



**AGENDA
CITY OF LAPEER
CITY COMMISSION
576 LIBERTY PARK, LAPEER, MI 48446
MARCH 18, 2024**

6:30 P.M. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MARCH 18, 2024, AGENDA

A. MINUTES:

1. Minutes of the Regular meeting held March 4, 2024.

B. PUBLIC COMMENTS:

1. Lapeer County Commissioner - Brad Haggadone.

C. CONSENT AGENDA:

1. Traffic Control Order 311 - No Parking Signs - Luxington Street.
2. Traffic Control Order 312 - No Parking Signs - Peppermill Circle.

SUGGESTED MOTION:

Approve the Consent Agenda for March 18, 2024.

D. BILL LISTING:

1. Bill Listing for March 18, 2024.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the Bill Listing for March 18, 2024, in the amount of \$526,018.13.

E. PROCLAMATIONS, RECOGNITIONS AND RESOLUTIONS:

F. PUBLIC HEARINGS:

G. ADMINISTRATIVE REPORTS:

1. Secondhand Dealer License and Pawnbroker License – Cash For All Pawn.

SUGGESTED MOTION:

Approve a Secondhand Dealer License and Pawnbrokers License for Cash For All Pawn located at 773 East Street, Lapeer.

2. Audit Services – Rehmann Robson, LLC.

SUGGESTED MOTION:

Approve Rehmann Robson, LLC to provide audit services for the 2023/24, 2024/25, and 2025-26 Fiscal Years and allow the City Manager to sign the proposal.

3. Resolution – Kiwanis Club of Lapeer – DNR Grant Applications.

SUGGESTED MOTION:

Adopt the resolution supporting the Kiwanis Club of Lapeer's Inclusive Playground project and applications for DNR Grants.

4. Resolution – Demolition of 838 S. Saginaw.

SUGGESTED MOTION:

Adopt the resolution supporting funding partnership with Lapeer County Land Bank for the demolition of 838 S. Saginaw Street and approve the budget amendment as presented.

H. CITY MANAGER'S REPORT:

1. Various matters.

I. CITY ATTORNEY'S REPORT:

1. Closed Session – MCL 15.268(h).

SUGGESTED MOTION: ON A ROLL CALL VOTE.

To enter into a closed session at the conclusion of the regular meeting to discuss a written legal opinion from the City Attorney, which is exempt from disclosure as provided under Section 8 of the Open Meetings Act.

J. UNFINISHED BUSINESS:

1. Appointments to Boards and Commissions.
a. Park Board reappointment – Tim Herbert.
b. Park Board reappointment – Ashley Fanson.
c. Zoning Board of Appeals reappointment – Dwayne Burda.

K. DEPARTMENTAL COMMUNICATIONS:

1. Monthly Departmental Reports.

L. PUBLIC COMMENTS:

M. CLOSING COMMENTS:

1. Commissioners.
2. City Manager.
3. Mayor.

N. REMINDER OF MEETINGS:

Next City Commission Meeting: **THURSDAY, MARCH 21, 2024, SPECIAL MEETING**

O. REMINDER OF PUBLIC HEARINGS:

CLOSED SESSION:

1. Any motions related to closed session.

ADJOURNMENT

MATERIAL TRANSMITTAL

Notice:

Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (810) 664-5231 or by email at clerk@ci.lapeer.mi.us at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

**LAPEER CITY COMMISSION
MINUTES OF A REGULAR MEETING
MARCH 4, 2024**

A regular meeting of the Lapeer City Commission was held March 4, 2024, at the Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan. The meeting was called to order at 6:30 p.m.

ROLL CALL

Present: Commissioners: Atwood, Brady, Glisman, Petrie, Swindell.

Absent: Mayor Marquardt.

City Manager: Mike Womack, present.

Mayor Pro Tem Atwood lead the Pledge of Allegiance.

50 2024 03-04 EXCUSE MAYOR

Moved by Brady. Seconded by Swindell.

To excuse Mayor Marquardt from tonight's meeting.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

51 2024 03-04 AGENDA APPROVAL

Moved by Glisman. Seconded by Petrie.

Approve the Agenda for March 4, 2024, as presented.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

52 2024 03-04 MINUTES

Moved by Glisman. Seconded by Petrie.

Approve the minutes of the regular meeting held February 20, 2024, as presented.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

PUBLIC COMMENTS

John DeAngelis spoke about the marihuana odor.

Two members of the public spoke about pickleball.

Bryan Cloutier spoke about pickleball and the marihuana odor.

53 2024 03-04 BILL LISTING

Moved by Glisman. Seconded by Brady.

Approve the bill listing for March 4, 2024, in the amount of \$2,480,294.88.

ON A ROLL CALL VOTE.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

PROCLAMATION, RECOGNITIONS AND RESOLUTIONS:

None.

ADMINISTRATIVE REPORTS:

None.

CITY MANAGER'S REPORT

City Manager Womack commented that as we are still working on the policy regarding special events, staff are listing any application received under City Manager Reports. This allows the Commission to review the application before voting on them. The two applications on the agenda tonight do not have a significant amount to be reviewed. As this is the first viewing of the applications it is up to the Commission to decide if they would like to vote on these applications tonight or to wait and do so at the next scheduled meeting.

54 2024 03-04 SPECIAL EVENT: HUNGER AWARENESS WEEK 2024

Moved by Brady. Seconded by Petrie.

To approve the Special Event: Hunger Awareness Week 2024, Fundraiser, May 10-11, 2024.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

55 2024 03-04 SPECIAL EVENT: WARRIOR GRIP FITNESS

Moved by Glisman. Seconded by Petrie.

To approve the Special Event: Warrior Grip Fitness, Heart Warrior 5K, Oakdale Trails Pavilion, June 15, 2024.

Ayes: Atwood, Brady, Glisman, Petrie, Swindell.

Nays: None.

MOTION CARRIED.

City Manager Womack stated he asked the City Clerk to put together information relating to the 2024 Presidential Primary's voter turnout. Commissioner Petrie asked about the costs related to the election with all the changes and if nine-days of early voting will take place for every election. City Clerk Sanchez indicated that the total cost has not yet been finalized and that nine-days of early voting is required for every federal and state election only; so, there will be nine-days of early voting before the August 2024 State Primary and the November 2024 General Elections.

City Manager Womack asked if the City Commission would like to be involved with the Capital Improvement Program, and if so, he would like to schedule a workshop for some time during the week of March 11 or the week of March 18, 2024. It was the consensus of the Commission to hold the workshop for the Capital Improvement Program.

Director of Financial Services Hanna stated that the Commissioners should receive a copy of the 2024-2025 Budget the first week of April. It was suggested that the budget workshop be held the week of April 8 or the week of April 15, 2024. Workshops held during the week will usually begin at 5:30 p.m. and will run approximately three hours. In the past, budget workshops have been held on Saturdays. City Manager Womack stated he will have staff put together a list of dates and send it to the Mayor and Commissioners this week.

CITY ATTORNEY'S REPORT

None.

UNFINISHED BUSINESS

None.

DEPARTMENTAL REPORTS

The DDA Monthly Departmental Report was received into the record.

PUBLIC COMMENTS

None.

MAYOR/COMMISSIONER COMMENTS

Commissioner Swindell: Spent time at the Fire Department on Saturday learning first aid, AED and CPR for adults and infants. Everyone should take advantage of the training the fire department offers.

Commissioner Glisman: Looking forward to Cap-Con Conference next week, hoping to get a lot of information that she can use.

Commissioner Petrie: Thanked the gentlemen in the audience for their comments about pickleball. Thankful for the public comments explaining what they want the Commissioners to do and appreciates the verbal discipline and reminders from public. Thanked all the city staff for their hard work.

Commissioner Atwood: Thanked those in the audience for coming out and spending time with us. Thanked all City staff for their hard work. Next meeting is March 18, 2024.

56 2024 03-04 ADJOURNMENT

Motion by Brady.

To adjourn the regular meeting at 7:07 p.m.

Joshua Atwood, Mayor Pro Tem

Romona Sanchez, City Clerk



ITEM C-1

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: March 5, 2024
RE: Traffic Control Order 311

STAFF RECOMMENDATION

It is recommended by the City of Lapeer Police Department to install no parking signs on the west side of Luxington Street from the intersection of Lincoln Street and Luxington Street on the south to Lincoln Street and Luxington Street intersection on the north.

CURRENT OR NEW INFORMATION

Due to parking on both sides of the street there is a narrow traffic path which creates a road hazard. We have received several citizen complaints from the residents regarding this issue. The Department of Public Works Superintendent advised that eliminating parking on one side of the street would allow an efficient snow removal process as well in the area.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

None.

AGENDA ITEM REVIEW

Meeting Date:	March 18, 2024	Date Reviewed:	March 14, 2024
Consent:	X	Reviewed By:	R. Sanchez, City Clerk
Administrative:			
Public Hearing:			

**CITY OF LAPEER
PERMANENT TRAFFIC CONTROL
ORDER NO. 311**

Location: Lincoln Street & Luxington Street

Order: Install no parking signs on the west side of Lincoln St as well as the west side of Luxington Street from the intersection of Lincoln and Luxington on the south to Lincoln and Luxington intersection on the north.

Reason: Due to parking on both sides of the street there is a narrow traffic path which creates a road hazard. We have received several citizen complaints from residents regarding this issue. The Department of Public works superintendent advised that by eliminating parking on one side of the street this would allow an efficient snow removal process in the area.

Jeremy Howe, Traffic Engineer

Effective Date

APPROVAL AND FILING:

CITY:

City Commission: ☐ Approved

Date Approved: _____

City Clerk: ☐ Filed

Date Filed: _____

Signature: _____
Romona Sanchez, CMC, City Clerk

Date Signed: _____

COUNTY:

County Clerk: ☐ Filed

Date Filed: _____

Signature: _____

Date Signed: _____

CC: Chief of Police
Director of Public Works
Street Superintendent

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: March 5, 2024
RE: Traffic Control Order 312

STAFF RECOMMENDATION

It is recommended by the City of Lapeer Police Department and the Department of Public Works to install “No Parking” signs on the east side of Peppermill Circle starting at the west entrance; on Peppermill Circle along the north side as the street runs north and south; on the west side of Peppermill Circle from the east entrance; and on the north side of Rosemary Street.

CURRENT OR NEW INFORMATION

Due to parking on both sides of the street there is a narrow traffic path which creates a road hazard. We have received several citizen complaints from the residents regarding this issue. The Department of Public Works Superintendent advised that by eliminating parking on one side of the street this would allow an efficient snow removal process in the area.

AGENDA ITEM REVIEW

Meeting Date:	March 18, 2024	Date Reviewed:	March 11, 2024
Consent:	X	Reviewed By:	D. Jansen, Deputy Clerk
Administrative:			
Public Hearing:			

**CITY OF LAPEER
PERMANENT TRAFFIC CONTROL
ORDER NO. 312**

Location: Peppermill Circle & Rosemary Streets

Order: Install no parking signs on the east side of Peppermill Circle starting at the west entrance. Install no parking signs on Peppermill Circle along the north side as the street runs north and south. Install no parking signs on the west side of Peppermill Circle from the east entrance. Install no parking on the north side of Rosemary Street.

Reason: Due to parking on both sides of the street there is a narrow traffic path which creates a road hazard. We have received several citizen complaints from residents regarding this issue. The Department of Public works superintendent advised that by eliminating parking on one side of the street this would allow an efficient snow removal process in the area.

Jeremy Howe, Traffic Engineer

Effective Date

APPROVAL AND FILING:

CITY:

City Commission: ☐ Approved

Date Approved:_____

City Clerk: ☐ Filed

Date Filed:_____

Signature:_____

Date Signed:_____

Romona Sanchez, CMC, City Clerk

COUNTY:

County Clerk: ☐ Filed

Date Filed:_____

Signature:_____

Date Signed:_____

CC: Chief of Police
 Director of Public Works
 Street Superintendent



ITEM D-1

To: Mayor and City Commission
From: Kelly Hanna, Director of Financial Services
Date: March 13, 2024
RE: Bill Listing – March 1, 2024, through March 14, 2024

STAFF RECOMMENDATION

Approve the bill listing as presented.

CURRENT OR NEW INFORMATION

I, Kelly Hanna, Director of Financial Services, have reviewed the bills for March 1, 2024, through March 14, 2024, in the total amount of **\$526,018.13** and find them to be proper charges.

AGENDA ITEM REVIEW

Meeting Date:	March 18, 2024	Date Reviewed:	March 13, 2024
Consent:			
Administrative:	X	Reviewed By:	R. Sanchez, City Clerk
Public Hearing:			

CHECK REGISTER FOR CITY OF LAPEER
CHECK DATE FROM 03/01/2024 - 03/14/2024

Check Date	Check	Vendor Name	Amount
03/14/2024	1986(A)	GREAT LAKES WATER AUTHORITY	145,430.30
03/14/2024	597584	LAPEER COMMUNITY SCHOOLS	89,016.96
03/14/2024	2004(E)	BLUE CROSS & BLUE SHIELD OF MI	67,341.24
03/14/2024	597603	STATE OF MICHIGAN	30,364.52
03/14/2024	597601	SELECTIVE REAL ESTATE LLC	20,000.00
03/14/2024	597583	LAPEER CO TREASURER	18,351.03
03/14/2024	2006(E)	CONSUMERS ENERGY	15,628.04
03/14/2024	597582	LAPEER CO INTERMEDIATE SCHOOL	13,871.55
03/14/2024	597563	ETNA SUPPLY	11,070.00
03/14/2024	1998(A)	ROWE INC	10,730.00
03/14/2024	597586	MALESIA INVESTMENTS	10,000.00
03/14/2024	1978(A)	ABM COMMERCIAL CLEANING, LLC	7,780.00
03/14/2024	597606	T. P. ISRAEL CO INC	6,022.50
03/14/2024	2003(A)	WEX BANK	5,947.09
03/14/2024	1989(A)	LAKE ORION MECHANICAL	5,299.76
03/14/2024	597562	DTE ELECTRIC COMPANY	5,250.00
03/14/2024	597613	WHITE STAR COATING	5,000.00
03/14/2024	597585	LAPEER DISTRICT LIBRARY	4,285.41
03/14/2024	597574	JB DONALDSON CO	4,200.00
03/14/2024	2005(E)	CITY OF LAPEER	3,926.43
03/14/2024	1981(A)	CORRIGAN OIL II, INC.	3,699.05
03/14/2024	597550	BLUE FLAME PROPANE INC	3,352.99
03/14/2024	597577	KENT COMMUNICATIONS INC.	2,470.19
03/14/2024	597589	MGS ELECTRIC INC.	2,330.00
03/14/2024	1997(A)	RIGHT TOUCH LANDSCAPING INC	2,100.00
03/14/2024	1987(A)	HYDRO CORP	1,989.50
03/14/2024	597569	GREGG GUIDANCE, LLC	1,950.00
03/14/2024	1990(A)	MAUK, JODI	1,807.70
03/14/2024	1999(A)	SMITH, SHANNON	1,807.70
03/14/2024	597611	VIEW NEWSPAPERS	1,522.80
03/14/2024	1980(A)	ADRIAN & BLISSFIELD RAIL ROAD CO.	1,521.75
03/14/2024	2007(E)	METROPOLITAN LIFE INSURANCE COMPANY	1,323.55
03/14/2024	1982(A)	CRUISERS, INC	1,287.32
03/14/2024	1979(A)	ACTION FENCE	1,200.00
03/14/2024	597568	GREATER LAPEER TRANS AUTH	1,197.15
03/14/2024	2002(A)	VECTOR TECH GROUP	1,168.75
03/14/2024	597610	VERMEER OF MICHIGAN, INC.	1,109.56
03/14/2024	597588	MCKENZIE CONSTRUCTION	1,050.00
03/14/2024	2000(A)	TAYLOR, SARAH	1,000.00
03/14/2024	1993(A)	MTECH COMPANY	990.11
03/14/2024	597596	PRO ENERGY CONSULTANTS OF ANN ARBOR	925.00
03/14/2024	1992(A)	MEI TOTAL ELEVATOR SOLUTIONS	861.58

03/14/2024	597612	VILLAGE PRINTING	861.00
03/14/2024	1983(A)	EUROFINS ENVIRONMENT TESTING	605.00
03/14/2024	1988(A)	IDSJ INTERNATIONAL	500.00
03/14/2024	1996(A)	RICK RHEIN DISPOSAL	472.00
03/14/2024	597581	LAPEER CO FIREFIGHTERS ASSOC	450.00
03/14/2024	597557	CORCORAN ENTERPRISES, LLC	400.00
03/14/2024	597573	JAY'S SEPTIC	390.00
03/14/2024	1991(A)	MAURER'S TEXTILE RENTAL SERVICES	389.45
03/14/2024	597590	MICHIGAN CAT	378.07
03/14/2024	597587	MARCO TECHNOLOGIES, LLC	312.33
03/14/2024	597604	STATE OF MICHIGAN	305.00
03/14/2024	597602	SHIRLEY'S DRY CLEAN. & ALTERATIONS	287.55
03/14/2024	597552	CHARTER COMMUNICATIONS	250.00
03/14/2024	597556	CONSUMERS ENERGY COMPANY	250.00
03/14/2024	1994(A)	ON DUTY GEAR, LLC	229.98
03/14/2024	597555	CHURCH, RODNEY	206.50
03/14/2024	597591	MICKEY'S CONSTRUCTION	200.00
03/14/2024	597598	RICK'S ELECTRIC	200.00
03/14/2024	597609	TRW LANDSCAPES LLC	170.00
03/14/2024	597605	STATLAB, LLC	150.00
03/14/2024	597570	GROUP RESOURCES	144.00
03/14/2024	597561	DOWNTOWN DEVELOPMENT AUTHORITY	120.55
03/14/2024	1995(A)	PARAGON LABORATORIES, INC.	118.00
03/14/2024	597548	ANDY'S STATEWIDE HEATING & COOLING	100.00
03/14/2024	597549	BECK FIRE PROTECTION, INC.	100.00
03/14/2024	597551	CAPITOL SUPPLY & SERVICE, INC	100.00
03/14/2024	597553	CHAYKA CONSTRUCTION CO INC	100.00
03/14/2024	597554	CHEF G CREPE & BAKE SHOP	100.00
03/14/2024	597558	DAVISON HEATING & CLG	100.00
03/14/2024	597560	DETROIT FIRE COMPANY	100.00
03/14/2024	597564	EXPO HEATING & COOLING	100.00
03/14/2024	597572	JACK'S HEATING & COOLING	100.00
03/14/2024	597576	KEITH BRACE PLUMBING	100.00
03/14/2024	597579	LAPEER AWNING & WINDOWS	100.00
03/14/2024	597594	PINE TREE HEATING & AIR CONDITIONIN	100.00
03/14/2024	597595	PRIMARY ELECTRICAL SERVICES, INC	100.00
03/14/2024	597597	RB PLUMBING, LLC	100.00
03/14/2024	597599	RIDER, AARON & KELLY	100.00
03/14/2024	597600	SD ELECTRICAL CONTRACTING LLC	100.00
03/14/2024	597607	TEMPERATURE PROS LLC	100.00
03/14/2024	597618	ALLIED SIGNS, INC	100.00
03/14/2024	597616	ACTION MUNICIPAL SUPPLY, LLC	94.80
03/14/2024	597614	WOMACK, MICHAEL	88.50
03/14/2024	1985(A)	FLINT WELDING SUPPLY CO	81.25
03/14/2024	597559	DESJARDINS, MICHAELA	63.34
03/14/2024	1984(A)	FASTENAL COMPANY	52.62
03/14/2024	597617	ALLIANCE AIR CONDITIONING & HEATING	50.00

03/14/2024	597566	FIRST AMERICAN TITLE INSURANCE CO	42.69	
03/14/2024	597578	KINSEY, WM. K	30.73	
03/14/2024	597592	PAKE, STEVEN	27.97	
03/14/2024	597571	HOMETOWN HEATING & AIR CONDITIONING	25.00	
03/14/2024	597567	GENESIS BUILDING & DEVELOPMENT	22.82	
03/14/2024	597593	PARSCH, SETH	22.26	
03/14/2024	597580	LAPEER CO DRAIN COMMISSION	11.04	
03/14/2024	597575	KARPINSKI, RAYMOND	10.63	
03/14/2024	597565	EZ HOMES	8.41	
03/14/2024	597608	TORONY, NICHOLAS	6.91	
03/14/2024	2001(A)	TIFA 3	3.75	
03/14/2024	2008(E)	STATE OF MICHIGAN	3.45	
03/14/2024	597615	3301 DAVISON RD LLC	3.00	
03/14/2024	597544	3301 DAVISON RD LLC	0.00	V
03/14/2024	597545	ACTION MUNICIPAL SUPPLY, LLC	0.00	V
03/14/2024	597546	ALLIANCE AIR CONDITIONING & HEATING	0.00	V
03/14/2024	597547	ALLIED SIGNS, INC	0.00	V
			<u>\$526,018.13</u>	



ITEM G-1

To: Mayor Marquardt and Lapeer City Commission
From: Romona Sanchez, City Clerk
Date: March 6, 2024
RE: Cash For All Pawn

STAFF RECOMMENDATION

Mayor to approve a Secondhand Dealer License and Pawnbrokers License for Cash For ALL Pawn located at 773 East Street, Lapeer.

CURRENT OR NEW INFORMATION

Melvin Kajy, has applied for renewal of his Secondhand Dealer License and Pawnbrokers License for Cash For All Pawn located at 773 East Street. All requirements have been met and staff recommends approval for the licenses. Mr. Kajy has been in business since February 2019.

Under Public Act 350 of 1917 (Secondhand Dealers and Junk Dealers), Public Act 273 of 1917 (Pawnbrokers) and Chapter 20 (Business Licenses and Regulations Ordinance), businesses are required to apply to and be approved by the Mayor for a Secondhand Dealer and Pawnbrokers License.

Mr. Kajy has also applied to renew his Precious Metal & Gem Dealer License. Under PA 95 of 1981 and Chapter 20 (Business Licenses and Regulations Ordinance), this license is applied to and approved by the Police Department.

If approved, licenses held by Cash For All Pawn:

- Secondhand Dealer License
- Pawnbrokers License
- Precious Metal & Gem Dealer License

If you have any questions, please advise.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

None.

AGENDA ITEM REVIEW

Meeting Date: March 18, 2024

Date Reviewed: March 12, 2024

Consent:

Administrative: X

Reviewed By: D. Jansen, Deputy Clerk

Public Hearing:



#24.0552

Office Use:	License #:	020290020
	Fee Paid:	375.00
	Date:	02-29-2024
Mayor/City Commission Approved:		
ISSUED:		

APPLICATION – SECONDHAND AND/OR JUNK DEALER

(According to the Provisions of Public Act 350 of 1917 and City of Lapeer Ordinance:
Chapter 20 (Business Licenses and Regulations), Section 20.00 and Section 20.03) \$150. Annual Fee
Date: _____

Applicant Information:

Name of Applicant: MELVIN KAIY

Address: _____

Telephone #: _____

Location of Business: 778 EAST STREET, LAPEER 48446

Property Owner of location: BRDK PROPERTIES; 763 EAST STREET LAPEER 48446
(Name, Address, Telephone # of property owner) #810-245-8922

Previous experience as a Secondhand Dealer or Junk Dealer: been in current location as a Pawn Shop for 5 years

Have you:

Been convicted of any crime, misdemeanor, or local ordinance? ☐ Yes ☐ No

Describe violation and penalty assessed: _____

Held a permit in Michigan that was revoked, suspended, or denied within the last three years?

☐ Yes ☒ No Explain: _____

Business Information:

Name of Business: Cash for All Pawn

Address: 773 EAST STREET, LAPEER 48446

Individual ☐ Partnership ☒ Corporation ☐ Firm ☐ Association ☐

Telephone Number: 810-969-4100

Applicant must furnish the following additional information:

- ☒ Nonrefundable Application Fee (\$25.00).
- ☒ Annual Fee (\$150.00).
- ☒ Listing of all agents/employees with complete addresses (new employees within 10 days).
- ☒ Signed copy of the Criminal Background Check Consent/Release Form and Agreement by all employees to be used under this request (new employees within 10 days).
- ☒ Surety Bond in the sum of \$3,000.
- ☒ Listing (types) of secondhand goods.

By filing this application, I acknowledge I have read the appropriate Ordinance Section, and I authorize the City of Lapeer to conduct a background check on myself, the applicant, as well as on the agents/employees requested in this application. In addition, by signing this application I affirm that the information provided is accurate and that, if a license is granted, I will abide by all applicable ordinances, statutes, regulations, and laws.

Applicant Signature: Melvin Kaiy

Date: 1-14-2024



Office Use: License #: 24-0554
Fee Paid: \$175.00
Date: 2-29-24
Mayor/Commission Approved: _____
ISSUED: _____

APPLICATION – PAWNBROKERS

(According to the Provisions of Public Act 273 of 1917 and City of Lapeer Ordinance: Chapter 20 (Business Licenses and Regulations), Section 20.00 and Section 20.06) \$150. Annual Fee

Applicant Information:

Name of Applicant: Melvin Kaiiv

A

Telephone #: _____

Location of Business: 773 East Street, Lapeer, 48446

Property Owner of location: BRDK Properties, 763 East Street, Lapeer, 48446
(Name, Address, Telephone # of property owner) #810-245-8922

Previous experience as a Pawnbroker: been in current location as a Pawnshop for 5 years

Have you:

Been convicted of any crime, misdemeanor, or local ordinance? ☐ Yes ☒ No

Describe violation and penalty assessed: _____

Held a permit in Michigan that was revoked, suspended or denied within the last three years?
☐ Yes ☒ No Explain: _____

Business Information:

Name of Business: Cash For All Pawn

Address: 773 East Street, Lapeer, MI 48446

Individual ☐ Partnership ☒ Corporation ☐ Firm ☐ Association ☐

Telephone Number: 810-969-4100

Applicant must furnish the following additional information.

- ☒ Nonrefundable Application Fee (\$25.00).
- ☒ Annual Fee (\$150.00).
- ☒ Listing of all agents/employees with complete addresses (new employees within 24 hours).
- ☒ Signed copy of the Criminal Background Check Consent/Release Form and Agreement by all employees to be used under this request (new employees within 10 days).
- ☒ Bond in the sum of \$3,000, with at least 2 sureties. (PA 273 of 1917; Section 446.2202(5).)

By filing this application, I acknowledge I have read the appropriate Ordinance Section, and I authorize the City of Lapeer to conduct a background check on myself, the applicant, as well as on the agents/employees requested in this application. In addition, by signing this application I affirm that the information provided is accurate and that, if a license is granted, I will abide by all applicable ordinances, statutes, regulations and laws.

Applicant Signature: Melvin Kaiiv

Date: 1-14-2024

OFFICE USE:

Police Department: ☐ Approval ☐ Disapproval

Signature: _____ Date: _____

City Clerk: ☐ Approval ☐ Disapproval

Signature: _____ Date: _____

Romona Sanchez

From: Craig Gormley
Sent: Thursday, March 7, 2024 2:33 PM
To: Romona Sanchez
Subject: Re: Precious Metal & Gem Dealer

All employees are in the clear for all the applications. Nothing preventing licenses from being issued.

Craig Gormley
Detective Sergeant

City of Lapeer Police Department
2300 West Genesee street
Lapeer, Michigan 48446
810-664-0833
810-664-3141 FAX
lapeerpd@ci.lapeer.mi.us



Equitable Police Services through Professionalism, Courtesy and Fairness

From: Romona Sanchez <rsanchez@ci.lapeer.mi.us>
Sent: Wednesday, March 6, 2024 11:26 AM
To: Craig Gormley <cgormley@ci.lapeer.mi.us>
Subject: Precious Metal & Gem Dealer

Hi Criag,

Attached is the renewal application for Cash for All Pawn's precious metal & gem dealer license. All three employees are the same as last year.

Let me know if you approve or not.

Thanks,

Romona

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: March 11, 2024
RE: Audit Services Recommendation

STAFF RECOMMENDATION

Recommend City Commission approval of Rehmann Robson LLC to provide audit services for the 2023/24, 2024/25 and 2025/26 Fiscal Years and allow the City Manager to sign the attached proposal.

CURRENT OR NEW INFORMATION

An Audit Services Proposal has been received from our current auditing firm to continue providing audit services for the fiscal years indicated above.

Rehmann Robson LLC is qualified to provide these services in a highly cost-effective manner and has been doing so since the bid was first awarded to them for the 2020/21 fiscal year. Audit services were most recently sent out to bid in 2021, which resulted in the City changing audit firms.

Their current proposal is attached. The average annual increase over the six years is 3%.

AGENDA ITEM REVIEW

Meeting Date:	March 18, 2024	Date Reviewed:	March 11, 2024
Consent:			
Administrative:	X	Reviewed By:	D. Jansen, Deputy Clerk
Public Hearing:			

March 7, 2024

Kelly Hanna
Director of Financial Services
City of Lapeer
576 Liberty Park
Lapeer, Michigan 48446

RE: Extension of Audit Contract

Dear Kelly:

Our audit of the June 30, 2023, financial statements of the City of Lapeer (the "City") was the final year of our contract. We have enjoyed our relationship with the City over the past years and look forward to continuing to provide professional services to the City.

As you have requested, we are pleased to provide a proposal for a three-year extension, with an option for an additional two years, for audit services for the City's fiscal years ending June 30, 2024 through 2028. The City was required to implement GASB 87, *Leases* and GASB 96, *Subscription-Based Information Technology Arrangements* in the prior years. In addition, new audit standards have been issued by the AICPA such as SAS 142 and SAS 145. These four standards have required significant additional audit work and procedures to be performed in order to comply with the updated requirements. Additionally, the economy has experienced inflationary pressures over the past few years. Rising costs of labor, technology, and administrative expenses have directly impacted our operations. The factors outlined above have been considered in the pricing below:

Fiscal Year	City	DDA	Brownfield	EDC	LDFA	TIFA	Total Cost
2023-24	\$ 30,550	\$ 1,775	\$ 875	\$ 875	\$ 1,775	\$ 2,150	\$ 38,000
2024-25	\$ 31,875	\$ 1,850	\$ 925	\$ 925	\$ 1,850	\$ 2,225	\$ 39,650
2025-26	\$ 33,100	\$ 1,925	\$ 975	\$ 975	\$ 1,925	\$ 2,300	\$ 41,200
2026-27 (option)	\$ 34,425	\$ 2,000	\$ 1,025	\$ 1,025	\$ 2,000	\$ 2,375	\$ 42,850
2027-28 (option)	\$ 35,800	\$ 2,075	\$ 1,075	\$ 1,075	\$ 2,075	\$ 2,450	\$ 44,550

If the City requires a Single Audit in any of the above years there would be an additional fee to be negotiated at that time. The fees quoted may be subjected to change orders if changes in professional standards or reporting requirements make our initial estimate of hours to complete the audit unrealistic. If any such changes occur, we will discuss the reasons with you and arrive at a new fee arrangement prior to incurring any additional charges.

Subsequent to the June 30, 2028 audit, this contract is annually renewable at mutually agreed upon fees to be determined each year by the City and Rehmann.



Kelly Hanna
Director of Financial Services
City of Lapeer
March 7, 2024
Page 2

We appreciate the opportunity to provide this extension proposal and look forward to our continued relationship with the City. If you have any questions, please let us know. If you agree with the terms of our proposal as described in this letter, please sign below and return this document to us.

Sincerely,

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

Douglas Deeter, CPA
Principal

ACCEPTANCE:

This letter correctly sets forth the understanding of the **City of Lapeer**.

Name

Title

Date



ITEM G-3

To: Mike Womack, City Manager
From: Rodney Church, Director of Parks, Recreation & Cemetery
Date: March 12, 2024
RE: Resolution – DNR Grant Applications for the Kiwanis Club of Lapeer Inclusive Playground Project

STAFF RECOMMENDATION

To adopt the resolution supporting the Kiwanis Club of Lapeer Inclusive Playground project and applications for DNR grants.

CURRENT OR NEW INFORMATION

The Kiwanis Club of Lapeer is in the process of raising funds for their newest (and largest to date) “Legacy Project”, an all-inclusive, accessible and nature-inspired playground at Rowden Park in Lapeer, Michigan. The Kiwanis Inclusive Playground will be a unique addition to the City of Lapeer park system, Lapeer and surrounding counties. The goal of the project is to construct a playground where every child would be able to play regardless of mobility, sensory issues, or any other disability which precludes them from the average playground. Providing a playground of this caliber will enrich the lives of thousands by ensuring that children of all abilities, including those living with paralysis, become more confident, build essential skills, meet new people and learn tolerance at a very young age. The inclusive playground addresses the needs of all people including those who have autism, intellectual disabilities, hearing impairments, cerebral palsy, spina bifida, or are living with other disabilities.

The City of Lapeer is partnering with the Kiwanis Club of Lapeer on this project and applying on their behalf for three separate DNR Grants as outlined in the resolution. If awarded a grant the City will use Kiwanis Club funding to pay the required share of the project.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

None.

AGENDA ITEM REVIEW

Meeting Date:	March 18, 2024	Date Reviewed:	March 13, 2024
Consent:			
Administrative:	X	Reviewed By:	R. Sanchez, City Clerk
Public Hearing:			



PRESIDENT
Tammy Lyerla

PRESIDENT-ELECT
Eric Cattane

VICE-PRESIDENT
Rob Skouson

SECRETARY
Terri Cranick

TREASURER
Beth Henderson

PAST PRESIDENT
Gary Tong

BOARD
Emily Barber
Bill Marquardt
Kara Lambourn
Kathy Manchester
Ralph Madison
Tracey Walker

March 1, 2024

City of Lapeer
ATTN: Mike Womack
576 Liberty Park
Lapeer, MI 48446

Dear Mr. Womack,

Since its establishment in 1941, the Kiwanis Club of Lapeer has been a driving force for positive change in the community. With a history rich in community service, the club, comprising nearly 50 dedicated members, has consistently undertaken projects that enhance the quality of life for Lapeer's residents. Now, with our sights set on our most ambitious endeavor yet, the Kiwanis Club of Lapeer is rallying the community to support the creation of the Kiwanis Inclusive Playground at Rowden Park.

Project Overview

Our project involves constructing a vibrant and inclusive playground that will serve as a gathering place for residents of Lapeer County and beyond. The Kiwanis Inclusive Playground is not just a playground; it is a visionary project that transcends conventional boundaries. The playspace will feature a large variety of age-appropriate equipment, accessible pathways, and environmentally friendly surfacing. By providing this resource, we aim to enhance the overall well-being of our community.

Reasons for Choosing Rowden Park

We believe that Rowden Park is an ideal location for our playground due to the following reasons:

- **Spacious Area:** The available space has allowed us to design a comprehensive playground that caters to all age and ability groups.
- **Central Location:** Rowden Park is conveniently situated within our community, making it accessible to families from different communities.
- **Existing Amenities:** Rowden Park boasts an array of amenities that complement our vision for a safe and enjoyable play including a wide, paved pathways, large parking area, and year-round restroom facilities.

Project Timeline

Our goal is to raise necessary funding in order to begin construction by Fall 2025 and complete the project within 6 months. We are committed seeing the project through completion.

Funding and Community Support

The Kiwanis Club of Lapeer Foundation will secure funding through grants, donations, and community fundraising efforts. We are dedicated to collaborating with local volunteers, schools, foundations and businesses to make this project a success. Essential to the project's success is the City of Lapeer, which has generously provided the space for the playground. This support extends beyond mere provision; upon completion, the City will adopt the playground as its own. This commitment includes ongoing inspections and maintenance, ensuring the playground remains a safe, vibrant, and enduring asset for generations to come.

We appreciate your commitment to community well-being. We are committed to creating a safe, inclusive and engaging recreational space for children and families in our community. Our vision of an all-inclusive playground has struck a chord within the community, inspiring a shared commitment to create a space where every child, regardless of ability, can thrive. As momentum builds, the transformative impact of this project becomes increasingly evident.

Sincerely,

Tammy Lyerla
President, Kiwanis Club of Lapeer

**KIWANIS CLUB
OF LAPEER**
PO Box 501
Lapeer, MI 48446

kiwanislapeer.org

**CITY OF LAPEER
RESOLUTION # 2024-04
KIWANIS CLUB OF LAPEER INCLUSIVE PLAYGROUND
DNR GRANT RESOLUTION**

At a regular meeting of the Lapeer City Commission of the City of Lapeer, Lapeer County, Michigan, held at Lapeer City Hall on March 18, 2024, there were:

PRESENT: Mayor Marquardt. Commissioners Atwood, Brady, Glisman, Petrie, Swindell.

ABSENT: None.

MOVED BY: Commissioner . SECONDED BY: Commissioner .

WHEREAS, the Lapeer City Commission is in support of the Kiwanis Club of Lapeer Inclusive Playground project, to provide an all-inclusive, accessible, and nature-inspired playground where every child would be able to play regardless of mobility, sensory issues, or any other disability which precludes them from the average playground; and

WHEREAS, the Lapeer City Commission is in support of applying for the following three Department of Natural Resources Grants to help pay for the project: Michigan Natural Resources & Trust Fund, Michigan Recreation Passport, and Land & Water Conservation Fund; and

WHEREAS, the City of Lapeer has committed the property within Rowden Park (formerly tennis courts) for the playground, and upon completion, the City shall adopt the playground as its own providing ongoing inspections and maintenance similarly to the other playgrounds already established in the Lapeer Park System; and

WHEREAS, the City of Lapeer is prepared to expend all costs using Kiwanis Club of Lapeer funding related to the project including: site prep, playground equipment, safety surfacing, landscape, and concrete work, estimated to be 1.5 Million Dollars or at least 25% match required of the grant(s); and

WHEREAS, the Director of Parks, Recreation, and Cemetery Rodney Church shall be the administrative official designated to act as the agent/representative on behalf of the City of Lapeer during project development, and to sign a project agreement (contract) upon receipt of a grant funding Award; and

NOW THEREFORE BE IT RESOLVED, that the City of Lapeer using Kiwanis Club of Lapeer funding shall be responsible for engineering, permits, administration, potential cost overruns, and any non-participating items.

This resolution was adopted on the 18th day of March 2024.

YEAS:

NAYS:

MOTION CARRIED. RESOLUTION DECLARED ADOPTED.

CERTIFICATION:

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Lapeer City Commission, County of Lapeer, Michigan at a regular meeting held on March 18, 2024, in compliance with the Act No. 267 of the Public Acts of 1967.

Romona Sanchez, CMC
City Clerk, City of Lapeer



ITEM G-4

To: Mike Womack, City Manager and City Commissioners
From: Denise Soldenski, Director of Housing & Neighborhood Improvement
Date: March 18, 2024
RE: 838 S. Saginaw St. potential demolition

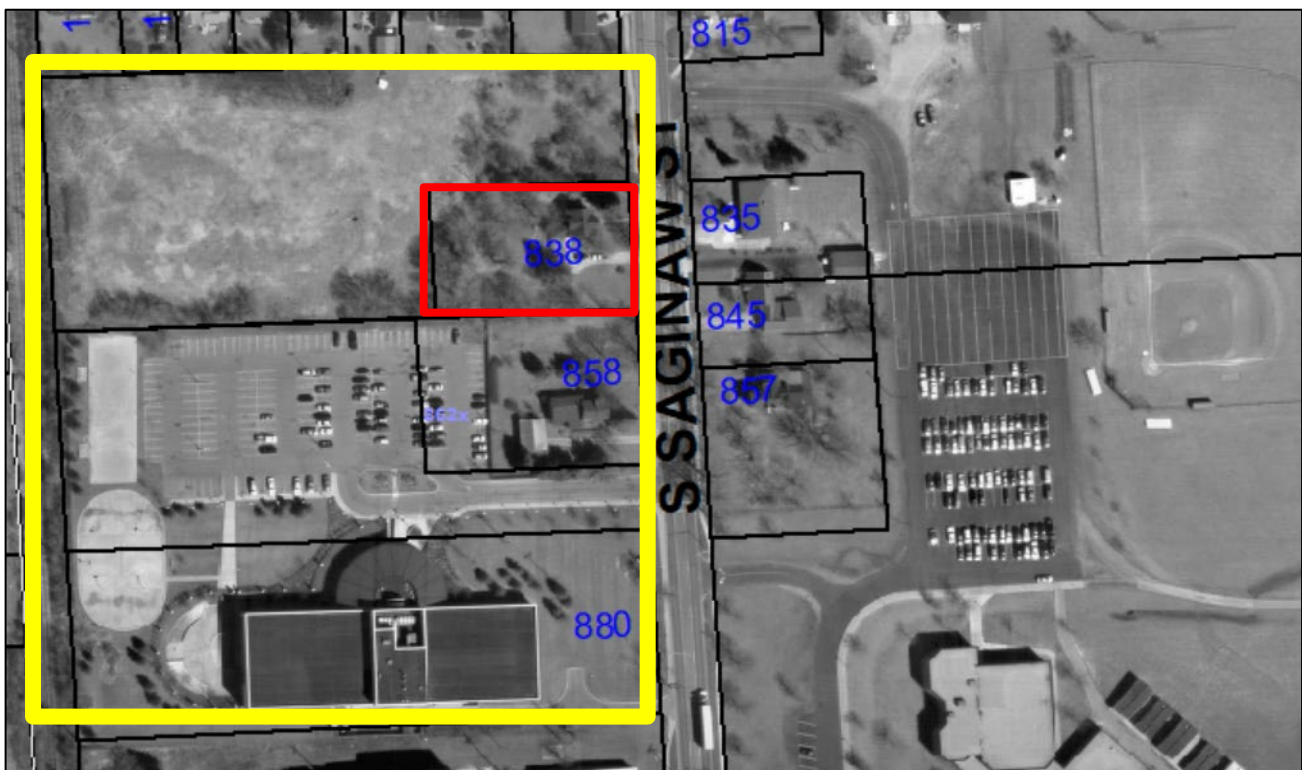
STAFF RECOMMENDATION

The Housing Improvement Department (HID) is recommending the City Commission approve a Resolution for the demolition of a City owned residential home located at 838 S. Saginaw Street.

Based on the estimates received for both renovation and demolition, it is the Housing Dept. Director's recommendation to move forward with demolition in the 2023/2024 FY using the Housing Resource Fund Balance along with a contribution approved by the Lapeer County Land Bank as the financial backing. No cost will be incurred to the City's General Fund and a budget adjustment for the proper transfer of funds is included in this memo.

CURRENT OR NEW INFORMATION

The City acquired 838 S. Saginaw in March of 2017 for \$120,000 with the intention of eventually using the property for Community Center expansion or other public purposes, possibly a new City Hall. The property is located adjacent to the Community Center property to the south and other vacant City owned property to the north. Please see the attached map and photos of the house. The area within the yellow highlight is owned by the City of Lapeer.





Two rental tenants have resided in the home since May 2017 with the most recent vacating the property as of December 2023. Rental income over time has gained the City over \$74,000 in revenue. Maintenance and upkeep expenses are approximately \$20,000 to-date. There is no mortgage or money owed on this property. Annual taxes and insurance costs are an estimated \$3,300 and on-going utilities with the unit vacant are approximately \$300 monthly.

For budgeting and planning purposes, renovation bids for necessary repairs were obtained with the intent to re-rent the home; however, two bids received were approximately \$23,000 each. Because of the high renovation cost and future anticipated renovation costs (i.e. new roof, kitchen cabinets, regular turn-over costs, etc.), demolition also became an option.

Prior to obtaining demolition bids, an asbestos survey was performed, and found to be present. With that knowledge, two asbestos remediation bids were received at approximately \$4,000 each. Per state requirements, asbestos needs to be remediated prior to either renovation or demolition.

Demolition bids were then requested from four licensed and insured demolition companies with one response from Falcon Demolition LLC of Clio at \$16,800 which includes the asbestos abatement. See attached proposal. The contractor does believe demolition can take place in this fiscal year; however, utility disconnection lead time can be up to 8 weeks.

In researching potential funding for this project, the Lapeer County Land Bank was approached and a grant of \$8,400 was approved since the future use is intended to be for public purpose. This grant would not be available or appropriate if the intended use is for renovation with the intent to rent because that would not serve a public purpose.

With the inclusion of the generous Lapeer County Land Bank grant, the demolition project will cost the city \$8,400. Estimated utility costs for four months (March-June) of \$1,200 and a contingency of \$2,400 for utility disconnection fees and/or unexpected issues have been included in the attached budget adjustment. Any funds not used towards the project will remain in the City's General Fund. The total cost allocated for FY 2023/2024 is \$12,000 which will be transferred from the Housing Resource Fund into the General Fund for this purpose, if approved.

Demolition, with this opportunity for Land Bank partnership, will be financially more responsible for the City vs. renovation as immediate renovation costs are estimated to be \$27,000 and future costs would also be incurred to maintain and insure this property.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

838 S. Saginaw Street is a residential four bedroom, 1.5 bath home with a full basement built in the 1900s and approximately 1600 sq. ft. The property is zoned I1 Industrial with 139 ft of frontage and 217 ft deep.

AGENDA ITEM REVIEW

Meeting Date: **March 18, 2024**

Date Reviewed: **March 14, 2024**

Consent:

Administrative: **X**

Reviewed By: **R. Sanchez, City Clerk**

Public Hearing:

RESOLUTION # 2024-05

838 S. SAGINAW DEMOLITION AND
FUNDING PARTNERSHIP WITH
LAPEER COUNTY LAND BANK

At a regular meeting of the Lapeer City Commission of the City of Lapeer, County of Lapeer, Michigan, held in said City on the 18th day of March 2024 there were:

PRESENT:

ABSENT:

MOVED BY:

SECONDED BY:

WHEREAS, the City of Lapeer owns the residential home at 838 S. Saginaw Street and is interested in the demolition of 838 S. Saginaw Street for future public use; and

WHEREAS, the City of Lapeer and Lapeer County Land Bank wish to partner on the demolition project for the future use; and

WHEREAS, the Lapeer County Land Bank has approved a contribution of \$8,400 to the City of Lapeer for such demolition costs for 838 S. Saginaw; and

WHEREAS, the City of Lapeer approves the 2023/2024 FY budget adjustment to accommodate the transfer of funds for this project; and

WHEREAS, said City Commission authorizes the City Manager to sign the related contractual and grant documents for the demolition and authorizes the Director of Housing and Neighborhood Development to manage and administer such project; and

THEREFORE, BE IT RESOLVED, that the Lapeer City Commission authorizes the demolition of 838 S. Saginaw Street, accepts a partnership contribution from the Lapeer County Land Bank of \$8,400 towards the demolition project costs, approves the associated 2023/2024 FY City of Lapeer budget adjustment, and authorizes the City Manager to sign contractual and grant documents on behalf of the City of Lapeer; and authorizes the Director of Housing and Neighborhood Development to manage and administer such project.

AYES:

NAYES:

ABSTAIN:

ABSENT:

MOTION CARRIED AND RESOLUTION ADOPTED.

CERTIFICATION:

I, Romona Sanchez, being the duly appointed and qualified Clerk of the City of Lapeer, Lapeer, County, Michigan, do hereby certify and declare that the foregoing is a true and correct copy of the Resolution adopted by the City of Lapeer Commission at a regular meeting held on March 18, 2024.

Romona Sanchez
City Clerk, City of Lapeer

BUDGET ADJUSTMENT
REQUEST FORM

2023/2024

TO: CITY MANAGER

The following budget adjustments are requested. **All Budget adjustments must be whole dollars. Negative numbers should be in parenthesis ().**

ACCOUNT #	ACCOUNT NAME	AMOUNT OF ADJUST. (+/-)
101-000-581.010	Contribution from County Land Bank	8,400
101-964-699.287	Transfer from Housing Resource Fund	12,000
	Total General Fund Revenue Increase	20,400
101-172-963.000	City-owned Expenses	20,400
	Total General Fund Expense Increase	20,400
	Net General Fund use of fund balance \$	-
287-966-995.101	Transfer to General Fund	12,000
	Net Housing Resource Fund use of fund balance	\$ (12,000)

TOTAL NET AMOUNT (12,000)

Description: Increase transfer from Housing Resource fund and recognize revenue from Lapeer County Land Bank to cover increased expenses related to 838 S. Saginaw

General Fund &
Housing Resource
Fund

Fund/Department: _____

Denise Soldenski

Department Head Signature

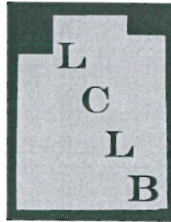
TO: FINANCE DEPARTMENT

- ☐ The above indicated Budget Adjustments are approved by the City Manager.
- ☐ The above indicated Budget Adjustments were approved by the City Commission at their _____ Commission meeting. Please make the appropriate entries to reflect the approved amount.

Date

City Manager's Signature

Chairperson: Dana M. Miller
Treasurer/Board Member: Charlotte Babb
Secretary: Wendy M. Miller



Board Member: Denise Soldenski
Board Member: Tina Papineau
Board Member: Jennell RaCosta

LAPEER COUNTY LAND BANK AUTHORITY
BOARD MEETING
March 13, 2024

Chairperson Miller called meeting to order at 9:01 a.m. in 255 Clay St. 3rd floor. The pledge of Allegiance was recited.

Present: Dana M. Miller
Denise Soldenski
Jennell RaCosta
Charlotte Babb
Tina Papineau

1-24

Motion by D Soldenski Supported by C Babb to approve the Minutes of September 15, 2023 meeting with correction on date at top of minutes. Motion Carried.

Public Time- No Comments Received

Bills- No Bills

Dana gave update on the audit being prepared by King and King.

Discussion City of Lapeer owned property 838 S Saginaw Lapeer for demolition.

2-24

Motion by C Babb Supported by T Papineau to partner with the City of Lapeer and pay half of demolition, contingent on if the city of Lapeer charter needs board approval. Motion Carried.

Discussion on email Dana received from North Branch Township clerk for blight property at 3112 Oak Grove Rd North Branch for clean-up.

3-24

Motion by D Soldenski Supported by C Babb to partner with North Branch township and pay half of blight cleanup. Motion Carried.

4-24

Motion by D Soldenski to Adjourn 9:32am. Motion Carried.

Dana M. Miller, Chairperson
Lapeer County Land Bank Authority

Wendy M. Miller
Secretary to the Board



City Manager's Office
Phone 810-664-2902
Fax 810 – 664 - 2610

March 13, 2024

Ms. Dana Miller, Chairperson
Lapeer County Land Bank
255 Clay St. #303
Lapeer, MI 48446

RE: Demolition of 838 S. Saginaw Street, Lapeer

Dear Ms. Miller,

The City of Lapeer would like to request funding from the Lapeer County Land Bank to accomplish the demolition of 838 S. Saginaw Street, a four bedroom residential home purchased by the City in 2017. The home is currently vacant, and it has been determined that demolition is more financially responsible in the long term vs. the continued expense of further renovations. Please see the attached map and photos of the home.

A demolition bid, which includes remediation of asbestos, has been received in the amount of \$16,800 from a licensed and insured demolition contractor.

Although the original intent was for Community Center expansion, the property may also be used as the location of a future City of Lapeer City Hall. Should the Land Bank find this project to be valid and beneficial to the citizens of Lapeer as a public use, please accept this letter as documentation of intent.

The City of Lapeer has had valuable collaboration with the Lapeer County Land Bank in the past and hopes that this project is found to be a favorable use of Land Bank funds. We look forward to another successful partnership!

Sincerely,

Mike Womack, City Manager
City of Lapeer

Denise Soldenski

From: Falcon Demolition <falcondemolition@gmail.com>
Sent: Sunday, February 25, 2024 3:50 PM
To: Denise Soldenski
Subject: Re: 838 S. Saginaw St., Lapeer RFQ
Attachments: PROPOSAL FALCON DEMOLITION LLC.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Denise, Please see the attached file of our proposal. Thanks, have a nice day.

On Fri, Feb 23, 2024 at 3:24 PM Denise Soldenski <dsoldenski@ci.lapeer.mi.us> wrote:

Excellent – thank you!

From: Daniel Olds <falcondemolition@gmail.com>
Sent: Friday, February 23, 2024 2:55 PM
To: Denise Soldenski <dsoldenski@ci.lapeer.mi.us>
Subject: Re: 838 S. Saginaw St., Lapeer RFQ

Good afternoon I will have it over to you this weekend I finally received the asbestos quote from my asbestos contractor. Thank you.

Daniel Olds

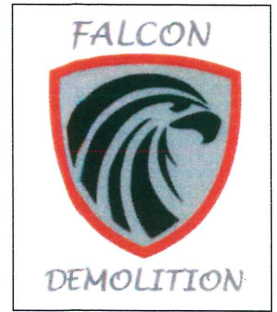
On Feb 23, 2024, at 12:27 PM, Denise Soldenski <dsoldenski@ci.lapeer.mi.us> wrote:

Hello Daniel,

Just checking on this. I haven't received an estimate – if you sent earlier, please resend. Or let me know if you have any questions/concerns. I'm hoping to have estimates by noon on Monday for a meeting with the City Manager. Thanks!!

From: Daniel Olds <falcondemolition@gmail.com>
Sent: Thursday, February 8, 2024 6:55 PM

FALCON DEMOLITION LLC. PROPOSAL FOR SERVICE



FALCON DEMOITION LLC. Is pleased to submit this proposal for services to support the City of Lapeer.

OUR PROPOSAL to the City of Lapeer,

Complete demolition and removal at location 838 S. Saginaw St, Lapeer MI. Falcon Demolition will abate the structure of asbestos. Falcon Demolition will demolish and remove the entire structure. Falcon demolition will remove the basement and footings. Falcon Demolition will backfill basement with class 2 sand and compact. Falcon Demolition will put 4 inches of topsoil, seed, and straw on the disturbed areas.

EXECUTION STRATEGY

Our execution strategy incorporates proven methodologies, extremely qualified personnel, and a highly responsive approach to managing projects.

QUALIFICATIONS

FALCON DEMOITION LLC. Has continually proven to be an industry leader for high quality guaranteed product service in the following ways.

- Demolition of commercial structures.
- Demolition of Residential structures.
- Over 20 years combined experience.
- Commercial Excavating.
- Residential Excavating.
- Commercial, Residential and Trucking.

We look forward to working with the City of Lapeer.

If you have questions on this proposal, contact Daniel Olds by email at Falcondemolition@gmail.com or by phone at 810-336-5849.

Thank you for your consideration.

Total Bid \$16,800.00



ITEM J-1

To: Mayor and City Commission
Date: March 13, 2024
RE: Board & Commission Appointments

MAYORAL APPOINTMENT

BOARD OR COMMISSION	MEMBER NAME	CURRENT TERM EXPIRES	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Cemetery Board	Vacancy	Apr 1, 2028	5 Year		Awaiting Recommendation
County Center Board	Vacancy	Jan 1, 2025	1 Year		Awaiting Recommendation
Local Officers Compensation Commission	Vacancy Vacancy	Oct 1, 2026 Oct 1, 2027	5 Year 5 Year		Awaiting Recommendation
Park Board	Tim Herbert Ashley Fanson	Apr 1, 2024 Apr 1, 2024	3 Year 3 Year	Apr 1, 2027 Apr 1, 2027	Recommend Re-appointments

COMMISSION APPOINTMENTS

BOARD OR COMMISSION	MEMBER NAME	EXPIRATION	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Income Tax Board of Review	Vacancy	Dec 1, 2024	3 Year		Awaiting Recommendation
Prison Liaison Committee	Vacancy	Apr 1, 2025	3 Year		Awaiting Recommendation
Zoning Board of Appeals	Dwayne Burda	Apr 1, 2024	3 Year	Apr 1, 2027	Recommend Re-appointment

AGENDA ITEM REVIEW

Meeting Date: March 18, 2024
Consent:
Administrative: X
Public Hearing:

Date Reviewed: March 13, 2024
Reviewed By: R. Sanchez, City Clerk

From: [Rodney Church](#)
To: [Romona Sanchez](#)
Subject: RE: Park Board
Date: Wednesday, March 13, 2024 11:37:27 AM
Attachments: [image001.png](#)
[image002.png](#)
[image005.png](#)

Ashley Fanson has agreed to stay on for another term. Tim Herbert has agreed to stay on for another term as well.

Rodney R. Church

Director of Parks, Recreation & Cemetery

Community Center/Recreation Offices

880 S. Saginaw Street, Lapeer, MI 48446

810 – 664 – 4431

<https://www.ci.lapeer.mi.us/>

From: Romona Sanchez <rsanchez@ci.lapeer.mi.us>

Sent: Wednesday, March 13, 2024 11:34 AM

To: Rodney Church <rchurch@ci.lapeer.mi.us>

Subject: Park Board

Hi there,

I dropped the ball on getting this to you sooner.

Tim Herbert & Ashley Fanson both have terms that will expire on April 1, 2024, for the Park Board. Can you reach out and see if they want to renew?

Thanks,

Romona

Romona Sanchez

City Clerk

576 Liberty Park, Lapeer, MI 48446

810 – 245 – 4218

<https://www.ci.lapeer.mi.us/>

Burda ZBA Board Re-Appointment

Kim Hodge <KHodge@ci.lapeer.mi.us>

Wed 3/13/2024 3:35 PM

To: Romona Sanchez <rsanchez@ci.lapeer.mi.us>

Romona - FYI



Kim Hodge

Office Coordinator

Planning Department

576 Liberty Park, Lapeer, MI 48446

810-664-4553 / khodge@ci.lapeer.mi.us

<https://www.ci.lapeer.mi.us/>

From: Dwayne Burda <dwayne@robsservice.com>

Sent: Wednesday, March 13, 2024 3:12 PM

To: Kim Hodge <KHodge@ci.lapeer.mi.us>

Subject: Re: ZBA Board Re-Appointment

Yes .I would like to be Re appointed please ..Thankyou ,and have a good day

On 3/13/2024 12:04 PM, Kim Hodge wrote:

Dwayne – Your current term on the Zoning Board of Appeals is set to expire on April 1st. I need to let City Clerk Romona Sanchez know if you wish to be reappointed to the board.

Please let me know when you get a chance.

Thanks.



Kim Hodge

Office Coordinator

Planning Department

576 Liberty Park, Lapeer, MI 48446

810-664-4553 / khodge@ci.lapeer.mi.us

<https://www.ci.lapeer.mi.us/>



ITEM K-1

To: Mayor and City Commission
Date: March 13, 2024
RE: MONTHLY OPERATIONAL REPORTS

CITY DEPARTMENTS:

- 1. BUILDING DEPARTMENT**
- 2. FINANCIAL SERVICES DEPARTMENT**
 - A. ASSESSING DIVISION
 - B. INCOME TAX DIVISION
 - C. ACCOUNTING/DATA PROCESSING DIVISION
- 3. FIRE AND RESCUE DEPARTMENT**
- 4. HOUSING AND NEIGHBORHOOD DEVELOPMENT DEPARTMENT**
 - A. LAPEER HOUSING COMMISSION (LHC)
 - B. LAPEER NEIGHBORHOOD'S INC. (LNI)
 - C. COMMUNITY DEVELOPMENT
- 5. PLANNING DEPARTMENT**
 - A. DEVELOPMENT ACTIVITIES
- 6. POLICE DEPARTMENT**
 - A. POLICE
 - B. ORDINANCE ENFORCEMENT
 - C. PARKING DIVISION
- 7. PUBLIC WORKS DEPARTMENT**
 - A. SEWER UTILITY DIVISION
 - B. STREET DIVISION
 - C. WATER DIVISION
 - D. WASTEWATER DIVISION
- 8. MARIJUANA MONTHLY REPORT**

AGENDA ITEM REVIEW

Meeting Date: March 18, 2024

Date Reviewed:

March 13, 2024

Reviewed By:

R. Sanchez, City Clerk

Permit Summary Report

03/13/24

Building Department
576 Liberty Park
Lapeer, MI 48446
810-245-9621

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
02/13/2024	Building	Tenant Space Finish	108 HOWARD ST	\$1,896.00	ISSUED
03/06/2024	Building	Tenant Space Finish	620 S MAIN ST	\$1,805.00	ISSUED
02/26/2024	Building	Commercial, Add/Alter/Repair	1985 W GENESEE ST	\$591.00	ISSUED
02/20/2024	Building	Sign	228 E GENESEE ST	\$443.00	ISSUED
02/26/2024	Building	Window Replacement	820 LAMOREAUX DR	\$196.00	ISSUED
02/21/2024	Building	Commercial, Add/Alter/Repair	473 W GENESEE ST	\$262.00	ISSUED
02/26/2024	Building	Single Family Home	2677 BEDFORD ST	\$1,131.00	ISSUED
02/23/2024	Building	Sign	3000 DAVISON RD	\$277.00	ISSUED
03/11/2024	Building	Demolition	528 N MAIN ST	\$258.00	ISSUED
02/26/2024	Building	Deck	1409 LUXINGTON DR	\$366.00	ISSUED
02/26/2024	Building	Sign	620 S MAIN ST	\$543.00	ISSUED
03/06/2024	Building	Roof	2525 DEMILLE BLVD	\$277.00	ISSUED
02/26/2024	Building	Tenant Space Finish	1200 BARRY DR SUITE 1600	\$4,056.00	ISSUED
03/01/2024	Electrical	Electrical	1515 S LAPEER RD	\$488.00	ISSUED
02/20/2024	Electrical	Electrical	228 E GENESEE ST	\$186.00	ISSUED
02/16/2024	Electrical	Electrical	865 PEPPERMILL CIR	\$119.00	ISSUED
02/26/2024	Electrical	Electrical	1985 W GENESEE ST	\$285.00	ISSUED
03/05/2024	Electrical	Electrical	352 CHINKAPIN TRL	\$90.00	ISSUED
03/05/2024	Electrical	Electrical	79 HUNTERS RILL	\$90.00	ISSUED
03/05/2024	Electrical	Electrical	117 PHEASANT RUN	\$90.00	ISSUED
03/05/2024	Electrical	Electrical	235 JACQUALYN DR	\$90.00	ISSUED
03/04/2024	Electrical	Electrical	287 JACQUALYN DR	\$90.00	ISSUED
03/07/2024	Electrical	Electrical	620 S MAIN ST	\$285.00	ISSUED
03/07/2024	Electrical	Electrical	108 HOWARD ST	\$276.00	ISSUED
02/13/2024	Mechanical	Mechanical	429 NIGHTINGALE ST	\$185.00	ISSUED
02/21/2024	Mechanical	Mechanical	1857 W GENESEE ST	\$259.00	ISSUED
02/16/2024	Mechanical	Mechanical	865 PEPPERMILL CIR	\$151.00	ISSUED
02/29/2024	Mechanical	Mechanical	321 S ELM ST	\$280.00	ISSUED
03/01/2024	Mechanical	Mechanical	1333 IMLAY CITY RD	\$390.00	ISSUED

Permit Summary Report

03/13/24

Building Department
576 Liberty Park
Lapeer, MI 48446
810-245-9621

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
03/05/2024	Mechanical	Mechanical	352 CHINKAPIN TRL	\$104.00	ISSUED
03/05/2024	Mechanical	Mechanical	79 HUNTERS RILL	\$104.00	ISSUED
03/06/2024	Mechanical	Mechanical	359 W NEPESSING ST D - 4	\$171.00	ISSUED
03/05/2024	Mechanical	Mechanical	117 PHEASANT RUN	\$104.00	ISSUED
03/05/2024	Mechanical	Mechanical	235 JACQUALYN DR	\$104.00	ISSUED
03/04/2024	Mechanical	Mechanical	287 JACQUALYN DR	\$104.00	ISSUED
03/07/2024	Mechanical	Mechanical	290 MCCORMICK DR	\$442.00	ISSUED
03/08/2024	Mechanical	Mechanical	323 JEFFERSON ST	\$300.00	ISSUED
03/11/2024	Mechanical	Mechanical	611 LOUIS C CRAMTON ST	\$185.00	ISSUED
03/11/2024	Mechanical	Mechanical	603 CEDAR ST	\$105.00	ISSUED
02/27/2024	Plumbing	Plumbing	916 N CALHOUN ST	\$186.00	ISSUED
02/29/2024	Plumbing	Plumbing	1875 W GENESEE ST	\$220.00	ISSUED
02/29/2024	Plumbing	Plumbing	321 S ELM ST	\$240.00	ISSUED
03/04/2024	Plumbing	Plumbing	108 HOWARD ST	\$321.00	ISSUED
03/12/2024	Plumbing	Plumbing	1985 W GENESEE ST	\$279.00	ISSUED
02/21/2024	R.O.W.	Right of Way	3145 W GENESEE ST - SCHOOL	\$250.00	ISSUED
02/21/2024	R.O.W.	Right of Way	220 W NEPESSING ST	\$250.00	ISSUED
02/21/2024	R.O.W.	Right of Way	373 LAKE NEPESSING RD	\$250.00	ISSUED
02/22/2024	R.O.W.	Right of Way	2677 BEDFORD ST	\$250.00	ISSUED
02/23/2024	R.O.W.	Right of Way	477 W NEPESSING ST	\$250.00	ISSUED
02/23/2024	R.O.W.	Right of Way	480 DEMILLE RD	\$250.00	ISSUED
02/26/2024	R.O.W.	Right of Way	760 LAMOREAUX DR	\$250.00	ISSUED
02/26/2024	R.O.W.	Right of Way	772 LAMOREAUX DR	\$250.00	ISSUED
02/26/2024	R.O.W.	Right of Way	788 LAMOREAUX DR	\$250.00	ISSUED
02/26/2024	R.O.W.	Right of Way	804 LAMOREAUX DR	\$250.00	ISSUED
02/26/2024	R.O.W.	Right of Way	820 LAMOREAUX DR	\$250.00	ISSUED
02/26/2024	R.O.W.	Right of Way	836 LAMOREAUX DR	\$250.00	ISSUED
03/05/2024	R.O.W.	Right of Way	1313 IMLAY CITY RD	\$250.00	ISSUED
02/22/2024	Sewer	Sewer	2677 BEDFORD ST	\$4,000.00	ISSUED

Permit Summary Report

03/13/24

Building Department
576 Liberty Park
Lapeer, MI 48446
810-245-9621

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
02/22/2024	Water	Water	2677 BEDFORD ST	\$2,750.00	ISSUED
03/05/2024	COMPLIANCE PERMIT	Certificate of Compliance/Occu	620 S MAIN ST	\$81.00	ISSUED
02/23/2024	COMPLIANCE PERMIT	Certificate of Compliance/Occu	477 W NEPESSING ST	\$81.00	ISSUED
02/23/2024	COMPLIANCE PERMIT	Certificate of Compliance/Occu	1470 IMLAY CITY RD	\$81.00	ISSUED
02/29/2024	COMPLIANCE PERMIT	Certificate of Compliance/Occu	359 W NEPESSING ST D - 4	\$81.00	ISSUED
02/29/2024	COMPLIANCE PERMIT	Fence	534 PINE ST	\$81.00	ISSUED
02/26/2024	COMPLIANCE PERMIT	Porch	747 N MONROE ST	\$162.00	ISSUED
03/04/2024	COMPLIANCE PERMIT	Certificate of Compliance/Occu	208 E GENESEE ST	\$243.00	ISSUED
02/26/2024	COMPLIANCE PERMIT	Fence	634 STATE ST	\$96.00	ISSUED
02/26/2024	COMPLIANCE PERMIT	Fence	2588 W GENESEE ST	\$81.00	ISSUED
02/26/2024	COMPLIANCE PERMIT	Fence	2562 W GENESEE ST	\$81.00	ISSUED
02/26/2024	COMPLIANCE PERMIT	Fence	620 S ELM ST	\$81.00	ISSUED
03/06/2024	COMPLIANCE PERMIT	Temporary Sign/Banner	606 N SAGINAW ST STE J	\$61.00	ISSUED
03/05/2024	COMPLIANCE PERMIT	Certificate of Compliance/Occu	1200 BARRY DR SUITE 1600	\$81.00	ISSUED
03/11/2024	COMPLIANCE PERMIT	Certificate of Compliance/Occu	372 N SAGINAW ST	\$81.00	ISSUED

TOTAL FEES PAID: \$29,796.00

Monthly Rental Certificates

03/13/2024

BUILDING DEPARTMENT
576 LIBERTY PARK
LAPEER, MI 48446
810-245-9621

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
632 PINE ST APT 1	JONES, MARTHA	CR22-0274	Certified	03/08/2024	10/24/2025	125.00
315 E NEPESSING ST 5	315 LAPEER GROUP LLC	CR23-0691	Certified	02/15/2024	07/13/2025	40.00
315 E NEPESSING ST 6	315 LAPEER GROUP LLC	CR23-0692	Certified	02/15/2024	07/13/2025	40.00
264 FOX ST 1	PURVIS PROPERTIES LLC	CR23-0915	Certified	02/28/2024	07/28/2025	125.00
1890 RUSTIC DR 206	SELECTIVE REAL ESTATE LLC	CR23-1331	Certified	03/06/2024	08/24/2025	121.00
1730 RUSTIC DR 104	SELECTIVE REAL ESTATE LLC	CR23-1361	Certified	03/06/2024	08/24/2025	40.00
1730 RUSTIC DR 106	SELECTIVE REAL ESTATE LLC	CR23-1363	Certified	03/06/2024	08/24/2025	121.00
1730 RUSTIC DR 203	SELECTIVE REAL ESTATE LLC	CR23-1368	Certified	03/06/2024	08/24/2025	121.00
1730 RUSTIC DR 205	SELECTIVE REAL ESTATE LLC	CR23-1370	Certified	03/06/2024	08/24/2025	121.00
1730 RUSTIC DR 209	SELECTIVE REAL ESTATE LLC	CR23-1374	Certified	03/06/2024	08/24/2025	121.00
1710 RUSTIC DR 208	SELECTIVE REAL ESTATE LLC	CR23-1393	Certified	03/06/2024	08/24/2025	121.00
1406 N SAGINAW ST 1	WAKEFIELD PROPERTY MAN	CR23-1447	Certified	02/16/2024	12/07/2025	246.00
1408 N SAGINAW ST 1	WAKEFIELD PROPERTY MAN	CR23-1448	Certified	02/16/2024	12/07/2025	121.00
1408 N SAGINAW ST 2	WAKEFIELD PROPERTY MAN	CR23-1449	Certified	02/16/2024	12/07/2025	121.00
1408 N SAGINAW ST 4	WAKEFIELD PROPERTY MAN	CR23-1451	Certified	02/16/2024	12/07/2025	121.00
306 EAGLE PASS	YACZIK, MARK A	CR24-0001	Certified	02/21/2024	01/09/2026	206.00
2488 W GENESEE ST	PEASLEY, KAREN	CR24-0002	Certified	02/28/2024	02/07/2026	206.00
1294 FIRST ST	COFFEY, FREDERICK P	CR24-0078	Certified	02/21/2024	01/10/2026	206.00
2197 VILLAGE WEST DR	DURMISHI, ERNEST & ERJOL	CR24-0081	Certified	02/22/2024	11/06/2025	268.50
736 SECOND ST	TICKET TO FREEDOM LLC	CR24-0088	Certified	02/15/2024	11/22/2025	165.00
738 SECOND ST	TICKET TO FREEDOM LLC	CR24-0089	Certified	02/15/2024	11/22/2025	40.00
440 BENTLEY ST	CHEN, XIAOLONG & CECILIA	CR24-0095	Certified	02/21/2024	01/25/2026	206.00
200 N SAGINAW ST 1	200 N SAGINAW LLC	CR24-0103	Certified	02/16/2024	02/06/2026	125.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
200 N SAGINAW ST 2	200 N SAGINAW LLC	CR24-0104	Certified	02/16/2024	02/06/2026	40.00
200 N SAGINAW ST 3	200 N SAGINAW LLC	CR24-0105	Certified	02/16/2024	02/06/2026	40.00
200 N SAGINAW ST 4	200 N SAGINAW LLC	CR24-0106	Certified	02/16/2024	02/06/2026	40.00
275 PARK WAY	KUNZ, FRANCIS & GAIL	CR24-0107	Certified	03/06/2024	02/01/2026	125.00
736 MICHIGAN ST A	DS8 INVESTMENTS LLC	CR24-0110	Certified	02/28/2024	01/31/2026	125.00
736 MICHIGAN ST B	DS8 INVESTMENTS LLC	CR24-0111	Certified	02/28/2024	01/31/2026	40.00
846 SECOND ST	ELLIOTT, SUSANNE TRUST	CR24-0112	Certified	02/20/2024	02/15/2026	165.00

Total # of Certificates: 30

Total Amount Billed: \$3702.50

Population: All Records

Certificate.DateIssued Between 2/13/2024 12:00:00 AM

AND 3/13/2024 11:59:59 PM AND

Certificate.CertType = Rental AND

Certificate.Status = Certified



Item K-1-2-A

To: Mike Womack, City Manager
C.C. City Board of Commissioners
From: Denise Marinelli, Assessor
Date: March 12, 2024
RE: Monthly Departmental Report

ASSESSING DEPARTMENT CONCENTRATION:

- Property Transfers are processed and are currently up to date. Deeds have been processed through February 2024.
Current Deed breakdown:

Deeds	February	Vacant land	New Construction	Prior Month
Transfers	7	3	2	17
Non-Transfers	13			06
Foreclosure / Redemption	0			1/0
Total	20			24

- 2024 Ad-valorem values are set including new construction as of Tax Day, December 31, 2023. Land Values and ECF are completed. Assessment Notices have been sent.
- The March Board of Review is currently having sessions for public appeals.
- The Inflation Rate for 2024 for Headlee is 1.051; the Capped Value rate will be 1.05(taxable value increase) per statute.
- We currently have 1 Michigan Tax Tribunal case for the 2023 tax year. The City Attorneys are currently filing a stipulation.
- The department continues to investigate, correct, and update property description discrepancies, omissions, errors, and changes. We assist departments, property owners, realtors and appraisers with questions and concerns as well as processing address and lot split requests.
- As always, please contact me if you have any questions or concerns.



Item # K-1-2-B

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: March 13, 2024
RE: Income Tax Monthly Report for February 2024

CITY OF LAPEER
Monthly Financial Statement
Income Tax Department
February 2024

<u>Fiscal Year</u>	<u>Net Monthly Income</u>	<u>Net Total Yr-to-date</u>	<u>Original Budget for year</u>	<u>Current Budget for year</u>	<u>Actual Total for year</u>	<u>Excess (Deficit) Revenue</u>
2013/14	\$310,156	\$1,924,761	\$2,590,000	\$2,590,000	\$2,827,204	\$237,204
2014/15	\$371,077	\$2,050,002	\$2,590,000	\$2,590,000	\$2,953,553	\$363,553
2015/16	\$414,165	\$2,122,613	\$2,785,000	\$2,785,000	\$3,069,571	\$284,571
2016/17	\$372,439	\$2,291,956	\$3,065,000	\$3,065,000	\$3,212,298	\$147,298
2017/18	\$319,411	\$2,377,934	\$3,165,000	\$3,165,000	\$3,349,223	\$184,223
2018/19	\$316,001	\$2,340,833	\$3,175,000	\$3,175,000	\$3,521,027	\$346,027
2019/20	\$363,063	\$2,280,872	\$3,265,000	\$3,265,000	\$3,228,023	-\$36,977
2020/21	\$550,510	\$2,501,478	\$3,495,000	\$3,495,000	\$3,783,095	\$288,095
2021/22	\$179,092	\$2,725,850	\$3,476,000	\$3,476,000	\$4,527,734	\$1,051,734
2022/23	\$470,864	\$2,921,977	\$4,090,000	\$4,140,076	\$4,941,930	\$801,854
2023/24	\$542,358	\$3,119,221	\$4,833,000	\$4,833,000		

Original Budget and Current Year Budget columns for FYE 2013- 2020 adjusted to include budgeted p&l & prosecution



ITEM K-1-2-C

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: March 13, 2024
RE: Finance Department Report for February 2024

- 1) 236 – accounts payable checks were issued.
- 2) 442 - payroll payments were issued.
- 3) 867 - income tax refund checks were issued.
- 4) Records were reviewed with those needing information on burial location. There were nine (9) graves purchased (three-resident/six-non-resident) and one foundation purchased (for \$384.00).
- 5) 742 Winter 2023 property tax bills were receipted for \$2,334,686.80; thirty-four (34) Summer 2023 property tax bills were receipted for \$22,718.93; one (1) delinquent 2021 personal property tax bill was receipted for \$302.36; and one (1) delinquent 2019 personal property tax bill was receipted for \$75.00.
- 6) There were 84 additions and 51 cancellations received regarding the voter registration records.



ITEM K-1-3

To: Mike Womack, City Manager
From: Mike Vogt, Fire Chief
Date: March 1, 2024
RE: February 2024

MONTH SUMMARIZED:

Training: The department conducted a total of four training sessions (2 day/2 night). A total of 80.0 man-hours were spent in training during the month.

Community Risk Reduction: The department participated in one event during the month. This event occurred in the City of Lapeer. A total of 150 children and 50 adults participated in this event.

Fire & Life Safety: 11 annual inspections, 21 reinspection, seven other types of inspections, and one site visits were completed in the City, with 30 violations being identified. There were three businesses inspected that were without any fire code violations. Four tenant space plans and one site plan were reviewed by the Building Department for the month of February.

Responses: The department responded to a total of 31 incidents during the month, requiring a total of 311.0 man-hours. This is 22 less responses than we had for the same period in 2023. 58% of these responses occurred Monday-Friday between the hours of 6:00 am and 6:00 pm. The estimated dollar loss for the month was \$537,000, bringing the estimated annual dollar loss for the year to \$650,000. The loss for the month resulted from a commercial building fire and a residential building fire in the City of Lapeer.

The number of responses for the month by municipality was: City of Lapeer-18, Lapeer Twp-4, Mayfield Twp-5, Oregon Twp-2, Automatic/Mutual Aid-2.

The average emergency response time (in minutes) to each municipality was: City of Lapeer-10.0, Lapeer Twp-0.0, Mayfield Twp-0.0, Oregon Twp-0.0.

The calendar year annual percentage of responses by municipality is: City of Lapeer-56.32%, Lapeer Twp-14.94%, Mayfield Twp-18.39%, Oregon Twp-5.75%, Assists-4.60%.

The number of burn permits issued for the month by municipality was: Lapeer Twp-184, Mayfield Twp-190, Oregon Twp-96.

The breakdown of responses by type is as follows:

Fire Alarm-Malicious	0	Fire Alarm-Unintentional	8
Fire Alarm-Malfunction	1	Fire Alarm-Residential	1
Building Fire-Residential	1	Building Fire-Commercial	2
Building Fire-Other	0	Vehicle Fire	0
Grass/Brush Fire	0	Rescue	0
Good Intent	2	Electrical Related	6
Smoke Investigation	0	Gasoline/Diesel Spill/Leak	1
Natural Gas/Propane Leak	0	Carbon Monoxide (alarm & actual)	2
Other Type Fires	1	Other Type Response	4
Assist to Other Agencies	2	Washdown	0

City of Lapeer Fire & Rescue						
February 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 Incident 24-057	3 Incident 24-058 Incident 24-059
4	5	6	7	8 CPR Classes Education Event	9 Incident 24-060	10 Incident 24-061 Incident 24-062
11 Incident 24-063	12 Incident 24-064 Incident 24-065 Training	13	14	15 Incident 24-066 Incident 24-067	16 Incident 24-068 Incident 24-069 Incident 24-070	17
18 Incident 24-071	19 Incident 24-072 Incident 24-073 Incident 24-074	20 Incident 24-075	21 Incident 24-076	22	23	24 Incident 24-077 CPR Classes
25	26 Incident 24-078 Training	27 Incident 24-079 Incident 24-080 Incident 24-081	28 Incident 24-082 Incident 24-083 Incident 24-084 Incident 24-085	29 Incident 24-086 Incident 24-087		
		Notes Incidents (Monthly Total - 31) Training Public Events Meetings/ Department Work New Hiring Process Public Assistance				



Dept: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: March 21st, 2024
RE: February 7th, 2024 – March 12th, 2024
copy: Lapeer Housing Commission/Lapeer Riverview Towers, LLC

LAPEER HOUSING COMMISSION (LHC)/LAPEER RIVERVIEW TOWERS, LLC (LRT)

A. RIVERVIEW TOWERS: HUD PROJECT BASED VOUCHER (PBV)

1. As of March 12, Riverview Towers is 100% occupied.
2. The Riverview waitlist contains a sufficient supply of applicants to fill vacant units.

B. HOUSING CHOICE VOUCHER PROGRAM (HCV)

1. As of March 12, 97 vouchers are under contract.
2. There are no new vouchers issued.
3. Pulling applicants from the waitlist will continue as funding allows to fill vacant vouchers.

C. ADMINISTRATION

1. **Attachment #1** Lapeer Housing Commission/Lapeer Riverview Towers, LLC financials.
2. ***This meeting is the Public Hearing for the FY 7/1/2024 PHA Annual Plan.*** The plan is attached. ***Approval requested for Board Chair, Mr. Mikus and Executive Director, Ms. Soldenski to sign required Civil Rights Certification and if no negative public comments, for 7/1/2024 PHA Annual Plan to be submitted to HUD.***
3. ***Ms. Soldenski would like approval of updates to the Housing Choice Voucher Administrative Plan (also covers Project Based Vouchers) for HOTMA changes that HUD has allowed to be implemented prior to full compliance of HOTMA Sections 102 & 104 per PIH Notice 2023-27 and FAQs dated 2/22/24:***
 - a. ***Use of HUD's new 9886A Consent form (see attached) effective for annual re-exams beginning 8/1/24.*** This new form allows applicants and participants over 18 yrs of age to sign only one time vs. at each annual re-exam. The updated policy allows for those turning 18 to sign at the next action following the 18th birthday and also allows for the LHC to deny or terminate assistance if a family refuses to sign or revokes the consent. The consent form is necessary to obtain income and financial information to conduct interim or annual re-examinations.
 - b. ***Use of original or authentic verification documents generated by a third-party source dated within 120 days of the date received by the LHC, rather than 60 days as currently required, effective 4/1/24.***
 - c. ***Use of statements dated within the appropriate benefit year for fixed income sources such as Social Security effective 4/1/24.***
4. The most recent insurance policy presented by our current agent, Decker Agency, has some serious issues. Not only is the premium going up by 57.4%, but deductibles are increasing immensely. ***Ms. Soldenski will be requesting bids from other insurance companies*** and is finding that this is the trend due to recent natural disasters, increasing replacement/repair costs, and paid losses on under-valued/under-insured properties for catastrophic events. Insurance companies are basically raising deductibles to force

insureds to pay for their own smaller, yet costly, events. Ms. Soldenski hopes to have bids for review by the April meeting. Our current policy expires on 4/14/24; however, the current carrier will renew without pre-payment. When a decision is made, and if a decision is made to switch, the prorated bill will be due.

5. HUD released the Final Rule of the Housing Opportunity Through Modernization Act (HOTMA) of 2016, Sections 102, 103 and 104 on February 14th, 2023. This rule provides for income and asset changes that will affect the HCV and PBV programs and was intended to be effective January 1st, 2024; however due to HUD systems not being ready and the extensive need for training, have postponed the effective date for sections 102 and 104 to January 1st, 2025. HUD released PIH Notice 2023-27 which provides implementation guidance for sections 102 and 104, the two sections that impact HCV and PBV. HUD's guidance requires PHAs to include HOTMA in their Annual Plans which are due 75 days prior to the beginning of the fiscal year, July 1st for LHC. Therefore, LHC compliance date will be after April 17th, 2024 and on or before Jan. 1st, 2025. Factors that will impact the LHC compliance date are software system readiness (LHC must be uploaded to the new HUD Housing Information Portal (HIP)), staff training and tenant/landlord notifications. *Ms. Soldenski has completed an initial iteration to convert the LHC HCV Admin Plan to the format purchased by Nan McKay which includes the HOTMA updates. HUD has released some additional training videos on HOTMA that provide good examples and will help in the conversion to the new regulations.*
6. HUD is also changing the process/standard for Housing Quality Standard Inspections (HQS) to National Standards for the Physical Inspection of Real Estate (NSPIRE). The new standard is an inspection model that is more common across the various HUD programs. This new method is under pilot and was scheduled to be rolled out for HCV/PBV in October 2023; however, HUD has allowed PHAs to use existing inspection protocols until October 2024 to allow for systems to be updated and training to take place. Full implementation will include use of an NSPIRE application via handheld tablet or dedicated cell phone for electronic inspections. HUD has issued PIH Notice 2023-28 which provides for implementation guidance and administrative procedures for HCV/PBV. *Chapter 8 of the LHC HCV Admin Plan has been updated based on Nan McKay's model and will be ready for implementation after the HUD application is released and staff training is complete. A dedicated cell phone has been acquired for LHC inspections.*
7. HUD is moving forward with a more clear proposed rule for Affirmatively Furthering Fair Housing. HUD's intent is to "affirmatively further fair housing by creating strong, sustainable, inclusive communities and quality affordable housing for all." More information to come as this proposed rule approaches final rule.
8. HUD has been releasing updated chapters in the "Housing Choice Voucher Program Guidebook". As the chapters are released, Ms. Soldenski reviews, updates and requests approval for our HCV Administrative Plan, if necessary. *There are no updates to the Guidebook this month that affect policy.*



To: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: March 21st, 2024
RE: February 7th, 2024 – March 12th, 2024
copy: Lapeer Neighborhoods Inc.

A. HOUSING IMPROVEMENT DEPARTMENT (HID) - See attachment #2 for project photos.

1. **MSHDA NEP - Mt. Hope Area Grant Program (Round 9):** This grant will start in May and will be completed in December 2024.
2. **USDA Rural Development HPG Grant:** Grant funding has been extended to March 30, 2024.
 - a. **Project 3 - Lincoln St.** – Electrical – Minor electrical repairs to use the remaining funding. Currently awaiting bids from electrical contractors.
3. **MSHDA MI-HOPE Grant:** Ms. Lincoln is working on gathering bids and additional documents to start the process for each applicant.
 - a. **Project 1 – S. Elm St.** – Roof Replacement – Out to bid.
 - b. **Project 2 - Lincoln St.** - Roof, Water Heater, Electrical – Out to Bid.
 - c. **Project 3 – Dewey St.** – Insulation, Water Heater, and Air Conditioner – Out to Bid.
 - d. **Project 4 – Lincoln St.** – HVAC, windows, electrical – Out to Bid.
 - e. **Project 5 – N. Monroe St. – Rental** – Roof, Insulation – Out to Bid.
 - f. **Project 6 – Hartley St.** – Furnace/Air and Water Heater – Energy Audit Scheduled.
 - g. **Project 7 – Parkway** – Roof and Insulation – Energy Audit Scheduled.
 - h. **Project 8 – Law St.** – Roof, HVAC and AC – Application Stage.
 - i. **Project 9 – N. Main St.** – Windows, Appliances and HVAC – Application Stage.
 - j. **Project 10 – First St. – Rental** – Insulation, Doors and Windows – Application Stage.
 - k. **Project 11 – Jefferson St.** – Windows, Insulation, Appliances, Storm Doors/Exterior Doors, HVAC, Electrical – Application stage.
 - l. **Project 12 – N. Main St.** – Insulation and Windows/Doors – On Hold.
 - m. **Project 13 – E. Nepessing St.-** Roof – Application stage.
4. **MSHDA Housing Choice Vouchers / Section 8**
 - a. Lapeer County's voucher allocation is 342 regular Housing Choice Vouchers, 7 Project Based Vouchers, 17 Emergency Housing Vouchers for a total in Lapeer County of 366. Tuscola County allocation is 88 Housing Choice Vouchers, 5 Project Based Vouchers, and 3 Emergency Housing Vouchers for a total in Tuscola County of 96. Huron County allocation is a total of 47 Housing Choice Vouchers, and 2 Emergency Housing Vouchers for a total of 49. Our total VASH allocation remains

at 35, Moving Up is 3, and Balance of State is 1. MSHDA has discontinued reporting the allowable over-allocation of 4% maximum. The total allocation is 550.

- b. Current lease up rate is now at 99.26%, and waitlist pulls are not allowed pending HUD 2024 funding.

B. LAPEER NEIGHBORHOODS INCORPORATED (LNI)

1. Projects –

- a. 405 S. Elm: Vacant: Board has decided to hold on to this property for a future new build. As a result of MSHDA's Statewide Housing plan and the regional input, it is expected that the State will be releasing future grants with development subsidies to bridge the gap between costs to build and sale prices. The local neighborhood market is being observed for current sale prices.
- b. Ms. Soldenski will discuss the current condition of the property, mainly trees on the property that may need some attention.

C. FINANCE

- 1. Attachment #1: Financial report.

D. ADMINISTRATION

- 1. Ms. Soldenski would like to discuss the Neighborhood Improvement Contest and ideas for this year's plan based on lack of participation in past years.

ITEM K-1-5-A

TO: Lapeer City Planning Commission
FROM: Planning Department
DATE: March 5, 2024
RE: **March 2024 Development Activities Report**



This report summarizes activity on various development projects in the City over the past month listed by full site plans for developments reviewed and approved by the Planning Commission and administratively reviewed site plans for projects currently in the review and development process.

Site Plans Reviewed by Planning Commission

1. EL Cozumel Restaurant – 1109 S. Main Street

General Information – Construction of a new 5,692 sq. ft. restaurant with related site improvements.

Project Status – The site plan was submitted on October 31, 2023 and was conditionally approved at the December 14, 2023 Planning Commission meeting. City staff is waiting on revised plans.

2. DTE Energy – Apollo Substation – 3135 John Conley Dr. South

General Information – Construction of a new electrical substation and control building with related site improvements.

Project Status – The site plan was submitted on October 27, 2023 and approved with conditions at the January 11, 2024 Planning Commission meeting. On February 26, 2024 the ZBA approved a variance to allow a gravel drive and vehicle maneuvering area. City staff is waiting on revised plans.

3. Security Credit Union – 1073 S. Main St.

General Information – Construction of a new 3,438 sq. ft. credit union facility with four drive through lanes.

Project Status – The site plan was submitted on August 31, 2023. Revised plans were submitted on September 27, 2023 and approved with conditions by the Planning Commission on October 12, 2023. Revised plans submitted on January 12, 2024 are ready for approval contingent upon submittal and review of MDOT and LCRC permits.

4. Carriage Hill Circle – New Multiple-Family Residential Units

General Information – Construction of a new phased multiple-family residential development consisting of 32 units on Carriage Hills Circle.

Project Status – The site plan was submitted on April 3, 2023 and revised plans were received on April 26th, June 9th, July 21st. The Planning Commission approved the site plan with conditions on August 10, 2023. Revised plans were received on August 31st and October 19th 2023. The site plan was approved on October 19, 2023 and final signed plans were distributed October 31, 2023. The applicant has stated that final building plans will be submitted in Spring 2024.

5. Sunoco Station – 715 S. Main St.

General Information – Construction of a 2,135 sq. ft. addition to the existing Sunoco Gas Station.

Project Status – The site plan was submitted on April 3, 2023. The Planning Commission conditionally approved the site plan at the July 13th, 2023, meeting. Final plans were approved as of September 14, 2023 and signed copies were distributed on September 29, 2023. The building department is awaiting submittal of building plans.

6. Blain's Farm and Fleet – SE Corner of Turrill Rd./S. Lapeer Rd.

General Information – Construction of a new 84,000+ sq. ft. commercial building with auto repair bays on a vacant parcel at the southeast corner of Turrill Rd./S. Lapeer Rd.

Project Status – The site plan was submitted on January 6, 2023. Received conditional approval by the Planning Commission on February 9, 2023 based on addressing all outstanding City staff comments. The applicant re-submitted a variance request concerning exterior building materials on which action was postponed by the ZBA on October 23rd pending a determination by the Planning Commission on November 9, 2023. The Planning Commission determined on November 9 that the proposed metal siding was not an appropriate predominant building material and directed the Planning Department to explore alternative options with the applicant. On February 8, 2024 the Planning Commission approved a site plan extension to expire on February 9, 2025. City staff is awaiting revised plans.

7. Lapeer Villas – Baldwin Rd. – Site Plan Amendment

General Information – Construction of 147 Multiple-Family units on a vacant parcel on the north side of Baldwin Road. An amendment to the previous plan was approved to convert some of apartment building (5, 6 & 7) garage spaces into apartments and construct a club house with pool.

Project Status – The site plan was originally submitted and approved in 2019. An amended site plan was received July 26, 2022. The Planning Commission approved the amended site plan with on August 11, 2022. Construction of Phase II is underway and Phase I is awaiting final occupancy following a decision on from the Planning Commission regarding a waiver request. Construction of the clubhouse and pool is planned for future Phases (3 and 4). The applicant's request for a waiver from landscaping buffer requirements to not construct a perimeter privacy fence was denied at the November Planning Commission meeting. The City will request a final as-built site plan prior to building plan review given the number of changes to the site with various phases and minor changes to exterior improvements. The applicant has submitted a revised performance bond to the Planning Department for remaining work items and a Final C of O has been issued for Buildings #1-4 and temporary occupancy has been issued for buildings 6 and 7.

8. Woodchips Mixed Use Building – Vacant Lot at Northeast Corner Nepessing/Mason

General Information – Construction of a new three-story mixed-use building on the vacant lot immediately west of Chef G's with commercial and restaurant uses on the 1st floor and apartments on the 2nd and 3rd floors.

Project Status – Site plans were received on May 3, 2022 and May 26, 2022. The Planning Commission contingently approved the site plan on June 9, 2022 and an extension was approved on June 8, 2023 to expire on June 9, 2024. The Planning Department allowed the applicant to move forward with building plan submittal while final engineering details on site plans are finalized. Revised site plans are still pending.

9. Tommy's Carwash – Lapeer Commons - Lapeer Rd

General Information – Construction of a 4,550 sqft building and parking lot for an automatic carwash. The applicant is also modifying the Planned Unit Development conceptual plan.

Project Status – The site plan was received Dec. 20, 2021. The Planning Commission contingently approved the site plan on Feb. 10, 2022. Revised site plans were received on March 7 and August 26, 2022. The project received site plan extension approval from the Planning Commission to expire on February 10, 2024. City staff has not received revised site plans or an approved sanitary sewer easement. This project will be removed from next month's report.

10. Beasley – Building Remodel and Parking Lot Improvements – 891 Baldwin Rd

General Information – Construction of a rear parking lot area, with landscaping, and building exterior remodeling to an existing building for a professional office.

Project Status – The site plan was received on November 18, 2021 and received contingent approval by the Planning Commission on January 13, 2022. Final approved plans were distributed November 29, 2022. The Zoning Board of Appeals approved a variance for exterior materials on April 24, 2023. Building permit was issued in June 2023 and construction is underway.

11. Popeye's – Drive-Through Facilities – 1040 S. Lapeer Rd.

General Information – Construction of two new buildings (a 2,143 sq. ft. building to the north and a 2,529 sq. ft. to the south) for drive-through facilities and shared parking.

Project Status – The site plan for Phase 1 of the development was received on November 1, 2021. On December 9, 2021 the Planning Commission approved a special land use. The site plan received contingent approval at the January 13, 2022 Planning Commission meeting. MDOT required changes to the access drive location on M-24. The Planning Commission granted a site plan extension until January 13, 2024. Revised plans were received on March 24, June 14 and August 9 and September 27, 2023. Recorded Easement agreements have been received and permits have been issued by EGLE. Final site plan were approved for signatures on February 21, 2024, a demolition permit has also been issued and building plans are under final review.

12. Lapeer M-21 Gas Station – 1280 Imlay City Rd

General Information – Redevelopment of the current site to be a gas station located at 1280 Imlay City Road. Half of the building will be demolished while the remaining 3,680 sq. ft. will be used as the convenience store.

Project Status – The site plan was received on May 17, 2021. The Planning Commission contingently approved the special land use on July 8, 2021. The site plan received contingent site plan approval from the Planning Commission on January 13, 2022. Revised plans were received March 30, April 29, July 11, and July 14, 2022. The final signed and approved site/engineering plans have been distributed. Demolition has been completed and construction is underway.

13. Woodbridge Park II – North and West of existing Woodbridge Park Development

General Information - Construction of 58 additional attached conventional condominium units north and west of the existing Woodbridge Park development. Individual condo units will be constructed in two, three and four unit attached structures.

Project Status - The site plan was approved by the Planning Commission on January 10, 2019. Revised site plans were received on June 7, 2019 and approved by staff on June 14, 2019. The required performance bond was submitted on March 3, 2020 and final approved/signed were distributed March 4, 2020. Permits were renewed in June 2023. Construction is underway.

Administrative Review Site Plans in Process

1. Jim Riehl's – 1515 S. Lapeer Rd. – New Front Façade & Building Addition

General Information – Construction of a new front exterior façade and 2,960 sqft. building addition.

Project Status – The site plan was received on March 23, 2022 and revised plans were received June 22 and July 15, 2022. The final signed and approved site/engineering plans were approved on July 21, 2022. The Building Department completed review of the building plans, however, a building permit application was not received. The applicant has been contacted and advised the plans are now expired and new plans will be required to be submitted to both the Planning and Building Departments if the project is to proceed. This project will be removed from next month's report.

Projects on Hold:

HTF Hydraulic Tubes & Fittings – 524 McCormick St.

General Information – Construction of a 3,645 sq. ft. building addition and resurfacing of the existing parking lot at the existing site.

Project Status – The site plan was received on Sept. 29, 2020. Site plans were approved on Nov. 10, 2020. The Building Department has revoked their Temporary Certificate of Occupancy. The City is waiting for construction to be completed in accordance with the approved site plan.



MEMORANDUM

CITY OF LAPEER POLICE DEPARTMENT

TO: Mike Womack, City Manager

FROM: Jeremy Howe, Chief of Police

DATE: 03/12/24

RE: Monthly Report; February 1 – February 29, 2024

In the month of February 2024, our Police Department Officers responded to 901 calls for service. Of these 901 calls for service, 137 or approximately 14% were criminal activity reports of which 42 required submission to the Michigan Incident Crime Reporting System (MICRS). Our officers made 32 arrests in February, 14 felony crimes and 20 arrests were misdemeanor crimes: with 1 arrest for operating under the influence of alcohol or drugs.

This month our officers made 359 traffic stops, issued 42 citations, and gave 317 verbal warnings. Officers also handled 41 vehicle crashes.

Code Enforcer Officer Haggadone made 73 contacts over the month of February. Many of the contacts were related to signage at 57, sidewalk snow at 8, inoperable vehicle at 2, blight at 3, improper registration at 1 and miscellaneous at 2. As always, the goal of code enforcement is to get compliance, not to issue citations unless it is of last resort.

No overdose cases were reported in the month of February.

During the month of February, Officers had over 203 hours of training. The department qualification for all officers took place at the Lapeer County Sportsman Club, which was a 2-day training event. Officers also went to the following training: Tactical Medical Training, Mental Health First Aid, Alice Instructor Training, Sexual Assault Investigations and K-9 Tracking and Explosives. The City of Lapeer Police Department will continue to make training a priority to provide the best service available to our citizens.

As a department, we accumulated 186 total hours of overtime. Most of the overtime was accrued because of President's Day being a holiday. The remaining overtime was due to court, training and investigations.

Our mission of becoming an Accredited Police Agency has been going extremely well. This process usually takes 18-24 months, we are on pace to have this completed by June, which is only 9 months since we started. Our staff has made this a high priority, and we look forward to its completion.

Lapeer City Police Department			
Monthly Report			
FEBRUARY 2024			
	<u>Current</u>	<u>Calendar Year</u>	<u>Previous Year</u>
	<u>Month</u>	<u>To Date</u>	<u>To Date</u>
Complaints Received and Investigated	901	1816	1643
District Court Fines Received	\$ 1,490.94	\$ 2,402.40	\$ 1,173.15
OUIL-Cost of Prosecution	\$ 50.00	\$ 300.00	\$ -
Charges for Copies of Police Reports	\$ 120.00	\$ 277.90	\$ 200.00
<u>ACCIDENTS:</u>			
Fatal	0	0	0
Property Damage	21	52	58
Private Property Damage	12	31	29
Personal Injury	8	10	8
<u>ARRESTS:</u>			
Misdemeanor	20	27	26
Felony	12	31	10
<u>HEROIN/OVERDOSE INCIDENTS:</u>			
Heroin Possession/Usage	0	0	2
Overdose	0	0	2
Overdose Deaths	0	0	0



Interoffice Memo

To: Mike Womack, City Manager
From: Jeff Graham, Director of Public Works
Date: March 12, 2024
RE: Public Works Monthly Report – February 2024

Department of Public Works Division Summary:

Water/Sewer Utilities Division and Streets Division:

In February the DPW had 4 days that we had to salt or plow snow on the roads. Using 46 tons of salt to treat the roads. We also had 1 water main break on Turrill Ave.

Other tasks completed in this month include but are not limited to the following items:

- Cut trees at Cemetery and Dog park for Parks Dept.
- School flasher maintenance.
- Clean out debris from 18 W. Nepessing St.
- Fix lights in pocket park for DDA.
- Setup and tear down elections.
- Repaired collapsed sewer in front of 2140 W. Genesee St.
- Painting office and lunchroom at the DPW.
- Curb stop replacement at 507 Calhoun St.
- Assist Fire Dept. with fire at 1313 Imlay City Rd.
- Change traffic signal detection at DeMille and Millville intersection.
- Repaired sanitary manhole in Rowden Park.
- Jetted dead end sanitary main on Davison Rd.
- Tree removal and trimming throughout the city.

Training and Safety:

Introductory Controller Class Brandon Fair, Sidney Moore and Al Bourgois attended.
Operators' seminar Justin Calvert, Ed Tomkinson, Austin Dunaway, Mary Stimson, Dustin Johnson, Jered Laur and Ross Slusher attended.
Paser training Chad Wineman and Chris Newbery attended.

Water/Sewer/ Streets Monthly Routine Task included:

- Water sampling all wells (backup water supply)
- Water Samples: Bacteria samples, Water Quality testing of distribution system
- Operate Wells and well house maintenance.
- Meter Reading and Meter Repair

- Miss Dig Staking
- Rotation of PRV's in GLWA LA-02 Meter pit
- Barricade placement Downtown.
- Dump maintenance, haul compost.
- Brush Pickup

Wastewater Treatment Plant Summary:

Waste Treatment

- Check all lift stations 2 times a week with 2 employees.
- Read meters, record utility and chemical usage.
- Read, record, and email all weather conditions to the National Weather service.
- Daily WWTP inspection
- Weekly equipment greasing
- Rotate equipment sequences.
- Empty trash cans, disinfect, clean break room, clean grounds.
- Week-end work schedule
- Holiday work schedule

NPDES/IPP

- Daily Laboratory Analysis
- Monthly PFAS sampling for WWTP effluent, biosolids
- NPDES monthly Selenium sampling
- Monitor weekly PFAS sampling via LP&P
- PFAS file updates
- Submitted monthly NPDES PFAS POTW effluent monitoring report via MIEnviro
- Submitted monthly DMR via MIEnviro

Electrical Work

- Lift station generators checks and repairs.
- Ongoing troubleshooting, repair, and evaluation of computer and SCADA issues
- Meeting with Tetra Tech on SCADA CIP upgrade
- Call in for O2 lift station high level/comm fail.
- Repaired motor wires at Community Center
- Installed outlet for DPW parts washer.
- Call in for Equalization Drain pump VFD fault.
- Checked DPW water heater.
- Installed Generator at wellhouse 1&2.
- Installed Generator at wellhouse 3.
- Checked Community Center parking lot lights.
- Assisted Tetra Tech with adding data points towards SCADA upgrades conversion.
- Attended to comm fails.

Mechanical/Operations

- Replaced McCormick lift station high level float.
- Unclogged grit system
- Replaced packing and flushed water filters at McCormick and Prison lift station's.
- Prepped Centrifuge for coating
- Call in for McCormick lift station high level alarm.
- Cleaned Chlorine Contact Tank
- Aqueduct software conversion

Miscellaneous

- Evaluating HVAC Estimates
- State Elevator inspection.

Safety/Training

- IT computer training
- Eric Gajewski and Ron Cannell attended Joint Expo & Operator Days in Lansing

Bio-Solids Disposal Status /Loads Hauled out

- 2-North tanks hold 474,980 gallons /we have 154,375 gallons in storage
- 2-south tanks hold 430,120 gallons/we have 408,614 gallons in storage
- Total of 562,989 gallons in storage
- Sufficient storage space until Spring land application

CITY OF LAPEER

SEWER DEPARTMENT - MONTHLY REPORT

	HOURS
DPW maintenance	76
Sewer calls	6
Sewer plug - Jet Saginaw St. E of Genesee St.	5
Jet sanitary sewers	24
Sewer issue at Village West Dr.	4
Equipment maintenance	3
Repair sinkhole in storm sewer	21.5
Repair collapsed sewer in front of 2140 W Genesee St.	24
Locate and mark manholes off of trail	1
Manhole repair	11
Genesee St. siphons and manhole checks	7
Sewer camera demo	4
Clean catch basins	4
Vehicle maintenance	1
Vactor maintenance	9
Check sinkhole on Genesee St.	1

OVERTIME SEWER MONTHLY REPORT

[illegible]

CITY OF LAPEER
STREET DEPARTMENT - MONTHLY REPORT

	HOURS
Sign installs/replacements	30
Tree trimming/removal throughout the city	89
DPW maintenance	255
Cold patch city streets	38
Brush/compost	48
Dump maintenance	1
Cut trees at cemetery and dog park for Parks Dept.	22
Set up/tear down elections	2
School flasher maintenance	3
Equipment maintenance	5
Change traffic pucks at DeMille & Davison intersection	12
Salt parking lots	2.5
City Hall building maintenance	17.5
Restore sidewalk due to fire - 1313 Imlay City Rd.	4
Clean out city building on Nepessing St.	13.5
PASER class	6
Sweep city streets	19
Introductory Controller class	24
DDA lights at Pocket Park	2
Traffic signal maintenance	11
Mailbox replacement	2
Remove barricade from river at dog park/check bridge	5
Vehicle maintenance	8
Barricades	4.5

OVERTIME STREETS MONTHLY REPORT

[illegible]

CITY OF LAPEER
WATER DEPARTMENT - MONTHLY REPORT

	HOURS
Meter reading/training	8
Service requests	54.5
Number of work orders, re-reads and MXU repairs	97
DPW building/grounds maintenance	234.5
Miss Dig	53
Sewer camera demo	4
Operator Day/Joint Expo	48
Fill sinkhole	3
Turn off water due to fire - 233 Turrill Ave.	1
Hydrant maintenance	6
City Hall building maintenance	4
DOT physcal	2
Begin lead line replacement prep	13
Curb stop repair	37
Vehicle maintenance	3
Equipment maintenance	14
Set up for elections	4
Restorations on Genesee St.	2
Well house maintenance	1
Office work	9
Armory meter assist and test	2
Building Department - inspection work	18.5
Water service turn ons/turn offs	20
Water/Well samples - take to Lansing	18
Clearing catch basins	2
Locate valves in Oakdale area	12
Vac out water line on Turnbull St.	29
Assist with generator relocation	8
WATER SHUT OFFS	37

OVERTIME WATER MONTHLY REPORT

WATER O.T.

HOURS

[illegible]

WWTP MONTHLY REPORT

WWTP	HOURS
AM walk through	40
Wasting	39
Process	157
Headworks	
Lift Stations	61
Minor repairs	22
Major repairs	6
Greasing	8
Cleaning	34
PM walk through	39
Painting	30
Grounds	3
Meetings	12
Equipment	25
Lab	165
Computer	54
IPP	7
Electrical	149
Operators Day/Joint Expo	8

OVERTIME WWTP - MONTHLY REPORT

WWTP	HOURS
AM walk through	10
Wasting	
Process	11
Headworks	
Lift Stations	7
Minor repairs	
Major repairs	
Greasing	
Cleaning	
PM walk through	
Painting	
Grounds	
Meetings	
Equipment	1
Lab	16
Computer	0.5
IPP	
Electrical	

**MEDICAL MARIHUANA LICENSES
PROVISIONING CENTER - GROWER – PROCESSOR –
SECURE TRANSPORTER – SAFETY COMPLIANCE FACILITY**

Updated: February 2024

Approved Licenses:				
Applicant Name	DBA	Address	License	Status
PROVISIONING CENTERS				
FB Lapeer PRV, LLC	The Jazz Club Center	1333 Imlay City Road	Provisional	App: Exp 04-26-24
DNVK Lapeer Inc	The Pier Provisioning Center	2401 W Genesee St	Facility	App: Exp 06-11-24
The Pure Lapeer, LLC	Pure Lapeer	1330 Imlay City Road Units C&D	Facility	App: Exp 06-21-24
TRC Lapeer LLC	The ReLeaf Center of Lapeer	200 E Genesee St	Facility	App: Exp 10-23-24
Alternative RX, LLC	Xplore Cannabis	824 S Main Street	Facility	App: Exp 10-30-24
Ox Tail, Inc.	Heads	111 W Genesee St	Facility	App: Exp 11-19-24
SPMI LLC	Shango Lapeer	224 E Genesee St	Facility	App: Exp 12-12-24
GROWER				
Green Thumb Growers	Green Thumb Growers	840 Whitney	Prov – Class A	App: Exp 04-24-24
Ka Ulu Ana LLC #1	Ka Ulu Ana LLC	244 S Court Street	Facility – Class C	App: Exp 08-04-24
PROCESSOR				
Berry Green Management, Inc.	Berry Green Management, Inc	1330 Imlay City Road	Facility	App: Exp 08-28-24
Northwest Confections Michigan LLC	WYLD	525 S. Court Street, Suite 110	Facility	App: Exp 10-07-24
Berry Green Management, Inc	Berry Green Management, Inc	1356 Imlay City Road	Facility	App: Exp 12-11-24
SECURE TRANSPORTER				
None.				
SAFETY COMPLIANCE FACILITY				
None.				

ADULT USE MARIHUANA LICENSES
PROVISIONING CENTER – GROWER – PROCESSOR –
SECURE TRANSPORTER – SAFETY COMPLIANCE FACILITY

Updated: February 2024

Approved Licenses:			Updated: February 2024	
Applicant Name	DBA	Address	License	Status
PROVISIONING CENTERS				
DNVK Lapeer Inc	The Pier Provisioning Center	2401 W Genesee St	Facility	App: Exp 11-19-24
The Pure Lapeer, LLC	Pure Lapeer	1330 Imlay City Road Units C&D	Facility	App: Exp 12-03-24
TRC Lapeer LLC	The ReLeaf Center of Lapeer	200 E Genesee St	Facility	App: Exp 12-03-24
Ox Tail, Inc.	Heads	111 W Genesee St	Facility	App: Exp 12-16-24
SPMI, LLC	Shango Lapeer	224 E. Genesee St	Facility	App: Exp 12-15-24
Alternative RX	Xplore	824 S. Main St.	Facility	App: Exp 12-21-24
GROWER				
Old School Organics, LLC	Old School Organics, LLC	350 County Center Street	Facility – Class C	App: Exp 04-08-24
Farmboyz, LLC		1428 Imlay City Road	Prov – Class B	App: Exp 07-30-24
Ka Ulu Ana LLC #1		244 S. Court St	Facility – Class C	App: Exp 10-15-24
Ka Ulu Ana LLC #2		244 S. Court St	Facility – Class C	App: Exp 10-15-24
Fresh Water Gardens, LLC		39 W. Genesee	Prov – Class C	App: Exp 12-16-24
SDRK Group, LLC #1		207 S. Saginaw St.	Facility – Class C	App: Exp 12-18-24
SDRK Group, LLC #2		207 S. Saginaw St.	Facility – Class C	App: Exp 12-18-24
SDRK Group, LLC #3		207 S. Saginaw St.	Facility – Class C	App: Exp 02-12-25
PROCESSOR				
Berry Green Management, Inc.	Berry Green Management, Inc	1330 Imlay City Rd, Ste F-G-H	Facility	App: Exp 08-28-24
Ka Ulu Ana, LLC		244 S. Court St	Facility	App: Exp 09-27-24
Northwest Confections Michigan	WYLD	525 S. Court Street, Suite 110	Facility	App: Exp 10-07-24
Berry Green Management		1356 Imlay City Road	Facility	App: Exp 01-05-25
Atwater Management LLC	Culture Complex	525 S. Court St., Suite 120	Facility	App: Exp 01-25-25
SECURE TRANSPORTER				
None.				
SAFETY COMPLIANCE FACILITY				
None.				

CITY OF LAPEER, 576 LIBERTY PARK, LAPEER, LAPEER COUNTY, MICHIGAN 48446
2024 MEETING DATES

N-1

In accordance with the Open Meetings Act, MCL 15.261 et. Seq., notice is hereby given that every meeting of the City Council, Boards, Authorities and Commissions of the City of Lapeer shall be open to the public. Notice is further given that the following City Council, Boards, Authorities and Commissions are regular meeting dates for 2024. A public notice of each special or rescheduled meeting will be posted at least 18 hours prior to the time of the meeting.

Board/Commission	Location	Time	January	February	March	April	May	June	July	August	September	October	November	December
City Commission	Commission Chambers	6:30 P.M.	2, 16	5, 20	4, 18	1, 15	6, 20	3, 17	1, 15	5, 19	3, 16	7, 21	4, 18	2, 16
1 st & 3 rd Monday of each Month														
Cemetery Board	Mt. Hope Cemetery	2:00 P.M.	--	--	--	--	--	--	--	--	--	17	--	--
3 rd Thursday of Oct Building														
Downtown Development Authority	2 nd Floor Conference Room	8:00 A.M.	24	28	27	24	22	26	24	28	25	23	27	25
4 th Wednesday of each Month														
Economic Development Corp (EDC) & Tax Increment Finance Auth (TIFA)	2 nd Floor Conference Room	8:00 A.M.	10	14	13	10	8	12	10	14	11	9	13	11
2 nd Wednesday As needed														
Housing Commission	2 nd Floor	4:00 P.M.	18	15	21	18	16	20	18	15	19	17	21	19
3 rd Thursday of each Month	Conference Room													
Local Development Finance Authority (LDFA)	2 nd Floor Conference Room	8:00 A.M			5			4			3			3
1 st Tuesday March/June/Sept/ Dec as Needed														
Park Board			--	--	--	--	--	--	--	--	--	--	6	--
Planning Commission	Commission Chambers	6:30 P.M.	11	8	14	11	9	13	11	8	12	10	14	12
2 nd Thursday of each Month														
Zoning Board of Appeals	Commission Chambers	6:30 P.M.	22	26	25	22	27	24	22	26	23	28	25	23
4 th Monday of each Month														

Address of the above locations are as follows:

Commission Chambers: City Hall, 576 Liberty Park
Mt. Hope Cemetery: 1230 Park Street

Romona Sanchez, CMC
City Clerk

City of Lapeer
576 Liberty Park, Lapeer
Lapeer County, Michigan 48446 (810) 664-5231



MAT. TRANS.

To: City Commission
Date: Marh 18, 2024
RE: Material Transmittals

1. Lapeer County Board of Commissioners – February 22, 2024 – Minutes.

LAPEER COUNTY BOARD OF COMMISSIONERS
February 22, 2024
9:00 A.M.

Chairman Kohlman called the meeting to order at 9:00 a.m. in the Commission Chambers on the lower level of the County Complex Building. Commissioner Mast opened the meeting with prayer. The Pledge of Allegiance was recited.

Present:	Tom Kohlman	District #1
	Gary Howell	District #2
	Kevin Knisely	District #3
	Brad Haggadone	District #4
	Truman Mast	District #5
	William Hamilton	District #6
	Bryan Zender	District #7

AGENDA

The agenda and draft minutes from the January 25, 2024 Regular Board Meeting were reviewed.

60-2024

Motion by Haggadone, supported by Zender, to accept the agenda with the deletion of a closed session. Motion carried.

61-2024

Motion by Hamilton, supported by Haggadone, to approve the January 25, 2024 Regular Board Meeting, as presented. Motion carried.

ELECTED OFFICIAL/DEPARTMENT HEAD UPDATES

Jeff Satkowski, Director of Central Dispatch gave a brief update regarding the recent outage and openings on Boards he is interested in.

PUBLIC TIME – five people spoke during public time.

62-2024

Motion by Howell, supported by Haggadone, pursuant to motion 47-2024 of the January 25, 2024 Regular Board Meeting, giving the Committee of the Whole the authority to act, to enter into the official record the following action taken at the February 8, 2024 meeting of the Committee of the Whole:

"Motion by Howell, supported by Haggadone, to adopt the following "Authorizing Resolution" related to the application of the Michigan State Housing Development Authority (MSHDA)'s Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) Program to benefit low and moderate-income residents; and further, to designate the County Administrator/Controller as the Environmental Review Certifying Officer for said grant:

**COUNTY OF LAPEER
AUTHORIZING RESOLUTION – 2024-R02**

WHEREAS, the Michigan State Housing Development Authority (MSDHA) has invited Units of General Local Government to apply for its Community Development Block Grant (CDBG) Housing Improving Local Livability (CHILL) Program; and

WHEREAS, the Lapeer County desires to request \$590,000 in CDBG funds to implement administrative activities and a Homeowner Improvement Project in partnership with the Human Development Commission (HDC) of Lapeer County; and

WHEREAS, the proposed project is consistent with the needs of the local community as described in the Application; and

WHEREAS, the proposed project will benefit residents of the county with at least 51 percent of those assisted being low- and moderate-income persons as determined by census data provided by the U.S. Department of Housing and Urban Development; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan State Housing Development Authority.

NOW, THEREFORE, BE IT RESOLVED that Lapeer County hereby designates the County Administrator/Controller as the Environmental Review Certifying Officer, the person authorized to certify the CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

Roll Call vote: Howell, aye; Hamilton, nay; Knisely, aye; Mast, nay; Zender, aye; Haggadone, aye; Kohlman, nay. 4 ayes, 3 nays. Motion carried."

Roll Call vote: Howell, aye; Knisley, aye; Zender, aye; Mast, nay; Haggadone, aye; Hamilton, nay; Kohlman, nay. 4 ayes, 3 nays. Motion carried.

63-2024

Motion by Haggadone, supported by Knisely, to accept the 2024 Michigan Association for Local Public Health (MALPH) Lapeer Health Department Staff Wellbeing mini-grant, in the amount of \$4,000.00, at no additional cost to the County General Fund, and to authorize the Health Department Director to electronically sign the agreement and that a copy be forwarded to the County Clerk to be entered into the Official Record as an exhibit. Motion carried.

64-2024

Motion by Haggadone, supported by Knisely, to accept the 2024 Michigan Department of Health and Human Services (MDHHS) Oral Health Kindergarten Assessment Program Grant, in the amount of \$56,909.00, at no additional cost to the County General Fund, and to authorize the Health Department Director to electronically sign the agreement and that a copy be forwarded to the County Clerk to be entered into the official record as an exhibit. Motion carried.

65-2024

Motion by Haggadone, supported by Knisely, to approve and sign all township and village contracts for the Lapeer County Sheriff's Office. Motion carried.

66-2024

Motion by Haggadone, supported by Knisely, to approve the Lapeer County Sheriff's Office submission of the Corrections Officer's training grant for the 1st calendar, and no additional cost to the county. Motion carried.

67-2024

Motion by Haggadone, supported by Knisely, to approve the purchase of 4 tasers for the Corrections Division. To be paid from the contingency 207-100-700.100. Motion carried.

68-2024

Motion by Haggadone, supported by Knisely, to approve the purchase of ten (10) Zoll AED Plus, ten (10) Zoll PediPadz, ten (10) sets of lithium ion batteries, and twenty (20) CPR Stat-Padz Electrodes to be purchased and reimbursed by the Fiscal Year 2022 Homeland Security Grant Program Funds from ElectraMed, at a cost of \$18,820.00 from line item 258-424-977.000, and subsequently reimbursed by the identified Fiscal Year 2022 Homeland Security Grant Program (HSGP). Motion carried.

69-2024

Motion by Haggadone, supported by Knisely, to authorize the renewal of the Equature contract on a 5-year prepaid with a 5% savings, at a cost of \$98,517.23, to be paid using the 9-1-1 millage account #482-325-977.000 at no additional cost to the County General Fund. Motion carried.

70-2024

Motion by Hamilton, supported by Zender, to authorize the renewal of the Motorola support for dispatch consoles, at a cost of \$40,038.00. To be paid using the 9-1-1 account #261-325-813.000, at no cost to the County General Fund. Motion carried.

71-2024

Motion by Hamilton, supported by Zender, to authorize the 2-year renewal of the Motorola support for Emergency Callworks at a cost of \$49,660.38. To be paid using the 9-1-1 millage account #482-325-977.000 at no cost the county general fund. Motion carried.

72-2024

Motion by Hamilton, supported by Zender, to authorize the payment of the ProComm annual invoice for local radio support at a cost of \$55,080.00. To be paid using the 9-1-1 account #261-325-813.000 at no cost to the county general fund. Motion carried.

73-2024

Motion by Hamilton, supported by Zender, to enter into a three (3) year contract with MGT of America Consulting, LLC for the Friend of the Court and Prosecuting Attorney Title IV-D Cooperative Reimbursement Program, as submitted, and further, to authorize the Chair/Vice-Chair to sign said contract. Motion carried.

74-2024

Motion by Hamilton, supported by Zender, to authorize Probate Court to purchase Training from University of Cincinnati Corrections Institute in the amount of \$6,750.00 for Youth Level Assessment Tool. Motion carried.

75-2024

Motion by Hamilton, supported by Zender, to accept the State of Michigan 2024 County Veteran Service Fund Grant awarded up to \$93,689.85, and further, to authorize the Chair/Vice-Chair to sign said Grant. Motion carried.

76-2024

Motion by Hamilton, supported by Zender, to authorize payment to Shifman Fournier, PLC in the amount of \$1,035.00 , for labor related legal services rendered through January 31, 2024, to be paid from line item 101-239-801.020. Motion carried.

77-2024

Motion by Knisely, supported by Mast, to authorize Administration to purchase a renewal subscription from SHI for the Budget Book Software, in the amount of \$20,556.00, to be paid from line item 101-228-813.030. Motion carried.

Valley Area Agency on Aging (VAAA) Executive Board78-2024

Motion by Howell, supported by Knisely, to re-appoint Willa Talley to serve on the Valley Area Agency on Aging (VAAA) Executive Board for a two-year term ending December 31, 2025. Motion carried.

79-2024

Motion by Zender, supported by Haggadone, pursuant to the recommendation of the Properties Committee, to authorize the County to sell passenger van to Central State Group Home at a price of \$14,243.00. Motion carried.

80-2024

Motion by Zender, supported by Haggadone, pursuant to the recommendation of the Properties Committee, to authorize the reassignment of the current vehicle from MSUE to Building and Grounds general fleet. Motion carried.

81-2024

Motion by Zender, supported by Haggadone, pursuant to the recommendation of the Properties Committee, to accept the grant Memorandum of Understanding and Agreement between the County of Lapeer and the Michigan Department of Natural Resources in the amount of \$15,000.00 for funding of regular maintenance along the Polly Ann Trail; and further to authorize the Chairman to sign said grant agreement. Motion carried.

82-2024

Motion by Howell, supported by Mast, to authorize Community Mental Health CEO to negotiate the rate of pay for the internal candidate for the Chief Clinical Officer position up to Step 3 of Pay Grade 25, at no additional cost to the County's General Fund. Motion carried.

83-2024

Motion by Haggadone, supported by Mast, to amend the Table of Organization in conjunction with Phase 1 which was previously authorized by motion #283-2023, and to authorize Community Mental Health to add the following Phase 2 remainder new positions to fulfill the requirements of the State Demonstration participation as a Certified Community Behavioral Health Center and to meet increased demand for services especially for the mild to moderate clients of Lapeer County, to be paid from Community Mental Health funding and at no additional cost to the County's General Fund:

Phase Two (January 2024 – March 2024)

- (3) CMH Professional BA (#TBD, Case Management, PG 18)
- (1) CMH Professional BA (#TBD, Non-Union, Quality Dept, PG18)
- (1) Certified Peer Support Specialist Position (#TBD, PG 15)
- (2) Master Level Clinicians (#TBD, PG 21)
- (1) Parent Support Partner (#TBD, PG 15)
- (1) General Clerk (#TBD, PG 13)

Motion carried.

84-2024

Motion by Haggadone, supported by Mast, to authorize the Prosecuting Attorney to negotiate the rate of pay for the Secretary II position (#105) up to a Step 1 of Pay Grade 15 based on the candidate's experience, qualifications and LEIN certification, as agreed upon through the Letter of Understanding with the Teamsters Local 214 union, effective February 5, 2023, at no additional cost to the County's General Fund. Motion carried.

85-2024

Motion by Mast, supported by Zender, pursuant to the recommendation of the Personnel Committee, to amend the Table of Organization for the Building & Grounds/Parks Department to create and add one new part-time seasonal General Clerk/Office Aide position (#TBD, PG 13 entry flat rate \$16.22) for the period of May through September, to be paid from within their budget (Fund 101-265); and further, to approve the related job description for said position, as attached. Motion carried.

86-2024

Motion by Hamilton, supported by Zender, pursuant to the recommendation of the Personnel Committee, to amend the Table of Organization for the Probate/Family Court office to create and add one full-time Juvenile Register/Court Clerk I position (#TDB, Pay Grade 14), as previously discussed and budgeted through the Budget Hearing process, to be paid within the Court budget; and further, to approve the related job description for said position. Motion carried.

87-2024

Motion by Howell, supported by Hamilton, pursuant to the recommendation of the Policies and Procedures Committee, to adopt the revised FY 2024 Rules of Procedures for the Lapeer County Board of Commissioners, as attached, with language clarifications related to the appointment process when filling vacancies on the various boards and committees appointed by the Board of Commissioners, and other minor language clarifications. Motion carried.

88-2024

Motion by Howell, supported by Mast, that the \$300.00 per week stipend for on-call Prosecutor Pay to stay in place. Motion carried.

89-2024

Motion by Haggadone, supported by Hamilton, to enter into the record the County's Audit Motions for February 9th and 23rd, 2024 and also the Road Commissions Audit Motion for disbursements dated February 8th and 22nd, 2024. Roll Call vote: Haggadone, aye; Hamilton, aye; Howell, aye; Knisley, aye; Mast, aye; Zender, aye; Kohlman, aye. 7 ayes. Motion carried unanimously.

No action was taken regarding the following appointments: Agricultural Preservation Board; Brownfield Redevelopment Authority; Economic Development Corporation Board of Directors; Senior Programs Advisory Board; Valley Area Agency on Aging (VAAA) Executive Board; Thumb Regional Community Corrections Advisory Board; Jury Board

AD HOC COMMITTEE UPDATES

No updates given.

PUBLIC TIME – four people spoke during public time.

COMMISSIONER REPORTS

At this time, the Commissioners had an opportunity to give brief reports on meetings and conferences that they have recently attended, as well as upcoming meetings and events, along with statements regarding public time comments.

ADMINISTRATOR/CHIEF FINANCIAL OFFICER UPDATES

Moses Sanzo, County Controller/Administrator stated that he will check on the names for the Brownfield Redevelopment Authority and Economic Development Corporation Board of Directors. He also gave an update regarding the Department Head meeting. Jackie Arnold, Chief Financial Officer gave an update regarding the new firm for the audit.

90-2024

Motion by Zender, supported by Haggadone, to adjourn the meeting. 11:12 a.m.

Tom Kohlman, Chairman
Board of Commissioners

Theresa M. Spencer, County Clerk
Clerk of the Board