROVAL DEADLINE: January 6, 2014

REASON FOR DEADLINE: January 16, 2014 grant application deadline

STAFF RECOMMENDATION: X For ☐Against

REASON AGAINST: N.A.

INITIATED BY: Department of Economic and Community Development

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: River Raisin National Battlefield Park, River Raisin National Battlefield Foundation, Port of Monroe, Department of Economic and Community Development

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	$ 120,700.00 *est.*
Cost of This Project Approval	$ 0
Related Annual Operating Cost	$ TBD
Increased Revenue Expected/Year	$ 0

SOURCE OF FUNDS: City	Account Number	Amount
River Raisin National Battlefield Foundation Staffing Funds	*Unallocated FY 2013-14 Capital Funds*	$35,000.00
In-kind Project Management by Planning Department Staff	101-65.802-702.000	$15,000.00
Other Funds		
American Battlefield Protection Program Planning Grant	TBD	$70,700.00

Budget Approval: _____

*This is an **ESTIMATED** budget and the costs presented are "not to exceed" amounts*

FACT SHEET PREPARED BY: Dan Swallow, Director of Economic and Community Development **DATE:** 12/30/2013

REVIEWED BY: George Brown, City Manager **DATE:**

COUNCIL MEETING DATE: January 6, 2014

National Park Service
U.S. Department of the Interior

American Battlefield Protection Program
2014 Battlefield Grant Application Guidelines

Announcement

The National Park Service's American Battlefield Protection Program (ABPP) invites non-profit groups, academic institutions, and local, regional, state, and tribal governments to submit grant applications for the protection of battlefield sites, and sites associated with battlefields, that are located on American soil and/or within U.S. territorial waters. The purpose of this program is to provide seed money for projects that lead directly to the preservation of battlefield land and/or their associated sites (*see Definitions below*).

The ABPP encourages an interdisciplinary, holistic approach to battlefield preservation. Grant proposals for projects that fit into a larger vision for the site are favored. To maximize effectiveness of battlefield protection efforts, applicant organizations are encouraged to work with partner organizations and Federal, State and local government agencies as early as possible to integrate their efforts into a larger battle site protection strategy.

Applicant organizations are strongly encouraged to discuss proposed projects with the ABPP Grants Manager or Program Chief before preparing an application (Grants Manager - Kristen McMasters (202) 354-2037, Program Chief - Paul Hawke (202) 354-2023).

Definitions

Battlefield Land – Sites where armed conflict, fighting, or warfare occurred between two opposing military organizations or forces recognized as such by their respective cultures (not civil unrest).

Associated Sites – Sites occupied before, during, or after a battle at which events occurred that had a direct influence on the tactical development of the battle or the outcome of the battle. A site **must be associated with a battle** in order to be considered an Associated Site.

Application Due Date

Applications are due by **4:00 p.m., January 16, 2014.** This year, applicants have the option of submitting applications either electronically through Grants.gov **or** by mail to the ABPP office. Applications submitted electronically through Grants.gov must be uploaded and submitted by **4:00 p.m., January 16, 2014.** Applications hand delivered by applicant or sent by commercial express delivery service must be received in the ABPP office by **4:00 p.m., January 16, 2014**. Applications sent by regular mail must be USPS postmarked by **January 2, 2014.** ABPP encourages applicants to use an express delivery service, as Grant Application Packages sent via regular USPS mail will be irradiated. **Late Battlefield Grant Application Packages will be discarded without action or notification.**

Eligible Activities

All grant applications must *clearly demonstrate* that the proposed activity will *contribute directly to the preservation of battlefield land or an associated site*. Any project that does not contribute directly to the preservation of battlefield land or an associated site will not be considered for an ABPP battlefield grant.

Eligible project types include, but are not limited to, the following:

Site Identification and Documentation Projects

- Battlefield boundary delineation and GIS/GPS mapping
- Historical research and surveys (archeological, cultural resource, landscape, etc.)
- Nominations to the National Register of Historic Places

Planning and Consensus Building Projects

- Preservation, strategic, and/or acquisition plans
- Studies of land related to, or adjacent to, publicly owned and protected battlefields
- Management, landscape, interpretive and stabilization plans
- Preservation advocacy and consensus building within a community

Interpretation or Education Projects

- Brochures emphasizing battlefield preservation activities
- School programs emphasizing preservation activities
- Sign development and design

Ineligible Activities

The ABPP project grant program does not fund the following activities:

- Acquisition of properties or land in fee or interest
- Payment of rent on properties or land
- Fundraising
- Food, beverages, or any type of entertainment
- Lobbying the United States Congress
- Academic scholarships or individual academic pursuits
- Battle reenactments
- Permanent staff positions
- Object or material culture curation conservation, or exhibition beyond the end date of the grant project.
- Archeological projects requiring complete or large-scale recovery of artifacts
- Construction, reconstruction, or improvement projects (e.g., site leveling, earthworks reconstruction, building reconstruction, trail or road construction, parking lots, visitor centers, scene restoration, landscaping, sign construction, sign installation, billboards)
- Projects receiving Federal funding, permits, or licenses that require compliance with Section 106 of the National Historic Preservation Act (NHPA)
- Any project on a site not associated with a battle
- Any project for land or resources owned by the National Park Service
- Any expense incurred before the grant's Notice-To-Proceed

General Project Information

Projects for sites that have had either no preservation or no recent preservation efforts should focus on Site Identification and Documentation to determine baseline data on which future preservation efforts may build.

Archeological Surveys

Archeological surveys should be designed to systematically identify the location of subsurface resources and determine the extent or boundaries of the battlefield. An extensive research design will be required as part of the project approved by the ABPP (go to http://www.nps.gov/history/hps/abpp/ and click *Research Design* on the right side of the web page.) Battlefield projects that highlight isolated features or pure research for educational purposes do not normally score highly. Archeological projects should be part of a long-term commitment to the preservation of the battlefield as a whole. Applicants applying for archeological survey projects must ensure that the study limits artifact recovery so as not to compromise the integrity of subsurface artifact patterns. Artifacts recovered must be curated in accordance with accepted professional practices (see Curation of Federally Owned and Administered Archeological Collections at http://www.nps.gov/history/archeology/tools/36cfr79.htm other guidance on caring for archaeological collections may be found at http://www.nps.gov/history/archeology/sites/curation.htm). All collected artifacts must be donated to a public repository and the land owner must agree to this in advance of any artifact collection. This curation does not, however, include long-term materials conservation or exhibition beyond the end of the project period or unrelated to the project. The grant application should identify tasks and costs associated with artifact identification, analysis, and preparation for storage.

National Parks

The ABPP's fundamental mission is to help communities protect threatened battlefields in ways that avoid the necessity of federal land acquisition. For this reason, ABPP Battlefield grants must focus on preservation efforts outside the National Parks. However, projects that deal with unprotected lands or associated properties adjacent to National Parks are encouraged.

Use of Funds

ABPP Battlefield grant funds may be used to procure professional services, travel, approved equipment, and supplies necessary to conduct the proposed project. Any work billed before the grant is signed is not allowable.

Consultants
Consultants are defined as professionals hired from outside of the applicant organization. Total hourly rate for any personnel may not exceed $89.42. **ALL CONSULTANTS MUST be competitively selected and receive NPS approval after any awarded grant.** Selected consultants must meet the professional qualification standards established by the Secretary of the Interior (see http://www.nps.gov/history/local-law/arch_stnds_9.htm). Only one lead organization can sponsor a grant. All other paid associates are considered consultants and therefore MUST compete to be a part of the team. Consultants creating or contributing in any part to the application are considered non- competitive and may NOT be allowed to compete for any work or portion of work to be performed as part of the grant. Consultants with prior or special knowledge of the grant application or following NPS correspondence will be identified and removed from the pool of eligible grant consultants.

Travel and Per Diem
International travel is not normally approved. For maximum Federal food (M&IE) and lodging per diem allowances by location that can be funded for domestic travel under the grant, visit the GSA Per Diem web site at: http://www.gsa.gov/portal/category/21287. Include the cost of one trip for one person to Washington, DC in August to attend an 8-hour grantee training session. Include the travel and costs for ABPP training within the requested grant funds.

Supplies and Equipment
The costs of supplies and equipment needed to complete the project may be requested. Equipment purchase of more than $100 is not typically approved. Applicants must demonstrate the benefit of purchase over rental of specialized equipment like metal detectors or GPS receivers for completing project work in the beginning of the grant. The rental of facilities, computers, phones or fax machines owned by the applicant is not normally approved.

Budget
Additional budget information may be required. Overhead, fringe, administrative fees are strictly limited to 15% of the total project. Your budget should include 4 acid-free copies of your final product and a digital copy of all work produced. Your budget should also include a trip to Washington, DC for an 8 hour training course at the ABPP for the POC.

Additional Federal Laws and Regulations

All projects funded through the ABPP are to be conducted in accordance with all Federal laws, regulations and standards. The National Historic Preservation Act (NHPA), Native American Grave Protection and Repatriation Act (NAGPRA), and the Archeological Resource Protection Act of 1979 (ARPA) are of special concern. (For the full text of these laws and related regulations, go online to http://www.nps.gov/history/laws.htm

Work conducted under the ABPP Battlefield grant must follow the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (on-line at http://www.nps.gov/history/local-law/arch_stnds_0.htm), which include Professional Qualification Standards for those carrying out the work. If you have questions about complying with these requirements, call the ABPP Grants Manager, Kristen McMasters, at (202) 354-2037.

ABPP Review

After receiving Battlefield Grant applications, the ABPP will invite State Historic Preservation Officers (SHPOs) to comment on proposed projects in their states. An inter-disciplinary team of archeologists, historians, planners, and fiscal officers from the National Park Service will then review and score the applications (possible point totals for each section of the application are noted on the application itself) on a competitive basis. Due to a limited budget, many worthy projects may not receive grants. The National Park Service will select those projects for grant awards according to the high scores achieved, the amount of funding available to the ABPP for grants, and the level of historic significance of the battlefield(s)/site(s).

Grant Timeline

The average ABPP Battlefield grant roughly follows this timeline:

- January — Close of application acceptance
- February to April — Technical review team ranks applications
- April to May — Project activities are evaluated and may be adjusted with top applicants
- July — Grant awards are announced
- August — Grant budget and agreement signed and work may proceed. Grantees travel to Washington, DC for ABPP grant project training
- October — Announce new Fiscal Year (FY) grant availability

If Your Project is Selected

If your project is selected for funding in July, any alterations or refinements to the project suggested by the NPS reviewers will be explained to you. You have the right to accept or refuse grant funding. If you choose to accept the grant as presented by the National Park Service, you will enter into an agreement with the National Park Service and will receive technical assistance, guidance, and expertise, as well as reimbursed funding, throughout the project. If your project is selected, you will be required to submit a detailed budget and a research design (as relevant) for ABPP approval. Quarterly reporting of both project progress and financial status will be required.

Length of Grant

Grant agreements are established for a set period of time, usually one to two years. Some projects that depend on seasonal access may require more time, but only with ABPP approval. Multiple-year projects that can be completed in one-year phases are eligible for funding. However, applicants may only request funding for one year, or one phase, at a time. If the ABPP funds the first phase of a multi-year project, it is not obligated to fund the later phases. Additional funding for a multi-phase or continuing project must be requested in subsequent grant cycles.

Grant projects **may begin only after** the grantee and the National Park Service have agreed upon the terms and conditions of the grant, including the scope of work, and both parties have signed the formal grant agreement.

Further ABPP Grant Application Guidance

Most sections of the ABPP Grant Application are self-explanatory. In the past, however, there have been inquiries on the following questions:

Project Summary (#1 – 5)

Question 1. Provide a short project title that is the **same as given on SF424, #11**. Check the appropriate box to indicate what type of project you propose to carry out. **Select only one** project category. ABPP encourages applicants to limit the scope of their projects to a manageable level of effort. A large project should be divided into phases, and future phases may be the subject of future grant applications (There is no guarantee that future applications will receive funding solely on the basis of having been funded in an earlier phase).

For guidance on designing Identification and Documentation projects, please review the *Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation*, online at www.nps.gov/history/hps/abpp/preservation/archeology.htm.

For guidance on battlefield preservation plans, please review the *Guidance for Developing a Battlefield Preservation Plan,* online at www.nps.gov/history/hps/abpp/preservation/planning.htm.

Question 2. Proposed projects should contribute to long-term preservation goals for the site and, when appropriate, build on previous preservation work.

Question 5. List and quantify the number of copies of all final products - brochures, interim reports, final reports, maps, disks, plans, etc. - that will result from this grant. When planning your project budget, please note that ABPP will require a minimum of three (3) acid-free copies and one (1) digital copy of all products.

Threat to Site (#6-11)

Question 6. Indicate the predominant current land use in the project area, as well as what current or future use local government has classified or zoned the area. This can be determined by contacting the local government planning office.

Question 7.
A – what is the known or estimated acreage of the historic scope of the entire battle (historic battlefield)?
B – what are the actual acres or percentage of acres identified in A. that remain basically or relatively unchanged since the time of the battle?
C – what are the actual acres or percentage of acres identified in B. that are threatened?

Question 9. "Threat" refers to the level of current or expected use or treatment of the site that is incompatible with the goals of historic preservation. The threat must be the main challenge addressed by this project. Threats are usually related, but not limited, to land use. Although of concern, reenactments, relic hunting and natural erosion by themselves are usually not considered a salient threat to preservation of a site unless remedied by this project.

Sites held in sympathetic ownership (i.e., owned by a government agency or private organization for the purpose of preserving the site) are considered to have a lower level of threat. Likewise, a battlefield that is already altered beyond recognition of its appearance at the time of battle is considered to have little or no threat.

Preservation Opportunity (#12-17)

Question 13. Refers to the acreage that will be protected as a direct result of this project and is substantially preserved from the threat listed above.

Tasks, Schedule, and Products (#18)

Question 18. Clearly state and accurately describe all of the project tasks, schedule, costs, and products. Include the cost of one trip to Washington, DC for an 8-hour grantee training session. Make sure to include a completion phase that will address materials stored to accepted archival standards, printing of three (3) acid-free copies of the approved final report, and production of one (1) digital copy of all final products.

Applicant Qualifications (#19-21)

Questions 19 – 21. The applicant organization's qualifications are rated according to its experience with similar grant projects and according to the applicant's ability to accurately and concisely complete this application. If there is no previous experience with grants management, transferable skills used in the management of other programs may be indicated. DO NOT attach resumes or curricula vitae to the application.

Support and Participation (#22-24)

Question 22. Applicants must list and attach letters from land owners within the project area if access required for the successful completion of the grant. If artifacts are collected, that support includes donation to a suitable public repository. If all work can be completed from public right-of-ways, then no letters of participation are required. Letters of support from the SHPO and THPO should be attached to the application.

Standard Form (SF) 424 - Application for Federal Assistance Guidance

Standard Form (SF) 424 can be found on the ABPP website at: http://www.nps.gov/history/hps/abpp/grants/battlefieldgrants/grantresources.htm. The SF 424 is a standard form to provide Government agencies with required administrative information. Most entries are self-explanatory. In the past, however, there have been questions concerning the following:

Block 5: **Legal Name** - enter the name of the applicant organization.
Address - enter the organization's street mailing address.
Organizational Unit – enter the sub-unit of the organization, if applicable.

Name, telephone number, and email of the person to be contacted - enter the name and contact information for the person who will be the organization's contact with the ABPP if a grant is awarded. All applicants must have an email address. *This contact will travel to Washington, DC for ABPP grant project training.*
Organizational DUNS - enter the organization's Dun and Bradstreet Universal Numbering System (DUNS) number. A DUNS number is required to receive federal grant funds. To obtain a DUNS number go to: https://iupdate.dnb.com/iUpdate/companylookup.htm or call the toll-free number **1-866-705-5711**. For more information refer to the ABPP website at: http://www.nps.gov/history/hps/abpp/grants/battlefieldgrants/grantresources.htm

Block 6: **Employer Identification Number** - enter EIN assigned by Internal Revenue Service.

Block 11: **Descriptive Title of Applicant's Project** - the project title should include the name of the battle site and the proposed preservation-related activity. The title must be 10 words or less (e.g. Little Blue River Battlefield National Register Nomination.)

Block 13: Proposed Project Date - indicate 8/1/14 to 12/31/15.

Block 14: **Congressional District Of** - indicate the U.S. Congressional district (e.g. NY-3) for each of the following:
Block 14a: **Applicant** - the district where the applicant organization is located.
Block 14b: **Project** - the district(s) where the work will be performed.

Block 15: **Estimated Funding:**
Block 15a: **Federal** - Indicate the amount you are requesting from ABPP.
Please note, total hourly rate for any personnel may not exceed $89.42. Administrative fees may not exceed 15% of the total amount of funding requested.
Block 15b: **Applicant - Indicate all matching funds from the applicant organization, and donors.**
While matching funds are not required, the ABPP prefers projects that leverage funds from several public and private entities. The acquisition of matching funds is also an indicator of public support and participation. Total hourly rate for any personnel may not exceed $89.42.
Block 15c: **State** - Indicate project funding from agencies of state government.
Block 15d: **Local** - Indicate project funding from agencies of local government.
Block 15e: **Other** - Indicate all funds from sources not listed elsewhere in Block 15.
Block 15f: **Program Income** - Indicate funds generated by the project. Normally, this is none.
Block 15g: **Total** - Indicate the total cost of the project.

Block 16: **Is Application Subject To Review By State Executive Order 12372 Process -** consult the Office of Management and Budget's website (http://www.whitehouse.gov/omb/grants_spoc) to see if your state participates in the intergovernmental review process (under Executive Order 12372). If your state does participate, you must contact the person identified for your state to inquire if the State would like to review a copy of your ABPP Battlefield Grant Application Package before submittal.

Attachments

Letters

Applicants must attach letters from land owners within the project area and, when applicable, must attach letters from tribes indicating their level of support for the project. Also include letters from any donor supplying matching shares for the project. Applicants should also include letters of support from Partners. Partners should address letters to the applicant, not the ABPP.

The ABPP encourages all applicants to discuss their projects with their State Historic Preservation Officers (SHPOs) or Tribal Historic Preservation Officers (THPOs) prior to applying for an ABPP Battlefield grant. Letters of support and participation from the SHPOs and THPOs are most welcome. To contact your SHPO or to see if there is a THPO associated with a specific tribe in your state go online to either (SHPO) http://www.ncshpo.org/ or (THPO) http://www.nathpo.org/THPO/state_list.htm

Project Area Land Owners
You must attach a letter from each land owning entity within the project area showing the granting of permission to perform the work you are proposing (as appropriate) on their land if access is required. Archeological projects collecting artifacts must make clear the collections are going to be donated to public repositories. Keep in mind that few battlefields have only one owner and that all stakeholders should be considered in partnering with your proposed project to ensure a successful community opportunity. Be sure to note Federal landholders coordinate appropriately.

Partners
The ABPP encourages applicants to develop preservation projects in cooperation with other interested groups and organizations. Applicants should include letters of support from all partners with their applications. In the letters, partners should demonstrate their level of support, commitment, and participation to the project. While not necessary, developing partnerships is an indicator of public support and commitment. Partners may include, but are not limited to:

a. Organizations/agencies that are partners in, or are offering financial support (matching share) to, the project (e.g., local historical societies, land trusts, chambers of commerce)
b. State or local governments
c. Related National Park Service units
d. Other related lands managers, such as the U.S. Fish and Wildlife Service, the U.S. Forest Service, and the Bureau of Land Management

Matching Share Donors
If applicable, include letters from any donor(s) supplying matching shares for the project, confirming the contribution and its value.

Tribes
Applicants working with battle sites where native peoples fought or were otherwise involved must notify and consult the concerned tribe about the proposed project. The applicant organization must be able to demonstrate that it provided the tribe(s) with an opportunity to participate in all phases of the project. If applicable, applicants must include letters from tribes indicating their level of support for, and participation in, the proposed project.

Map
For each battlefield included in the project, you must attach an 8½" x 11" copy of a modern USGS topographic map. That map must show the approximate boundaries of the historic battlefield and the proposed project area (see figure to right).

Label the map with the county, topographic map sheet name, and year of the map. Label the owners, whether public or private, of all land included in the Project area (see example at right). The proposed Project Area may include the whole battlefield or only a portion or portions of the battlefield. The distinction must be indicated clearly on the map and should relate clearly to the information provided in Questions #7 and #8 of the application.

Photographs/Graphics
You may include up to four (4) 5" x 7" photographs/graphics (two per 8.5" x 11" page) of the project site. ABPP encourages photos/graphics that illustrate the threat(s) noted in section #10 and the area under threat. Photos and graphics will not be returned and extra material will be discarded.

Application pages and font size

All information must be complete and typed ***in the space and on the pages provided*** in the Battlefield Grant Application form. In other words, all questions from page one must be answered completely on page one and so forth. The type size must be no smaller than 10 point and no larger than 12 point. The Battlefield Grant Application is five (5) pages in total. Any additional pages beyond five (5) pages will be discarded.

Multiple Projects

Applicants may submit applications for up to three (3) separate projects. A separate and complete Battlefield Grant Application Package must be submitted for each proposed project.

Completed Battlefield Grant Application Package

A Battlefield Grant Application Package is considered complete *only* when it consists of one (1) original signed Grant Application Package Checklist; one (1) original signed Standard Form (SF) 424; One (1) original five (5) page grant proposal with all required attachments. *If submitting by mail*, five (5) copies of the SF 424, application form, and attachments must also be submitted. A Grant Application Package Checklist does not need to be included with each of the five (5) copies.

Site maps, photographs, letters of support, letters of permission from land owners, letters from State or Tribal Historic Preservation Officers (SHPOs/THPOs), and letters describing financial support (matching funds) and in-kind contributions are the only attachments permitted. All other materials will be discarded.

If submitting by mail, Grant Application Packages must be paper clipped or binder clipped together (no staples, folders, or binders.)

Incomplete and/or late Grant Application Packages will not be considered for funding and will be discarded without action or notification.

ABPP Battlefield Grant Application Package Instructions

A complete ABPP Battlefield Grant Application Package **must** consist of the following:

- One (1) Grant application checklist filled out, signed, and dated
- One (1) original Standard Form (SF) 424 signed and dated
- One (1) original five (5) page grant proposal, paper clipped or binder clipped together, if submitted by mail.
- *If submitted by mail*, five (5) copies of the SF 424, five page grant proposal, and required attachments. Each proposal is paper clipped or binder clipped together.
- Letters from:
  - Project Area Land Owner(s)
  - Involved and interested Partners, SHPOs, and THPOs
  - Matching Share Donors confirming their contribution(s) (*if applicable*)
  - Tribes indicating their level of support for the project (*if applicable*)
- One (1) map - 8 ½" x 11" (copy of USGS 1:24,000 scale, 7.5 min topographic map) showing location of battlefield land boundaries, proposed project area, and, if applicable, associated sites
- Up to four (4) 5" x 7" photographs/graphics of project site on two (2) 8.5" x 11" sheets (*if applicable*)
- *If submitted electronically*, the entire Battlefield Grant Application (checklist, SF 424, grant proposal, letters, maps, and photos/graphics) must be completed and uploaded through Grants.gov.

Questions

If you have any questions about the application process or the eligibility of a proposed project, please contact the ABPP Grants Manager: Kristen McMasters (202) 354-2037, Kristen_McMasters@nps.gov or the ABPP Program Chief: Paul Hawke (202) 354-2023, Paul_Hawke@nps.gov.

Mailing Instructions

If submitting by mail, Grant Application Packages must be addressed to:

Kristen McMasters
American Battlefield Protection Program
National Park Service 6th floor
1201 Eye Street, NW (2287)
Washington, DC 20005
(202) 354-2037

Applications delivered to the ABPP's offices at 1201 Eye Street, NW, will be accepted between 8:00 a.m. and 4:00 p.m. (EST) Monday through Friday, except Federal holidays. The ABPP encourages applicants to use an express delivery service. Grant Application Packages sent via regular US Postal Service mail will be irradiated - a process that destroys color paper and photos. If parts of your grant package are destroyed, your grant package will be considered incomplete and cannot be reviewed.

Grants.gov Instructions

If submitting electronically, Grant Application Packages must be uploaded through Grants.gov.

Applicants not yet registered or familiar with Grants.gov **must** first go to the following website and follow the instructions to register: http://www.grants.gov/applicants/get_registered.jsp.

Applicants must also be registered with the System for Award Management (SAM) in order to submit electronically through Grants.gov. More information about SAM.gov registration can be found here: www.sam.gov

The ABPP is participating in the Grants.gov Initiative that provides the Grant Community a single site to find and apply for grant funding opportunities. The ABPP encourages applicants to submit their applications electronically through http://www.grants.gov/web/grants/applicants/apply-for-grants.html.

Applicants may Search for the ABPP 2014 Battlefield Preservation Planning grant opportunity by clicking on "**Find Grant Opportunities**." Select "**Basic Search.**" Search by CFDA number **15.926**, select "**American Battlefield Protection Program Battlefield Preservation Project Grants**".

Please see the separate guidance on applying through Grants.gov on the ABPP website.

Please save paper and apply electronically or send only the minimal pages of information required. Extra material will be thrown away.

CITY OF MONROE
COUNCIL WORK SESSION
MONDAY, MAY 6, 2013

Work Session of the City Council of the City of Monroe, Michigan held on Monday, May 6, 2013 at 6:30 p.m. in the City Hall First Floor Conference Room.

Present: Council Members Kansier, Beneteau, Hensley, McKart, Bica, Molenda and Mayor Clark.

Also Present: George Brown, City Manager
Ed Sell, Finance Director
Patrick Lewis, Director of Engineering & Public Services
Dan Swallow, Director of Economic & Community Development
Tom Moore, Director of Public Safety / Chief of Police

Mayor Clark explained that this meeting was called to discuss budget reserve allocation.

George Brown, City Manager noted that there was an earmark restricted reserve of $181,000 in the budget, which were funds that Council had budgeted for each of the three years that federal funds were collected to put the Police Officers under the COPS Grant. He noted that the City was responsible for keeping two (2) positions employed and paying the fourth year. He explained that during each of the first three (3) Council set aside about a third of the grant wages and benefits and fortunately we have not had to tap into that fund and as of now there have not been any specific uses stipulated for that fund.

Mayor Clark noted that discussion items that were noted from the last budget meeting, some of which have already been taken care of, are, funding decisions, sidewalk improvement costs – already recalculated and taken care of, Maple Blvd. CIP has already been taken care of, refuse fund summary and mill increase – pass on that, the proposal that was submitted to Council regarding an executive loan and personnel assistance for the Battlefield Foundation, and discussion on the FTM blight contract. He also noted that the review of each departments 5 year plan, personal property tax, recreation and public safety improvements.

After discussion, the meeting adjourned at 7:25 p.m.

Rosalind Boswell
Secretary to the City Clerk-Treasurer

Robert E. Clark
Mayor

Proposed Budget for Additional Initiatives for FY 13/14

Project	Existing Budget	Additional Funding Needed ($181,000 Avail)	TOTAL Project Budget
Cass Street	0	$63,000	$63,000.00
Munson Park Restrooms	$40,000	$25,000	$65,000.00
Memorial Place	$15,000	$15,000	$30,000.00
Recreation Master Plan	0	$28,000	$28,000.00
Battlefield Foundation Staffing	0	$50,000	$50,000.00
Security Cameras/Lighting	$40,000	$0	$40,000.00
TOTALS:	**$95,000.00**	**$181,000.00**	**$276,000.00**

CITY COUNCIL
AGENDA FACT SHEET

RELATING TO: **Appointments**

DISCUSSION: The attached Resolution recommends appointment to various City Boards and Commissions whose terms have expired and/or where there is a vacancy.

Therefore, it is recommenced, that City Council approve the proposed Resolution making appointments to various City Boards and Commissions.

CITY MANAGER RECOMMENDATION:

- [x] For
- [ ] For, with revisions or conditions
- [ ] Against
- [ ] No Action Taken/Recommended

APPROVAL DEADLINE: N/A

REASON FOR DEADLINE: N/A

STAFF RECOMMENDATION: ☒ For ☐ Against

REASON AGAINST: N/A

INITIATED BY:

PROGRAMS, DEPARTMENTS, OR GROUPS AFFECTED: City Operations

FINANCES

COST AND REVENUE PROJECTIONS:

Cost of Total Project	$ N/A
Cost of This Project Approval	$ N/A
Related Annual Operating Cost	$ N/A
Increased Revenue Expected/Year	$ N/A

SOURCE OF FUNDS:

	Account Number	Amount
City		$ N/A
		$ N/A
		$ N/A
		$ N/A
		$ N/A
Other Funds		$ N/A
		$ N/A
		$ N/A
		$ N/A

Budget Approval: _____

FACT SHEET PREPARED BY: Mayor's Office **DATE:** 1/2/14

REVIEWED BY: Robert E. Clark, Mayor RClark **DATE:** 1-2-14

COUNCIL MEETING DATE: 1/6/14

RESOLUTION

WHEREAS, there are terms on various Boards, Commissions, and Committees which have vacancies; and

WHEREAS, a diligent effort has been made to fill these appointments;

THEREFORE BE IT RESOLVED that the following person is hereby appointed to the office and the term hereinafter indicated, January 6, 2014

BROWNFIELD REDEVELOPMENT AUTHORITY

Robert E. Clark	2 year term to January 13, 2014

CITIZEN PLANNING COMMISSION

John Iacoangeli, Council Liaison

ECONOMIC DEVELOPMENT REVIEW COMMITTEE

Jeremy J. Molenda (Representative)	2 year term to January 18, 2016
Gloria Rafko (Alternate)	2 year term to January 18, 2016

EMPLOYEE RETIRMENT SYSTEM BOARD OF TRUSTEES

William D. Sisk	2 year term to January 13, 2014

MONROE CITY RETIREE HEALTH CARE BOARD

William D. Sisk
Mark Pavelek (Teamsters Rep.)

LEGISLATIVE CONTACT PERSON

Robert E. Clark	1 year term to January 12, 2015
Jeremy Molenda (Alternate)	1 year term to January 12, 2015

METROPOLITAN WATER POLLUTION CONTROL BOARD

Robert E. Clark	1 year term to January 12, 2015
George Brown	1 year term to January 12, 2015

MONROE HISTORIC DISTRICT COMMISSION

Gloria Rafko, Council Liaison

MONORE PORT COMMISSION

John Iacoangeli, Council Liaison

MONROE HOUSING COMMISSION

Kellie M. Vining, Council Liaison

MONROE PUBLIC ACCESS CABLE TELEVISION

Jeremy Molenda	2 year term to January 18, 2016
Edward Sell (Alternate)	2 year term to January 18, 2016

MONROE TRAFFIC COMMITTEE

Robert E. Clark	2 year term to January 18, 2016
William D. Sisk	2 year term to January 18, 2016
Jeffery Hensley	2 year term to January 18, 2016
Thomas Moore	2 year term to January 18, 2016
Michael Miletti	2 year term to January 18, 2016
James Crammond	2 year term to January 18, 2016
Dennis Polczynski	2 year term to January 18, 2016
Anthony Webb	2 year term to January 18, 2016
Scott Davidson	2 year term to January 18, 2016

RECREATION ADVISORY COMMISSION

Gloria Rafko, Council Liaison

SOUTHEASTERN MICHIGAN COUNCIL OF GOVERNMENTS (SEMCOG)

Robert E. Clark (Delegate)	2 year term to January 18, 2016
Patrick Lewis (Alternate)	2 year term to January 18, 2016

UNITED WAY OF MONROE COUNTY

Jeffery Hensley (Council Liaison)	2 year term to January 18, 2016

ZONING BOARD OF APPEALS

Jeffery Hensley, Council Liaison 2 year term to January 18, 2016

COMMISSION ON THE ENVIRONMENT AND WATER QUALITY

Gloria Rafko

ARTHUR LESOW COMMUNITY CENTER

Kellie Vining