1. Agenda

   Documents: 08-17 15 AGENDA.PDF

2. Packet

   Documents: 08-17 15 PACKET.PDF

INKSTER CITY COUNCIL

August 17, 2015
26215 Trowbridge, Inkster, MI 48141
(313) 563-4232 www.cityofinkster.com

Mayor – Hilliard L. Hampton, II
Mayor Pro Tem – Marcus L. Hendricks, District II

Council Members:
Timothy Williams, District I
Lorenzo A. Moner, Jr., District III
Michael A. Canty, District IV
Kim Howard, District V
Dennard Shaw, District VI

FELICIA RUTLEDGE	MARK STUHLDREHER	DAVID JONES
CITY CLERK	INTERIM, CITY MANAGER	CITY ATTORNEY

Council may be addressed during the Regular Meeting by filling out the Public Participation Form. Address Council as a whole through the Mayor. Please state your name and your address for the record prior to providing your comments. Comments are limited to three (3) minutes.

Council Orientation Agenda – 6:00 PM

1. Call to Order

2. Discussion

   A. Agenda Discussion
   B. Limiting the Number of Medical Marijuana Facilities – McKenna, Paul Lippens
   C. SAFER Grant Presentation – Fire Chief, John Adams

3. Public Hearing

4. Public Participation (limit to 3 minutes)

5. CLOSED SESSION – Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).

6. Adjournment

August 17, 2015

Regular City Council Agenda – 7:30 PM

1. Call Meeting to Order

   A. Pledge of Allegiance
   B. Roll Call

2. Approval of Agenda

2. Presentations/Discussion

   A. Ceremonial Swearing of New Police Chief – Mayor Hampton & City Council
   B. Interim City Manager Discussion – Interim City Manager, Mark Stuhldreher

4. Public Hearing

5. Consent Agenda

   A. August 3, 2015 Regular City Council Meeting Minutes. **Pg 1**
   B. August 11, 2015 Special City Council Meeting Minutes. **Pg. 6**

6. Boards and Commissions

   A. Update of current list of appointments to Boards & Commissions. **Pg. 8**

7. Previous Business

8. Ordinance(s)

   A. First Reading(s)

   B. Second Reading(s)

9. New Business

   A. Discussion/Action: (Jeannie Fields) Consider approval of a Special Conditions Use (SCU 15-08) and Site Plan (SP15-09) applications for a Child Care Center located at 29305 Cherry Hill with the conditions noted as recommended by the Planning Commission. **Pg. 15**

   B. Discussion/Action: (Jeannie Fields) Consider approval of an offer to purchase (Case # LD 15-07) one residential parcel of land located on the south side of Norfolk between Sylvia and Princess as is legally described as Lot 681 also N ½ Adj./ Vac

Alley Westwood Sub of Van Alstine Farm T2S, R10E, L40, P29, 30 WCR (Property ID #44-022-01-0681-000) in the total amount of $250.00 to Christine Wagner-Jones. **Pg. 33**

C. Discussion/Action: (Felicia Rutledge) Consider approving a Special Event for a Back to School Event to be held in Lemoyne Park on August 22, 2015 from 7:00 a.m. until 7:00 p.m. for applicant Garden of Eden Ministries. **Pg. 40**

D. Discussion/Action: (Felicia Rutledge) Consider approving a Special Event for Robichaud All Class Reunion Picnic to be held at Tyrone Wheatley Park on September 5, 2015 from 10:00 a.m. until 7:00 p.m. for applicant Robichaud Alumni Association. **Pg. 61**

E. Discussion/Action: (Felicia Rutledge) Consider approving The Movement walk/run/march on September 12, 2015 from 12:30 p.m. until 2:30 p.m. between Inkster Road and Cherry Hill for a quarter mile for applicant Ambitious Fitness.

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F. Discussion/Action: (Felicia Rutledge) Consider approving a street closure on John Daly between Yale and New York for a Back to School Party for neighborhood children on September 5, 2015 from 4:00 p.m. until 9:00 p.m. (Dawaya Studstill)

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10. Public Participation (limit to 3 minutes)

11. Mayor and Council Communication

12. City Clerk

13. City Manager

14. Closed Session

Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).

15. Adjournment

Felicia Rutledge
City Clerk

August 3, 2015

Regular City Council Meeting – 7:30 PM

The regular meeting of the Council of the City of Inkster, Wayne County, Michigan convened in the Council Chambers, 26215 Trowbridge, on Monday, August 3, 2015

Prior to the Regular Council Meeting: City Council members discussed:

- The agenda.
- Greenway – Jerome Bivins, Deputy Director DPS
- Medical Marijuana – Richard Marsh, City Manager & Paul Lippens

Moved by Councilmember Williams, Seconded by Councilmember Canty that Council convenes into a Closed Executive Session at 7:17 p.m. to discuss pending litigation in accordance with MCL 15.286 (e).

Roll Call Vote:

YEAS: 7
NAYS: 0
ABSENT:

Moved by Councilmember Canty, Seconded by Councilmember Williams to adjourn the closed Executive Session at 8:18 p.m. – Motion carried unanimously.

Call Meeting to Order

Mayor Hampton called the meeting to order at 8:20 p.m.

Pledge of Allegiance

City Council and the public in attendance pledged allegiance to the flag of the United States of America.

Prayer

Prayer was lead by Rev. Cooper

Roll Call

Mayor Hampton	Present	Councilwoman Howard	Present
Councilman Moner	Present	Councilman Williams	Present
Mayor Pro Tem Hendricks	Present	Councilman Canty	Present
Councilman Shaw	Present		

***A Quorum was present**

Approval of Agenda

Moved by Councilmember Canty, Seconded by Councilmember Hendricks to approve the agenda with added items "C" under Presentations and removal item "E" under New Business.
Resolution 08-15-142R - Motion carried.

Presentations/Discussion

A. Greenway – Jerome Bivins, Deputy Director of DPS
B. Wayne County Community Health Care Month – Octavia Smith
C. Commissioner Richard LeBlanc's Office – Mary McClendon

Public Hearings

Consent Agenda

A. July 20, 2015 Regular City Council Meeting Minutes.

Moved by Councilmember Moner, Seconded by Councilmember Howard
Resolution 08-15-143R – Motion carried.

Boards and Commission

A. Update of current list of appointments to Boards & Commissions.

Moved by Councilmember Williams, Seconded by Councilmember Moner to appoint Jessie Shelby to the Commission on Aging.
Resolution 08-15-144R – Motion carried.

Previous Business

Ordinance(s)

A. First Reading(s)

B. Second Reading(s)

1. Consider a ***second*** *and* ***approval*** reading on an amendment to the City's Zoning Ordinance to permit Medical Marijuana uses as a Special Conditions Use in the B-1, B-2, and B-3 Districts per the Planning Commission recommendation.

Moved by Councilmember Moner, Seconded by Councilmember Williams
Resolution 08-15-145R – Motion carried.

Roll Call Vote:

Councilmember Moner	Yea	Councilmember Shaw	Nay
Mayor Hampton	Yea	Councilmember Canty	Nay
Mayor Pro-Tem Hendricks	Yea	Councilmember Howard	Nay
Councilman Member	Yea		

New Business

A. Discussion/Action: (Jeannie Fields) Consider approval of an Amendment No. 2 to the Michigan Natural Resources Trust Fund (MNRTF) Project Agreement (TF 11-145) for the Inkster Greenway Trail Project.

Moved by Councilmember Williams, Seconded by Councilmember Canty
Resolution 08-15-146R – Motion carried.
NAY: (Shaw)

B. ~~Discussion/Action: (Jerome Bivins) Consider authorization of Administration to adopt the attached Resolution to be submitted to MDOT for funding request for Phase II of the Greenway trail.~~
(REMOVED)

C. Discussion/Action: (Craig Lewis) Consider approving a request for ballot language to be placed on the November 3, 2015 ballot asking voters to approve a new Senior Service millage.

Moved by Councilmember Shaw, Seconded by Councilmember Williams
Resolution 08-15-147R – Motion carried.

D. Discussion/Action: (John Adams) Consider approval to contract Lukas & Sons Enterprises, Inc. a professional firm to do the repairs to our damaged hydrants under the recent grant we received.

Moved by Councilmember Moner, Seconded by Councilmember Canty
Resolution 08-15-148R – Motion carried.
NAY: (Shaw)

E. ~~Discussion/Action: (City Manager) Consider a Resolution for the Michigan Community Health Worker Alliance on behalf of the City of Inkster.~~
(MOVED TO PRESENTATIONS)

F. Discussion/Action: (Felicia Rutledge) Consider authorizing a Special Event; Commission on Aging Annual Senior Picnic.

Moved by Councilmember Shaw, Seconded by Councilmember Williams
Resolution 08-15-149R – Motion carried.

G. Discussion/Action: (City Council) To vote in accordance with the vote that was taken in closed session. (Marsh)

Moved by Councilmember Canty, Seconded by Councilmember Shaw
Resolution 08-15-150R – Motion carried.
NAY: (Moner)

H. Discussion/Action: (City Council) To authorize the City Clerk and to approve ballot language to be placed on the November 3, 2015 ballot asking voters "Do the Citizens of the City of Inkster support a revision to the Inkster City Charter; yes or no"

Moved by Councilmember Canty, Seconded by Councilmember Moner
Resolution 08-15-151R – Motion carried.

NAY: (Hendricks)

I. Discussion/Action: (City Council) To vote in accordance with the vote that was taken in closed session to appoint Mark Stuhldreher as the Interim City Manager.

Moved by Councilmember Canty, Seconded by Councilmember Moner
Resolution 08-15-152R – Motion carried.
NAY: (Hendricks, Shaw, Moner)

Public Participation

- **Mary McClendon** – Representing Commissioner Richard LeBlanc's office stated that the Coffee Talks would resume in September.
- **Ron Johnson** – Stated that Garden Eden Ministry would like to host a Special Event in Lemoyne Park to give away back packs and clothes August 22, 2015.
- **Angela Tabb** – A Health Fair to be held at Booker Dozier on August 29, 2015 beginning at 12:00 p.m. there will be free dental, health and sports screenings.
- **Martha Webber** – Asked why Chief Thomas was not appointed at Police Chief.
- **Connie Mitchell** – Inkster VOICE will be hosting an informational forum regarding the Wayne RESA millage and tax tribunal information. State Representative Julie Plawecki and Senator David Knezek will be the formal guest.
- **Willie Johnson** – Stated the Police department should have a look into a secret witness program and the city should have better police patrol.
- **Ernest Hendricks** – Asked city council to reconsider their vote on Medical Marijuana.
- **Marsha White** – Supports the Inkster Recreation Complex. Further stated the complex has a Blues Night.
- **Yvonne Moore** – Stated that Inkster Housing was able to partner with the Recreation complex and the children were given opportunities to participate in programs that they would not ordinarily have been able to participate.
- **Sandra Watley** – Stated she was disappointed in the decision that was made not to pick Interim Police Chief Thomas as the new Police Chief.
- **George Williams** – Stated that the City Manager asked the citizens and clergy to participate in the selection process for the Police Chief. He wanted to know why the people's choice was not chosen.
- **Jackie Reed**- Had concerns regarding weeds.

City Council

- **Councilman Williams** – Asked Inkster residents to support Inkster businesses and he informed residents of the election in Districts two and three.
- **Councilman Moner** – Gave tribute to brave Veteran ALC. Stubbs, Vietnam Veteran. He stated that the Interim Police Chief Thomas is doing a great job and hopefully he can be the permanent Police Chief. Further he asked about the sidewalk rehabilitation program.
- **Councilman Shaw** – Asked about surveillance cameras in Cherry Street, purchasing policy, RFP Development of Act 95, tree trimming and Code Enforcement reporting to the Police Chief.
- **Councilman Canty** – Spoke about the airplane noise. Further he discussed the possibility of a ground school and he spoke with some Tuskegee airman regarding this issue.
- **Mayor Hampton** – Stated that at the upcoming November election, city council should consider a question to revise the charter. A motion was made and is item "H" under New Business.

City Clerk

- Announced city hall would be open on August 28, 2015 to receive payments.

- Announced street sweeping begun August 3, 2015 and will follow the trash route.
- Announced the upcoming August 4, 2015 election for districts two and three for city council candidates.

City Manager

- Announced the Police memorial rededication on Thursday August 13, 2015.
- Thanked Councilperson's Howard and Williams for their assistance with the city hall clean up effort; additionally he thanked the volunteers, Octavia Smith, Jewel Jones, Gabe Henderson and Tina Turner.
- Thanked Mayor and Council for the opportunity to serve.
- Thanked city administration.
- Announced Light up the City on August 11, 2015 at the Recreation Complex from 4:00 p.m. until 8:00 p.m.

Closed Session

Adjournment

There being no further business to come before Council, on a motion duly made by Councilmember Canty, Seconded by Councilmember Moner and carried, the Regular Council meeting of August 3, 2015 was adjourned at 10:00 p.m.

Felicia Rutledge, City Clerk
City of Inkster

August 11, 2015

Special City Council 10:00 A.M

The Special meeting of the Council of the City of Inkster, Wayne County, Michigan convened in the Council Chambers, 26215 Trowbridge, on Tuesday, August 11, 2015

Call Meeting to Order

Mayor Hampton called the meeting to order at 10:05 a.m.

Roll Call

Mayor Hampton	Present	Councilwoman Howard	Present
Councilman Moner	Present	Councilman Williams	Present
Mayor Pro Tem Hendricks	Exc. Absent	Councilman Canty	Present
Councilman Shaw	Exc. Absent		

***A Quorum was present**

Public Participation

- None

New Business

A. Discussion/Action: Inkster City Charter Revision Ballot Question.

Moved by Councilmember Canty, Seconded Councilmember Moner to rescind the previous vote to place the revision of Charter question on the November 3, 2015 ballot .
Resolution 08-15-???SP – Motion carried.
Absent: (Shaw, Hendricks)

Moved by Councilmember Canty, Seconded Councilmember Williams to place the Charter Revision question on the March 8, 2016 ballot and the election of the Charter Commission members.
Resolution 07-15-???SP – Motion carried.
Absent: (Shaw, Hendricks)

Mayor and Council Communications

City Manager

Adjournment

There being no further business to come before Council, on motion duly made by Councilmember Canty, Seconded by Councilmember Williams and carried, the Special Council meeting of August 11, 2015 was adjourned at 10:37 a.m.

Felicia Rutledge, City Clerk
City of Inkster

CITY OF INKSTER

Boards & Commissions

[MADE OPERATIVE BY STATE LAW, CITY OF INKSTER CHARTER PROVISION OR CITY OF INKSTER ORDINANCE

AGING COMMISSION

[MEETINGS: Third Friday of each month at 1:00 p.m., Twin Towers Activity Room]

2 Year Term	9 Members	Ordinances: 414,457 & 508
Richard Marsh, Jr., Director		Tenure
Denise Champagne, Project Dir. - (Ex-Officio Member)		Tenure
Rochelle Wells		Exp. 02/16/17
Audrey Jean Searcy		Exp. 06/02/16
Doris Horne		Exp. 02/16/17
Henry Wade		Exp. 03/07/15
Toni Bailey		Exp. 07/06/17
Nellene Moore		Exp. 08/16/16
Dorothy Gardner		Exp. 06/16/16
Chuck Coleman		Exp. 04/04/15
Gabe Henderson		Exp. 04/04/15
June Patterson		Exp. 12/1/16
Patricia Donald		Exp. 07/06/17
Jessie Shelby		Exp. 08/03/17

BOARD OF REVIEW

[MEETINGS: March, July and December]

Annual Appointment	3 Members	Charter Provision and State Law
WCA Assessing		Clerk of the Board – Non Voting
William S. Miller		Exp. 06/02/15
Ned Sanders (Alternate)		Exp. 02/03/16
Lenoria Warmack		Exp 02/16/16
Celeste McDuffie		Exp. 02/03/16

BEAUTIFICATION COMMITTEE

[MEETINGS: Second Monday of each month @ 6:00 p.m., Recreation Center]

2 Year Term

Toni Bailey	Exp. 04/26/16
Enoch Jackson	Exp. 04/26/14
Joe Burton	Exp. 04/26/14
Rev. George Williams (T)	Exp. 04/26/16
Eunice Williams (C)	Exp. 04/26/14
Wyanetta Motley (S)	Exp. 04/16/14
Horace Jordan	Exp. 04/26/14
Larry Motley (C)	Exp. 04/26/14
Dorothy McClendon	Exp. 05/14*
Dr. Evelyn Clark	Exp. 05/14*
Tommie Jones	Exp. 05/14*
Cephus Thomas	Exp. 04/26/14
Clareese Jordan	Exp. 11/13
LaShawn Westbrook	Exp. 05/14*
Blinda Jones	Exp. 05/14*
Robert Broadnax	Exp. 05/07/14
Minnie Johnson	Exp. 05/14*
Alana Glover	Exp. 05/07/14
Gabe Henderson	Exp. 05/19/16
Shera Johnson	Exp. 05/14*
Demetrius Dalton	Exp. 05/21/14
Henry Wade	Exp. 05/14*

BEAUTIFICATION COMMITTEE (continued)

John W. Gee, Jr.	Exp. 05/14*
Tania James	Exp. 05/14*
Khalisha Nathan	Exp. 05/21/14
Toya Ellis	Exp. 05/14*
Princella Ellis	Exp. 05/21/14
Theresa Lindsey	Exp. 05/21/14
Norma Taylor	Exp. 05/21/14
Alto Baker	Exp. 05/14*
Kent Hudson	Exp. 05/14*
Donna Towns	Exp. 06/04/14
Elcfernick M. Lotman	Exp. 06/14*
Epson Johnson	Exp. 06/14*
Patricia Morgan	Exp. 06/14*
LeVania Henderson	Exp. 06/18/14
DeShandra Motley	Exp. 6/17/15
Denise Motley	Exp. 06/17/15
Avis Love	Exp. 03/16/17

BUILDING AUTHORITY COMMISSION - *Inactive*

[MEETINGS: Second Monday in January]

3 Year Term — 5 Members — State Law and Resolution 74-1-39

Nathaniel Elcock	Exp. 12/31/05
Hersey Bryant, (C)	Exp. 12/31/00
Horace Wells	Exp. 12/31/01

CABLE TELEVISION COMMISSION

[MEETINGS: Second Tuesday of each month at 6:00 p.m., Recreation Center]

3 Year Term — 9 Members — Ordinances 593 and 609

Timothy Williams Ex-Official		Exp. 11/16/12
~~Danny Van Scholack~~	Dist. 1	Exp. 12/01/11
Vacant	Dist. 2	
Vacant	Dist. 3	
Alfreda Flowers	Dist. 4	Exp. 06/04/15
Vacant	Dist. 5	
Lewis Gregory (C)	Dist. 6	Exp. 01/04/13
~~George Collier~~	Mayoral	Exp. 03/16/12
~~Carmen Mitchell~~	At-Large	Exp. 02/18/11

CANVASSERS BOARD

[MEETINGS: As Required]

4 Year Term — 4 Members — State Law

Deborah Owens (Dem)	Exp. 12/31/15
Gloria Brown (Dem)	Exp. 06/04/16
Courtney Owens (Dem)	Exp. 06/04/16
Eugene Brazeal (Rep)	Exp. 08/06/16

CIVIL SERVICE COMMISSION AND BOARD OF ETHICS

[MEETINGS: Monthly]

3 Year Term — 3 Members — Ordinances 237 & 559

Clarence Oden	Exp. 6/18/15
Vacant - (Employee Representative)	
~~James White~~ - (Commission Appointment)	Exp. 12/04/11

CONSTRUCTION BOARD OF APPEALS/PROPERTY MAINTENANCE BOARD

[MEETINGS: As required]

3 Year Term	3 Members	Ordinance
Henry Wade - (Licensed Plumber)		Exp. 12/17
Stephen Lawrence		Exp. 12/17
Tiara Jones		Exp. 10/17
Kenyatta Mason - (Licensed Electrician)		Exp. 10/17
Marcus Hendricks – - (Licensed Electrician) – Building Inspector - (Licensed Engineer/Inspector		Exp. 12/17

DOWNTOWN DEVELOPMENT AUTHORITY

[MEETINGS: Third Tuesday of each month, 6:00 p.m. City Hall Council Chambers]

4 Year Term	12 Members	State Law and Ordinances 687 and 741
Hilliard L. Hampton, II (Secretary)		Tenure
Martha Theis		Exp. 01/14/18
Lewis Gregory (Treasurer)		Exp. 10/06/18
Cynthia Adams		Exp. 01/14/18
Brittni Abiolu		Exp. 05/18/19
Peter Cimeot		Exp. 01/21/18
Akindele Refhionomake		Exp. 02/16/19
Val Ogbonaya		Exp. 07/20/19
Winston Wade (Vice-Chair)		Exp. 12/17/16
Rerhi Onomake		Exp. 3/16/19
Uche Ndubuisi		Exp. 7/20/19

ECONOMIC DEVELOPMENT CORPORATION (BOARD OF DIRECTORS)

[MEETINGS: Second Thursday each month, held in the Conference Room, City Hall]

6 Year Term	11 Members	State Law and Ordinances 517 and 570
Hilliard L. Hampton, II		
Bishop Walter Starghill, Jr.		Exp. 06/07/16
Winnie Nwankwo		Exp. 05/18/21
Akindele Akinyemi		Exp. 05/18/21
Deborah Walker		Exp. 06/07/16
Mary Weislo		Exp. 03/07/17
Cassandra Leonard		Exp. 06/07/16
Herbert Johnson		Exp. 06/07/16
Dennis Weislo		EXP. 06/07/19
Vacant		

ELECTRICAL EXAMINING BOARD

Indefinite Terms	4 Members	State Law and Ordinance 616
Walter Bays (Elec. Cont.)		
Andrew Hughes (Adm. Official)		
Carlton Trouteaud (Rep. of Detroit Edison)		

HOUSING AND REDEVELOPMENT

[MEETINGS: Third Tuesday of each month at 6:30 p.m., 4500 Inkster Road]

5 Year Term | 6 Members | State Law and Ordinance 99

Tony Love, Director & Secretary	Tenure
William Acklin	Exp. 03/17
Ernest Hendricks	Exp. 03/19
James Orr	Exp. 11/13
Ernestine Williams	Exp. 03/19
Deborah Walker	Exp. 10/19

INKSTER HISTORICAL COMMISSION

[MEETINGS: Third Saturday of each month at 10:30a.m. Library Study Room]

2 Year Term | 7 Members | State Law and Ordinance 196

Vacant	Dist. 1	
Vacant	Dist. 2	
Vacant	Dist. 3	
Vacant	Dist. 4	
Vacant	Dist. 5	
Michael Wells	Dist. 6	Exp. 12/20/12
Vacant		

LIBRARY BOARD 4 year term

Michael Wells	Exp. 2015
Sandra Markwart	Exp. 2015
Dorothy Gardner	Exp. 2015
Dosys Thompson	Exp. 2015
LaDon Gibbs	Exp. 2015
Paulette Dye	Exp. 2015

LOCAL BUSINESS ENTERPRISE ADVISORY COMMITTEE

[MEETINGS: Third Tuesday of every month at 6:30 P.M., Inkster City Hall]

2 Year Term | 7 Members | Ordinance: 603

Vacant	Dist. 1	
Curtistine Barge	Dist. 2	Exp. 12/05/13
Vacant	Dist. 3	
Vacant	Dist. 4	
Vacant	Dist. 5	
Vacant	Dist. 6	
Vacant	**Mayoral**	

LOCAL OFFICERS COMPENSATION COMMISSION

[MEETINGS: Minimum of One Meeting Each Odd-Numbered Year.]

7 Year Term | 7 Members | State Law and Ordinance 409

Theodore Mimms	Exp. 11/19/14
Eugene Thompson (VC)	Exp. 11/19/14
Dorothy Gardner	Exp. 11/19/14
Darwin Howard	Exp. 12/15/14
William Howard	Exp. 11/03/15
Cheryl Stinson	Exp. 02/02/16
Vacant	

PARKS AND RECREATION COMMISSION

[MEETINGS: First Tuesday of each month at 7:30 P.M., Recreation Complex]

2 Year Term | 9 Members | Ordinances: 493 & 551

Sandra French	Dist. 1	Exp 10/06/16
Deborah Owens	Dist. 2	Exp. 03/25/16
Shelby Johnson	Dist. 3	Exp. 09/15/16
Vernell Massey	Dist. 4	Exp. 12/01/16
Lenardo Gambrio	Dist. 5	Exp. 10/15/16
James Richardson IV	Dist. 6	Exp. 09/15/16
Tonia Williams	Mayoral	Exp. 02/16/17
Sheila Garland	Mayoral	Exp. 02/16/17
Yolanda Lockett	Council	Exp. 01/20/17

PARKS AND RECREATION YOUTH COMMISSION

2 Year Term | 6 Members

Vacant	Dist. 1	
Vacant	Dist. 2	
Cory Wells	Dist. 3	Exp. 12/05/13
Vacant	Dist. 4	
Vacant	Dist. 5	
Vacant	Dist. 6	
Vacant	**Mayoral**	

PLANNING COMMISSION

[MEETINGS: Fourth Monday of each month at 6:00 p.m., City Council Chambers]

3 Year Term | 9 Members | State Law and Ordinance 33

Marcus Hendricks	Tenure
Hilliard L. Hampton, II	Tenure
Darryl Davis (City appointee)	Exp. 10/15
Robert Thomas	Exp. 10/15
Emmereal Wells	Exp. 04/18
James Garrett	Exp. 08/17
April Walton (Secretary)	Exp. 09/16
Sam Brown (Chairman)	Exp. 10/17
Richard Wooten (Vice Chairman)	Exp. 08/16

POLICE AND FIREMAN RETIREMENT SYSTEM BOARD OF TRUSTEES

[MEETINGS: First Thursday of each month at 1:00 p.m., TIFA Room]

2 Year Term | 5 Members | Charter

Rev. Leon Crawford	**Mayoral**	Exp. 01/17
Barry O'Bryan		Exp. 12/13
Christopher Crawley		Exp. 12/13
Hilliard L. Hampton II	**Council**	Exp. 01/17
Charles Hines	**(Pension Board Appt)**	Exp. 12/12

WATER REVIEW COMMITTEE

[MEETINGS: Scheduled by Chairman Marcus Hendricks, City Hall TIFA Room]

Sam Brown	App. 01/07/13
Carl Woods	App. 01/07/13
Ann Coleman	App. 01/07/13
Courtney Owens	App. 01/07/13
Councilmember Williams	App. 02/04/13
Mayor Pro-Tem Hendricks	App. 02/18/13
Dennis Welsio	App. 02/18/13

ZONING BOARD OF APPEALS (ZBA)

[MEETINGS: First Thursday of each month at 6:00 P.M., City Council Chambers]

3 Year Term | 7 Members | State Law and Ordinance 277

Dorothy Gray	Dist. 1	Exp. 01/14/17
Clarence Oden, Jr. (VC)	Dist. 2	Exp. 01/14/17
James Cross	Dist. 3	Exp. 07/01/16
Roosevelt Stubbs (S)	Dist. 4	Exp. 09/2/17
Vanola Williams	Dist. 5	Exp. 09/03/16
Norma McDaniel	Dist. 6	Exp. 10/19/15
Richard Wooten (Chair) (Planning Comm. Appointee)		Exp. 01/14/17

Nankin Transit

[Meetings: Third Thursday of each month at 5:45 p.m., Nankin Transit 36300 Warren Rd. Westland, MI. 48185]

Michael Canty, Council Appointee	Exp. Tenure
Denise Champagne, Council Appointee	Exp. (Appointed in 2009)

2015 Community Development Block Grant Advisory Council (CDBG)

[Meetings: Dates and times are quarterly and locations are various]

Timothy Williams, Council Appointee	Exp. 2016
Lorenzo Moner, Council Appointee	Exp. 2016

COMMITTEES FORMED BY COUNCIL RESOLUTIONS

TAX INCREMENT FINANCE AUTHORITY

[MEETINGS: Second Thursday of each month at 6:30 P.M., City Hall Council]

6 Year Term | 13 Members | Resolution 85-8-331

Hilliard L. Hampton, II	Tenure
Richard Marsh	Tenure
Bishop Walter L. Starghill, Jr. (Chair)	Exp. 06/07/16
Herbert Johnson (Vice Chair)	Exp. 06/07/16
Deborah Walker (Secretary)	Exp. 06/07/16
Rerhi Onomake	Exp. 03/16/21
Dennis Weislow	Exp. 06/07/19
Cassandra Leonard	Exp. 06/07/16
Mary Weislow (Treasurer)	Exp. 06/07/16
Winnie Nwankwo	Exp. 05/18/21
Akindele Akinyemi	Exp. 05/18/21

TIFA WORKING COMMITTEE FOR THE JUSTICE CENTER

5 Members

Bishop Walter L. Starghill	Exp. 06/07/16
Herbert Johnson	Exp. 06/07/16
Deborah Walker	Exp. 06/07/16
Vacant	Exp. 06/07/16
Vacant	

BROWNFIELD REDEVELOPMENT AUTHORITY
[MEETINGS: Second Tuesday of each month at 5:00 P.M., City Hall Council Chambers]
Terms 1, 2 and 3 years Up to 9 members Resolution 02-9-458

Timothy Williams, City Council Representative	Tenure
Richard Marsh, City Manager	**Tenure**
Mark Stuhldreher, Treasurer	Tenure
M. Jeannie Fields, Community Dev. Mgr.	Tenure
Tonia C. Williams (C)	Exp. 10/06/16
Dorothy Gardner	Exp. 10/05/15

CARVER HOMES DISTRICT CITIZENS COUNCIL- *Inactive*
[MEETINGS: Third Thursday of each month at 6:30 P.M., St. Clements Manor]

Velma Hammons
Daniel Henderson
Willie Johnson
Bessie Jones
Melodie Jones
Clara Gray-Joiner
Geneva Lyles
Norma McDaniel
Ramona Rogers
Antonio Shaw
Jacqueline Treadway
Rita Watson
Barbara Whatley
Julius Williams
Glaynda Wright
Chris Yatooma

NOTES:

____ Vacancies and/or Expired terms *Has not taken the oath

REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher, Treasurer/Interim City Manager **Date: August 11, 2015**

From: M, Jeannie Fields MJF **Date for Council Consideration: August 17, 2015**
Community Development Manager

ACTION REQUESTED: Consider approval of a Special Conditions Use (SCU 15-08) and Site Plan (SP15-09) applications for a Child Care Center located at 29305 Cherry Hill with the conditions noted as recommended by the Planning Commission.

Current Action ___X____ Emergency _____ Future _____

Funds Budgeted: If Yes _n/a_____ Account #_____ No _____ N/A _____

Treasurer's Approval _____ MDS _____

BACKGROUND INFORMATION

On Monday, August 10, 2015, the Inkster Planning Commission conducted a public hearing, as required, for the consideration of Special Conditions Use, Case #15-08 (SCU), and for the review of the associated Site Plan, Case #15-09 (SP). The applicant is Saunda Cunningham. The proposed use is a child center at 29305 Cherry Hill Road east of Middlebelt Road in the B-2 Thoroughfare Mixed Use District. The Planning Commission approved the special conditions use and site plan subject to the following conditions (draft minutes are attached):

Special Conditions Use

- Any issues identified by other City Departments are addressed.
- The applicant is required to obtain a State license and maintain the site to State requirements per Act 116 of 1973.

Site Plan

- Comments and approvals from the City Engineer and other reviewers, including Public Works, Fire Department and Police Department are addressed, if any.
- A special conditions use is approved.

Attached is a copy of the planning letter of recommendation, engineer, fire and police comments and maps. Site plan copies are provided as well. The applicant has addressed all comments provided by the engineer so an approval letter was provided.

SCOPE OF SERVICES

N/A

JUSTIFICATION

The proposed day care will provide an essential service to the City. The planning consultant found the proposed use to be harmonious with the Master Plan.

PROJECT OR IMPROVEMENT TASKS

Which of the Five (5) Council Goals does this request meet?

1. Develop a plan to Diversify the tax base to ensure a sustainable budget for Inkster
2. Develop a plan to address the City's current debt and legacy costs
3. Improve and promote the image of Inkster

COSTS

All costs are incurred by the petitioner and must be paid in full prior to construction.

PROJECT TIME TABLE

Upon approval by City Council.

RESOLUTION

Resolved by _____ Seconded by _____
that the City of Inkster Council hereby approves Special Conditions Use (SCU 15-08) and the accompanying Site Plan (SP15-09) to allow the operation of a Child Care Center at 29305 Cherry Hill with conditions noted as recommended by the Planning Commission.

Yes:
No:
Absent:

CITY OF INKSTER
PLANNING COMMISSION

REGULAR MEETING

A regular meeting of the Inkster Planning Commission was held on **Monday, August 10, 2015**, in the Inkster Council Chambers located at 26215 Trowbridge, Inkster, Michigan, 48141.

A quorum was reached. Commissioner Hendricks called the meeting to order at 6:05 p.m.

I. ROLL CALL

Present: Chairman Brown (6:09 pm), and Commissioners Davis, Garrett, Hendricks, Thomas and Wells

Absent: Vice Chairman Wooten, Secretary Walton and Commissioner Hampton

Others in attendance: M. Jeannie Fields, Community Development Manager
Paul Lippens, McKenna Associates
Saunda Cunningham, Applicant

Public in attendance: Yvette Brock

II. ADOPTION OF AGENDA

MOVED by Garrett, Seconded by Wells to adopt the agenda. **MOTION CARRIED unanimously.**

III. ADOPTION OF MINUTES OF July 27, 2015

MOVED by Davis, Seconded by Thomas to adopt the minutes of July 27, 2015 with the necessary corrections. **MOTION CARRIED unanimously.**

IV. PUBLIC HEARINGS

A. Case # 15-08 (SCU)/15-09 (SP) – 29305 Cherry Hill
Public Hearing to receive input and review special conditions use to operate a child care center in a B-2 (Thoroughfare Mixed Use District). Saunda Cunningham is the applicant.

MOVED by Wells, Seconded by Garrett to open the public hearing. **MOTION CARRIED unanimously.**

An overview of the case was given by Paul Lippens. He recommended approval of the special conditions use and site plan per his planning letter.

Discussion was held regarding the number of youth in the center, the reason for an extended play area and Knox Box (fire department) requirements.

MOVED by Wells, Seconded by Thomas to close the public hearing. **MOTION CARRIED unanimously.**

MOVED by Wells, Seconded by Davis to approve the special conditions use with the conditions noted. **MOTION CARRIED unanimously.**

MOVED by Garrett, Seconded by Wells to approve the site plan with the conditions noted. **MOTION CARRIED unanimously.**

The next step in the process is to seek approval by City Council. City Council makes the final decision.

V. OLD BUSINESS

None.

VI. NEW BUSINESS

None.

VII. MISCELLANEOUS

- A question was raised regarding the status of a previous day care that was approved. Staff will look into the matter.
- Treasurer/Interim City Manager Mark Stuhldreher announced that Jeannie Fields would be staying with the city as Community Development Manager.
- A question was asked regarding shortening the amount of time required for the approval of a planning case. Administrative site plan reviews are being performed for some cases that meet the requirements for such. Staff and the planning consultant are looking for additional ways to expedite the process.
- It was suggested that the Commission should look at the ordinance process during the Master Plan review.
- A question was asked if the city can get to people prior to them buying property. They often purchase property that is not zoned for the use that they are interested in. Though the city has no control over educating individuals prior to them purchasing property, we can ensure that areas are zoned properly. Unfortunately, people do not always do their research or contact the city prior to buying property.
- Chairperson Brown noted that delays in approval of a case are often times not the fault of the city but the applicant. For example, they may not supply all the information needed by the city or the information is incomplete. Additionally, site plan changes may be on-going. The Commissioners need to keep these things in mind before publicly making statements that the process is taking too long and do their research before making these types of statements.

VIII. ADJOURNMENT – 6:34 p.m.

MOVED by Hendricks, Seconded by Garrett to adjourn the Planning Commission meeting held on Monday, August 10, 2015. **MOTION CARRIED unanimously.**

Respectfully submitted,

Sam Brown, Chairman

April Walton, Secretary

M. Jeannie Fields
Community Development Manager

City of Inkster
26215 Trowbridge
Inkster, Michigan 48141

Planning & Economic Development
313-563-9760
313-563-6488 (Fax)

PLANNING COMMISSION PETITION

FOR

SPECIAL CONDITIONS / REGULATED LAND USE

Filing Fee SCU / RLU = $1,450.00 plus $6 an acre
Required Public Hearing = $350.00

Case # 15-08 (SLU/RLU)

TO THE INKSTER CITY PLANNING COMMISSION: Date Filed 5/4/2015

The undersigned respectfully petition(s) Planning Commission to permit a Special Conditions / Regulated Land Use as hereinafter requested, and in support of this petition, the following facts are shown:

PROPERTY IDENTIFICATION

Street Address: 29305 CHERRY Hill Rd.

The property is located on the SOUTH side of CHERRY Hill Street, Between Middlebelt Street and CENTRAL Street.

It has frontage of _____ feet, a depth of _____ feet, and comprises of 1.319 acres.

Legal Description: 29265 CHERRY Hill Rd. - 29305 CHERRY Hill A STRIP MALL OF CONNECTED INDIVIDUAL UNITS

Property Owner VICTOR HADDAD

Address: 4449 EM ST., WAYNE, MI 48184

Phone: 734-368-8866 Fax N/A

☒ **Yes, I do authorize representatives of the City of Inkster to access the property for the (initial) purpose of site investigation associated with this application.**

- **PROOF OF OWNERSHIP MUST BE ATTACHED TO THIS APPLICATION**

PROPOSED USE CHILDCARE CENTER

- **Attach a statement indicating why the change of use requested is necessary for the preservation of substantial property rights, and why such change will not be detrimental to the public welfare, nor the property of other persons in the vicinity.**

The undersigned Petitioner, being duly sworn, deposes and says that the statements and information herewith submitted are true and correct to the best of his/ her knowledge, information and belief; further, that s/he is authorized to submit this Petition.

Saunda Cunningham
Signature of Petitioner

5/4/2015
Date

SAUNDA CUNNINGHAM
Printed Name of Petitioner

PROGRAM DIRECTOR
Title of Petitioner

(734) 799-7821 N/A whoomibysc@yahoo.com
Petitioner Telephone Number Petitioner Fax Number Petitioner E-Mail Address

Company's Name TWINKLE TOES CHILDCARE CENTER

Company's Address 29305 CHERRY Hill Rd

- **PROOF OF REPRESENTATION MUST BE ATTACHED TO THIS APPLICATION IF THE PETITIONER IS NOT THE OWNER OF PROPERTY REQUESTING REVIEW.**

Subscribed and sworn to before me this 4th day of May 2015

Felicia M. Rutledge
Notary Public, Wayne County, Michigan

My Commission Expires: January 3, 2016

FELICIA M. RUTLEDGE
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF WASHTENAW
My Commission Expires Jaquery 3, 2016
Acting in the County of Wayne

City of Inkster
26215 Trowbridge
Inkster, Michigan 48141

Planning, Building & Economic Development
(313) 563-9760 • fax(313) 563-6488

PLANNING COMMISSION
PETITION FOR
SITE PLAN REVIEW/SUBDIVISION PLAT

Case # 15-09 (SP)

TO THE INKSTER CITY PLANNING COMMISSION:

Date Filed 5/4/2015

The undersigned respectfully petition(s) Planning Commission for site plan review as provided for by the Inkster, Michigan Code of Ordinance and in support of this Petition, the following facts are shown:

PROPERTY IDENTIFICATION

Street Address: 29305 CHERRYHILL Rd. The property is located on the SOUTH side of CHERRY Hill Street, between Middlebelt Street and CENTRAL Street. It has frontage of 287.87 feet, a depth of 344.79 feet, and comprises 1.319 acres.

Legal Description: 29265 CHERRY Hill Rd. INKSTER, MI 48141 TO 29305 CHERRY Hill Rd. (A STRIP MALL OF CONNECTED UNITS)

ZONING - This property is currently zoned B-2.

Property Owner: VICTOR HADDAD
Address: 4449 EDMUND ST WAYNE MI 48184 Phone: 7343688866 Fax: N/A

☒ **Yes, I do authorize representatives of the City of Inkster to access the property for the purpose of site (initial) investigation associated with this application.**

☒ **Yes, I do understand that all building, electrical, plumbing, and fire codes must be met prior to occupancy.**
V.H.
Initial

PROOF OF OWNERSHIP MUST BE ATTACHED TO THIS APPLICATION

PROPOSED USE CHILDCARE CENTER

Clearly describe the proposed project - do not write *"refer to plans"*: CHILDCARE CENTER TO PROVIDE Families a Facility FOR DAYCARE SERVICES.

* **ALL BUILDING MATERIALS MUST BE LABELED WITH PROJECT NAME OR CASE NUMBER & SUBMITTED TO THE PLANNING DEPARTMENT ALONG WITH SITE PLANS.**

Eight (8) SETS OF SITE PLANS FOR COMMERCIAL DEVELOPMENT AND FOR RESIDENTIAL DEVELOPMENT, DRAWN AT A SUITABLE ENGINEERING SCALE SHOWING:

- Subject parcel
- Intended layout and landscaping plan
- All adjacent and abutting property lines, public rights of ways, zoning, and buildings within a radius of one hundred (100) feet
- Building floor plan and all building elevations.
- Storm, water, and sanitary sewers.

ALL PRINTS MUST BE FOLDED.

SITE PLAN REVIEW FEES:

Commercial – less than an acre..... $1,750
Commercial – an acre or more ..... $1,800 + $50 per acre
Residential – less than an acre .... $1,450 plus $6 per unit
Residential – an acre or more..... ..... $1,500 + $6 per unit

Applicant is responsible for contract engineering and planning fees. Deposit required at time of application. **PLEASE NOTE - Partial acres are rounded off. On plans resubmitted for review, ½ of the original fee. *ALL REVISIONS MUST BE BUBBLED ON RESUBMITTED PLANS.** AN 8.5"X11" SITE PLAN OF FINAL ADMINISTRATIVELY APPROVED PLAN MUST BE PROVIDED FOR PLANNING COMMISSION MEETING. ALSO, A DIGITAL COPY OF FINAL PLAN ON CD-ROM SHALL BE PROVIDED.

AFFIDAVIT OF PETITIONER

The undersigned Petitioner, being duly sworn, deposes and says that the statements and information herewith submitted are true and correct to the best of his/ her knowledge, information and belief; further, that s/he is authorized to submit this Petition.

Printed Name of Petitioner: SAUNDRA CUNNINGHAM
Signature of Petitioner: Saundra Cunningham
Interest in Property: RENTER
Firm: N/A Address: 1460 LEXINGTON Phone: 734-799-7821
Fax: E-Mail Address: whoodbysc@yahoo.com

Subscribed and sworn to before me this 4th day of May, 2015

Felicia M. Rutledge
Notary Public, Wayne County, Michigan

My Commission Expires: January 3, 2016

FELICIA M. RUTLEDGE
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF WASHTENAW
My Commission Expires January 3, 2016
Acting in the County of Wayne

July 7, 2015

Jeannie Fields, Community Development Manager
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: **15-08 (SCU#2) Proposed Day Care**

Location: **29305 Cherry Hill**

Zoning: **B-2, Thoroughfare Mixed Use**

Applicant(s): **Sandra Cunningham**

Dear Ms. Fields:

At your request, we have reviewed the above-referenced application for a special conditions use for a proposed day care facility in the B-2 District on Cherry Hill Road, east of Middlebelt and offer the following comments and findings for your consideration.

COMMENTS:

1. **Special Conditional Use Permit Requirements (§155.289).** The following standards are applicable to all conditional use permit applications:
   a. **Will be harmonious and in accordance with the goals, policies and actions of the Master Plan.** The Future Land Use map of the Master Plan classifies the site as Neighborhood Commercial, which, is intended have retail businesses that provide day-to-day services to adjacent neighborhoods and to the local community within a one mile radius. Uses in this category include convenience stores, gas stations, drug stores, sit down restaurants, banks, specialty shops and similar retail sales and services. The proposed day care will provide an essential service to Inkster. *We find the proposed use to be harmonious with the Master Plan.*

   b. **Will be designed constructed, operated, and maintained so as to be visually and physically harmonious and appropriate in appearance with the existing or intended character of the general vicinity and not change the essential scale and character of the area.** The proposal includes repair to the 6 ft. screening wall on the east and south of the site that buffers the adjacent residential uses. The proposal includes street trees and landscaping to meet City requirements and add to the visual character of the site.

   c. **Will be a visual, physical, and economic improvement in relation to the property in the immediate vicinity and to the City as a whole.** The proposed changes will be a visual, physical, and economic improvement to the site. The addition of an active use to a currently vacant space within the retail center will add value to the surrounding neighborhoods and the district.

   d. **Will be served adequately by essential public services and facilities or that the persons responsible for the establishment of the proposed use will adequately provide any such service or facility.** The capacity of the City's infrastructure and services appears to be sufficient to accommodate the proposed facility. *This finding can be made if the site plan meets the approval of all City departments.*

e. **Will not detract from the desirability and orderly function of residential or business uses. Discretion shall be given to the impact of the proposed use upon existing uses, which may relate to traffic generation, sound, artificial lighting, odors, emission of exhaust gases, pedestrian traffic, hours and days of operation, creation of a public or private nuisance, opportunity for crime or criminal activity, congregation of individuals for purposes other than intended by the proposed use, and similar factors generated by the proposed use. The factors stated herein are not intended as a limitation upon the possible considerations and are by way of example only.** The site and its proposed use should not detract from the orderly function of business and residential uses in the surrounding areas.

f. **Will not erode or reduce the economic viability of other existing land uses. Consideration shall be given to the compatibility of other existing uses with the proposed use and maintaining land values within the City.** The adjacent lots to the west are also zoned B-2. The lots to the south and east are zoned R-1A, Residential. To the north is Garden City, with lots also zoned residential. There is some vacancy in the retail center and the use will add some economic vibrancy. The existing buffer wall effectively screens the adjacent residential uses.

g. **Will not impose additional service demands upon the City or its anticipated future resources.** We are not aware of any additional service demands upon the City that would result from the proposed use.

h. **Will further and enhance the health, safety, welfare, morals, character, comfort, convenience, and policies of the City, will not create excessive additional public costs or be detrimental to the economic welfare of the City.** Adding a new day care should enhance the City and not create additional public costs.

i. **Will be consistent with the intent and purposes of this Zoning Code, and comply with all specific standards as established for said use by this Ordinance.** The site plan meets the City parking requirements and other site development standards.

2. **Nursery Schools, Day Nurseries, and Child Care Centers (Not Including Dormitories) (§155.113).** The following standards are applicable to day care facilities:

   a. **Such uses shall not be permitted in the interior of any residential block and shall be located adjacent to a multiple-family or business district.** This requirement is met.

   b. **There shall be used and maintained a minimum of 150 square feet of outdoor play area for each child. Such play space shall have a total minimum area of not less than 5,000 square feet.** The site plan proposes an outdoor play area of 5,200 s. f. *This requirement is met.*

   c. **Any outdoor area shall be opaquely screened from any adjoining lot in a residential or commercial district.** The existing screening wall meets this requirement and the proposed vinyl that encloses the remainder of the play area will also be opaque.

   d. **The Petitioner shall comply with all Michigan State requirements of Act 47 of Public Acts of 1944, as amended.** Act 47 of 1944 was repealed and replaced by Act 116 of 1973 which outlines licensing requirements for child care facilities. *We recommend meeting state licensing requirements as a condition of approval.*

   e. **Fences. Open play areas shall be fenced and such fence shall have a minimum height of four and one-half feet. For the purpose of this chapter, a fence shall be constructed of durable, weather resistant, rustproof and easily maintained materials. Wood products are specifically**

excluded. Such fence shall be subject to review by the Building Official or other official responsible for code enforcement. An opaque vinyl fence is proposed to meet this requirement.

RECOMMENDATION

At this time we recommend that Planning Commission recommend City Council approve a special conditions use for a day care at 29305 Cheery Hill Road, with the following conditions.

1. Any issues identified by other City Departments are addressed.
2. The applicant is required to obtain a State license and maintain the site to State requirements per Act 116 of 1973.

Respectfully submitted,

McKENNA ASSOCIATES

Paul Lippens, AICP
Principal Planner

July 7, 2015

Jeannie Fields, Community Development Manager
City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: **15-09 (SPR #2) Proposed Day Care**

Location: **29305 Cherry Hill**

Zoning: **B-2, Thoroughfare Mixed Use**

Applicant(s): **Sandra Cunningham**

Dear Ms. Fields:

At your request, we have reviewed the above-referenced application dated 5/4/2015 and site plan dated 7/1/15 for a proposed day care facility in a shopping center located at 29305 Cherry Hill Road and offer the following comments for your consideration.

DESCRIPTION OF THE SITE

The site is 1.319 acres and is located on the east side of the street at 314 Inkster Road (full legal description on site plan). The site contains four existing retail bays and a parking area. The largest retail bay is laundromat, which is 40 ft. by 130 ft (5,200 s. f). The proposed day care will be located in the southernmost of four bays. It is 40 ft. by 30 ft (1,200 s. f). Dedicated parking, an outdoor play area, dumpster enclosure, and street landscaping are proposed to meet the ordinance requirements. The site is in the B-2, Thoroughfare Mixed Use District, which permits day cares subject to special conditions.

The following chart provides information of current land use, zoning, and future land use.

	Existing Land Uses	Current Zoning	Future Land Use Designation
Site	Retail center	B-2, Thoroughfare Mixed Use	Neighborhood Commercial
North	Multi-family residential	Garden City, R-1 One Family Residential	Garden City, Single Family
South	Residential	R-1A One Family Residential	Low Density Residential
East	Residential	R-1A One Family Residential	Low Density Residential
West	Office / Institutional	B-2, Thoroughfare Mixed Use	Neighborhood Commercial

REVIEW COMMENTS

1. **Zoning and Use (§155.047(D)(2)).** The B-2 district has no minimum front yard, rear yard, and interior side yard setbacks, the only requirement is that dimensions permit parking, landscaping, and that the site plan complies with setback standards. The maximum lot coverage is determined on the basis of required off-street parking, loading, greenbelt screening, and yard setbacks provided. The proposed daycare will occupy a 1,200 s. f. retail bay in a shopping center with a 25 ft. set back on the north lot line, a 25 ft. set back on the east lot line, and a 23 ft. set back on the south lot line.

   A special conditions use approval is required and land use standards for day care facilities (§155.113) state that there is a minimum play area of 150 s. f. per child, excluding employees, with a

total area of not less than 5,000 s. f. The site plan proposes a play area of approximately 2,000 s. f. of immediately adjacent to the building and an extended play area in the rear yard to meet the requirement, with approximately 5,200 s. f. of play area. The area will be screened with a vinyl fence.

2. **Architectural Features (§155.072).** The building is a single story brick building with a brown metal awning. Bo exterior modifications proposed and the building complies with the exterior color standards of §155.072(F).

3. **Landscaping (§155.073).** The plan indicates that landscaping proposed along Cherry Hill, including 15 shrubs at the driveway entrance and 7 trees along the road. Pursuant to §155.073, the following items have been addressed:

   a. Street trees are proposed on Cherry Hill Road per section §155.073(G). The applicant proposes 4 Honey Locust and 3 Norway Maple.
   b. Shrubs are clustered in two planting beds on either side of the driveway with a mulch covering. A variety of shrubs are proposed, including: 4 Juniper, 4 Daylilies, 3 Viburnum and 4 Bush Honeysuckles.
   c. No one species of tree or shrub comprises more than 50% of the total plantings.
   d. Per Section §155.073(F), a note on the plan indicates that maintenance and irrigation of landscaping will be provided.

4. **Walls (§155.074).** The eastern and southern lot line abuts a residential district (R-1A) and a 4.5 to 6 ft. high wall masonry wall is required. The wall is required to be durable, weather-resistant, rustproof, and easily maintained. This requirement is met by a previously installed existing screening wall along the property line.

5. **Waste Receptacle (Dumpster) or Storage Screening (§155.075).** The site plan shows a dumpster enclosure area proposed in the side yard. The details show the structure will have concrete base and be screened by 6 ft. masonry walls with a slatted chain link gate.

6. **Exterior Lighting (§155.076).** Wall mounted exterior lighting is shown on the rear of the building and two pole mounter lights are existing in the parking area. Streetview of the building also shows mounted lamps under the awning. A note on the site plan that states that lighting will meet the ordinance requirements.

7. **Off-Street Parking (§155.077) and Circulation.** The parking requirement for child care is 1 space per employee, plus 1 space per company vehicle (0 required if no company vehicle), plus 1 per 6 students allowed by license, plus 2 drop off spaces per 6 students allowed by license. The parking requirement for laundry is 1 space per 2 machines. The parking requirement for retail is 1 space per 175 sq. ft. The parking calculation table indicates that based on the uses proposed 73 spaces are required on the site, including 13 spaces for the day care. The 96 existing spaces on the site meet the requirements.

   Additionally, there is an 8 ft. sidewalk on the front of the building that connects to the sidewalk on Cherry Hill Road.

8. **Accessible Parking for Physically Disabled Persons (§155.078).** The day care includes 1 space reserved for persons with disabilities. For 96 spaces, 4 handicap spaces are required and 5 are proposed to be provided on the site. This requirement is met.

9. **Off-Street Loading and Unloading (§155.079).** Buildings between 2,000 sq. ft. and 20,000 sq. ft. in the B-2 district are required to provide 1 off-street loading space of 10 ft. by 70 ft. Planning Commission may reduce the dimensions to 10 ft. by 35 ft. A 10 ft. b y 40 ft. loading space is proposed east of the middle parking bay.

10. **Drainage, soil control, sedimentation, utilities.** No changes are proposed to utility or site drainage and the building leads are shown on the site plan. We defer to the Engineer on utility and drainage requirements.

11. **Comments from Other Departments.** All applicable City departments should review the revised site plan to identify any remaining issues.

RECOMMENDATION

We recommend that Planning Commission approve the site plan for 29305 Cherry Hill subject to the following conditions.

1. Comments and approvals from the City Engineer and other reviewers, including Public Works, and Fire Department, and Police Department are addressed, if any.
2. A special conditions use is approved.

Respectfully submitted,

McKENNA ASSOCIATES

Paul Lippens, AICP
Principal Planner

TUCKER, YOUNG,
JACKSON, TULL, INC.

CONSULTING ENGINEERS
615 GRISWOLD ST. • SUITE 600
DETROIT, MICHIGAN 48226
(313) 963-0612 FAX (313) 963-2156

July 20, 2015

City of Inkster
Department of Public Services
26900 Princeton
Inkster, MI 48141

Attn: Jerome Bivins

Regarding: 15-08(SCU)/15-09 (SP)
29305 Cherry Hill – Child Care Center
Site Plan Approval

Dear Mr. Bivins:

Tucker, Young, Jackson, Tull Inc. (TYJT) has completed a review of the plans dated May 18, 2015 with the latest revision date of July 1, 2015 for the above referenced project.

The submitted plans are recommended for acceptance and approval.

Please call me at 313-234-0349 if you have any questions.

Sincerely,

TUCKER, YOUNG, JACKSON, TULL, INC.

Carrie Loya-Smalley

Carrie Loya-Smalley, P.E.
Project Engineer

CC: Richard Marsh, Inkster City Manager
Eric Tucker, P.E., Vice President
File: 8-140008

INKSTER FIRE DEPARTMENT

To: Ms. Fields

From: Chief John Adams

Date: June 19, 2015

Re: Site plan review 29305 Cherry Hill

Ms. Fields,

The fire department has no objections to the petitioner's site plan as presented for 29305 Cherry Hill.

Thank you and have a great day!

Yours in Life Safety

John Adams
Chief Operating Officer

INKSTER POLICE DEPARTMENT
Inter-Office Memorandum
Chief's Office

To: M. Jeannie Fields, Community Development Manager Date: 6/22/15

From: Dr. Joseph E. Thomas, Jr., Chief of Police

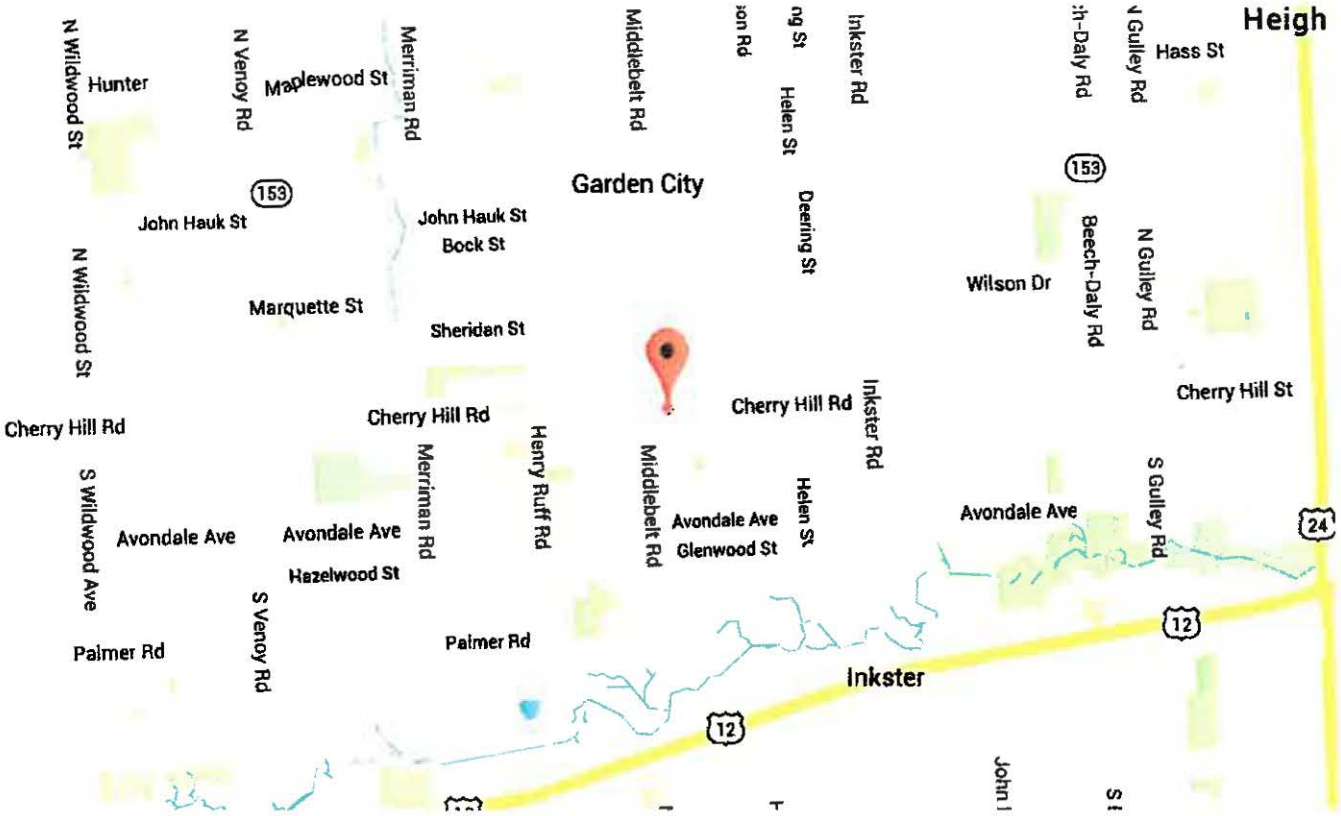
Re: **Preliminary Site Review:**
29305 Cherry Hill
Child Care Center

I have reviewed the above listed preliminary site plan. The Police Department has no concerns with the site plan as it is presented.

If you have any questions or concerns, please contact my office at 313.563.9873.

DR. JOSEPH E. THOMAS, JR.
Chief of Police

29305 Cherry Hill Rd
29305 Cherry Hill Rd, Inkster, MI 48141

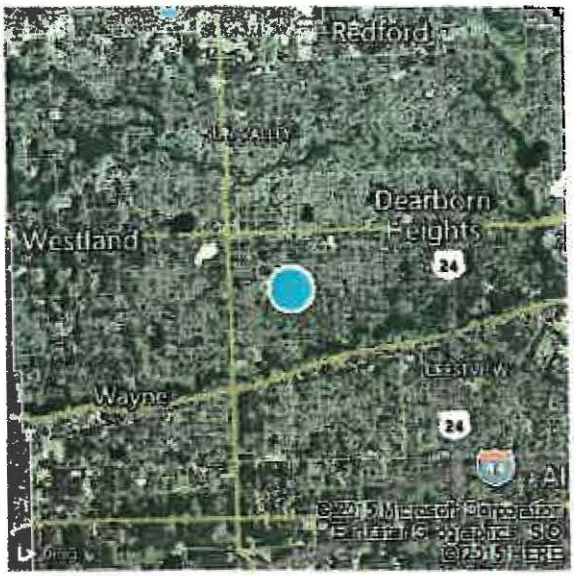


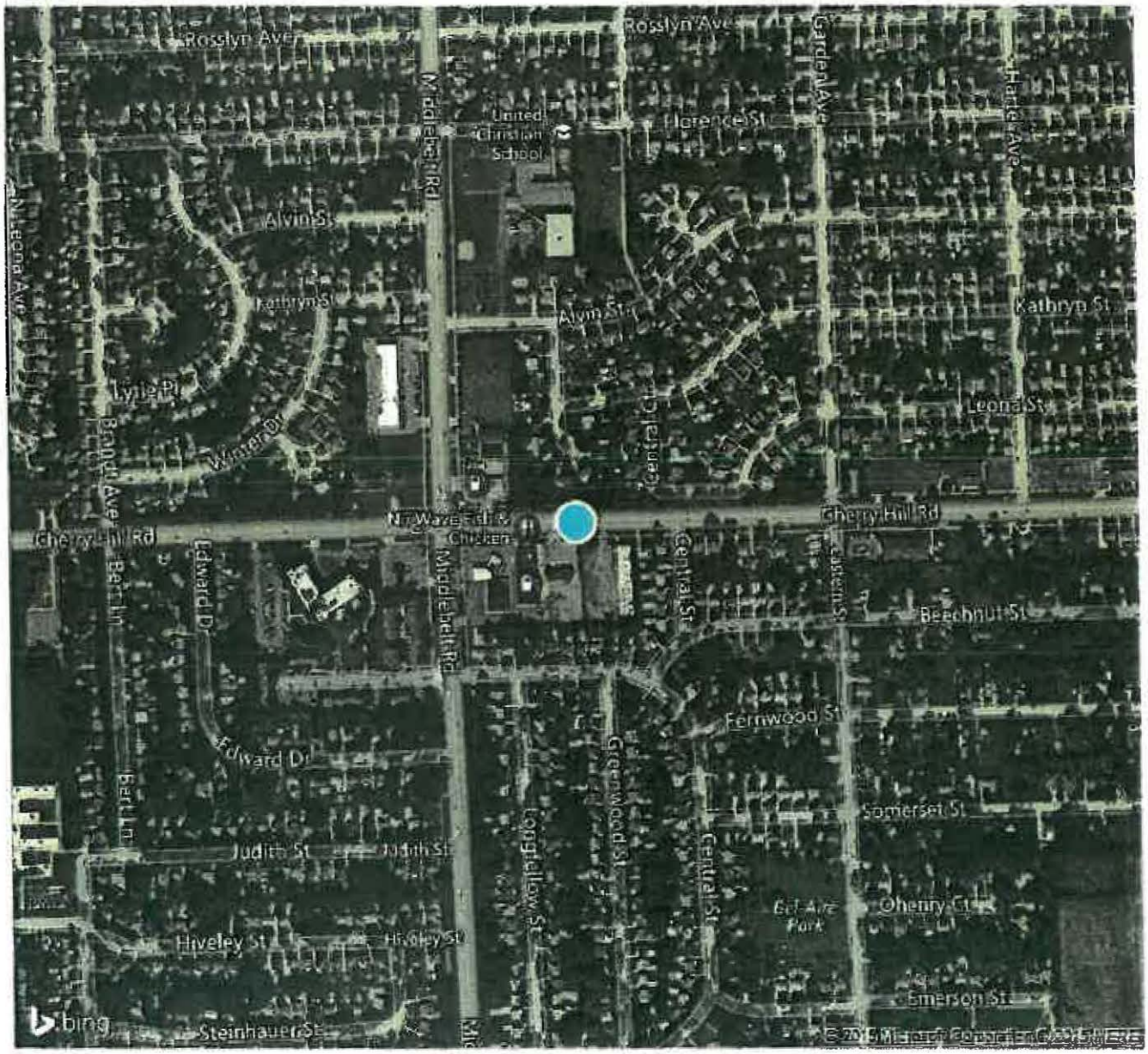
bing Maps

29305 Cherry Hill Rd, Inkster, MI 48135

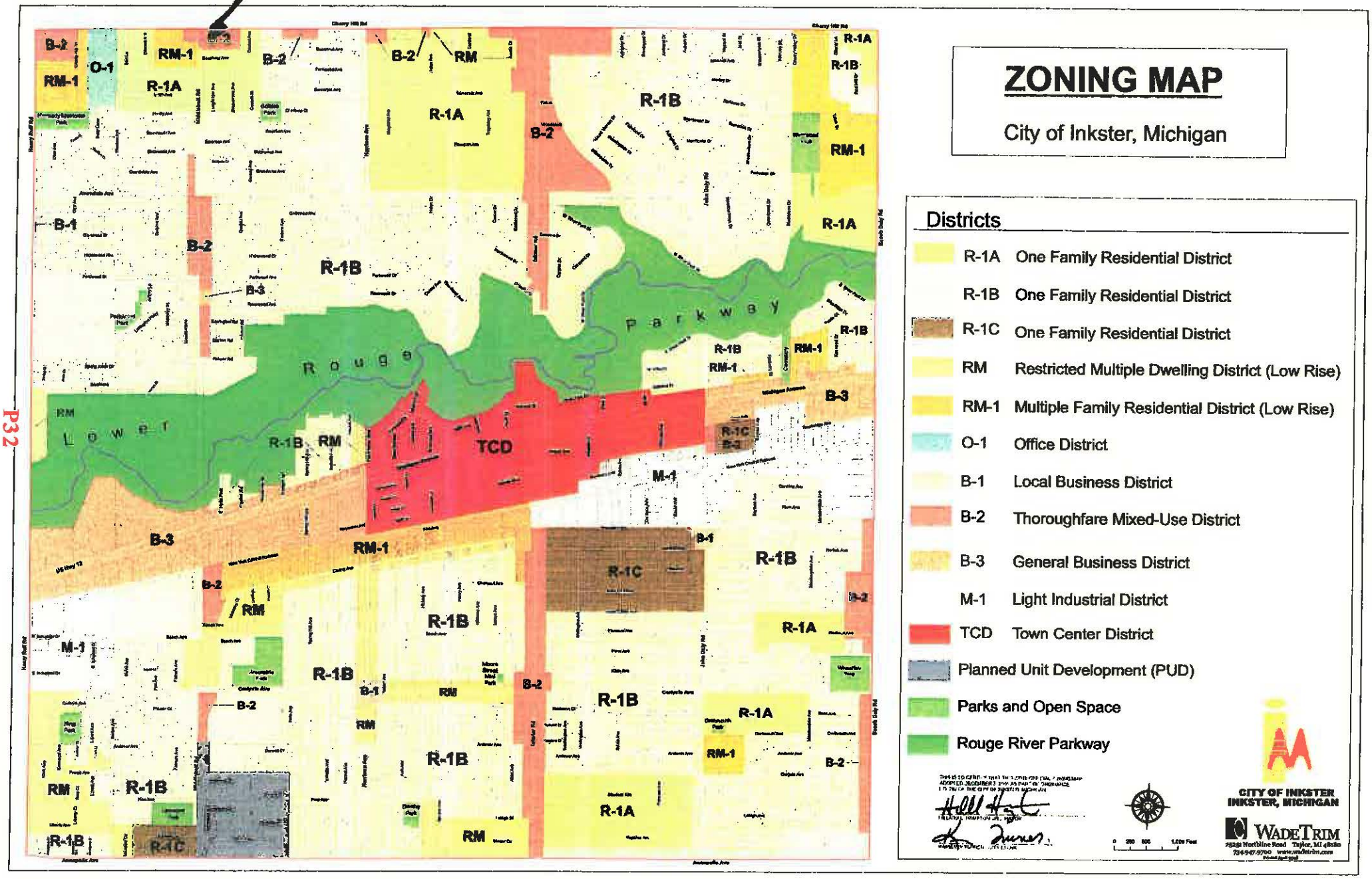
My Notes

On the go? Use **m.bing.com** to find maps, directions, businesses, and more





29305 CHERRY HILL



REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher, Treasurer/Interim City Manager **Date: August 11, 2015**

From: M. Jeannie Fields, Manager MJF **Date for Council Consideration: Aug 17, 2015**
Community Development

ACTION REQUESTED: Consider approval of offer to purchase (Case # LD 15-07) one residential parcel of land located on the south side of Norfolk between Sylvia and Princess and is legally described as Lot 681 also N ½ Adj Vac Alley Westwood Sub of Van Alstine Farm T2S, R10E, L40, P29, 30 WCR (Property ID #44-022-01-0681-000) in the total amount of $250.00 to Christine Wagner-Jones.

Current Action ___X___ Emergency _____ Future _____

Funds Budgeted: If Yes _____ Account #_____ No _____ N/A ___X___

Treasurer's Approval MDS

BACKGROUND INFORMATION

Christine Wagner-Jones has made application to purchase a vacant parcel of land which is located on the south side of Norfolk between Sylvia and Princess and legally described as Lot 681 also N ½ Adj Vac Alley Westwood Sub of Van Alstine Farm T2S, R10E, L40, P29, 30 WCR (Property ID #44-022-01-0681-000). The property is situated in the middle of the block between Sylvia and Princess (see attached map). The proposed use for the parcel is additional land next to her home. Ms. Wagner-Jones also owns two vacant lots (Parcel ID # 44-022-01-0678-000 and 44-022-01-0679-000) east of her home.

SCOPE OF SERVICES

Preparation and execution of purchase agreement, quit claim deed, property transfer affidavit, and recording the deed. It is highly recommended by the Planning Division that the applicant complete a title search of the property.

JUSTIFICATION

The parcel is located in the R-1(C) zoning district. This district requires 50 feet of frontage for a "buildable" lot. This parcel is 45 feet wide. As a result, the parcel is "non-buildable".

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

COST

The applicant has deposited $100.00 for the parcel and is offering the total purchase price of $250.00 for one "non-buildable" parcel.

RESOLUTION

Authorization is hereby given for the sell of one residential parcel of land located on the south side of Norfolk between Sylvia and Princess and is legally described as Lot 681 also N ½ Adj Vac Alley Westwood Sub of Van Alstine Farm T2S, R10E, L40, P29, 30 WCR (Property ID #44-

022-01-0681-000) in the total amount of $250.00 to Christine Wagner-Jones subject to the following condition:.

- Complete closing on the property within thirty (30) days by paying the balance of the price of the sale ($150), paying the cost of recording the deed ($18), entering into a purchase agreement, and executing a property transfer affidavit.

Finally, it is highly recommended that the applicant complete a title search of the property.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

Deposit/Administrative Fee Received ~~7.30.15~~ 100.00
Date Received 7.30.15
Case # 15-07

CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name CHRISTINE M WAGNER-JONES

Applicant's Address 26853 NORFOLK ST

Applicant's Phone Number: (313) 585-1180

Proposed Owner's Name (as indicated on deed): CHRISTINE M WAGNER-JONE

PROPERTY INFORMATION -- **Purchase Offer $** 250.00

Property Location: on SOUTH side of NORFOLK Street/Avenue

Between PRINCESS Street/Avenue and SYLVIA Street/Avenue

Tax ID, Legal Description, **and Address** if Structure 44022010681000
30U681 LOT 681 ALSO 1/2 ADJ VAC ALLEY
WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40
P29, 30 WCR

Parcel Size: 43X125 (Width) 43 X (Length) 125 Current Zoning Residential VACANT LOT ONLY.

☐ Additional Parcels/Lots (attach Request for Additional Property Form)

Summary of Proposed Use: Additional land to her Home:
Use additional sheets as needed

I understand and accept as evidenced by the good-faith deposit of $ 100 .00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

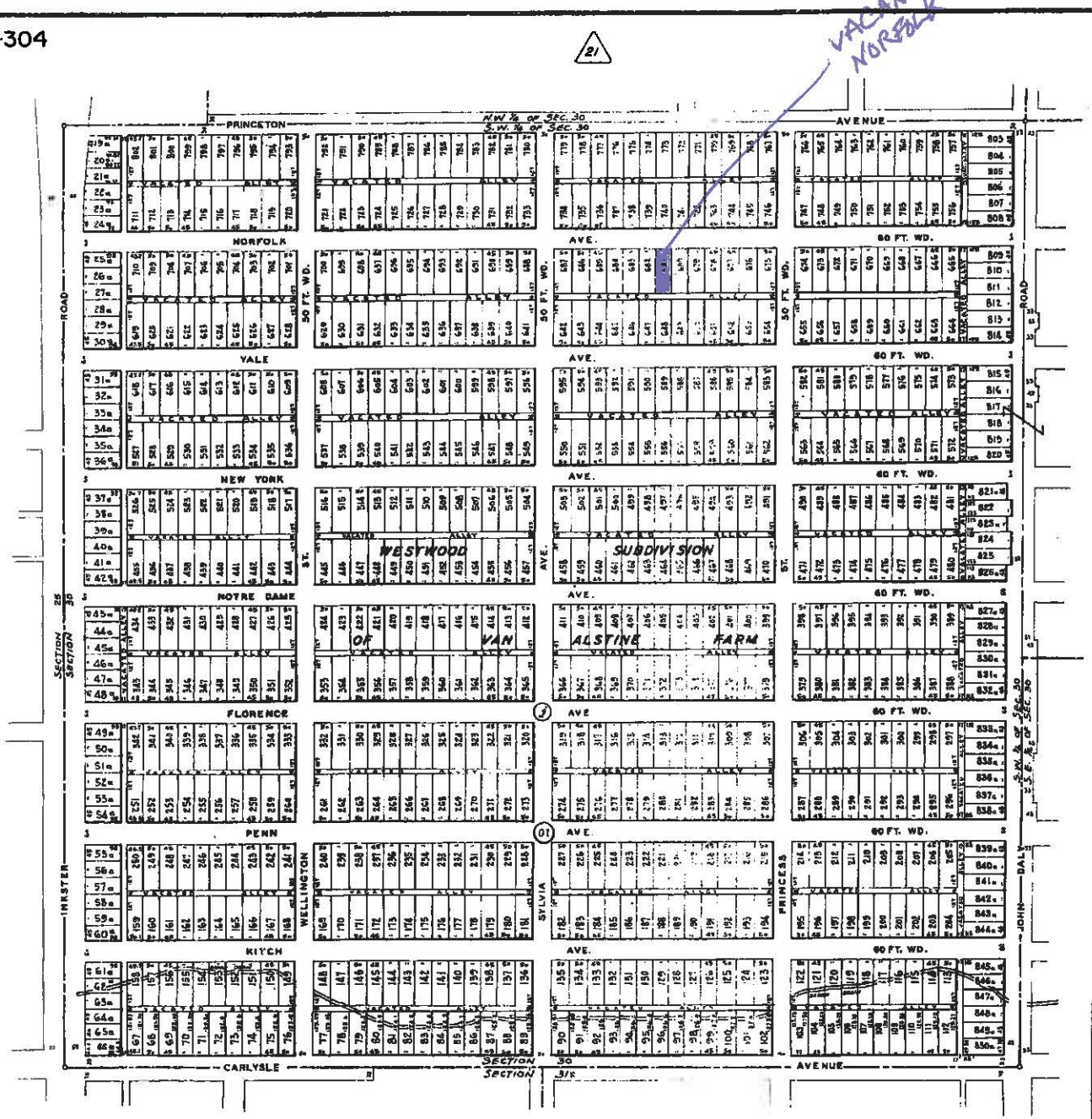
NOTE: **All City-owned property is sold "AS IS". The City is not responsible for clear title.**

Applicant's Signature

Date 7/28/2015

Broker's Name

P36



Date
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Checked by
Approved by
Revised
4-21-37
9-23-38
6-1-39
6-1-44
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7-19-44
8-25-45
11-21-66
4-22-57
3-19-58
4-24-59
8-30-60
5-19-61
7-19-62
6-6-65
11-20-66
3-5-70
4-1-71
1-9-72
5-14-73
6-20-83
5-30-90

S.W. 1/4 SECTION 30

CITY OF INKSTER

T. 2 S. R. 10 E.

WAYNE COUNTY, MICHIGAN

SCALE 1 INCH = 200 FEET

DEPARTMENT of MANAGEMENT and BUDGET
ASSESSMENT and EQUALIZATION DIVISION

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ALL RIGHTS RESERVED. NO PART OF THIS MAP MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT PERMISSION IN WRITING, FROM THE COPYRIGHT OWNER. COPYRIGHT INFRINGERS WILL BE PROSECUTED TO THE FULL EXTENT ALLOWABLE BY LAW, UNDER THE FEDERAL COPYRIGHT STATUTE, 17 U.S.C. 101, ET AL.

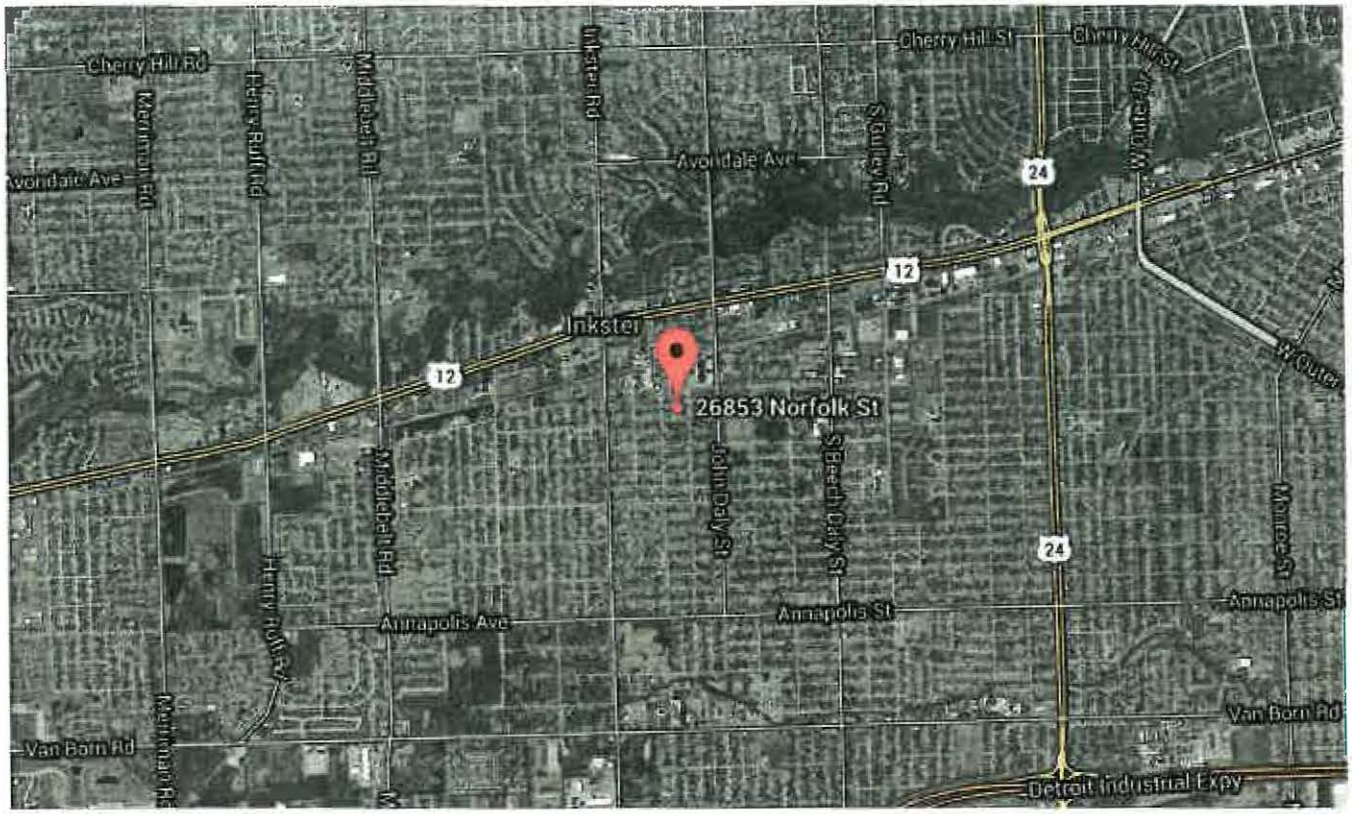
P37

26853 Norfolk St

26853 Norfolk St, Inkster, MI 48141

26853 Norfolk St

26853 Norfolk St, Inkster, MI 48141



REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher, Interim City Manager **Date: August 12, 2015**

From: Felicia Rutledge, City Clerk **Date for Council's Consideration: August 17, 2015**

ACTION REQUESTED: Special Event; Garden of Eden Ministries; Back to School Event to be held in Lemoyne Park in Inkster, MI. August 22, 2015 from 7:00 a.m. until 7:00 p.m.

Current Action ___X___ Emergency _____ Future _____

Funds Budgeted: If Yes ____ Account #_____ No ____ N/A ____

Treasurer's Approval _____

BACKGROUND:

The Garden of Eden Ministries coordinates several community outreach events a year. This year as part of their outreach, they will be hosting a Back to School Event at Lemoyne Park in Inkster on August 22, 2015. This event will feature ministry praise and worship singing, free food, bouncers and free backpacks stuffed with school supplies to give to local area children. Additionally portal potties, hand-wash stations and trash dumpsters will be provided by event applicants. This event has an estimate of 300 attendees and will be from 7:00 a.m. until 7:00 p.m.

SCOPE OF SERVICES:

A Special Event application was completed. City Administration has discussed the application and made any necessary recommendations.

JUSTIFICATION:

City Council adopted a Special Events Policy for events that will be held in the city. This policy is to notify administration and essential departments of "Special Events" so that the city is abreast and able to respond if necessary.

PROJECT IMPROVEMENTS:

COSTS:

Application fee and Security Deposit

PROJECTED TIME TABLE:

August 22, 2015 from 7:00 a.m. until 7:00 p.m.

RESOLUTION:

Authorization is hereby given to allow the Garden of Eden Ministries a Back to School Event to be held in Lemoyne Park August 22, 2015 from 7:00 a.m. until 7:00 p.m.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

Carol Hammonds
734 218-2918

City of Inkster, Michigan

Application Packet
For Class 1 and Class 2 Events

Received: 8/10/15

NOTICE OF INTENT TO APPLY FOR AN EVENT PERMIT

The first page of this packet implies your intent to hold an event, reserve a park, or close a street in the city of Inkster. The due date for the Notice of Intent can be found on the next page under your event class. In order to reserve a date and location, please fill out this first page and mail or email it to:

City Clerk's Office
26215 Trowbridge Rd. Inkster, MI. 48141
Office: (313) 563-9770; Fax: (313) 563-7378
E-Mail: frutledge@cityofinkster.com
www.cityofinkster.com

Event Title: Back to School

Type of Event: Community outreach

Estimated Class Level (please circle): Class 1 (Class 2)

Event Date (s): August 22, 2015 Event Hours: 7am - 7pm (including clean

Park Name and Location (if only interested in a portion of a park, please specify the portion):
LeMayne Park Inkster, MI

***Additional days for set up: _____ ***Additional days for clean-up: _____

***Please note, the rental rate allows for set up to begin after 5:00 pm the day prior and clean up to end by 10:00AM following your event. If this does not allow you enough time, please discuss with the Clerk's Office.

Please name the person(s) principally responsible for this event (applicant): angelw.30@gmail.com
Name: Arinze Nwaka/Angel White E-mail Address: arinze.nwaka@gmail.com
Phone 1: 734-560-6383 (work/home/cell) Phone2: 734-787-5889 (work/home/cell) Fax: _____
Legal name of applicant's organization: Garden of Eden Ministries

Form of ownership:
- ☐ Doing Business As
- ☐ Corporation
- ☒ Non-Profit

City of Inkster
Event Permit

☐ Individual ☐ Association ☐ Partnership

Applicant organization is:
☐ Resident or located in the City (proof of residency is required) ☑ Non-resident

Legal address: 46036 Michigan Ave

Mailing address:

City: Canton State: MI Zip: 48188

Phone: 734.660.3063 Fax: E-mail: gardenofedenministries@gmail.co

The permit shall not be issued until the application (pages 8-13) has been reviewed and approved by the Clerk's Office, DPW, Police, Fire Departments City Manager and City Council.

CLASSES/CATEGORIES

Alcohol is strictly prohibited in any City Street and/or any Public Property pursuant to the Inkster City Code.

	Pre-event meeting	**Security Deposit Req.**	**City services Requirement**	**Notice of intent due**	**Applicable sections**
Class 1 event: • Any street closure or park reservation that is **not** open to the public o Neighborhood association block parties. o Family reunion or private organization park reservation. o Less than 500 people in attendance at any one time. o No alcoholic beverages sold, served, or consumed. o Single day event.	May be Required	$300	May require DPW services post-event.	30 days prior to event	1, 2, 5, 6, 8, 9, 10, 11, 12, 13, 14
Class 2 event: • Any event, street closure or park reservation that is open to the public o Less than 1,000 people in attendance at any one time. o No alcoholic beverages sold, served, or consumed.	Determined by City Event Organizer	$300	May require DPW services post-event.	30 days prior to event	1, 2, 5, 6, 8, 9, 10, 11, 12, 13, 14

Please note your Security Deposit will be returned to you up completed payment of your invoice. Fees are based on services provided.

DEADLINES

Class 1 Permit Deadlines

30 Days Prior to Event Date: • Notice of Intent • Application Fee	30 Days Prior to Event Date: • Application • Copy of insurance rider (if necessary). • Security Deposit

Class 2 Permit Deadlines

30 Days Prior to Event Date: • Notice of Intent • Application Fee	30 Days Prior to Event Date: • Application • Copy of insurance rider. • Pre-event meeting scheduled (if necessary). • Security Deposit

INSURANCE REQUIREMENTS

TIP: Check with your own insurance carriers (business, organization, auto, renters, home owners, etc) to see if they will extend your coverage to cover the event before starting from scratch.

Please submit only the Certificate of Liability Insurance page of the policy with your application if your event class requires it.

Class 1 Insurance requirements
Insurance will be required for all Class 1 Events in the amount of $250,000 per occurrence, naming the City of Inkster as additionally insured **if any of the following instances are planned:**

- Planned/Organized athletic event.
- Any commercial service being provided, including but not limited to:
  - Setting up of tents/canopies, such at family reunions, weddings, etc.
  - A hired act – magician, animal rides, band, etc.
  - A hired service, such as caterers, portable toilets, moonwalks, rides, etc.

Class 2 Insurance requirements
Insurance will be required for all Class 2 Events in the amount of $250,000 per occurrence, naming the City of Inkster as additionally insured.

FEES

The City of Inkster provides a variety of public services for events. Event permit holders shall reimburse the City for 100% of the cost of services provided. The fees and rates below are do not constitute a written or implied contract. The need for services and cost estimates will be determined at the pre-event meeting between the event permit applicant and City staff.

Fees paid via cash, check, credit card or money order payable to "City of Inkster" should be submitted with the application. If you wish to pay your application fee via credit card, please complete the Credit Card Authorization Form. Only Mastercard and Visa can be accepted for payment and a 3% fee is associated with using a credit card. If the actual costs differ from the amount paid, the City of Inkster or the permit holder must refund or pay the difference within 30 days after the event. Penalties and interest will be charged for late payments. The penalty for late payments is 3.0% of the outstanding balance. The interest charge for late payments is 0.5% of the outstanding balance each month until paid in full.

These rates are subject to change without notice on July 1.

Park key fee

To ensure that you have access to the park during the hours on the approved application, you can pick up a key for your event at the DPW office anytime Monday through Thursday between 9a – 4p for a $20 key deposit. The deposit is 100% refundable after the key is returned.

Application Fee (non-refundable)

- Payable to "City of Inkster"

	Application Fee	
Class 1 Resident	$75	
Class 1 Non-Resident	$150	✓
Class 2 Resident	$100	
Class 2 Non-Resident	$200	

Security Deposit (refundable minus any costs incurred)

- Class 1 Event: $300
- Class 2 Event: $300
- Paid via check or money order or credit card payable to "City of Inkster"

Inkster Police Department Service Fees/Auxiliary

Labor Rates: These rates change annually on July 1 and are subject to change at any time

- Uniformed police officer: $45/hour
- Uniformed sergeant: $67/hour
- Uniformed lieutenant: $69/hour
- Volunteer Service Corps: The Police Department's Volunteer Service Corps (VSC) is designed to supplement or substitute uniformed police personnel when appropriate. However, the Police Department has the sole authority to determine the level of use and deployment, if any, of the VSC for an event. In other words, some events may have VSC service and others events may not – the decision lies solely with the Police Department and its evaluation of event service needs. Although VSC members are volunteers, event permit holders are charged for a Sergeant's time to organize and schedule VSC members (1 hour for every 4 VSC members).
  - 1-4 VSC members $67/Per Day
  - 5-8 VSC members $134/Per Day
  - 9-12 VSC members $201/Per Day

Equipment Rates:

- Mobile command post $11.44/hour
- Police cruiser $8.09/hour

Department of Public Works Service Fees

Labor Rates:

- Park worker (Straight Time): $18.48/hour
- Park worker (Overtime): $27.72/hour
- Crew Chief (straight time) $20.76/hour
- Crew Chief (overtime) $31.14/hour

Fire Department Rates

- Firefighter (Straight Time):$ 38.00 /hour
  (Rescue Vehicle)

Equipment Rates

- Trailer $75.00/hour
- Pick Up Truck $420.00/hour
- Stake Truck $75.00/hour
- Weed Whip 4.16/hr
- Mower 26.43/hr
- Sweeper $150.00/hour
- Loader $150.00/hour

INVOICE EXAMPLES FROM PREVIOUS YEARS

Department of Public Works (DPW)

This is a common invoice for trash removal. Four of Republics trash boxes (55 gallons each) are equal to one cubic yard of trash. So the example below shows disposal of 18 boxes of trash.

Qty	Description	Unit Price	Total
2.5 hrs	DPW Crew Chief Employee	$20.76	$51.90
2.5 hrs	DPW Employee	$18.48	$46.20
.5 hr	Pick-up Truck	$ 20.00	$ 10.00
.5 hr	Loader	$150.00	$75.00
1 hr	Stake Truck	$75.00	$75.00
.5 hrs	Trailer	$50.00	$25.00
4.5 cubic yards	Trash removal	$20 per cubic yard (1 Republic Management box = 55 gallon trash bag = ¼ a cubic yard. i.e. 4 55 gallon trash bags = $20	$85.00

Received: _____

EVENT PERMIT

Please note Event Organizer (s) is responsible for notifying vendors and attendees: Of the No Alcohol Policy/Ordinance.

Event Title: Back to School

Location: LeMoyne Park Inkster, MI

Estimated Class Level (please circle): Class 1 (Class 2)

Event Date/time (s):
Date: August 22, 2015 Start: 7am (AM)/PM End: 7pm AM/(PM)

Please name the person (s) principally responsible for this event (applicant):
Name: Angel White E-mail Address: angelw.30@gmail.com
Mailing address: 41216 W Woodbury green
City: Belleville State: MI Zip: 48111
Day Phone: 734.787.5889 Evening Phone: _____
Cell Phone: 734.550.6383 Fax: _____

Names and addresses of all officers and directors (attach separate sheet if necessary):

President: _____ Secretary: _____

Vice President: _____ Treasurer: _____

++

Were there any changes to event date/location/time/structure/etc since the Notice of Intent was submitted?
If yes, please describe and explain:

_____

_____

_____

_____

Section requirement by class	
1, 2	**Please read and check the boxes stating that you are aware of the following.** 1a. Ordinance inclusion on Promotional Materials *Please check the box to indicate you have read and understood this section.* The City of Inkster ***highly encourages*** adding the following information on all promotional materials, fliers, websites, etc because people violating this ordinance will be asked to leave the premises: ☒ "The City's event ordinance prohibits the allowance of Alcoholic Beverages on premises. 1b. Ordinance inclusion on Signage: ☒ The City does not allow posting of flyers on any poles (utility or otherwise) within the City limits, nor does it allow posting of signs in any public right of way (space between street and sidewalk) without express permission (please attach copies of written authorization). **Please note that the event organizer is responsible for informing vendors and other participants of these ordinances.**
1, 2	2. Attendance: Please estimate the number of people you expect to attend the event: 300
1, 2 DPW	3. Utilities: Does this event require any utilities? (Electricity in the parks may need to be requested in order to be turned on; not all parks are equipped with electricity). ☒ Yes (see below) ☐ No ☒ Electricity ☐ Water ☐ Other_____ Are the necessary utilities available at the location? ☐Yes ☐ No (see below) If not, how do you propose supplying the required utilities? _____ _____

Section requirement by class
1, 2 DPW

4. Street closures:

Does your event require street closures: ☐ Yes (see below) ☒ No

Michigan Ave., is considered a State Trunklines. MDOT must be notified of any closings of these streets. If you are listing a state trunkline, please put a Y in the trunkline column.

Please list all streets that will be closed, including their intersecting streets on either end.
EXAMPLE:

Street to close	From	To	Date	Time	Trunkline?
Penn	9/1/13	9/5/13	8/30/13	Noon-3p	N

Street to close	From	To	Date	Time	Trunkline?

(Please be sure to include enough time for event set up and clean up. Please attach additional sheets as necessary).

Will you require the use of City owned barricades to close the street(s)? Yes ☐ No ☒
If no, by what means will you close the street? none

If yes, please provide the name and address of the person who will take responsibility for the barricades during the course of the event. (Barricades can be picked up at the Inkster Police Department the day before your event. Barricades should be returned to the Inkster Police Department upon completion of your event or a fee will be incurred.
If it's the same as the applicant, please write SAME in the name field.

Name: _____ Address: _____ Phone: _____

Describe the means by which you intend to inform residents of the street closing.

_____

Will you permit local residential traffic street access during the event? Yes ☒ No ☐
If no, how do you intend to accommodate residents? _____

_____

****Must have an entrance and exit for Emergency Vehicles.**

Section requirement by class	
1, 2	5. Food Permit: Will any food be prepared, distributed, or sold at event? *free food* ☒ Yes (see below) ☐ No If food will be prepared on site, distributed or sold each vendor must apply for and receive a permit from the City Clerk's Office/Wayne County. **** **Please note that the Wayne County Health Department must be contacted and advised of event date (s), times, and event organizer contact information in case they have any questions.**
1, 2	6. Restrooms: ***Wheatley Park has Restrooms.** Does your event require restroom facilities? ☒ Yes (see below) ☐ No How many portable restrooms are you supplying? two
1, 2 IPD	7. Noise Permit: Does your event require a noise permit: ☐ Yes (see below) ☐ No Type of sound at this event: ☐ P.A. system ☐ live band ☐ stereo equipment ☐ other: _____ Event coordinators are responsible for monitoring noise levels and ensuring compliance with the stated noise policy for park events. 1. Permissible Noise Levels – Maximum decibel levels shall not exceed 80 dB (A) from the hours of 10 am thru 10 pm. Maximum decibel levels shall not exceed 75 dB (A) from the hours of 10 pm thru 10 am. These measurements shall be taken from the ROW along the perimeters of the parks. Parties in violation will be given (1) warning to correct violations. If a second violation occurs, then the event will be shut down. Event holders are responsible for any cost incurred to the IPD in this respect. 2. No obscene language or racial epithets shall be allowed during stage productions. 3. The IPD reserve the right to cancel any production for any violation of item (1) or (2). No refunds shall be given and additional costs may be deducted from the security deposit. Please state the days and times that music or P.A. system will be used: Date: | Time from: | Time to: **Please attach a scaled layout/set up for the event**
Section	

requirement by class	
1, 2 DPW	8. Temporary Apparatus: Will your event include any of the following? ☒ Yes (see below) ☐ No If yes, check all that apply and include placement of each on event site plan: (Note that the city can only supply bleachers and picnic tables) ☒ Tent (s) ☒ Portable toilet (s)*** ☒ Inflatable devices*** ☐ Portable lights ☐ Other _____ ☐ Bleacher (s) Number requested from the City _____ ☐ Picnic Table (s) Number requested from the City _____ *****Please see page 4 for insurance requirements if these are utilized.**
1, 2 DPW	9. Trash: How many trash receptacles (with liners) do you intend to provide We will have a dumpster How do you intend to dispose of the trash following your event? _____ Republic sells event trash boxes (55 gallons each, 1box is equal to ¼ cubic yard). You can contact them at 877-264-5544
1, 2 DPW	10. Site Restoration: ***Site restoration and equipment removal are required by 10:00 am the morning following your event.*** What date do you agree to restore the location to the condition in which you found it? _____

City of Inkster
Event Permit

Event Title: Back to School

Event Date(s): August 22, 2015 Event Hours: _____

ATTESTATION

As applicable to event, applicant understands and agrees to comply with City ordinances and rules governing events and agrees to make final payment within thirty (30) days after the scheduled event invoice is received for any additional services required. Failure to comply within thirty (30) days shall place the applicant in default status. Further, it is understood that in the event a permit holder is placed in default status, the permit holder will be denied any other event permit (s) for a period of at least eighteen (18) months from the date of final payment and/or default resolution.

I hereby agree to comply with all Federal and State Statutes and with all City of Inkster Ordinances, including the curfew and noise ordinances. I understand and agree that in the event any nuisance or disturbances are caused by the individuals attending the event, the use of the location may be terminated without prior notice by the Police Chief or the City Manager or their designee. I authorize the Fire Chief to determine the maximum number of persons who may attend this event based on available space. Further, I understand and agree to abide by any additional City requirements that may be deemed necessary to safely operate the proposed event.

This application represents my intent for the proposed event to the best of my knowledge. I am authorized to sign on behalf of the organization:

Angel White — Applicant Name (printed)

Signature

08/9/15 — Date

City of Inkster Approvals

Department Approval	Name (printed)	Approved?	Date
City Council	Resolution Number		
Public Works	Richard Marsh/ Jerome Bivins		
Inkster Fire Dept.	Chief John Adams		
Inkster Police	Interim Chief Thomas		
City Manager	Richard Marsh		
City Clerk	Felicia Rutledge		

A permit shall not be issued until all information has been submitted, application and security deposit fees paid and approved by all departments.

Garden of Eden Ministries

Event Name: Back 2 School ***Date of event***: Saturday, August 22, 2015 ***Time of event:*** **12pm-4pm**

Time we have the park: 7am-7pm (setup, breakdown and clean-up)

Location: LeMoyne Park Inkster, MI

Below are the following items we will have at the Park:

Stage : (24x12) The stage is on a riser, it's about 2 ft off the ground and We will be using this to place instruments on and play/sing music. This will be located close to the back entrance of park

- Drums
- Keyboard
- Speakers(2)
- Small sound board
- Mics
- Monitors (2)
- 55' Tv Monitors (2) this will be mounted to the stage.

Live Music:

- The Ministry Praise and Worship team will be singing

Tent and Chairs: This will be located in front of the stage for people to seat under and listen to music and/or eat

- Tent(2) 20x 30 -One frame tent and one pole tent
- Folding Chairs (150) We noticed from the last event, we needed more chairs for people to sit in.

Tables (12): These will be used for the food, and information handouts.

- 30in x96in Bouncers (4)

Bouncers: I will email you the liability certificate

- Bounce

Small Machines: (2)This will be located next to the food.

- Popcorn Machine
- Cotton Candy Machine

Food Truck: (1)This will be located by the food .

- A built in Grill
- Health department will arrive day off event.
- Food Permit will be submitted/Paid to Michigan Department of Agriculture

Giving Free gifts away: This will be done by the stage

- 200 hundred backpacks stuffed with school supplies.

Generators: (2/ 3) For the bouncer and/or other items

Portal Potties (2)
This is located on the north side (out of sight) and we will provide a handicapped one and we will supply our own water.

Hand-wash Station (1)This is located by the food truck which is on the south side, thi

City of Inkster
Event Permit

Event Title: Back to School

Event Date(s): August 22, 2015 Event Hours: _____

ATTESTATION

As applicable to event, applicant understands and agrees to comply with City ordinances and rules governing events and agrees to make final payment within thirty (30) days after the scheduled event invoice is received for any additional services required. Failure to comply within thirty (30) days shall place the applicant in default status. Further, it is understood that in the event a permit holder is placed in default status, the permit holder will be denied any other event permit (s) for a period of at least eighteen (18) months from the date of final payment and/or default resolution.

I hereby agree to comply with all Federal and State Statutes and with all City of Inkster Ordinances, including the curfew and noise ordinances. I understand and agree that in the event any nuisance or disturbances are caused by the individuals attending the event, the use of the location may be terminated without prior notice by the Police Chief or the City Manager or their designee. I authorize the Fire Chief to determine the maximum number of persons who may attend this event based on available space. Further, I understand and agree to abide by any additional City requirements that may be deemed necessary to safely operate the proposed event.

This application represents my intent for the proposed event to the best of my knowledge. I am authorized to sign on behalf of the organization:

Angel Unite — Applicant Name (printed) | Signature | 08/9/15 Date

City of Inkster Approvals

Department Approval	Name (printed)	Approved?	Date
City Council	Resolution Number		
Public Works	Richard Marsh/ Jerome Bivins		
Inkster Fire Dept.	Chief John Adams		
Inkster Police	~~Interim~~ Chief Thomas Riley		8-17-15
City Manager	Richard Marsh		
City Clerk	Felicia Rutledge		

A permit shall not be issued until all information has been submitted, application and security deposit fees paid and approved by all departments.

Felicia Rutledge

Subject: FW: Approval E-Mail Special Events

From: Mark Stuhldreher
Sent: Wednesday, August 12, 2015 8:13 PM
To: Felicia Rutledge
Cc: Jerome Bivins; WWFA_John Adams
Subject: RE: Approval E-Mail Special Events

These have my approval to proceed to council with recommendation to approve/issue permit – no fee waiver

Mark Stuhldreher
Treasurer
City of Inkster
26215 Trowbridge St
Inkster, MI 48141
313.203.2481

Felicia Rutledge

From: Jerome Bivins
Sent: Thursday, August 13, 2015 12:20 PM
To: Felicia Rutledge; Mark Stuhldreher; John Adams
Subject: Robichaud all class reunion

Mrs. Rutledge the DPS is ok with the picnic schedule for September 5, 2015 we have one person open and close the restroom that day.

Felicia Rutledge

Subject: FW: Approval E-Mail Special Events

From: John D. Adams [mailto:JAdams@ww-fa.com]
Sent: Wednesday, August 12, 2015 2:46 PM
To: Felicia Rutledge
Subject: RE: Approval E-Mail Special Events

Madame Clerk,

The fire department has no issue with any of the three events. Now if the petitioner wishes to have a paramedic on site for the duration of the event it will be $38.00 per hour for one medic.

Thank you and have a great day!

John D. Adams | Chief Operating Officer | WW-FA |
37201 Marquette | Westland, MI 48185 || 27717 Michigan Ave. | Inkster, MI 48141
| | JAdams@ww-fa.com

REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher, Interim City Manager **Date: August 12, 2015**

From: Felicia Rutledge, City Clerk **Date for Council's Consideration: August 17, 2015**

ACTION REQUESTED: Special Event; Robichaud All Class Reunion Picnic to be held in Tyrone Wheatley Park on September 5, 2015 from 10:00 a.m. until 7:00 p.m.

Current Action ___X___ Emergency _____ Future _____

Funds Budgeted: If Yes ____ Account #_____ No ____ N/A ____

Treasurer's Approval _____

BACKGROUND:

The Robichaud Alumni Association coordinates an annual alumni all class reunion picnic for the past graduating classes of Robichaud High School. This year would like to host their event in Tyrone Wheatley park on September 5, 2015 from 10:00 a.m. until 7:00 p.m. They have an estimated 150 people who will be attending this years event. They plan to have food, and entertainment. The Alumni members have been in consultation with city Administration and have paid all application fees and security deposits.

SCOPE OF SERVICES:

A Special Event application was completed. City Administration has discussed the application and made any necessary recommendations.

JUSTIFICATION:

City Council adopted a Special Events Policy for events that will be held in the city. This policy is to notify administration and essential departments of "Special Events" so that the city is abreast and able to respond if necessary.

PROJECT IMPROVEMENTS:

COSTS:

Application fees and security deposit.

PROJECTED TIME TABLE:

September 5, 2015 from 10:00 a.m. until 7:00 p.m.

RESOLUTION:

Authorization is hereby given to allow the Robichaud Alumni Association to hold an all Robichaud High School Class Reunion Picnic in Tyrone Wheatley Park on September 5, 2015 from 10:00 a.m. until 7:00 p.m.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

City of Inkster, Michigan

Application Packet
For Class 1 and Class 2 Events

Received: _____

NOTICE OF INTENT TO APPLY FOR AN EVENT PERMIT

The first page of this packet implies your intent to hold an event, reserve a park, or close a street in the city of Inkster. The due date for the Notice of Intent can be found on the next page under your event class. In order to reserve a date and location, please fill out this first page and mail or email it to:

City Clerk's Office
26215 Trowbridge Rd. Inkster, MI. 48141
Office: (313) 563-9770; Fax: (313) 563-7378
E-Mail: frutledge@cityofinkster.com
www.cityofinkster.com

Event Title: Robichaud Picnic Reunion (2015)
Type of Event: Hampton J. Robichaud All Class Reunion Picknic
Estimated Class Level (please circle): Class 1 ((Class 2))
Event Date (s): Sat Sept 5, 2015 Event Hours: 10AM – 7pm
Park Name and Location (if only interested in a portion of a park, please specify the portion):
Tyrone Wheatly Park @ Penn and Beechdaly
***Additional days for set up: Same day ***Additional days for clean-up: Same day

*****Please note, the rental rate allows for set up to begin after 5:00 pm the day prior and clean up to end by 10:00AM following your event. If this does not allow you enough time, please discuss with the Clerk's Office.**

Please name the person(s) principally responsible for this event (applicant):
Name: JUAN C. BRADFORD E-mail Address: anadar7115@gmail.com
Phone 1: _____ (work/home/cell) Phone2: 313-655-9076 (work/home/cell) Fax: _____
Legal name of applicant's organization: Robichaud All Class Picnic Reunion
Form of ownership:
- ☐ Doing Business As
- ☐ Corporation
- ☐ Non-Profit

City of Inkster
Event Permit

Rebixhard Alumi Association

☐ Individual ☒ Association ☐ Partnership

Applicant organization is:
☒ Resident or located in the City (proof of residency is required) ☐ Non-resident

Legal address: 282 Cherry lane INK

Mailing address: 27106 Nature Dame

City: Inkster State: MI Zip: 48141

Phone: 734-469-6175 Fax: _____ E-mail: JAH54@yahoo.com

The permit shall not be issued until the application (pages 8-13) has been reviewed and approved by the Clerk's Office, DPW, Police, Fire Departments City Manager and City Council.

CLASSES/CATEGORIES

Alcohol is strictly prohibited in any City Street and/or any Public Property pursuant to the Inkster City Code.

	Pre-event meeting	**Security Deposit Req.**	**City services Requirement**	**Notice of intent due**	**Applicable sections**
Class 1 event: • Any street closure or park reservation that is **not** open to the public o Neighborhood association block parties. o Family reunion or private organization park reservation. o Less than 500 people in attendance at any one time. o No alcoholic beverages sold, served, or consumed. o Single day event.	May be Required	$300	May require DPW services post-event.	30 days prior to event	1, 2, 5, 6, 8, 9, 10, 11, 12, 13, 14
Class 2 event: • Any event, street closure or park reservation that is open to the public o Less than 1,000 people in attendance at any one time. o No alcoholic beverages sold, served, or consumed.	Determined by City Event Organizer	$300	May require DPW services post-event.	30 days prior to event	1, 2, 5, 6, 8, 9, 10, 11, 12, 13, 14

Please note your Security Deposit will be returned to you up completed payment of your invoice. Fees are based on services provided.

DEADLINES

Class 1 Permit Deadlines

30 Days Prior to Event Date: • Notice of Intent • Application Fee	30 Days Prior to Event Date: • Application • Copy of insurance rider (if necessary). • Security Deposit

Class 2 Permit Deadlines

30 Days Prior to Event Date: • Notice of Intent • Application Fee	30 Days Prior to Event Date: ✓ • Application ✓ • Copy of insurance rider. ✓ • Pre-event meeting scheduled (if necessary). ✓ • Security Deposit

INSURANCE REQUIREMENTS

TIP: Check with your own insurance carriers (business, organization, auto, renters, home owners, etc) to see if they will extend your coverage to cover the event before starting from scratch.

Please submit only the Certificate of Liability Insurance page of the policy with your application if your event class requires it.

Class 1 Insurance requirements
Insurance will be required for all Class 1 Events in the amount of $250,000 per occurrence, naming the City of Inkster as additionally insured **if any of the following instances are planned:**

- Planned/Organized athletic event.
- Any commercial service being provided, including but not limited to:
  - Setting up of tents/canopies, such at family reunions, weddings, etc.
  - A hired act – magician, animal rides, band, etc.
  - A hired service, such as caterers, portable toilets, moonwalks, rides, etc.

***Class 2 Insurance requirements**
Insurance will be required for all Class 2 Events in the amount of $250,000 per occurrence, naming the City of Inkster as additionally insured.

FEES

The City of Inkster provides a variety of public services for events. Event permit holders shall reimburse the City for 100% of the cost of services provided. The fees and rates below are do not constitute a written or implied contract. The need for services and cost estimates will be determined at the pre-event meeting between the event permit applicant and City staff.

Fees paid via cash, check, credit card or money order payable to "City of Inkster" should be submitted with the application. If you wish to pay your application fee via credit card, please complete the Credit Card Authorization Form. Only Mastercard and Visa can be accepted for payment and a 3% fee is associated with using a credit card. If the actual costs differ from the amount paid, the City of Inkster or the permit holder must refund or pay the difference within 30 days after the event. Penalties and interest will be charged for late payments. The penalty for late payments is 3.0% of the outstanding balance. The interest charge for late payments is 0.5% of the outstanding balance each month until paid in full.

These rates are subject to change without notice on July 1.

Park key fee
To ensure that you have access to the park during the hours on the approved application, you can pick up a key for your event at the DPW office anytime Monday through Thursday between 9a – 4p for a $20 key deposit. The deposit is 100% refundable after the key is returned.

Application Fee (non-refundable)

- Payable to "City of Inkster"

	Application Fee	
Class 1 Resident	$75	
Class 1 Non-Resident	$150	
Class 2 Resident	$100	$100.00
Class 2 Non-Resident	$200	

$300.00

Security Deposit (refundable minus any costs incurred)

- Class 1 Event: $300
- Class 2 Event: $300
- Paid via check or money order or credit card payable to "City of Inkster"

Inkster Police Department Service Fees/Auxiliary

Labor Rates: These rates change annually on July 1 and are subject to change at any time

- Uniformed police officer: $45/hour
- Uniformed sergeant: $67/hour
- Uniformed lieutenant: $69/hour
- Volunteer Service Corps: The Police Department's Volunteer Service Corps (VSC) is designed to supplement or substitute uniformed police personnel when appropriate. However, the Police Department has the sole authority to determine the level of use and deployment, if any, of the VSC for an event. In other words, some events may have VSC service and others events may not – the decision lies solely with the Police Department and its evaluation of event service needs. Although VSC members are volunteers, event permit holders are charged for a Sergeant's time to organize and schedule VSC members (1 hour for every 4 VSC members).
  - 1-4 VSC members $67/Per Day
  - 5-8 VSC members $134/Per Day
  - 9-12 VSC members $201/Per Day

Equipment Rates:

- Mobile command post $11.44/hour
- Police cruiser $8.09/hour

Department of Public Works Service Fees

Labor Rates:

- Park worker (Straight Time): $18.48/hour
- Park worker (Overtime): $27.72/hour
- Crew Chief (straight time) $20.76/hour
- Crew Chief (overtime) $31.14/hour

Fire Department Rates

- Firefighter (Straight Time):$ 38.00 /hour (Rescue Vehicle)

Equipment Rates

- Trailer $75.00/hour
- Pick Up Truck $420.00/hour
- Stake Truck $75.00/hour
- Weed Whip 4.16/hr
- Mower 26.43/hr
- Sweeper $150.00/hour
- Loader $150.00/hour

INVOICE EXAMPLES FROM PREVIOUS YEARS

Department of Public Works (DPW)

This is a common invoice for trash removal. Four of Republics trash boxes (55 gallons each) are equal to one cubic yard of trash. So the example below shows disposal of 18 boxes of trash.

Qty	Description	Unit Price	Total
2.5 hrs	DPW Crew Chief Employee	$20.76	$51.90
2.5 hrs	DPW Employee	$18.48	$46.20
.5 hr	Pick-up Truck	$ 20.00	$ 10.00
.5 hr	Loader	$150.00	$75.00
1 hr	Stake Truck	$75.00	$75.00
.5 hrs	Trailer	$50.00	$25.00
4.5 cubic yards	Trash removal	$20 per cubic yard (1 Republic Management box = 55 gallon trash bag = ¼ a cubic yard. i.e. 4 55 gallon trash bags = $20	$85.00

Received: _____

EVENT PERMIT

Please note Event Organizer (s) is responsible for notifying vendors and attendees: Of the No Alcohol Policy/Ordinance.

Event Title: Robichaud All Class Picnic Reunion (2015)

Location: Penn Park (Tyrone Wheatley Park) Penn/Beechdaly

Estimated Class Level (please circle): Class 1 Class 2

Event Date/time (s):
Date: Sept 5, 2015 Start: 9 AM/PM End: 6 AM/PM

Please name the person (s) principally responsible for this event (applicant):
Name: Juan C. Bradford E-mail Address: andar7115@gmail.com
Mailing address: 282 Cherry Lane
City: Inkster State: MI Zip: 48141
Day Phone: 313-655-9076 Evening Phone: SAME
Cell Phone: _____ Fax: _____

Names and addresses of all officers and directors (attach separate sheet if necessary):

President: James Hall Secretary: Renee Stovall

Vice President: _____ Treasurer: Larry Fuller

++

Were there any changes to event date/location/time/structure/etc since the Notice of Intent was submitted?
If yes, please describe and explain:

_____

_____

_____

_____

Section requirement by class	
1, 2	**Please read and check the boxes stating that you are aware of the following.** 1a. Ordinance inclusion on Promotional Materials *Please check the box to indicate you have read and understood this section.* The City of Inkster ***highly encourages*** adding the following information on all promotional materials, fliers, websites, etc because people violating this ordinance will be asked to leave the premises: ☑ "The City's event ordinance prohibits the allowance of Alcoholic Beverages on premises. 1b. Ordinance inclusion on Signage: ☑ The City does not allow posting of flyers on any poles (utility or otherwise) within the City limits, nor does it allow posting of signs in any public right of way (space between street and sidewalk) without express permission (please attach copies of written authorization). **Please note that the event organizer is responsible for informing vendors and other participants of these ordinances.**
1, 2	2. Attendance: Please estimate the number of people you expect to attend the event: 150
1, 2 DPW	3. Utilities: Does this event require any utilities? (Electricity in the parks may need to be requested in order to be turned on; not all parks are equipped with electricity). ☒ Yes (see below) ☐ No ☒ Electricity ☒ Water ☐ Other_____ Are the necessary utilities available at the location? ☒ Yes ☐ No (see below) If not, how do you propose supplying the required utilities? Generators, Porta potties, bottled water

Section requirement by class
1, 2 DPW

4. Street closures:

Does your event require street closures: ☐ Yes (see below) ☒ No

Michigan Ave., is considered a State Trunklines. MDOT must be notified of any closings of these streets. If you are listing a state trunkline, please put a Y in the trunkline column.

Please list all streets that will be closed, including their intersecting streets on either end.
EXAMPLE:

Street to close	From	To	Date	Time	Trunkline?
Penn	9/1/13	9/5/13	8/30/13	Noon-3p	N

Street to close	From	To	Date	Time	Trunkline?

(Please be sure to include enough time for event set up and clean up. Please attach additional sheets as necessary).

Will you require the use of City owned barricades to close the street(s)? Yes ☐ No ☒
If no, by what means will you close the street? No Street closure is needed

If yes, please provide the name and address of the person who will take responsibility for the barricades during the course of the event. (Barricades can be picked up at the Inkster Police Department the day before your event. Barricades should be returned to the Inkster Police Department upon completion of your event or a fee will be incurred.
If it's the same as the applicant, please write SAME in the name field.

Name: _____ Address: _____ Phone: _____

Describe the means by which you intend to inform residents of the street closing.
N/A

Will you permit local residential traffic street access during the event? Yes ☒ No ☐
If no, how do you intend to accommodate residents? _____

****Must have an entrance and exit for Emergency Vehicles.**

Section requirement by class	
1, 2	5. Food Permit: Will any food be prepared, distributed, or sold at event? ☐ Yes (see below) ☒ No If food will be prepared on site, distributed or sold each vendor must apply for and receive a permit from the City Clerk's Office/Wayne County. **** **Please note that the Wayne County Health Department must be contacted and advised of event date (s), times, and event organizer contact information in case they have any questions.**
1, 2	6. Restrooms: ***Wheatley Park has Restrooms.** Does your event require restroom facilities? ☒ Yes (see below) ☐ No How many portable restrooms are you supplying? 3 portable restrooms
1, 2 IPD	7. Noise Permit: Does your event require a noise permit: ☐ Yes (see below) ☐ No Type of sound at this event: ☒ P.A. system ☒ live band ☒ stereo equipment ☐ other: _____ Event coordinators are responsible for monitoring noise levels and ensuring compliance with the stated noise policy for park events. 1. Permissible Noise Levels – Maximum decibel levels shall not exceed 80 dB (A) from the hours of 10 am thru 10 pm. Maximum decibel levels shall not exceed 75 dB (A) from the hours of 10 pm thru 10 am. These measurements shall be taken from the ROW along the perimeters of the parks. Parties in violation will be given (1) warning to correct violations. If a second violation occurs, then the event will be shut down. Event holders are responsible for any cost incurred to the IPD in this respect. 2. No obscene language or racial epithets shall be allowed during stage productions. 3. The IPD reserve the right to cancel any production for any violation of item (1) or (2). No refunds shall be given and additional costs may be deducted from the security deposit. Please state the days and times that music or P.A. system will be used: Date: 09/05/2015 Time from: 10Am Time to: 5pm **Please attach a scaled layout/set up for the event**
Section	

requirement by class	
1, 2 DPW	8. Temporary Apparatus: Will your event include any of the following? ☒ Yes (see below) ☐ No If yes, check all that apply and include placement of each on event site plan: (Note that the city can only supply bleachers and picnic tables) ☒ Tent (s) ☒ Portable toilet (s)*** ☐ Inflatable devices*** ☐ Portable lights ☐ Other N/A ☐ Bleacher (s) Number requested from the City N/A ☐ Picnic Table (s) Number requested from the City N/A *****Please see page 4 for insurance requirements if these are utilized.**
1, 2 DPW	9. Trash: How many trash receptacles (with liners) do you intend to provide_____ How do you intend to dispose of the trash following your event? _____ Republic sells event trash boxes (55 gallons each, 1box is equal to ¼ cubic yard). You can contact them at 877-264-5544
1, 2 DPW	10. Site Restoration: ***Site restoration and equipment removal are required by 10:00 am the morning following your event.*** What date do you agree to restore the location to the condition in which you found it? _____

City of Inkster
Event Permit

Event Title: Robichaud

Event Date(s): _____ Event Hours: _____

ATTESTATION

As applicable to event, applicant understands and agrees to comply with City ordinances and rules governing events and agrees to make final payment within thirty (30) days after the scheduled event invoice is received for any additional services required. Failure to comply within thirty (30) days shall place the applicant in default status. Further, it is understood that in the event a permit holder is placed in default status, the permit holder will be denied any other event permit (s) for a period of at least eighteen (18) months from the date of final payment and/or default resolution.

I hereby agree to comply with all Federal and State Statutes and with all City of Inkster Ordinances, including the curfew and noise ordinances. I understand and agree that in the event any nuisance or disturbances are caused by the individuals attending the event, the use of the location may be terminated without prior notice by the Police Chief or the City Manager or their designee. I authorize the Fire Chief to determine the maximum number of persons who may attend this event based on available space. Further, I understand and agree to abide by any additional City requirements that may be deemed necessary to safely operate the proposed event.

This application represents my intent for the proposed event to the best of my knowledge. I am authorized to sign on behalf of the organization:

Juan C. Bradford	Juan C. Bradford	8-12-15
Applicant Name (printed)	Signature	Date

City of Inkster Approvals

Department Approval	Name (printed)	Approved?	Date
City Council	Resolution Number		
Public Works	Richard Marsh/ Jerome Bivins		
Inkster Fire Dept.	Chief John Adams		
Inkster Police	Interim Chief Thomas		
City Manager	Richard Marsh		
City Clerk	Felicia Rutledge		

A permit shall not be issued until all information has been submitted, application and security deposit fees paid and approved by all departments.

Felicia Rutledge

Subject: FW: Approval E-Mail Special Events

From: Mark Stuhldreher
Sent: Wednesday, August 12, 2015 8:13 PM
To: Felicia Rutledge
Cc: Jerome Bivins; WWFA_John Adams
Subject: RE: Approval E-Mail Special Events

These have my approval to proceed to council with recommendation to approve/issue permit – no fee waiver

Mark Stuhldreher
Treasurer
City of Inkster
26215 Trowbridge St
Inkster, MI 48141
313.203.2481

City of Inkster
Event Permit

Event Title: Robichauds Picnic Reunion

Event Date(s): _____ Event Hours: _____

ATTESTATION

As applicable to event, applicant understands and agrees to comply with City ordinances and rules governing events and agrees to make final payment within thirty (30) days after the scheduled event invoice is received for any additional services required. Failure to comply within thirty (30) days shall place the applicant in default status. Further, it is understood that in the event a permit holder is placed in default status, the permit holder will be denied any other event permit (s) for a period of at least eighteen (18) months from the date of final payment and/or default resolution.

I hereby agree to comply with all Federal and State Statutes and with all City of Inkster Ordinances, including the curfew and noise ordinances. I understand and agree that in the event any nuisance or disturbances are caused by the individuals attending the event, the use of the location may be terminated without prior notice by the Police Chief or the City Manager or their designee. I authorize the Fire Chief to determine the maximum number of persons who may attend this event based on available space. Further, I understand and agree to abide by any additional City requirements that may be deemed necessary to safely operate the proposed event.

This application represents my intent for the proposed event to the best of my knowledge. I am authorized to sign on behalf of the organization:

Applicant Name (printed) _____ Signature _____ Date _____

City of Inkster Approvals

Department Approval	Name (printed)	Approved?	Date
City Council	Resolution Number		
Public Works	Richard Marsh/ Jerome Bivins		
Inkster Fire Dept.	Chief John Adams		
Inkster Police	~~Interim~~ Chief Thomas Riley	[signature]	8-10-15
City Manager	Richard Marsh		
City Clerk	Felicia Rutledge		

A permit shall not be issued until all information has been submitted, application and security deposit fees paid and approved by all departments.

PEARSON INSURANCE AGENCY, INC.
COMPLETE INSURANCE SERVICES
3627 INKSTER ROAD - P. O. BOX 367
INKSTER, MICHIGAN 48141
PHONE: (313) 563-2090

2913

DATE 8/12/15

Received from Juan Bradford

Dollars $ 275.00

In re: Deposit Premium General Liability plus
Pd-in full

AMOUNT OF ACC'T $ 275.00

AMOUNT PAID $ 275.00

BALANCE DUE $

CASH ( ) CHECK ( ) OTHER Cash

THANK YOU!

PEARSON INSURANCE AGENCY, INC.

By

Felicia Rutledge

From: Jerome Bivins
Sent: Thursday, August 13, 2015 12:17 PM
To: Felicia Rutledge; Mark Stuhldreher; John Adams
Subject: Back to School

Importance: High

Mrs. Rutledge the DPS is ok with the back to school event schedule for August 22, 2015.

Felicia Rutledge

Subject: FW: Approval E-Mail Special Events

From: John D. Adams [mailto:JAdams@ww-fa.com]
Sent: Wednesday, August 12, 2015 2:46 PM
To: Felicia Rutledge
Subject: RE: Approval E-Mail Special Events

Madame Clerk,

The fire department has no issue with any of the three events. Now if the petitioner wishes to have a paramedic on site for the duration of the event it will be $38.00 per hour for one medic.

Thank you and have a great day!

John D. Adams | Chief Operating Officer | WW-FA |
37201 Marquette | Westland, MI 48185 || 27717 Michigan Ave. | Inkster, MI 48141
| | JAdams@ww-fa.com

REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher, Interim City Manager **Date: August 12, 2015**

From: Felicia Rutledge, City Clerk **Date for Council's Consideration: August 17, 2015**

ACTION REQUESTED: Special Event; The Movement walk/run/march presented by Ambitious Fitness, to be held on September 12, 2015 from 12:30 p.m. until 2:30 p.m. between Inkster Road and Cherry Hill for one quarter of a mile.

Current Action ___X___ Emergency _____ Future _____

Funds Budgeted: If Yes ____ Account #_____ No ____ N/A ____

Treasurer's Approval _____

BACKGROUND:

Ambitious Fitness aspires to get the community moving and to be of assistance with stopping the violence in the city of Inkster. They plan to host a walk/run/march on September 12, 2015 from 12:30 p.m. to 2:30 p.m. in protest of the violence within the City of Inkster. The walk/run/march will be held between Inkster Road and Cherry Hill and go for a quarter of a mile. Ambitious Fitness felt that hosting this march would also be a good way to get the community active. Their motto is an active community is a healthy community. Ambitious Fitness has met with the city Administration and paid all necessary application fees and security deposit.

SCOPE OF SERVICES:

A Special Event application was completed. City Administration has discussed the application and made any necessary recommendations. Road Block on Inkster Road and Cherry Hill.

JUSTIFICATION:

City Council adopted a Special Events Policy for events that will be held in the city. This policy is to notify administration and essential departments of "Special Events" so that the city is abreast and able to respond if necessary.

PROJECT IMPROVEMENTS:

COSTS:

Application fees and security deposit.

PROJECTED TIME TABLE:

September 12, 2015 from 12:30 p.m. until 2:30p.m.

RESOLUTION:

Authorization is hereby given to allow Ambitious Fitness to hold a "Movement walk/run/march on September 12, 2015 from 12:30 p.m. until 2:30 p.m. between Inkster Road and Cherry Hill for a quarter of a mile.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

City of Inkster, Michigan

Application Packet
For Class 1 and Class 2 Events

8/6/15

Received: ~~8/3/15~~

NOTICE OF INTENT TO APPLY FOR AN EVENT PERMIT

The first page of this packet implies your intent to hold an event, reserve a park, or close a street in the city of Inkster. The due date for the Notice of Intent can be found on the next page under your event class. In order to reserve a date and location, please fill out this first page and mail or email it to:

City Clerk's Office
26215 Trowbridge Rd. Inkster, MI. 48141
Office: (313) 563-9770; Fax: (313) 563-7378
E-Mail: frutledge@cityofinkster.com
www.cityofinkster.com

Event Title: The Movement

Type of Event: March/workout

Estimated Class Level (please circle): Class 1 Class 2

Event Date (s): ~~8/29/15~~ 9/12/15 Event Hours: 2

Park Name and Location (if only interested in a portion of a park, please specify the portion):

_____

***Additional days for set up: _____ ***Additional days for clean-up: _____

*****Please note, the rental rate allows for set up to begin after 5:00 pm the day prior and clean up to end by 10:00AM following your event. If this does not allow you enough time, please discuss with the Clerk's Office.**

Please name the person(s) principally responsible for this event (applicant):
Name: Daloon McCloud E-mail Address: ambitiousfitness101@gmail.com

Phone 1: 313-784-4034 (work/home/cell) Phone2: _____ (work/home/cell) Fax: _____

Legal name of applicant's organization: Ambitious Fitness

Form of ownership:
☑ Doing Business As ☐ Corporation ☐ Non-Profit

City of Inkster
Event Permit

☒ Individual LLC → Ambitious fitNESS ☐ Association ☐ Partnership

Applicant organization is:
☐ Resident or located in the City (proof of residency is required) ☑ Non-resident

Legal address: 6200 Westwood

Mailing address: 6200 Westwood

City: Detroit State: MI Zip: 48228

Phone: 313-784-4034 Fax: _____ E-mail: ambitiousfitness101@gmail.com

The permit shall not be issued until the application (pages 8-13) has been reviewed and approved by the Clerk's Office, DPW, Police, Fire Departments City Manager and City Council.

CLASSES/CATEGORIES

Alcohol is strictly prohibited in any City Street and/or any Public Property pursuant to the Inkster City Code.

	Pre-event meeting	**Security Deposit Req.**	**City services Requirement**	**Notice of intent due**	**Applicable sections**
Class 1 event: • Any street closure or park reservation that is **not** open to the public o Neighborhood association block parties. o Family reunion or private organization park reservation. o Less than 500 people in attendance at any one time. o No alcoholic beverages sold, served, or consumed. o Single day event.	May be Required	$300	May require DPW services post-event.	30 days prior to event	1, 2, 5, 6, 8, 9, 10, 11, 12, 13, 14
Class 2 event: • Any event, street closure or park reservation that is open to the public o Less than 1,000 people in attendance at any one time. o No alcoholic beverages sold, served, or consumed.	Determined by City Event Organizer	$300	May require DPW services post-event.	30 days prior to event	1, 2, 5, 6, 8, 9, 10, 11, 12, 13, 14

Please note your Security Deposit will be returned to you up completed payment of your invoice. Fees are based on services provided.

DEADLINES

Class 1 Permit Deadlines

30 Days Prior to Event Date: • Notice of Intent • Application Fee	30 Days Prior to Event Date: • Application • Copy of insurance rider (if necessary). • Security Deposit

Class 2 Permit Deadlines

30 Days Prior to Event Date: • Notice of Intent • Application Fee	30 Days Prior to Event Date: • Application • Copy of insurance rider. • Pre-event meeting scheduled (if necessary). • Security Deposit

INSURANCE REQUIREMENTS

TIP: Check with your own insurance carriers (business, organization, auto, renters, home owners, etc) to see if they will extend your coverage to cover the event before starting from scratch.

Please submit only the Certificate of Liability Insurance page of the policy with your application if your event class requires it.

Class 1 Insurance requirements
Insurance will be required for all Class 1 Events in the amount of $250,000 per occurrence, naming the City of Inkster as additionally insured **if any of the following instances are planned:**

- Planned/Organized athletic event.
- Any commercial service being provided, including but not limited to:
  - Setting up of tents/canopies, such at family reunions, weddings, etc.
  - A hired act – magician, animal rides, band, etc.
  - A hired service, such as caterers, portable toilets, moonwalks, rides, etc.

Class 2 Insurance requirements
Insurance will be required for all Class 2 Events in the amount of $250,000 per occurrence, naming the City of Inkster as additionally insured.

FEES

The City of Inkster provides a variety of public services for events. Event permit holders shall reimburse the City for 100% of the cost of services provided. The fees and rates below are do not constitute a written or implied contract. The need for services and cost estimates will be determined at the pre-event meeting between the event permit applicant and City staff.

Fees paid via cash, check, credit card or money order payable to "City of Inkster" should be submitted with the application. If you wish to pay your application fee via credit card, please complete the Credit Card Authorization Form. Only Mastercard and Visa can be accepted for payment and a 3% fee is associated with using a credit card. If the actual costs differ from the amount paid, the City of Inkster or the permit holder must refund or pay the difference within 30 days after the event. Penalties and interest will be charged for late payments. The penalty for late payments is 3.0% of the outstanding balance. The interest charge for late payments is 0.5% of the outstanding balance each month until paid in full.

These rates are subject to change without notice on July 1.

Park key fee

To ensure that you have access to the park during the hours on the approved application, you can pick up a key for your event at the DPW office anytime Monday through Thursday between 9a – 4p for a $20 key deposit. The deposit is 100% refundable after the key is returned.

Application Fee (non-refundable)

- Payable to "City of Inkster"

	Application Fee	
Class 1 Resident	$75	
Class 1 Non-Resident	$150	
Class 2 Resident	$100	
Class 2 Non-Resident	$200	

Security Deposit (refundable minus any costs incurred)

- Class 1 Event: $300
- Class 2 Event: $300
- Paid via check or money order or credit card payable to "City of Inkster"

Inkster Police Department Service Fees/Auxiliary

Labor Rates: These rates change annually on July 1 and are subject to change at any time

- Uniformed police officer: $45/hour
- Uniformed sergeant: $67/hour
- Uniformed lieutenant: $69/hour
- Volunteer Service Corps: The Police Department's Volunteer Service Corps (VSC) is designed to supplement or substitute uniformed police personnel when appropriate. However, the Police Department has the sole authority to determine the level of use and deployment, if any, of the VSC for an event. In other words, some events may have VSC service and others events may not – the decision lies solely with the Police Department and its evaluation of event service needs. Although VSC members are volunteers, event permit holders are charged for a Sergeant's time to organize and schedule VSC members (1 hour for every 4 VSC members).
  - 1-4 VSC members $67/Per Day
  - 5-8 VSC members $134/Per Day
  - 9-12 VSC members $201/Per Day

Equipment Rates:

- Mobile command post $11.44/hour
- Police cruiser $8.09/hour

Department of Public Works Service Fees

Labor Rates:

- Park worker (Straight Time): $18.48/hour
- Park worker (Overtime): $27.72/hour
- Crew Chief (straight time) $20.76/hour
- Crew Chief (overtime) $31.14/hour

Fire Department Rates

- Firefighter (Straight Time):$ 38.00 /hour (Rescue Vehicle)

Equipment Rates

- Trailer $75.00/hour
- Pick Up Truck $420.00/hour
- Stake Truck $75.00/hour
- Weed Whip 4.16/hr
- Mower 26.43/hr
- Sweeper $150.00/hour
- Loader $150.00/hour

INVOICE EXAMPLES FROM PREVIOUS YEARS

Department of Public Works (DPW)

This is a common invoice for trash removal. Four of Republics trash boxes (55 gallons each) are equal to one cubic yard of trash. So the example below shows disposal of 18 boxes of trash.

Qty	Description	Unit Price	Total
2.5 hrs	DPW Crew Chief Employee	$20.76	$51.90
2.5 hrs	DPW Employee	$18.48	$46.20
.5 hr	Pick-up Truck	$ 20.00	$ 10.00
.5 hr	Loader	$150.00	$75.00
1 hr	Stake Truck	$75.00	$75.00
.5 hrs	Trailer	$50.00	$25.00
4.5 cubic yards	Trash removal	$20 per cubic yard (1 Republic Management box = 55 gallon trash bag = ¼ a cubic yard. i.e. 4 55 gallon trash bags = $20	$85.00

Received: _____

EVENT PERMIT

Please note Event Organizer (s) is responsible for notifying vendors and attendees: Of the No Alcohol Policy/Ordinance.

Event Title: The Movement

Location: _____

Estimated Class Level (please circle): Class 1 Class 2

Event Date/time (s):
Date: ~~[illegible]~~ 9/12/15 Start: 12:30 AM/PM End: 2:30 AM/PM

Please name the person (s) principally responsible for this event (applicant):
Name: Daloen McCloud E-mail Address: ambitiousfitness101@gmail.com
Mailing address: 6200 Westwood
City: Detroit State: Michigan Zip: ~~[illegible]~~ 48228
Day Phone: _____ Evening Phone: _____
Cell Phone: (313)-784-4034 Fax: _____

Names and addresses of all officers and directors (attach separate sheet if necessary):

President: _____ Secretary: _____

Vice President: _____ Treasurer: _____

++

Were there any changes to event date/location/time/structure/etc since the Notice of Intent was submitted?
If yes, please describe and explain:

_____

_____

_____

_____

Section requirement by class	
1, 2	**Please read and check the boxes stating that you are aware of the following.** 1a. Ordinance inclusion on Promotional Materials *Please check the box to indicate you have read and understood this section.* The City of Inkster ***highly encourages*** adding the following information on all promotional materials, fliers, websites, etc because people violating this ordinance will be asked to leave the premises: ☐ "The City's event ordinance prohibits the allowance of Alcoholic Beverages on premises. 1b. Ordinance inclusion on Signage: ☐ The City does not allow posting of flyers on any poles (utility or otherwise) within the City limits, nor does it allow posting of signs in any public right of way (space between street and sidewalk) without express permission (please attach copies of written authorization). **Please note that the event organizer is responsible for informing vendors and other participants of these ordinances.**
1, 2	2. Attendance: Please estimate the number of people you expect to attend the event: 300
1, 2 DPW	3. Utilities: Does this event require any utilities? (Electricity in the parks may need to be requested in order to be turned on; not all parks are equipped with electricity). ☐ Yes (see below) ☒ No ☐ Electricity ☐ Water ☐ Other_____ Are the necessary utilities available at the location? ☒ Yes ☐ No (see below) If not, how do you propose supplying the required utilities? _____ _____

Section requirement by class
1, 2 DPW

4. Street closures:

Does your event require street closures: ☒ Yes (see below) ☐ No (see below)

Michigan Ave., is considered a State Trunklines. MDOT must be notified of any closings of these streets. If you are listing a state trunkline, please put a Y in the trunkline column.

Please list all streets that will be closed, including their intersecting streets on either end.
EXAMPLE:

Street to close	From	To	Date	Time	Trunkline?
Penn	9/1/13	9/5/13	8/30/13	Noon-3p	N

Street to close	From	To	Date	Time	Trunkline?
	9/12/15	9/12/15	8/3/15	Noon-2:30	

(Please be sure to include enough time for event set up and clean up. Please attach additional sheets as necessary).

Will you require the use of City owned barricades to close the street(s)? Yes ☒ No ☐
If no, by what means will you close the street? _____

If yes, please provide the name and address of the person who will take responsibility for the barricades during the course of the event. (Barricades can be picked up at the Inkster Police Department the day before your event. Barricades should be returned to the Inkster Police Department upon completion of your event or a fee will be incurred.
If it's the same as the applicant, please write SAME in the name field.

Name: Daloen McGaud Address: 6200 westwood Phone: (313)-784-4034

Describe the means by which you intend to inform residents of the street closing.

_____

Will you permit local residential traffic street access during the event? Yes ☒ No ☐
If no, how do you intend to accommodate residents? _____

_____

****Must have an entrance and exit for Emergency Vehicles.**

Park: Cherry Hill Plaza
streets ← Inkster Rd to Avondale
* Blocked off

Section requirement by class	
1, 2	5. Food Permit: Will any food be prepared, distributed, or sold at event? ☐ Yes (see below) ☒ No If food will be prepared on site, distributed or sold each vendor must apply for and receive a permit from the City Clerk's Office/Wayne County. **** **Please note that the Wayne County Health Department must be contacted and advised of event date (s), times, and event organizer contact information in case they have any questions.**
1, 2	6. Restrooms: ***Wheatley Park has Restrooms.** Does your event require restroom facilities? ☐ Yes (see below) ☒ No How many portable restrooms are you supplying? _____
1, 2 IPD	7. Noise Permit: Does your event require a noise permit: ☒ Yes (see below) ☐ No Type of sound at this event: ☐ P.A. system ☐ live band ☐ stereo equipment ☒ other: 1 speaker - stero speaker Event coordinators are responsible for monitoring noise levels and ensuring compliance with the stated noise policy for park events. 1. Permissible Noise Levels – Maximum decibel levels shall not exceed 80 dB (A) from the hours of 10 am thru 10 pm. Maximum decibel levels shall not exceed 75 dB (A) from the hours of 10 pm thru 10 am. These measurements shall be taken from the ROW along the perimeters of the parks. Parties in violation will be given (1) warning to correct violations. If a second violation occurs, then the event will be shut down. Event holders are responsible for any cost incurred to the IPD in this respect. 2. No obscene language or racial epithets shall be allowed during stage productions. 3. The IPD reserve the right to cancel any production for any violation of item (1) or (2). No refunds shall be given and additional costs may be deducted from the security deposit. Please state the days and times that music or P.A. system will be used: Date: 9/12/15 Time from: 12:30 pm Time to: 2:30 pm **Please attach a scaled layout/set up for the event**
Section	

requirement by class	
1, 2 DPW	8. Temporary Apparatus: Will your event include any of the following? ☐ Yes (see below) ☒ No If yes, check all that apply and include placement of each on event site plan: (Note that the city can only supply bleachers and picnic tables) ☐ Tent (s) ☐ Portable toilet (s)*** ☐ Inflatable devices*** ☐ Portable lights ☐ Other _____ ☐ Bleacher (s) Number requested from the City _____ ☐ Picnic Table (s) Number requested from the City _____ *****Please see page 4 for insurance requirements if these are utilized.**
1, 2 DPW	9. Trash: How many trash receptacles (with liners) do you intend to provide 2 How do you intend to dispose of the trash following your event? _____ Trash bags Republic sells event trash boxes (55 gallons each, 1box is equal to ¼ cubic yard). You can contact them at 877-264-5544
1, 2 DPW	10. Site Restoration: ***Site restoration and equipment removal are required by 10:00 am the morning following your event.*** What date do you agree to restore the location to the condition in which you found it? 9/12/15

City of Inkster
Event Permit

Event Title: The Movement

Event Date(s): 9/12/15 Event Hours: 12:30 - 2:30pm

ATTESTATION

As applicable to event, applicant understands and agrees to comply with City ordinances and rules governing events and agrees to make final payment within thirty (30) days after the scheduled event invoice is received for any additional services required. Failure to comply within thirty (30) days shall place the applicant in default status. Further, it is understood that in the event a permit holder is placed in default status, the permit holder will be denied any other event permit (s) for a period of at least eighteen (18) months from the date of final payment and/or default resolution.

I hereby agree to comply with all Federal and State Statutes and with all City of Inkster Ordinances, including the curfew and noise ordinances. I understand and agree that in the event any nuisance or disturbances are caused by the individuals attending the event, the use of the location may be terminated without prior notice by the Police Chief or the City Manager or their designee. I authorize the Fire Chief to determine the maximum number of persons who may attend this event based on available space. Further, I understand and agree to abide by any additional City requirements that may be deemed necessary to safely operate the proposed event.

This application represents my intent for the proposed event to the best of my knowledge. I am authorized to sign on behalf of the organization:

Daloen McCloud — Applicant Name (printed)

Signature

8/3/15 — Date

City of Inkster Approvals

Department Approval	Name (printed)	Approved?	Date
City Council	Resolution Number		
Public Works	Richard Marsh/ Jerome Bivins		
Inkster Fire Dept.	Chief John Adams		
Inkster Police	Interim Chief Thomas		
City Manager	Richard Marsh		
City Clerk	Felicia Rutledge		

A permit shall not be issued until all information has been submitted, application and security deposit fees paid and approved by all departments.

Felicia Rutledge

To: John D. Adams
Subject: RE: SIGN OFFS

Madame Clerk,

The Movement request, the fire department has no issue with the event but if they wish to have a paramedic assigned ton the event it will be the $38.00 an hour for a total of $76.00 for the two hour event.

Yours in Life Safety
John Adams
Chief Operating Officer

> _____
> CONFIDENTIALITY NOTICE: This e-mail and any attachments thereto are the property of the City of Inkster, Michigan. This transmission may contain information that is privileged, confidential, and exempt from disclosure under applicable law. If you are not the intended recipient or received it illegally, you are hereby notified that any disclosure, copying, distribution or use of the information contained herein (including any reliance thereon) is STRICTLY PROHIBITED. Sender accepts no liability for any damages caused by any virus transmitted by this email. If you received this transmission in error, please contact the sender and delete the material from any computer immediately. Thanks in advance for you cooperation.
> <Robichaud All Class Reunion.pdf>
> <The Movement DeLeon McCloud.pdf>

<http://www.cityofwestland.com/>[X]<http://www.cityofwestland.com/>

John D. Adams | Chief Operating Officer | WW-FA | <http://www.cityofwestland.com/healthycity>
37201 Marquette | Westland, MI 48185 | | 27717 Michigan Ave. | Inkster, MI 48141 | | JAdams@ww-fa.com
_____

City of Inkster
Event Permit

Event Title: The Movement

Event Date(s): 9/12/15 Event Hours: 12:30 - 2:30pm

ATTESTATION

As applicable to event, applicant understands and agrees to comply with City ordinances and rules governing events and agrees to make final payment within thirty (30) days after the scheduled event invoice is received for any additional services required. Failure to comply within thirty (30) days shall place the applicant in default status. Further, it is understood that in the event a permit holder is placed in default status, the permit holder will be denied any other event permit (s) for a period of at least eighteen (18) months from the date of final payment and/or default resolution.

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Daloen McCloud — Applicant Name (printed)

Signature

8/3/15 — Date

City of Inkster Approvals

Department Approval	Name (printed)	Approved?	Date
City Council	Resolution Number		
Public Works	Richard Marsh/ Jerome Bivins		
Inkster Fire Dept.	Chief John Adams		
Inkster Police	~~Interim Chief Thomas~~ Riley		8-12-15
City Manager	Richard Marsh		
City Clerk	Felicia Rutledge		

A permit shall not be issued until all information has been submitted, application and security deposit fees paid and approved by all departments.

Felicia Rutledge

Subject: FW: Approval E-Mail Special Events

From: Mark Stuhldreher
Sent: Wednesday, August 12, 2015 8:13 PM
To: Felicia Rutledge
Cc: Jerome Bivins; WWFA_John Adams
Subject: RE: Approval E-Mail Special Events

These have my approval to proceed to council with recommendation to approve/issue permit – no fee waiver

Mark Stuhldreher
Treasurer
City of Inkster
26215 Trowbridge St
Inkster, MI 48141
313.203.2481

Felicia Rutledge

From: Jerome Bivins
Sent: Thursday, August 13, 2015 12:15 PM
To: Felicia Rutledge
Cc: John Adams; Mark Stuhldreher
Subject: The Movement

Importance: High

Mrs. Rutledge The DPS is ok with the Movement activity that will take place on September 12, 2015. I will be forward the charges that will be apply to their invoice . I will request road closure from Wayne County one I get the final route from the vendor.

Felicia Rutledge

Subject: FW: Approval E-Mail Special Events

From: John D. Adams [mailto:JAdams@ww-fa.com]
Sent: Wednesday, August 12, 2015 2:46 PM
To: Felicia Rutledge
Subject: RE: Approval E-Mail Special Events

Madame Clerk,

The fire department has no issue with any of the three events. Now if the petitioner wishes to have a paramedic on site for the duration of the event it will be $38.00 per hour for one medic.

Thank you and have a great day!

John D. Adams | Chief Operating Officer | WW-FA |
37201 Marquette | Westland, MI 48185 || 27717 Michigan Ave. | Inkster, MI 48141
| | JAdams@ww-fa.com

REQUEST FOR COUNCIL ACTION

To: Mark Stuhldreher - Interim City Manager **Date: August 13, 2015**

From: Felicia Rutledge, City Clerk **Date for Council Consideration: August 17, 2015**

ACTION REQUESTED: Consider approving the request for a street closure on John Daly between Yale and New York Streets for a Back to School Party for neighborhood children. (Dawaya Studstill)

Current Action ___X____ Emergency _____ Future _____

Funds Budgeted: If Yes _____ Account #_____ No _____ N/A ____X___

Treasurer's Approval _____N/A_____

BACKGROUND INFORMATION

The request is to seek permission to close John Daly Street between Yale and New for a Back to School Party for neighborhood children by applicant Dawaya Studstill on September 5, 2015 from 4:00 p.m. until 9:00 p.m. A signed petition by neighbors has been included. All appropriate sign offs from the city have been obtained.

SCOPE OF SERVICES

N/A

JUSTIFICATION

N/A

PROJECT OR IMPROVEMENT TASKS

N/A

COSTS

N/A

PROJECT TIME TABLE

September 5, 2015 4:00 p.m.- 9:00 p.m.

RESOLUTION

Authorization is hereby given for a street closure on John Daly for a Back to School Party for neighborhood children on September 5, 2015 from 4:00 p.m. until 9:00 p.m.

Resolved by _____ Seconded by _____

Yes:
No:

Felicia Rutledge, City Clerk
City of Inkster
26215 Trowbridge
Inkster, MI 48141

www.cityofinkster.com
Phone: 313.563.9770
Fax: 313.563.7378
frutledge@cityofinkster.com

STREET CLOSURE/BLOCK PARTY REQUEST

APPLICANT:

Dawnya M. Studstill
Name

(313) 989-3233
Phone Number

3122 John Daly
Applicant Address

dmstudstill@Aol.com
Email (Optional)

REQUEST:

Street To Be Closed: John Daly at Yale Cross Streets: Yale, New York

Date(s) To Be Closed: September 5, 2015

Event Hours: 4 am/pm To 9 am/pm **(EVENTS MUST CONCLUDE BY 10PM)**

Type Of Event: Back to School Party for the neighborhood children

Please read this Waiver carefully before signing – The undersigned hereby verifies that he/she agrees to indemnify defend and save harmless the City of Inkster, its officers, agents and employees from and against all loss and expense be reason of liability imposed by law of bodily injury, including death at any time resulting there from, sustained loss of use thereof, arising out of or in consequence of performance of this agreement, whether such injuries to person or damage to property is due or claimed to be due to the negligence of the contractor, the City of Inkster, its officers, agents and employees, excepting only such injury or damage as shall have been occasioned by the sole negligence of the City of Inkster, its officers, agents and employees. The undersigned further understands that failure to comply with all arrangements herein stated or falsification of any information called for in this application will be grounds for denial of this or any future request.

Applicant assumes all responsibility for the return of all required barricades/cones used for this event. The barricades/cones are to be returned in the same condition as received on the business day following the event.

Furthermore, the undersigned will be liable for the replacement costs of the barricades/cones in the event of loss or damage. The replacement cost is $20.00 (Twenty Dollars) per item. If the matter is adjudicated in court, attorney fees and court costs will be assessed.

The barricades/cones may be obtained at the Department of Public Service, 26900 Princeton St., between the hours of 10:00 a.m. and 3:00 p.m. **Call to make arrangements: 313-563-9773**

Applicant Signature: Dawnya M. Studstill **Date:** 8/4/15

OFFICIAL USE ONLY
REQUIRED APPROVALS:

Police____ Fire ✓ DPS____ BLDG ✓

REQUIRED EQUIPMENT:

Barricades____ Cones____ Other_____

CITY COUNCIL APPROVAL: Date Approved:_____ Resolution Number:_____

City Clerk Signature:_____ Date:_____

Felicia Rutledge, City Clerk
City of Inkster
26215 Trowbridge
Inkster, MI 48141

www.cityofinkster.com
Phone: 313.563.9770
Fax: 313.563.7378
frutledge@cityofinkster.com

Street Closure/Block Party Petition

We the undersigned acknowledge and support the request for a Block Party on

John Daly (Street) between Yale (Street)

and New York (Street) for the date and time of September 5, 2015 4pm - 9pm (Event date & time)

Block Party Coordinator: Dawnya M. Studstill (Contact Person)

Daytime Number: (313) 989-3233 Evening Number: (313) 989-3233

Name	Address
VACANT HOMES	3106 John Daly
VACANT HOMES	3125 John Daly
Derek Schropshire	3130 John Daly
Shawn Ivory	3136 John Daly

Felicia Rutledge, City Clerk
City of Inkster
26215 Trowbridge
Inkster, MI 48141

www.cityofinkster.com
Phone: 313.563.9770
Fax: 313.563.7378
frutledge@cityofinkster.com

STREET CLOSURE/BLOCK PARTY REQUEST

APPLICANT:

DaWnya M. Studstill
Name

(313) 989-3233
Phone Number

3122 John Daly
Applicant Address

dmstudstill@Aol.Com
Email (Optional)

REQUEST:

Street To Be Closed: John Daly at Yale Cross Streets: Yale , New York

Date(s) To Be Closed: September 5, 2015

Event Hours: 4 am/pm To 9 am/pm **(EVENTS MUST CONCLUDE BY 10PM)**

Type Of Event: Back to School Party for the neighborhood children

Please read this Waiver carefully before signing – The undersigned hereby verifies that he/she agrees to indemnify defend and save harmless the City of Inkster, its officers, agents and employees from and against all loss and expense be reason of liability imposed by law of bodily injury, including death at any time resulting there from, sustained loss of use thereof, arising out of or in consequence of performance of this agreement, whether such injuries to person or damage to property is due or claimed to be due to the negligence of the contractor, the City of Inkster, its officers, agents and employees, excepting only such injury or damage as shall have been occasioned by the sole negligence of the City of Inkster, its officers, agents and employees. The undersigned further understands that failure to comply with all arrangements herein stated or falsification of any information called for in this application will be grounds for denial of this or any future request.

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The barricades/cones may be obtained at the Department of Public Service, 26900 Princeton St., between the hours of 10:00 a.m. and 3:00 p.m. **Call to make arrangements: 313-563-9773**

Applicant Signature: DaWnya M. Studstill **Date:** 8/4/15

OFFICIAL USE ONLY

REQUIRED APPROVALS:

Police____ Fire____ DPS JB BLDG____

REQUIRED EQUIPMENT:

Barricades ✓ Cones ✓ Other_____

CITY COUNCIL APPROVAL: Date Approved:_____ Resolution Number:_____

City Clerk Signature:_____ Date:_____

Felicia Rutledge, City Clerk
City of Inkster
26215 Trowbridge
Inkster, MI 48141

www.cityofinkster.com
Phone: 313.563.9770
Fax: 313.563.7378
frutledge@cityofinkster.com

STREET CLOSURE/BLOCK PARTY REQUEST

APPLICANT:

DaWnya M. Studstill
Name

(313) 989-3233
Phone Number

3122 John Daly
Applicant Address

dmstudstill@Aol.Com
Email (Optional)

REQUEST:

Street To Be Closed: John Daly at Yale Cross Streets: Yale, New York

Date(s) To Be Closed: September 5, 2015

Event Hours: 4 am/pm To 9 am/pm **(EVENTS MUST CONCLUDE BY 10PM)**

Type Of Event: Back to School Party for the neighborhood children

Please read this Waiver carefully before signing – The undersigned hereby verifies that he/she agrees to indemnify defend and save harmless the City of Inkster, its officers, agents and employees from and against all loss and expense be reason of liability imposed by law of bodily injury, including death at any time resulting there from, sustained loss of use thereof, arising out of or in consequence of performance of this agreement, whether such injuries to person or damage to property is due or claimed to be due to the negligence of the contractor, the City of Inkster, its officers, agents and employees, excepting only such injury or damage as shall have been occasioned by the sole negligence of the City of Inkster, its officers, agents and employees. The undersigned further understands that failure to comply with all arrangements herein stated or falsification of any information called for in this application will be grounds for denial of this or any future request.

Applicant assumes all responsibility for the return of all required barricades/cones used for this event. The barricades/cones are to be returned in the same condition as received on the business day following the event.

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The barricades/cones may be obtained at the Department of Public Service, 26900 Princeton St., between the hours of 10:00 a.m. and 3:00 p.m. **Call to make arrangements: 313-563-9773**

Applicant Signature: DaWnya M. Studstill **Date:** 8/4/15

OFFICIAL USE ONLY
REQUIRED APPROVALS:

Police____ Fire____ DPS____ BLDG CK 8/6/15

REQUIRED EQUIPMENT:

Barricades____ Cones____ Other_____

CITY COUNCIL APPROVAL: Date Approved:_____ Resolution Number:_____

City Clerk Signature:_____ Date:_____

Felicia Rutledge, City Clerk
City of Inkster
26215 Trowbridge
Inkster, MI 48141

www.cityofinkster.com
Phone: 313.563.9770
Fax: 313.563.7378
frutledge@cityofinkster.com

STREET CLOSURE/BLOCK PARTY REQUEST

APPLICANT:

Dawnya M. Studstill
Name

(313) 989-3233
Phone Number

3122 John Daly
Applicant Address

dawstudstill@Aol.com
Email (Optional)

REQUEST:

Street To Be Closed: John Daly at Yale Cross Streets: Yale, New York

Date(s) To Be Closed: September 5, 2015

Event Hours: 4 am/pm To 9 am/pm **(EVENTS MUST CONCLUDE BY 10PM)**

Type Of Event: Back to School Party for the neighborhood children

Please read this Waiver carefully before signing – The undersigned hereby verifies that he/she agrees to indemnify defend and save harmless the City of Inkster, its officers, agents and employees from and against all loss and expense be reason of liability imposed by law of bodily injury, including death at any time resulting there from, sustained loss of use thereof, arising out of or in consequence of performance of this agreement, whether such injuries to person or damage to property is due or claimed to be due to the negligence of the contractor, the City of Inkster, its officers, agents and employees, excepting only such injury or damage as shall have been occasioned by the sole negligence of the City of Inkster, its officers, agents and employees. The undersigned further understands that failure to comply with all arrangements herein stated or falsification of any information called for in this application will be grounds for denial of this or any future request.

Applicant assumes all responsibility for the return of all required barricades/cones used for this event. The barricades/cones are to be returned in the same condition as received on the business day following the event.

Furthermore, the undersigned will be liable for the replacement costs of the barricades/cones in the event of loss or damage. The replacement cost is $20.00 (Twenty Dollars) per item. If the matter is adjudicated in court, attorney fees and court costs will be assessed.

The barricades/cones may be obtained at the Department of Public Service, 26900 Princeton St., between the hours of 10:00 a.m. and 3:00 p.m. **Call to make arrangements: 313-563-9773**

Applicant Signature: Dawnya M. Studstill **Date:** 8/4/15

OFFICIAL USE ONLY
REQUIRED APPROVALS:

Police____ Fire SOA approved DPS____ BLDG____

REQUIRED EQUIPMENT:

Barricades____ Cones____ Other_____

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(313) 959-3233
Phone Number

3122 John Daly
Applicant Address

dawstudstill@Aol.Com
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