



**AGENDA
CITY OF LAPEER
CITY COMMISSION
576 LIBERTY PARK, LAPEER, MI 48446
APRIL 15, 2024**

6:30 P.M. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF APRIL 15, 2024, AGENDA

A. MINUTES:

1. Minutes of the Regular meeting held April 1, 2024.
2. Minutes of the Special meeting held April 3, 2024.

B. PUBLIC COMMENTS:

1. Lapeer County Commissioner - Brad Haggadone.

C. CONSENT AGENDA:

1. Special Event: Lapeer DDA – Spring Ladies Night Out – May 17, 2024.
2. Special Event: Friends of Lapeer County Animal Control - Annual Adoption Event – June 1, 2024.
3. Special Event: Lapeer DDA - Summer Concert Series – June 6, 13, 20, 27; July 11, 18, 25; August 1, 8, 2024
4. Special Event: Lapeer DDA - Porch Fest – July 20, 2024.
5. Special Event: Lapeer DDA – Lapeer Cruise on Nepessing St. 2024 - Mondays from May 6, 2024, through September 9, 2024 (excluding May 27 & September 2).

SUGGESTED MOTION:

Approve the Consent Agenda for April 15, 2024.

D. BILL LISTING:

1. Bill Listing for April 15, 2024.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the Bill Listing for April 15, 2024, in the amount of \$343,866.60.

E. PROCLAMATIONS, RECOGNITIONS AND RESOLUTIONS:

1. 2024 Arbor Day Proclamation.

SUGGESTED MOTION:

Adopt the 2024 Arbor Day Proclamation.

2. 2024 Workers Memorial Day Proclamation.

SUGGESTED MOTION:

Adopt the 2024 Workers Memorial Day Proclamation.

F. PUBLIC HEARINGS:

G. ADMINISTRATIVE REPORTS:

1. Set Public Hearing: Fiscal Year 2024-2025 Budget / Fee Schedule / Capital Improvement Plan.

SUGGESTED MOTION:

Approve setting a public hearing on May 6, 2024, at 6:30 p.m. or as soon thereafter as may be heard regarding the Fiscal Year 2024-2025 City of Lapeer Budget and the first year of the proposed 2024-2029 Capital Improvement Plan and Fee Schedule.

2. WJH Concrete for Concrete Replacement Project – Public Safety Building.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the proposed estimate from WJH Concrete for Capital Improvement Project #22856 for the replacement of the concrete sidewalk and linear curb not to exceed \$24,581.00

3. Diamond Excavating - Rowden Park Linear Pathway Project.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve awarding Diamond Excavating LLC for the Rowden Park Linear Pathway Project and allow the Director of Parks, Recreation & Cemetery to sign the contract not to exceed \$250,214.80, contingent upon completing bonding process.

H. CITY MANAGER'S REPORT:

1. City Attorney Meeting Attendance.
2. Appointment of Acting City Manager.
3. Various matters.

I. CITY ATTORNEY'S REPORT:

1. None.

J. UNFINISHED BUSINESS:

1. Appointments to Boards and Commissions.
 - a. Cemetery Board appointment– Linda Glisman – term to expire April 1, 2028.

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: **MONDAY, MAY 6, 2024, Regular**

O. REMINDER OF PUBLIC HEARINGS:

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
APRIL 1, 2024**

A regular meeting of the Lapeer City Commission was held on April 1, 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: Mayor Marquardt.

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

Absent: None.

City Manager: Mike Womack, present.

Mayor Marquardt led the Pledge of Allegiance.

70 2024 04-01 AGENDA APPROVAL

Moved by Glisman. Seconded by Petrie.

Approve the Agenda for April 1, 2024, as presented.

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

Nays: None.

MOTION CARRIED.

71 2024 04-01 MINUTES

Moved by Glisman. Seconded by Swindell.

Approve the minutes of the regular meeting held on March 18, 2024, and the special meeting held on March 21, 2024, as presented.

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

Nays: None.

MOTION CARRIED.

PUBLIC COMMENTS

John DeAngelis spoke about an article in the newspaper regarding a new city hall.

Catherine Bostick-Tullius, chairwoman of the DDA, gave an update on events and happenings of the Downtown Development Authority.

Jacob LaRay spoke about a new city hall.

Dan Cousineau asked about water line replacement in the downtown; other items of concern in the downtown area.

Melissa Petrie gave an invocation.

72 2024 04-01 CONSENT AGENDA

Moved by Atwood. Seconded by Brady.

Approve the consent agenda for April 1, 2024, as presented:

1. 2024 Annual Spring Clean-up – May 6, 2024.

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

Nays: None.
MOTION CARRIED.

73 2024 04-01 BILL LISTING

Moved by Brady. Seconded by Glisman.

Approve the bill listing for April 1, 2024, in the amount of \$282,074.51.

ON A ROLL CALL VOTE.

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

Nays: None.

MOTION CARRIED.

PROCLAMATION, RECOGNITIONS AND RESOLUTIONS:

None.

ADMINISTRATIVE REPORTS:

74 2024 04-01 DOWNTOWN RIGHT OF WAY LICENSES

Moved by Swindell. Seconded by Glisman.

Approve the nine (9) Downtown Right-of-Way Licenses, as presented.

1. Blondie's Sweet Boutique/Dagwood's Deli – 193 W. Nepessing Street (Seasonal Enclosure).
2. Popovich Properties, LLC (Vinyl Bar & Grill) – 393 W. Nepessing Street (Permanent Enclosure).
3. Popovich Properties, LLC (Vinyl Bar & Grill) – 393 W. Nepessing Street (Overhead String Lights in adjacent Fox Street Mall).
4. Tilted Axis Brewery – 303 W. Nepessing Street (Permanent Enclosure).
5. Tilted Axis Brewery – 303 W. Nepessing Street (Expanded Seasonal Enclosure).
6. Woodchips, LLC – 315 W. Nepessing Street (Permanent Enclosure).
7. Cheers Pub – 440 N. Saginaw Street (Seasonal Enclosure).
8. Blend Frozen Yogurt Bar – 392 W. Nepessing (Overhead Lighting in adjacent Fox Street Mall).
9. Hernandez Mexican Food – 4 E. Nepessing (Seasonal Enclosure).

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

Nays: None.

MOTION CARRIED.

75 2024 04-01 ANNUAL FAIR HOUSING RESOLUTION

Moved by Swindell. Seconded by Brady.

Adopt the resolution to approve the Fair Housing Policy.

RESOLUTION # 2024-06
RESOLUTION TO APPROVE
CITY OF LAPEER
FAIR HOUSING POLICY

WHEREAS, under the Federal Fair Housing Law, Title VIII of the Civil Rights Act of 1968, it is illegal to deny housing to any person because of race, color, national origin, religion, sex (including gender identity and sexual orientation), familial status, and disability; and,

WHEREAS, under the Michigan Elliott-Larsen Civil Rights Act, PA 453 of 1976, as amended, it is illegal to deny the opportunity to obtain housing to any person because of religion, race, color,

national origin, age, sex, sexual orientation, gender identity or expression, height, weight, familial status, or marital status.

NOW THEREFORE, BE IT RESOLVED:

LET IT BE KNOWN TO ALL PERSONS that the **City of Lapeer** will follow the adopted Fair Housing Policy to implement programs to ensure equal opportunity in housing for all persons regardless of race, color, national origin, religion, sex (including gender identity and sexual orientation), age, height, weight, familial status, marital status, and disability; and

BE IT FURTHER RESOLVED, that the **City of Lapeer** shall not discriminate in the sale, rental, leasing, or financing of housing because of race, color, national origin, religion, sex (including gender identity and sexual orientation), age, height, weight, familial status, marital status and disability; and

BE IT FURTHER RESOLVED, that the **City of Lapeer** will assist all persons who feel they have been discriminated against because of race, color, national origin, religion, sex (including gender identity and sexual orientation), age, height, weight, familial status, marital status and disability, to seek equity under federal and state laws by providing information to said persons on how to file a complaint with the Michigan Department of Civil Rights; and

BE IT FURTHER RESOLVED, that the **City of Lapeer** will at a minimum post this policy or the Fair Housing poster or other posters, flyers or other information which will bring to the attention of owners of real estate, developers and builders their respective responsibilities and rights under the Federal Fair Housing Law and Michigan Elliott Larsen Act; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect as of April 1, 2024.

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

Nays: None.

MOTION CARRIED.

76 2024 04-01 MDOT LOCAL BRIDGE RESOLUTION – FOX STREET

Moved by Glisman. Seconded by Brady.

Adopt the resolution for the MDOT Local Bridge Program for the Fox Street Bridge.

CITY OF LAPEER
MUNICIPAL RESOLUTION #2024-07
FOR PREVENTATIVE MAINTENANCE OF THE
FOX STREET BRIDGE THROUGH
MICHIGAN DEPARTMENT OF TRANSPORTATION
LOCAL BRIDGE PROGRAM

WHEREAS, the condition of the Fox Street bridge has deteriorated to such an extent that preventative maintenance is necessary; and

WHEREAS, the budget of the City of Lapeer will not allow preventative maintenance of this bridge without additional funds from other sources.

NOW, THEREFORE, BE IT RESOLVED, that the City of Lapeer requests Michigan Department of Transportation Local Bridge Program funding for preventative maintenance of the Fox Street bridge for MDOT's Funding Year 2027.

This resolution was adopted on the 1st day of April 2024.

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

Nays: None.

MOTION CARRIED.

77 2024 04-01 MDOT LOCAL BRIDGE RESOLUTION – NEPESSING STREET

Moved by Glisman. Seconded by Brady.

Adopt the resolution for the MDOT Local Bridge Program for the Nepessing Street Bridge.

CITY OF LAPEER
MUNICIPAL RESOLUTION #2024-08
FOR PREVENTATIVE MAINTENANCE OF THE
NEPESSING STREET BRIDGE THROUGH
MICHIGAN DEPARTMENT OF TRANSPORTATION
LOCAL BRIDGE PROGRAM

WHEREAS, the condition of the Nepessing Street bridge has deteriorated to such an extent that preventative maintenance is necessary; and

WHEREAS, the budget of the City of Lapeer will not allow preventative maintenance of this bridge without additional funds from other sources.

NOW, THEREFORE, BE IT RESOLVED, that the City of Lapeer requests Michigan Department of Transportation Local Bridge Program funding for preventative maintenance of the Nepessing Street bridge for MDOT's Funding Year 2027.

This resolution was adopted on the 1st day of April 2024.

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

Nays: None.

MOTION CARRIED.

78 2024 04-01 MDOT LOCAL BRIDGE RESOLUTION – OREGON STREET

Moved by Brady. Seconded by Glisman.

Adopt the resolution for the MDOT Local Bridge Program for the Oregon Street Bridge.

CITY OF LAPEER
MUNICIPAL RESOLUTION #2024-09
FOR PREVENTATIVE MAINTENANCE OF THE
OREGON STREET BRIDGE THROUGH
MICHIGAN DEPARTMENT OF TRANSPORTATION
LOCAL BRIDGE PROGRAM

WHEREAS, the condition of the Oregon Street bridge has deteriorated to such an extent that preventative maintenance is necessary; and

WHEREAS, the budget of the City of Lapeer will not allow preventative maintenance of this bridge without additional funds from other sources.

NOW, THEREFORE, BE IT RESOLVED, that the City of Lapeer requests Michigan Department of Transportation Local Bridge Program funding for preventative maintenance of the Oregon Street bridge for MDOT's Funding Year 2027.

This resolution was adopted on the 1st day of April 2024.

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

Nays: None.

MOTION CARRIED.

79 2024 04-01 DEMILLE BLVD./OAKDALE & MT. HOPE CEMETERY GROUNDS MAINTENANCE

Moved by Brady. Seconded by Atwood.

Approve the grounds maintenance agreement for DeMille Blvd./Oakdale Grounds and Mt. Hope Cemetery with Green Meadows Landscape, Inc. for the 2024 season, not to exceed \$11,900 for DeMille Blvd./Oakdale Grounds and \$31,752 for Mt. Hope Cemetery, and authorize the Mayor and City Manager to sign the contracts.

ON A ROLL CALL VOTE:

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

Nays: None.

MOTION CARRIED.

80 2024 04-01 LIGHT POLE RIBBON POLICY

Moved by Swindell. Seconded by Atwood.

Adopt the Light Pole Ribbon Policy for the City of Lapeer, as presented.

Ayes: Atwood, Swindell.

Nays: Brady, Glisman, Petrie.

MOTION FAILED 2-3.

81 2024 04-01 SPECIAL EVENT: FLINT RIVER WATERSHED COALITION

Moved by Swindell. Seconded by Glisman.

Approve the Special Event Application for the Flint River Watershed Coalition, Flint River Clean up on April 27, 2024.

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

Nays: None.

MOTION CARRIED.

82 2024 04-01 MICHIGAN MAIN STREET PROGRAM – MASTER LEVEL.

Moved by Glisman. Seconded by Atwood.

Approve an agreement of continued support and cooperation in the Main Street Program at the Master Level with the MEDC and allow the City Manager to sign the Master Level program agreement.

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

Nays: None.

MOTION CARRIED.

CITY MANAGER'S REPORT

Per the request of Commissioner Petrie, City Manager Womack requested a quote from the City Attorney for the cost of having him in attendance at the regular commission meetings. Commissioners then engaged in an open discussion about this. Commissioners expressed their thoughts and opinions on what they feel are the benefits of having the attorney present; while others felt it is not necessary and the cost to do so is very high. It was decided that the City Manager would reach out to the City Attorney again to discuss the cost of having the attorney attend the regular meetings virtually. Commissioner Petrie asked that this topic be added to the next agenda.

City Manager Womack commented he will be on vacation at the end of the month, and the charter indicates that the Commission may appoint an Acting City Manager during the absence of the City Manager. He will be asking that the Commission appoint Fire Chief Vogt as Acting City Manager while he is away on vacation.

CITY ATTORNEY'S REPORT

None.

UNFINISHED BUSINESS

83 2024 04-01 REAPPOINTMENT – LAPEER HOUSING BOARD OF APPEALS

Moved by Marquardt. Moved by Swindell. Seconded by Glisman.

To reappoint James Mikus and Brad Chayka to the Lapeer Housing Board of Appeals for a term to expire May 1, 2027.

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

Nays: None.

MOTION CARRIED.

DEPARTMENTAL REPORTS

The Downtown Development Authority Monthly Report was received into the record.

PUBLIC COMMENTS

Bryan Cloutier spoke about the City Attorney being present at the meetings.

MAYOR/COMMISSIONER COMMENTS

Commissioner Swindell: City Hall is not conducive to conducting city business; rooms are too small, and we have outgrown the building. Likes the ideas that have been shared about the buildings in the downtown that had the fire, however, the City does not own those buildings so we have no say in what happens to them. Spring Clean-up is May 6, 2024, will be helping to get the word out to residents.

Commissioner Petrie: Feels that we are resisting something; there are many things that the City Attorney protects us from. Lawsuits are more expensive than retainer fees or hourly fees and having the attorney here can prevent us from doing something that should not be done. She ran to make a change; while knocking on doors and accepting campaign contributions, residents said they wanted her to be responsible and not rubber stamp everything and pay attention to what is being approved. This position requires a lot of time and work if done efficiently and correctly and thoughtfully, which is what she is trying to do. Wants to do the right thing for this City so that it will thrive.

Commissioner Glisman: Hopes everyone had a blessed Easter. In 1976 on this day, Steve Wozniak and Steve Jobs founded the Apple Computer Company in the garage of Steve Jobs' parents. Also, in 1924 the Van Dyke house on Pine Street was a hospital. Amazingly it is still there; Lapeer has a wonderful history; we need to keep these old buildings in good shape. Pray for our first responders all the time; keep our people in our prayers to keep them safe and our city safe.

Commissioner Atwood: Asked if we put stickers on the water bills indicating the details about Spring Clean-up.

City Manager Womack: With the approval of the Master Level for the DDA, this gives financial support for helping businesses go through planning and zoning requirements. These funds will help both the fire site and the opera house with planning and zoning work that needs to be done.

Mayor Marquardt: A new city hall, if we were to do it, has to be planned ahead of time. There are certain properties we cannot do anything about because we do not own them. Hope everyone had a wonderful Easter.

84 2024 04-01 ADJOURNMENT

Having no further business, Mayor Marquardt adjourned the regular meeting at 7:59 p.m.

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk

**LAPEER CITY COMMISSION
MINUTES OF A SPECIAL MEETING
FISCAL YEAR 2024/2025 BUDGET REVIEW
APRIL 3, 2024**

A special meeting of the Lapeer City Commission was held on April 3, 2024, at the Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan. The meeting was called to order at 5:30 p.m.

ROLL CALL

Present: Mayor Marquardt.

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

Absent: None.

City Manager: Mike Womack, present.

Mayor Marquardt led the Pledge of Allegiance.

Melissa Petrie gave an invocation.

FISCAL YEAR 2024-2025 BUDGET:

The City Manager gave an overview of the Fiscal Year 2024-2025 Budget and Fee Schedule.

It was the consensus of the Commission to take a break at 7:34 p.m. and return to the workshop at 7:44 p.m.

85 2024 04-03 ADJOURNMENT

Having no further business, Mayor Marquardt adjourned the special meeting at 8:09 p.m.

The special meeting adjourned at 8:09 p.m.

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: March 27, 2024
RE: Special Event – Ladies Night Out Spring 2024

STAFF RECOMMENDATION

Approve the event.

CURRENT OR NEW INFORMATION

We have received a request from the Downtown Development Authority Director James Alt to hold a spring version of the Ladies Night Out event within the downtown area. The event will be held on May 17, 2024 from 4:00pm to 9:00pm. The event is designed to bring more traffic to the downtown area. The Pocket Park area is also included as a space to be utilized during this event for a DJ.

See PDF SE Ladies Night Out Spring 2024.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Annual Event.

AGENDA ITEM REVIEW

Meeting Date: April 15, 2024

Date Reviewed: April 5, 2024

Consent: X

Administrative:

Reviewed By: D. Jansen, Deputy Clerk

Public Hearing:

City of Lapeer

SPECIAL EVENT APPLICATION (SEA)



DIRECTIONS: Complete this application in accordance with the City of Lapeer Special Events Ordinance and Regulations, and return it to the either Parks & Rec department (for events at a City Park) or to the City Manager's Office at least 30 Calendar days prior to the starting date of the event.

If you are requesting an event to take place in a CITY PARK, YOU MUST SUBMIT YOUR SEA DIRECTLY TO THE PARKS & RECS DEPARTMENT Sara Tilley Stilley@ci.lapeer.mi.us). If your event is NOT in a City Park, your SEA should come directly to the City Manager's Office (Tracey Russell, Trussell@ci.lapeer.mi.us).

Sponsoring Organization (Legal Name)	Lapeer Downtown Authority	Phone #	810-728-6598
Address	410 W. Nepessing St. Ste 106 Lapeer, MI 48446		
Organization Event Coordinator/Contact	James Alt	Phone #	810-728-6598
Event Coordinator/Contact Address	410 W. Nepessing St. Ste 106 Lapeer, MI 48446		
Coordinator/Contact Email	James@lapeerdda.com		

Event Name	Spring Ladies Night Out		
Purpose of Event	To host women's night out in downtown Lapeer. This is an annual retail event designed to bring local residents and visitors to Historic Downtown Lapeer and generate sales at downtown businesses, showcase the community, and generate a positive atmosphere.		
Event Location	Historic Downtown Lapeer	Have you reserved your park/pavilion?	Yes / No <i>If yes, provide copy of reservation form with this application, if no and planning a park event, reservations need to be made.*</i>
Date of Event	May 17, 2024	Event Time	4:00pm - 9:00pm
# of Event Organizational Team	4	# of Expected Attendees:	500+
Describe the activities taking place at your event:	This is a retail event designed to bring people to downtown Lapeer for a night of shopping, dining, and fun. The pocket part would be used to have our DJ on the stage to provide background music for the event to announce winners of prize drawings at the end of the evening. Tote bags will be passed out at the start of the event from Gallery 194. Vendors and sponsors would utilize sidewalk area in front of the Historic Court House. The event also brings in needed items and donations for IACADA		

Please check what will be part of your event:

<input checked="" type="checkbox"/> Music**	<input type="checkbox"/> Animals** (such as a petting zoo)	<input type="checkbox"/> Selling of food*	<input checked="" type="checkbox"/> Posted Signage of Event*
<input checked="" type="checkbox"/> Tents	<input type="checkbox"/> Wedding	<input type="checkbox"/> Selling of drinks*	<input type="checkbox"/> Liquor/Beer or Wine*

**Please list here what type of music (DJ/Band/Individual singers, etc.) and/or list animals: DJ

Special Event Review Committee Approvals:

<input checked="" type="checkbox"/> City Manager	<input checked="" type="checkbox"/> Police Chief
<input checked="" type="checkbox"/> Fire Chief	<input checked="" type="checkbox"/> DPW Director
<input checked="" type="checkbox"/> Parks & Rec Director	

*See Rules and Regulations

Please check what you request the City to supply:

Picnic Tables Qty:	X	Electricity Turned on/off	Other:	Electric from street light in front of the Lapeer County Pavilion
Inflatables		Road Crossing Guards Qty:	Trash Containers Qty:	
Road Closures List:				

Please attach a letter indicating all requests of City services if something other than

above. What type of event is this

X	City Operated Event		Other Non-Profit Event	X	Co-Sponsored Event
			Other For-Profit Event		Political or Ballot Issue Event

INDEMNIFICATION AGREEMENT

The Lapeer Downtown Development Authority agree(s) to defend, indemnify, and hold harmless the City of Lapeer, Michigan, its officers, employees and agents, from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed or recovered against or from the City of Lapeer, its officers employees agents, by reason of any damage to property, bodily injury or death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with or related to the special event.

Signature: James Alt Date: 03/11/2024
James Alt (Mar 11, 2024 09:13 EDT)

Witness: Jill Bristow Date: 03/11/2024
Jill Bristow (Mar 11, 2024 09:10 EDT)

- ANNUAL EVENT:** Is this event expected to occur next year? **[YES]** **[No]**
 If yes, you may reserve a date for next year with this application. To reserve dates for next year, please provide the following information:
Normal Event Schedule
 (e.g., third weekend in July): May 5, 12, 19, June 2, 9, 16, 23, 30, July 7, 14, 21, 28, Aug 4, 11, 18, 25, Sept. 8
- AN EVENT MAP [IS] [IS NOT]** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show streets or parking lots that you are requesting to be blocked off. **Crossing Guards are required if crossing any roads.**
- FREE PARKING:** Are you requesting free parking (see the Rules and Regulations)?
[YES] [NO]
 If yes, list the lots or locations where free parking is requested:

4. **Alcoholic Beverages:** Will they be served? **[YES]** **[NO]**
Who holds the Liquor Control Commission license?

5. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that:
- a. A certificate of insurance must be provided which names the City of Lapeer as an additional named insured party on the policy. (See the Rules and Regulations for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms.
 - c. If the event includes solicitation by workers standing in street intersections, the required safety requirements and use of traffic cones will be maintained at all times in accordance with the City's general policies and practices. The City does not recommend standing in the street or making any solicitations from the street.
 - d. All food vendors must be approved by the Lapeer County Health Department, and each food and/or other vendor must provide the City with a certificate of insurance in an amount approved by the City which names the City of Lapeer as an additional named insured party on the policy.
 - e. The approval of this special event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Events Ordinance and Regulations. The event will be operated in conformance with the Written Confirmation of Approval.
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City of Lapeer and will promptly pay any billing for City services which may be rendered.

As the authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Events Ordinance and Regulations, the terms of the Written Confirmation of Approval, and all other City requirements, ordinances and other laws which may apply to this Special Event.

03/11/2024

Date

James Alt
James Alt (Mar 11, 2024 09:13 EDT)

Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least thirty (30) days prior to the first day of the event to:

Special Event, City of Lapeer, City Manager's Office, 576 Liberty Park, Lapeer MI 48446.









Spring Ladies Night Out 2024

Final Audit Report

2024-03-11

Created:	2024-03-11
By:	Jim Alt (jim@man4thejob.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAALq-CNTDJcXd6W-d0yGtU8YF0lphTLBim

"Spring Ladies Night Out 2024" History

-  Document created by Jim Alt (jim@man4thejob.net)
2024-03-11 - 1:08:36 PM GMT- IP address: 97.95.3.79
-  Document emailed to James Alt (james@lapeerdda.com) for signature
2024-03-11 - 1:08:41 PM GMT
-  Document emailed to Jill Bristow (jbristow@lapeerdda.com) for signature
2024-03-11 - 1:08:41 PM GMT
-  Email viewed by Jill Bristow (jbristow@lapeerdda.com)
2024-03-11 - 1:10:27 PM GMT- IP address: 97.95.3.79
-  Document e-signed by Jill Bristow (jbristow@lapeerdda.com)
Signature Date: 2024-03-11 - 1:10:38 PM GMT - Time Source: server- IP address: 97.95.3.79
-  Email viewed by James Alt (james@lapeerdda.com)
2024-03-11 - 1:13:07 PM GMT- IP address: 97.95.3.79
-  Document e-signed by James Alt (james@lapeerdda.com)
Signature Date: 2024-03-11 - 1:13:35 PM GMT - Time Source: server- IP address: 97.95.3.79
-  Agreement completed.
2024-03-11 - 1:13:35 PM GMT



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/31/2023

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

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

PRODUCER Peterson McGregor & Associates 305 West Front Street, Suite 201 Traverse City MI 49684		CONTACT NAME: Tammy Manders PHONE (A/C, No, Ext): 231-489-7037 FAX (A/C, No): 231-922-7275 E-MAIL ADDRESS: tmanders@team-pma.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : Argonaut Insurance Company	19801
		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 1835095966

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			4621050-13	7/2/2023	7/2/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$6,000,000 PRODUCTS - COMP/OP AGG \$6,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			4621050-13	7/2/2023	7/2/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			4621050-13	7/2/2023	7/2/2024	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Public Officials Liability			4621050-13	7/2/2023	7/2/2024	Each Wrongful Act Aggregate 1,000,000 6,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Insured is covered for all special events held by the DDA within the City of Lapeer.

CERTIFICATE HOLDER

CANCELLATION

Lapeer Down Town Development

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: March 27, 2024
RE: Special Event – Lapeer County Animal Control Adoption Event

STAFF RECOMMENDATION

Approve event. Event contained within county property only.

CURRENT OR NEW INFORMATION

Lapeer County Animal Control will be holding an event titled: “Annual Adoption Event”. This event is to facilitate animal adoptions and to render donations. The event will be contained onto county property, there will be music and a vendor present.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Annual Event

AGENDA ITEM REVIEW

Meeting Date: April 15, 2024

Consent: X

Administrative:

Public Hearing:

Date Reviewed: April 5, 2024

Reviewed By: D. Jansen, Deputy Clerk

City of Lapeer

SPECIAL EVENT APPLICATION (SEA)



DIRECTIONS: Complete this application in accordance with the City of Lapeer Special Events Ordinance and Regulations, and return it to the either Parks & Rec department (for events at a City Park) or to the City Manager's Office at least 30 Calendar days prior to the starting date of the event.

If you are requesting an event to take place in a CITY PARK, YOU MUST SUBMIT YOUR SEA DIRECTLY TO THE PARKS & RECS DEPARTMENT (Heather Bowman; Hbowman@ci.lapeer.mi.us). If your event is NOT in a City Park, your SEA should come directly to the City Manager's Office (Tracey Russell, Trussell@ci.lapeer.mi.us).

Sponsoring Organization
(Legal Name) Friends of Lapeer County Animal Control Phone # 810 656 3800

Address PO Box 1432

Organization Event
Coordinator/Contact Rachel Norman Phone # 810 656 3800

Event Coordinator/Contact
Address 2331 Hadley Rd Lapeer, MI 48446

Coordinator/Contact Email Rachel.norman@ascension.org

Event Name Annual Adoption Event

Purpose of Event Raise money to help pay for medical care for animals

Event Location Lapeer Co Animal Control Have you reserved your park/pavilion? Yes / No
2396 W. Genesee Rd If yes, provide copy of reservation form with this application, if no and planning a park event, reservations need to be made.*

Date of Event June 1st 2024 Event Time 11a-3p

of Event Organizational Team 10-15 # of Expected Attendees: 100

Describe the activities taking place at your event:

Please check what will be part of your event:

<input type="checkbox"/> Music**	<input checked="" type="checkbox"/> Animals* (such as a petting zoo)	<input checked="" type="checkbox"/> Selling of food* <u>bake sale</u>	<input checked="" type="checkbox"/> Posted Signage of Event* @ road
<input checked="" type="checkbox"/> Tents	<input type="checkbox"/> Wedding	<input type="checkbox"/> Selling of drinks*	<input type="checkbox"/> Liquor/Beer or Wine*

**Please list here what type of music (DJ/Band/Individual singers, etc.) and/or list animals:

Special Event Review Committee Approvals:

☒ City Manager ☒ Police Chief
☒ Fire Chief ☒ DPW Director
☒ Parks & Rec Director

*See Rules and Regulations

Please check what you request the City to supply:

Picnic Tables Qty:	Electricity Turned on/off	Other:
Inflatables	Road Crossing Guards Qty:	Trash Containers Qty:
Road Closures List:		

Please attach a letter indicating all requests of City services if something other than above.

What type of event is this:

City Operated Event	<input checked="" type="checkbox"/> Other Non-Profit Event	Co-Sponsored Event
	Other For-Profit Event	Political or Ballot Issue Event

INDEMNIFICATION AGREEMENT

The Friends of Lapeer Co Animal Control agree(s) to defend, indemnify, and hold harmless the City of Lapeer, Michigan, its officers, employees and agents, from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed or recovered against or from the City of Lapeer, its officers employees agents, by reason of any damage to property, bodily injury or death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with or related to the special event.

Signature: [Signature] Date: 2/19/24

Witness: _____ Date: _____

1. **ANNUAL EVENT:** Is this event expected to occur next year? [YES] [No]

If yes, you may reserve a date for next year with this application. To reserve dates for next year, please provide the following information:

Normal Event Schedule
(e.g., third weekend in July): 1st Saturday in June

2. **AN EVENT MAP [IS] [IS NOT]** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show streets or parking lots that you are requesting to be blocked off. **Crossing Guards are required if crossing any roads.**

3. **FREE PARKING:** Are you requesting free parking (see the Rules and Regulations)? [YES] [NO]

If yes, list the lots or locations where free parking is requested:

At animal control and joining parking lots

4. **Alcoholic Beverages:** Will they be served? [YES] [NO] NO
Who holds the Liquor Control Commission license?
-

5. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that:
- a. A certificate of insurance must be provided which names the City of Lapeer as an additional named insured party on the policy. (See the Rules and Regulations for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms.
 - c. If the event includes solicitation by workers standing in street intersections, the required safety requirements and use of traffic cones will be maintained at all times in accordance with the City's general policies and practices. The City does not recommend standing in the street or making any solicitations from the street.
 - d. All food vendors must be approved by the Lapeer County Health Department, and each food and/or other vendor must provide the City with a certificate of insurance in an amount approved by the City which names the City of Lapeer as an additional named insured party on the policy.
 - e. The approval of this special event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Events Ordinance and Regulations. The event will be operated in conformance with the Written Confirmation of Approval.
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City of Lapeer and will promptly pay any billing for City services which may be rendered.

As the authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Events Ordinance and Regulations, the terms of the Written Confirmation of Approval, and all other City requirements, ordinances and other laws which may apply to this Special Event.

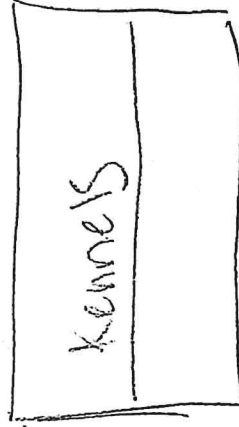
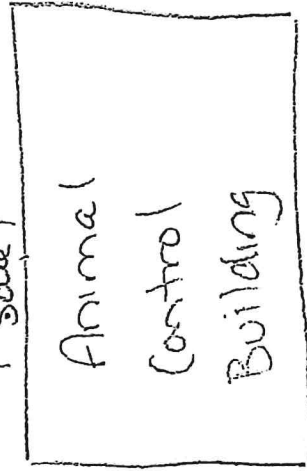
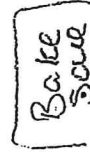
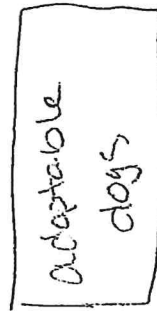
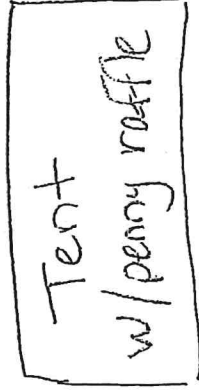
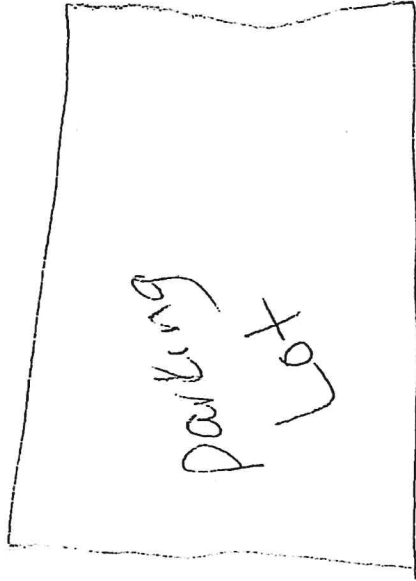
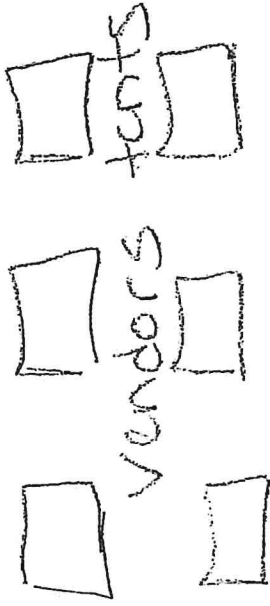
2/19/24
Date


Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least thirty (30) days prior to the first day of the event to:

Special Event, City of Lapeer, City Manager's Office, 576 Liberty Park, Lapeer MI 48446.

Genesee Road





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/22/2024

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

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PRODUCER Select Insurance Services LLC 3520 Hadley Rd Ste 273 Hadley MI 48440	CONTACT NAME: Amy Switzenberg PHONE (A/C, No, Ext): (810) 797-8000 FAX (A/C, No): (866) 908-0772 E-MAIL ADDRESS: 1amy@myselectinsurance.com
INSURED Friends of the Lapeer County Animal Control PO Box 1432 Lapeer MI 48446	INSURER(S) AFFORDING COVERAGE INSURER A: UNITED STATES LIAB INS CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			NBP1567243	04/14/2024	04/14/2025	EACH OCCURRENCE \$ 1,000,000
			DAMAGE TO RENTED PREMISES (Ea occurrence) \$				
			MED EXP (Any one person) \$				
			PERSONAL & ADV INJURY \$				
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						BODILY INJURY (Per person) \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
							EACH OCCURRENCE \$
							AGGREGATE \$
							\$
							PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Friends of Lapeer County Animal Control Pet Adoption Event, June 1st, 2024. City of Lapeer is listed as an Additional Insured per policy conditions.

CERTIFICATE HOLDER**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: March 27, 2024
RE: Special Event – Summer Concert Series

STAFF RECOMMENDATION

To Approve the Event.

CURRENT OR NEW INFORMATION

We have received a request from the Lapeer Downtown Development Authority to hold their annual Summer Concert Series beginning June 6, 2024 at the Pocket Park (next to the Pix). The concerts will be taking place each Thursday until the conclusion on August 8, 2024. There will be exceptions for the larger groups like the Genesee Valley Concert Band or Lapeer Symphony that will utilize the Court House lawn. The concert time will be from 6:30pm to 8:00pm.

This event does not require assistance from any City of Lapeer department.

See PDF File, SE Summer Concert Series 2024.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Annual Event.

AGENDA ITEM REVIEW

Meeting Date: April 15, 2024

Consent: X

Administrative:

Public Hearing:

Date Reviewed: April 5, 2024

Reviewed By: D. Jansen, Deputy Clerk

City of Lapeer

SPECIAL EVENT APPLICATION (SEA)



DIRECTIONS: Complete this application in accordance with the City of Lapeer Special Events Ordinance and Regulations, and return it to the either Parks & Rec department (for events at a City Park) or to the City Manager's Office at least 30 Calendar days prior to the starting date of the event.

If you are requesting an event to take place in a CITY PARK, YOU MUST SUBMIT YOUR SEA DIRECTLY TO THE PARKS & RECS DEPARTMENT Sara Tilley Stilley@ci.lapeer.mi.us). If your event is NOT in a City Park, your SEA should come directly to the City Manager's Office (Tracey Russell, Trussell@ci.lapeer.mi.us).

Sponsoring Organization (Legal Name)	Lapeer Downtown Development Authority	Phone #	810-728-6598
Address	410 W. Nepessing St. Ste 106 Lapeer, MI 48446		
Organization Event Coordinator/Contact	James Alt	Phone #	810-728-6598
Event Coordinator/Contact Address	410 W. Nepessing St. Ste 106 Lapeer, MI 48446		
Coordinator/Contact Email	james@lapeerdda.com		

Event Name	Lapeer Summer Concert Series		
Purpose of Event	The annual summer concert series to help engage the community and create a positive, family friendly night out in downtown Lapeer. The concerts feature local bands and help bring more people downtown and support the arts and culture transformation strategy of the Lapeer Main Street DDA		
Event Location	The Ed LaClair Lapeer Rotary Pocket Park for most of the concerts, and the Court House Lawn for Symphonies and concert bands.	Have you reserved your park/pavilion?	Yes / No <i>If yes, provide copy of reservation form with this application, if no and planning a park event, reservations need to be made.*</i>
Date of Event	June 6, 13, 20, 27, July 11, 18, 25, Aug 1, 8	Event Time	set up 5:00 Concert : 6:30pm - 8:00pm
# of Event Organizational Team	2	# of Expected Attendees:	150
Describe the activities taking place at your event:	The annual Lapeer Summer Concert series will take place on Thursdays throughout the summer and featuring local bands. Concerts take place on the pocket park stage with the exception of larger groups like the Genesee Valley Concert Band or Lapeer Symphony that utilize the Court House lawn.		

Please check what will be part of your event:

<input checked="" type="checkbox"/> Music**	<input type="checkbox"/> Animals** (such as a petting zoo)	<input type="checkbox"/> Selling of food*	<input checked="" type="checkbox"/> Posted Signage of Event*
<input type="checkbox"/> Tents	<input type="checkbox"/> Wedding	<input type="checkbox"/> Selling of drinks*	<input type="checkbox"/> Liquor/Beer or Wine*

**Please list here what type of music (DJ/Band/Individual singers, etc.) and/or list animals: _____

Live Bands

Special Event Review Committee Approvals:

<input checked="" type="checkbox"/> City Manager	<input checked="" type="checkbox"/> Police Chief
<input checked="" type="checkbox"/> Fire Chief	<input checked="" type="checkbox"/> DPW Director
<input checked="" type="checkbox"/> Parks & Rec Director	

*See Rules and Regulations

Please check what you request the City to supply:

Picnic Tables Qty:	<input checked="" type="checkbox"/>	Electricity Turned on/off Power needed at the Pocket Park for Concerts		Other:	
Inflatables		Road Crossing Guards Qty:		Trash Containers Qty:	
Road Closures List:					

Please attach a letter indicating all requests of City services if something other than above.

What type of event is this:

<input checked="" type="checkbox"/>	City Operated Event		Other Non-Profit Event	<input checked="" type="checkbox"/>	Co-Sponsored Event
			Other For-Profit Event		Political or Ballot Issue Event

INDEMNIFICATION AGREEMENT

The Lapeer Downtown Development Authority agree(s) to defend, indemnify, and hold harmless the City of Lapeer, Michigan, its officers, employees and agents, from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed or recovered against or from the City of Lapeer, its officers employees agents, by reason of any damage to property, bodily injury or death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with or related to the special event.

Signature: James Alt Date: 03/11/2024
James Alt (Mar 11, 2024 09:14 EDT)

Witnesss: Jill Bristow Date: 03/11/2024
Jill Bristow (Mar 11, 2024 09:14 EDT)

1. **ANNUAL EVENT:** Is this event expected to occur next year? **[YES] [No]**

If yes, you may reserve a date for next year with this application. To reserve dates for next year, please provide the following information: Thursdays, June - Aug

Normal Event Schedule

(e.g., third weekend in July): June 5, 12, 19, 26, July 6, 10, 17, 24, 31, Aug. 7, 14

2. **AN EVENT MAP [IS] [IS NOT]** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show streets or parking lots that you are requesting to be blocked off. **Crossing Guards are required if crossing any roads.**

3. **FREE PARKING:** Are you requesting free parking (see the Rules and Regulations)?

[YES] [NO]

If yes, list the lots or locations where free parking is requested:

- 1 [NO]

03/11/2024

James Alt
James Alt (Mar 11, 2024 09:14 EDT)

Special Event, City of Lapeer, City Manager's Office, 576 Liberty Park, Lapeer MI 48446.









Lapeer Summer Concert Series Special Event App -2024

Final Audit Report

2024-03-11

Created:	2024-03-11
By:	Jim Alt (jim@man4thejob.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAJyJZoX0S1YgvP6xLO7WYKv2kCjHGZHvh

"Lapeer Summer Concert Series Special Event App -2024" History

-  Document created by Jim Alt (jim@man4thejob.net)
2024-03-11 - 1:11:58 PM GMT- IP address: 97.95.3.79
-  Document emailed to James Alt (james@lapeerdda.com) for signature
2024-03-11 - 1:12:04 PM GMT
-  Document emailed to Jill Bristow (jbristow@lapeerdda.com) for signature
2024-03-11 - 1:12:04 PM GMT
-  Email viewed by Jill Bristow (jbristow@lapeerdda.com)
2024-03-11 - 1:13:40 PM GMT- IP address: 97.95.3.79
-  Document e-signed by Jill Bristow (jbristow@lapeerdda.com)
Signature Date: 2024-03-11 - 1:14:08 PM GMT - Time Source: server- IP address: 97.95.3.79
-  Email viewed by James Alt (james@lapeerdda.com)
2024-03-11 - 1:14:19 PM GMT- IP address: 97.95.3.79
-  Document e-signed by James Alt (james@lapeerdda.com)
Signature Date: 2024-03-11 - 1:14:42 PM GMT - Time Source: server- IP address: 97.95.3.79
-  Agreement completed.
2024-03-11 - 1:14:42 PM GMT



Adobe Acrobat Sign



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/31/2023

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

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PRODUCER
Peterson McGregor & Associates
305 West Front Street, Suite 201
Traverse City MI 49684

CONTACT NAME: Tammy Manders

PHONE (A/C, No, Ext): 231-489-7037

FAX (A/C, No): 231-922-7275

E-MAIL ADDRESS: tmanders@team-pma.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Argonaut Insurance Company

19801

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED
City of Lapeer
576 Liberty Park
Lapeer MI 48446

LAPEER0-01

COVERAGES

CERTIFICATE NUMBER: 1835095966

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			4621050-13	7/2/2023	7/2/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$6,000,000 PRODUCTS - COMP/OP AGG \$6,000,000 OTHER: \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			4621050-13	7/2/2023	7/2/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			4621050-13	7/2/2023	7/2/2024	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 OTHER: \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Public Officials Liability			4621050-13	7/2/2023	7/2/2024	Each Wrongful Act Aggregate 1,000,000 6,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Insured is covered for all special events held by the DDA within the City of Lapeer.

CERTIFICATE HOLDER**CANCELLATION**

Lapeer Down Town Development

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: March 27, 2024
RE: Special Event – Porch Fest

STAFF RECOMMENDATION

To Approve the Event.

CURRENT OR NEW INFORMATION

We have received a request from the Lapeer Downtown Development Authority Director Jim Alt to hold an event in the downtown area titled: Porch Fest on Saturday, July 20, 2024 from 12:00 P.M. to 6:00PM. The event will occur throughout the downtown area, including along Nepessing St. and surrounding residential areas.

See PDF SE Porch Fest 2024.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

This is now an annual event.

AGENDA ITEM REVIEW

Meeting Date: April 15, 2024

Consent: X

Administrative:

Public Hearing:

Date Reviewed: April 5, 2024

Reviewed By: D. Jansen, Deputy Clerk

City of Lapeer SPECIAL EVENT APPLICATION (SEA)



DIRECTIONS: Complete this application in accordance with the City of Lapeer Special Events Ordinance and Regulations, and return it to the either Parks & Rec department (for events at a City Park) or to the City Manager's Office at least 30 Calendar days prior to the starting date of the event.

If you are requesting an event to take place in a CITY PARK, YOU MUST SUBMIT YOUR SEA DIRECTLY TO THE PARKS & RECS DEPARTMENT Sara Tilley Stilley@ci.lapeer.mi.us). If your event is NOT in a City Park, your SEA should come directly to the City Manager's Office (Tracey Russell, Trussell@ci.lapeer.mi.us).

Sponsoring Organization (Legal Name)	Lapeer Downtown Development Authority		Phone #	810-728-6598
Address	410 W. Nepessing St. Ste 106 Lapeer, MI 48446			
Organization Event Coordinator/Contact	James Alt	Phone #	810-728-6598	
Event Coordinator/Contact Address	410 W. Nepessing St. Ste 106 Lapeer, MI 48446			
Coordinator/Contact Email	james@lapeerdda.com			

Event Name	Porch Fest		
Purpose of Event	To create community involvement that utilizes downtown businesses, and community partners in the effort to engage others through music and entertainment by show casing local artists throughout the downtown area, while also generating sales and awareness of downtown businesses.		
Event Location	Throughout the downtown area, including Nepessing and surrounding residential areas.	Have you reserved your park/pavilion?	Yes / No <i>If yes, provide copy of reservation form with this application, if no and planning a park event, reservations need to be made.*</i>
Date of Event	July 20, 2024	Event Time	Noon - 6pm
# of Event Organizational Team	6	# of Expected Attendees:	700+
Describe the activities taking place at your event:	Utilizing residential porches as well as make shift stages such as sidewalk spaces that are in front of retail businesses and restaurants to create an all-day music festival throughout the downtown area.		

Please check what will be part of your event:

<input checked="" type="checkbox"/> Music**	<input type="checkbox"/> Animals** (such as a petting zoo)	<input type="checkbox"/> Selling of food*	<input checked="" type="checkbox"/> Posted Signage of Event*
<input checked="" type="checkbox"/> Tents	<input type="checkbox"/> Wedding	<input type="checkbox"/> Selling of drinks*	<input type="checkbox"/> Liquor/Beer or Wine*

**Please list here what type of music (DJ/Band/Individual singers, etc.) and/or list animals: A variety of genres of music, rock, country, classical, with full bands and solo acts.

Special Event Review Committee Approvals:

<input checked="" type="checkbox"/> City Manager	<input checked="" type="checkbox"/> Police Chief
<input checked="" type="checkbox"/> Fire Chief	<input checked="" type="checkbox"/> DPW Director
<input checked="" type="checkbox"/> Parks & Rec Director	

and Regulations

Please check what you request the City to supply:

<input type="checkbox"/>	Picnic Tables Qty:	<input checked="" type="checkbox"/>	Electricity Turned on/off	<input type="checkbox"/>	Other:	
<input type="checkbox"/>	Inflatables	<input type="checkbox"/>	Road Crossing Guards Qty:	<input type="checkbox"/>	Trash Containers Qty:	
<input type="checkbox"/>	Road Closures List:					

Please attach a letter indicating all requests of City services if something other than above.

What type of event is this:

<input checked="" type="checkbox"/>	City Operated Event	<input type="checkbox"/>	Other Non-Profit Event	<input checked="" type="checkbox"/>	Co-Sponsored Event
		<input type="checkbox"/>	Other For-Profit Event	<input type="checkbox"/>	Political or Ballot Issue Event

INDEMNIFICATION AGREEMENT

The Lapeer Downtown Development Authority agree(s) to defend, indemnify, and hold harmless the City of Lapeer, Michigan, its officers, employees and agents, from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed or recovered against or from the City of Lapeer, its officers employees agents, by reason of any damage to property, bodily injury or death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with or related to the special event.

Signature: James Alt Date: 03/11/2024
James Alt (Mar 11, 2024 09:14 EDT)

Witness: Jill Bristow Date: 03/11/2024
Jill Bristow (Mar 11, 2024 09:11 EDT)

1. **ANNUAL EVENT:** Is this event expected to occur next year? **[YES] [No]**

If yes, you may reserve a date for next year with this application. To reserve dates for next year, please provide the following information: Second weekend in July

Normal Event Schedule

(e.g., third weekend in July): July 19, 2025

2. **AN EVENT MAP [IS] [IS NOT]** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show streets or parking lots that you are requesting to be blocked off. **Crossing Guards are required if crossing any roads.**

3. **FREE PARKING:** Are you requesting free parking (see the Rules and Regulations)?

[YES] [NO]

If yes, list the lots or locations where free parking is requested:

4. **Alcoholic Beverages:** Will they be served? **[YES] [NO]**
Who holds the Liquor Control Commission license?

5. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that:
- a. A certificate of insurance must be provided which names the City of Lapeer as an additional named insured party on the policy. (See the Rules and Regulations for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms.
 - c. If the event includes solicitation by workers standing in street intersections, the required safety requirements and use of traffic cones will be maintained at all times in accordance with the City's general policies and practices. The City does not recommend standing in the street or making any solicitations from the street.
 - d. All food vendors must be approved by the Lapeer County Health Department, and each food and/or other vendor must provide the City with a certificate of insurance in an amount approved by the City which names the City of Lapeer as an additional named insured party on the policy.
 - e. The approval of this special event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Events Ordinance and Regulations. The event will be operated in conformance with the Written Confirmation of Approval.
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City of Lapeer and will promptly pay any billing for City services which may be rendered.

As the authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Events Ordinance and Regulations, the terms of the Written Confirmation of Approval, and all other City requirements, ordinances and other laws which may apply to this Special Event.

03/11/2024

Date

James Alt
James Alt (Mar 11, 2024 09:14 EDT)

Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least thirty (30) days prior to the first day of the event to:

Special Event, City of Lapeer, City Manager's Office, 576 Liberty Park, Lapeer MI 48446.









Porch Fest Special Event App-2024

Final Audit Report

2024-03-11

Created:	2024-03-11
By:	Jim Alt (jim@man4thejob.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAA3acLsuXHyiFVR2q7K-wCC13Owlz1iQHA

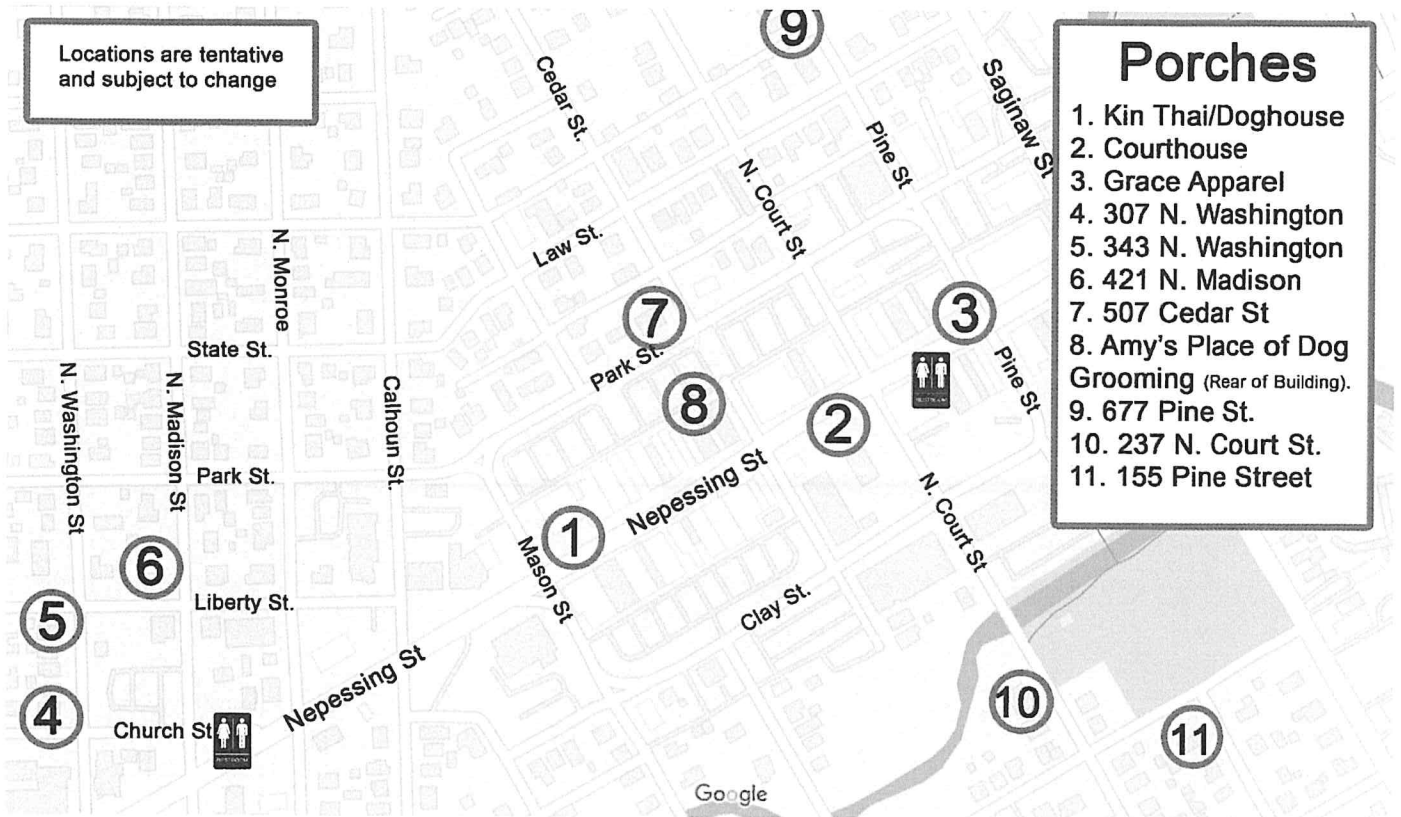
"Porch Fest Special Event App-2024" History

-  Document created by Jim Alt (jim@man4thejob.net)
2024-03-11 - 1:10:27 PM GMT- IP address: 97.95.3.79
-  Document emailed to James Alt (james@lapeerdda.com) for signature
2024-03-11 - 1:10:32 PM GMT
-  Document emailed to Jill Bristow (jbristow@lapeerdda.com) for signature
2024-03-11 - 1:10:33 PM GMT
-  Email viewed by Jill Bristow (jbristow@lapeerdda.com)
2024-03-11 - 1:10:53 PM GMT- IP address: 97.95.3.79
-  Document e-signed by Jill Bristow (jbristow@lapeerdda.com)
Signature Date: 2024-03-11 - 1:11:24 PM GMT - Time Source: server- IP address: 97.95.3.79
-  Email viewed by James Alt (james@lapeerdda.com)
2024-03-11 - 1:13:41 PM GMT- IP address: 97.95.3.79
-  Document e-signed by James Alt (james@lapeerdda.com)
Signature Date: 2024-03-11 - 1:14:05 PM GMT - Time Source: server- IP address: 97.95.3.79
-  Agreement completed.
2024-03-11 - 1:14:05 PM GMT

Locations are tentative
and subject to change

Porches

1. Kin Thai/Doghouse
2. Courthouse
3. Grace Apparel
4. 307 N. Washington
5. 343 N. Washington
6. 421 N. Madison
7. 507 Cedar St
8. Amy's Place of Dog Grooming (Rear of Building).
9. 677 Pine St.
10. 237 N. Court St.
11. 155 Pine Street





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/31/2023

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

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

PRODUCER

Peterson McGregor & Associates
305 West Front Street, Suite 201
Traverse City MI 49684

CONTACT NAME: Tammy Manders

PHONE (A/C, No, Ext): 231-489-7037

FAX (A/C, No): 231-922-7275

E-MAIL ADDRESS: tmanders@team-pma.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A : Argonaut Insurance Company

19801

INSURER B :

INSURER C :

INSURER D :

INSURER E :

INSURER F :

INSURED

City of Lapeer
576 Liberty Park
Lapeer MI 48446

LAPEER0-01

COVERAGES

CERTIFICATE NUMBER: 1835095966

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			4621050-13	7/2/2023	7/2/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$6,000,000 PRODUCTS - COMP/OP AGG \$6,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			4621050-13	7/2/2023	7/2/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			4621050-13	7/2/2023	7/2/2024	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Public Officials Liability			4621050-13	7/2/2023	7/2/2024	Each Wrongful Act Aggregate 1,000,000 6,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Insured is covered for all special events held by the DDA within the City of Lapeer.

CERTIFICATE HOLDER

Lapeer Down Town Development

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

To: Mike Womack, City Manager
From: Jeremy Howe – Chief of Police
Date: April 10, 2024
RE: Special Event – Car Cruise

STAFF RECOMMENDATION

Approve the event.

CURRENT OR NEW INFORMATION

We received a request from the Lapeer Downtown Development Authority to hold their annual Summer Car Cruise on Nepessing Street, between Mason Street and Pine Street. The event would be held nearly every Monday night beginning May 6, 2024, and run through September 9, 2024 from 5:00PM – 9:00PM. The event will not be held on May 27th due to the holiday. This event requires only minimal City resources from the DPW to weekly set out barricades the morning of the event and barricade removal the morning after the event. The placement of the barricades in the roadway and removal is done by members of the DDA.

See PDF File SE Lapeer Car Cruise 2024.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Annual Event

AGENDA ITEM REVIEW

Meeting Date: April 15, 2024

Consent: X

Administrative:

Public Hearing:

Date Reviewed: April 10, 2024

Reviewed By: D. Jansen, Deputy Clerk

City of Lapeer

SPECIAL EVENT APPLICATION (SEA)



DIRECTIONS: Complete this application in accordance with the City of Lapeer Special Events Ordinance and Regulations, and return it to the either Parks & Rec department (for events at a City Park) or to the City Manager's Office at least 30 Calendar days prior to the starting date of the event.

If you are requesting an event to take place in a CITY PARK, YOU MUST SUBMIT YOUR SEA DIRECTLY TO THE PARKS & RECS DEPARTMENT Sara Tilley Stilley@ci.lapeer.mi.us). If your event is NOT in a City Park, your SEA should come directly to the City Manager's Office (Tracey Russell, Trussell@ci.lapeer.mi.us).

Sponsoring Organization (Legal Name)	Lapeer Downtown Authority	Phone #	810-728-6598
Address	410 W. Nepessing St. Ste 106 Lapeer, MI 48446		
Organization Event Coordinator/Contact	James Alt	Phone #	810-728-6598
Event Coordinator/Contact Address	410 W. Nepessing St. Ste 106 Lapeer, MI 48446		
Coordinator/Contact Email	James@lapeerdda.com		

Event Name	Lapeer Cruise on Nepessing St. 2024		
Purpose of Event	To host a car show and engaging community event along Nepessing St in Lapeer. The event is designed to bring more traffic to downtown stores and showcase our downtown as a whole. Monday's were chosen as they are generally a slower business traffic day.		
Event Location	Downtown along Nepessing St between Mason Street and Pine Street	Have you reserved your park/pavilion?	Yes / No <i>If yes, provide copy of reservation form with this application, if no and planning a park event, reservations need to be made.*</i>
Date of Event	May 6, 13, 20, June 3, 10, 17, 24, July 1, 8, 15, 22, 29, Aug 5, 12, 19, 26, Sept. 9	Event Time	5:00pm to 9:00pm
# of Event Organizational Team	4	# of Expected Attendees:	500+ each week
Describe the activities taking place at your event:	The Monday night cruise is an annual special event that utilizes the Nepessing St. area. The weekly event averages about 150 vehicles that park along Nepessing St. Music is provided by a DJ that will be set under a 10X10 tent in front of the courthouse pavilion. A second 10X10 tent will be used for volunteers and driver check-in. Each week offers door prizes from downtown businesses, and a featured driver of the week, and awards purchased from Chapionship Trophy in town.		

Please check what will be part of your event:

<input checked="" type="checkbox"/> Music**	<input type="checkbox"/> Animals** (such as a petting zoo)	<input type="checkbox"/> Selling of food*	<input checked="" type="checkbox"/> Posted Signage of Event*
<input checked="" type="checkbox"/> Tents	<input type="checkbox"/> Wedding	<input type="checkbox"/> Selling of drinks*	<input type="checkbox"/> Liquor/Beer or Wine*

**Please list here what type of music (DJ/Band/Individual singers, etc.) and/or list animals: DJ

Special Event Review Committee Approvals:

<input checked="" type="checkbox"/> City Manager	<input checked="" type="checkbox"/> Police Chief
<input checked="" type="checkbox"/> Fire Chief	<input checked="" type="checkbox"/> DPW Director
<input checked="" type="checkbox"/> Parks & Rec Director	

*See Rules and Regulations

Please check what you request the City to supply:

	Picnic Tables Qty:	X	Electricity Turned on/off		Other:	Electric from street light in front of the Lapeer County Pavilion
	Inflatables		Road Crossing Guards Qty:		Trash Containers Qty:	
X	Road Closures List:	Nepessing Street between Mason and Pine st. Barricades are needed for the intersection of Mason st., Court St. and Pine St. Lapeer Main Street Volunteers put the barricades in place each week.				

Please attach a letter indicating all requests of City services if something other than

above. What type of event is this

X	City Operated Event		Other Non-Profit Event	X	Co-Sponsored Event
			Other For-Profit Event		Political or Ballot Issue Event

INDEMNIFICATION AGREEMENT

The Lapeer Downtown Development Authority agree(s) to defend, indemnify, and hold harmless the City of Lapeer, Michigan, its officers, employees and agents, from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed or recovered against or from the City of Lapeer, its officers employees agents, by reason of any damage to property, bodily injury or death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with or related to the special event.

Signature: James Alt Date: 03/11/2024
James Alt (Mar 11, 2024 09:13 EDT)

Witness: Jill Bristow Date: 03/11/2024
Jill Bristow (Mar 11, 2024 09:10 EDT)

- ANNUAL EVENT:** Is this event expected to occur next year? **[YES] [No]**
 If yes, you may reserve a date for next year with this application. To reserve dates for next year, please provide the following information:
Normal Event Schedule
 (e.g., third weekend in July): May 5, 12, 19, June 2, 9, 16, 23, 30, July 7, 14, 21, 28, Aug 4, 11, 18, 25, Sept. 8
- AN EVENT MAP [IS] [IS NOT]** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show streets or parking lots that you are requesting to be blocked off. **Crossing Guards are required if crossing any roads.**
- FREE PARKING:** Are you requesting free parking (see the Rules and Regulations)?
[YES] [NO]
 If yes, list the lots or locations where free parking is requested:

4. **Alcoholic Beverages:** Will they be served? [YES] [NO] NO
Who holds the Liquor Control Commission license?

5. **CERTIFICATION AND SIGNATURE:** I understand and agree on behalf of the sponsoring organization that:
- a. A certificate of insurance must be provided which names the City of Lapeer as an additional named insured party on the policy. (See the Rules and Regulations for insurance requirements)
 - b. Event sponsors and participants will be required to sign Indemnification Agreement forms.
 - c. If the event includes solicitation by workers standing in street intersections, the required safety requirements and use of traffic cones will be maintained at all times in accordance with the City's general policies and practices. The City does not recommend standing in the street or making any solicitations from the street.
 - d. All food vendors must be approved by the Lapeer County Health Department, and each food and/or other vendor must provide the City with a certificate of insurance in an amount approved by the City which names the City of Lapeer as an additional named insured party on the policy.
 - e. The approval of this special event may include additional requirements and/or limitations, based on the City's review of this application, in accordance with the City's Special Events Ordinance and Regulations. The event will be operated in conformance with the Written Confirmation of Approval.
 - f. The sponsoring organization will provide a security deposit for the estimated fees as may be required by the City of Lapeer and will promptly pay any billing for City services which may be rendered.

As the authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Events Ordinance and Regulations, the terms of the Written Confirmation of Approval, and all other City requirements, ordinances and other laws which may apply to this Special Event.

03/11/2024

Date

James Alt
James Alt

Signature of Sponsoring Organization's Agent

RETURN THIS APPLICATION at least thirty (30) days prior to the first day of the event to:

Special Event, City of Lapeer, City Manager's Office, 576 Liberty Park, Lapeer MI 48446.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/31/2023

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

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

PRODUCER Peterson McGregor & Associates 305 West Front Street, Suite 201 Traverse City MI 49684		CONTACT NAME: Tammy Manders PHONE (A/C No. Ext): 231-489-7037 FAX (A/C No.): 231-922-7275 E-MAIL ADDRESS: tmanders@team-pma.com		
INSURED City of Lapeer 576 Liberty Park Lapeer MI 48446		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Argonaut Insurance Company		19801
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1835095966

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			4621050-13	7/2/2023	7/2/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$6,000,000 PRODUCTS - COMP/OP AGG \$6,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			4621050-13	7/2/2023	7/2/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			4621050-13	7/2/2023	7/2/2024	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Public Officials Liability			4621050-13	7/2/2023	7/2/2024	Each Wrongful Act Aggregate 1,000,000 6,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Insured is covered for all special events held by the DDA within the City of Lapeer.

CERTIFICATE HOLDER**CANCELLATION**

Lapeer Down Town Development	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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Car Crusie Special Event App -2024

Final Audit Report

2024-03-11

Created:	2024-03-11
By:	Jim Alt (jim@man4thejob.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAlsaLtpD_n7Jzo-Otk3mTDYc4uvXny_ek

"Car Crusie Special Event App -2024" History

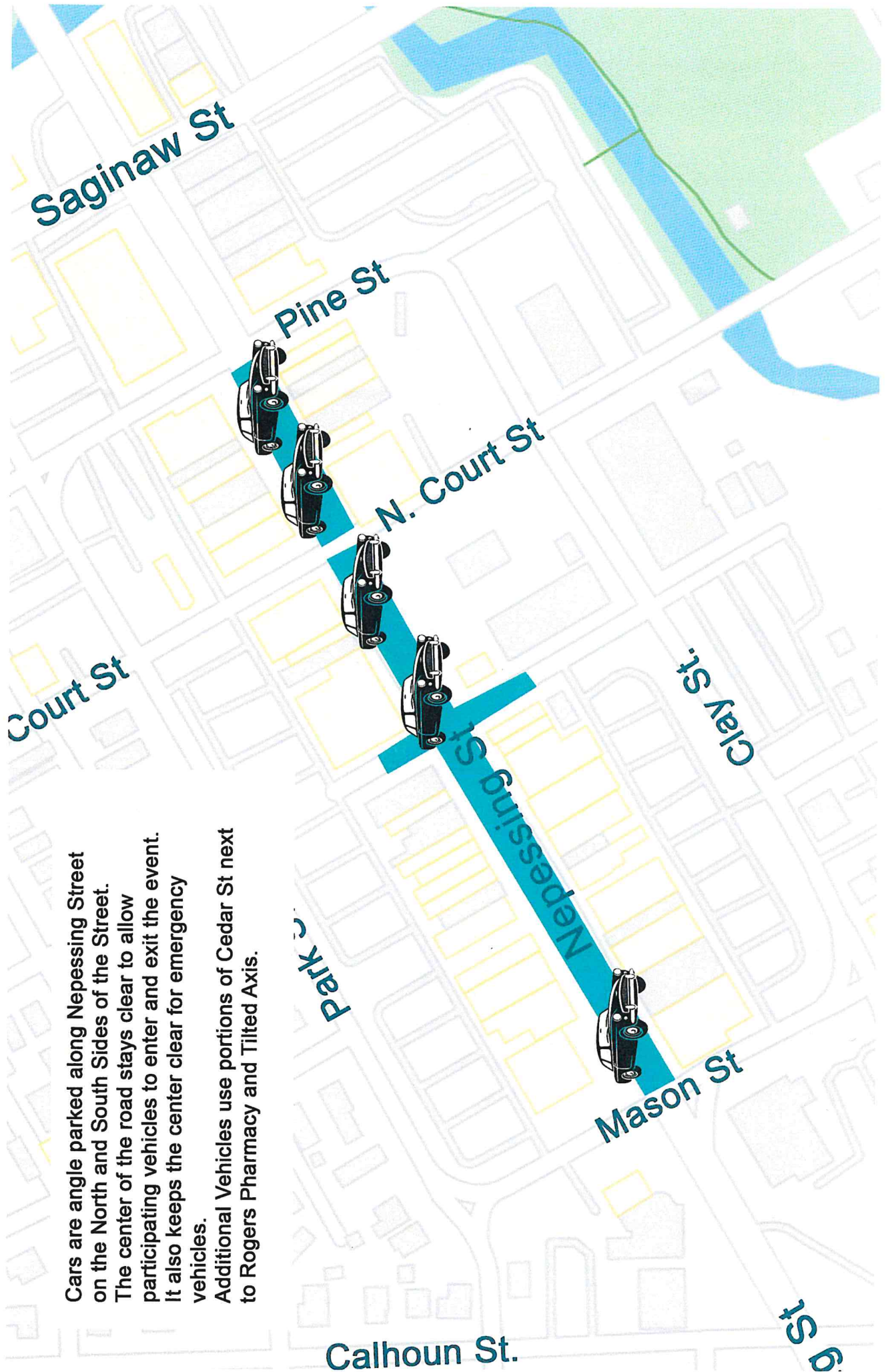
-  Document created by Jim Alt (jim@man4thejob.net)
2024-03-11 - 1:05:16 PM GMT- IP address: 97.95.3.79
-  Document emailed to James Alt (james@lapeerdda.com) for signature
2024-03-11 - 1:05:21 PM GMT
-  Document emailed to Jill Bristow (jbristow@lapeerdda.com) for signature
2024-03-11 - 1:05:22 PM GMT
-  Email viewed by Jill Bristow (jbristow@lapeerdda.com)
2024-03-11 - 1:09:56 PM GMT- IP address: 97.95.3.79
-  Document e-signed by Jill Bristow (jbristow@lapeerdda.com)
Signature Date: 2024-03-11 - 1:10:15 PM GMT - Time Source: server- IP address: 97.95.3.79
-  Email viewed by James Alt (james@lapeerdda.com)
2024-03-11 - 1:12:19 PM GMT- IP address: 97.95.3.79
-  Document e-signed by James Alt (james@lapeerdda.com)
Signature Date: 2024-03-11 - 1:13:00 PM GMT - Time Source: server- IP address: 97.95.3.79
-  Agreement completed.
2024-03-11 - 1:13:00 PM GMT



Adobe Acrobat Sign

Cars are angle parked along Nepessing Street on the North and South Sides of the Street. The center of the road stays clear to allow participating vehicles to enter and exit the event. It also keeps the center clear for emergency vehicles.

Additional Vehicles use portions of Cedar St next to Rogers Pharmacy and Tilted Axis.





ITEM D-1

To: Mayor and City Commission
From: Kelly Hanna, Director of Financial Services
Date: April 10, 2024
RE: Bill Listing – March 29, 2024 through April 11, 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 29, 2024, through April 11, 2024, in the total amount of **\$343,866.60** and find them to be proper charges.

AGENDA ITEM REVIEW

Meeting Date:	April 15, 2024	Date Reviewed:	April 10, 2024
Consent:			
Administrative:	X	Reviewed By:	D. Jansen, Deputy Clerk
Public Hearing:			

CHECK REGISTER FOR CITY OF LAPEER
CHECK DATE FROM 03/29/2024 - 04/11/2024

Check Date	Check	Vendor Name	Amount
04/11/2024	2053(A)	GREAT LAKES WATER AUTHORITY	138,855.43
04/11/2024	2068(E)	BLUE CROSS & BLUE SHIELD OF MI	67,391.44
04/11/2024	2065(A)	THE BANK OF NEW YORK MELLON	18,756.25
04/11/2024	597676	ETNA SUPPLY	14,580.00
04/11/2024	2070(E)	CONSUMERS ENERGY	12,891.70
04/11/2024	597692	KEMIRA WATER SOLUTIONS	8,710.71
04/11/2024	2066(A)	WEX BANK	6,840.10
04/11/2024	2060(A)	MICHIGAN PLANNERS, INC	6,580.00
04/11/2024	2061(A)	OWEN TREE SERVICE INC	6,000.00
04/11/2024	2048(A)	ABM COMMERCIAL CLEANING, LLC	5,860.00
04/11/2024	597723	ZOCK, DERRICK	5,250.00
04/11/2024	597668	CARRIER AND GABLE INC	4,314.75
04/11/2024	597712	T. P. ISRAEL CO INC	3,901.25
04/11/2024	2069(E)	CITY OF LAPEER	3,862.45
04/11/2024	2055(A)	LEGACY ASSESSING SERVICES INC	3,400.00
04/11/2024	597719	WEST SHORE FIRE, INC.	2,450.00
04/11/2024	2067(A)	WSP USA ENVIR. & INFRASTRUCTURE INC	2,233.75
04/11/2024	597700	MGS ELECTRIC INC.	2,228.00
04/11/2024	2054(A)	HYDRO CORP	1,989.50
04/11/2024	2057(A)	MAUK, JODI	1,807.70
04/11/2024	2063(A)	SMITH, SHANNON	1,807.70
04/11/2024	597696	LAPEER COMMUNITY SCHOOLS	1,644.85
04/11/2024	2072(E)	METROPOLITAN LIFE INSURANCE COMPANY	1,314.85
04/11/2024	597695	LAPEER CO TREASURER	1,113.28
04/11/2024	597674	DELYNN'S DESIGNS, INC	1,093.25
04/11/2024	597713	TOWN & COUNTRY POOLS, INC	1,050.00
04/11/2024	2064(A)	TAYLOR, SARAH	1,000.00
04/11/2024	597678	FARLEY, CHARLES	1,000.00
04/11/2024	597686	GREENBERG FARROW	1,000.00
04/11/2024	597687	GREENTECH ENGINEERING INC	1,000.00
04/11/2024	597689	HOLLAND ENGINEERING	1,000.00
04/11/2024	597703	OPDYKE GAS STATION INC	1,000.00
04/11/2024	597716	USMANOV, MARSEL	1,000.00
04/11/2024	597717	VIEW NEWSPAPERS	776.60
04/11/2024	2050(A)	EUROFINS ENVIRONMENT TESTING	697.50
04/11/2024	2059(A)	MEI TOTAL ELEVATOR SOLUTIONS	657.53
04/11/2024	597694	LAPEER CO INTERMEDIATE SCHOOL	599.30
04/11/2024	597682	GOVERNMENT FORMS AND SUPPLIES	490.00
04/11/2024	597677	EWI HOLDINGS III CORP.	450.01
04/11/2024	597691	JAY'S SEPTIC	430.00
04/11/2024	2058(A)	MAURER'S TEXTILE RENTAL SERVICES	389.45
04/11/2024	597684	GRAINGER	358.00

04/11/2024	597704	PRO ENERGY CONSULTANTS OF ANN ARBOR	325.00	
04/11/2024	597707	SIGNS BY CRANNIE INC	315.75	
04/11/2024	597681	GLENDALE CONSTRUCTION, LLC	300.00	
04/11/2024	597711	STATLAB, LLC	300.00	
04/11/2024	597679	FIRST ADVANTAGE LNS	296.55	
04/11/2024	597706	SHIRLEY'S DRY CLEAN. & ALTERATIONS	281.40	
04/11/2024	597669	CHARTER COMMUNICATIONS	250.00	
04/11/2024	597672	CONSUMERS ENERGY COMPANY	250.00	
04/11/2024	597714	TRW LANDSCAPES LLC	240.00	
04/11/2024	597724	ARNOLD'S AUTO WASH	240.00	
04/11/2024	597698	MARCO TECHNOLOGIES, LLC	207.01	
04/11/2024	597675	ECKER MECHANICAL CONTRACTORS, INC	200.00	
04/11/2024	597722	WINNINGER FIRE PROTECTION LLC	200.00	
04/11/2024	597699	MEDLER ELECTRIC CO	186.94	
04/11/2024	597697	LAPEER DISTRICT LIBRARY	185.15	
04/11/2024	597721	WILLIAMS, JOSEPH C & ANNICE ET AL	183.65	
04/11/2024	597693	LAPEER CO ASSESSOR ASSOC.	170.00	
04/11/2024	597701	MILNES FORD INC	164.95	
04/11/2024	2056(A)	MACQUEEN EQUIPMENT, LLC	150.00	
04/11/2024	597720	WHITE'S GARAGE DOOR	150.00	
04/11/2024	2062(A)	PARAGON LABORATORIES, INC.	138.00	
04/11/2024	597718	VILLAGE PRINTING	130.00	
04/11/2024	2049(A)	ECONOMIC DEVELOPMENT CORP	100.00	
04/11/2024	2071(E)	INVOICE CLOUD	100.00	
04/11/2024	597670	CHEF G CREPE & BAKE SHOP	100.00	
04/11/2024	597683	GOYETTE MECHANICAL	100.00	
04/11/2024	597702	N & R CONSTRUCTION	100.00	
04/11/2024	597708	STATE OF MICHIGAN	100.00	
04/11/2024	597690	JANSEN, DANA	88.50	
04/11/2024	597705	SANCHEZ, ROMONA	88.50	
04/11/2024	2051(A)	FLINT WELDING SUPPLY CO	81.25	
04/11/2024	597710	STATE OF MICHIGAN	75.00	
04/11/2024	597685	GREATER LAPEER TRANS AUTH	51.64	
04/11/2024	597725	BOOTS, JEFFREY S	50.00	
04/11/2024	597673	COOLEY, SHARON	40.00	
04/11/2024	597671	CITY OF LAPEER	38.20	
04/11/2024	597680	GAVAN, CASEY	36.18	
04/11/2024	2052(A)	FLUSHING URGENT CARE PLC	30.00	
04/11/2024	597709	STATE OF MICHIGAN	16.00	
04/11/2024	2073(E)	STATE OF MICHIGAN	10.92	
04/11/2024	597715	UPS	10.86	
04/11/2024	597688	HEIM, ERNEST	9.80	
04/11/2024	597666	ARNOLD'S AUTO WASH	0.00	V
04/11/2024	597667	BOOTS, JEFFREY S	0.00	V
TOTAL			\$343,866.60	

CITY OF LAPEER
ARBOR DAY PROCLAMATION

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal,

THEREFORE, BE IT RESOLVED that I, Debbie G. Marquardt, Mayor of the City of Lapeer, and the Lapeer City Commission do hereby declare Friday, April 26, 2024, as Arbor Day in the City of Lapeer and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands and urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 15th day of April 2024.



Debbie G. Marquardt, Mayor



Joshua Atwood, Mayor Pro Tem



Linda Glisman, Commissioner



Marlana Swindell, Commissioner



Stefan Brady, Commissioner



Melissa Petrie, Commissioner



Mike Womack, City Manager

CITY OF LAPEER
WORKERS MEMORIAL DAY PROCLAMATION

WHEREAS, every year on April 28, communities and worksites around the world honor friends, family members, and colleagues who have been killed or injured on the job; and

WHEREAS, in 2022, 139⁽¹⁾ workers lives were lost through fatal workplace accidents in Michigan; and

WHEREAS, it is appropriate to honor the memory of the courageous and dedicated members of Michigan's labor force who have been injured or disabled or have died as a result of workplace accidents; and

WHEREAS, we remember those who have died in workplace catastrophes, suffered occupational-related diseases, or have been injured due to dangerous conditions; and

WHEREAS, recognition of the integrity of Michigan's workforce and its achievements on behalf of the economic growth of our state is necessary; and

WHEREAS, the Lapeer City Commission wishes to pay tribute to the workers who have died or been injured or disabled in workplace accidents. We honor the contributions of Michigan's workforce and call for increased workplace safety; and

WHEREAS, the Lapeer City Commission seeks stronger workplace safety and health protections, better standards, and enforcement, and fair and just compensation; and by rededicating ourselves to improving safety and health in every city workplace.

NOW, THEREFORE, BE IT RESOLVED that, I Debbie Marquardt, Mayor of the City of Lapeer and the Lapeer City Commission, do hereby declare April 28, 2024, as

Workers Memorial Day

Dated this 15th day of April 2024.



Debbie G. Marquardt, Mayor



Joshua Atwood, Mayor Pro Tem



Linda Glisman, Commissioner



Marlana Swindell, Commissioner



Stefan Brady, Commissioner



Melissa Petrie, Commissioner



Mike Womack, City Manager

¹ <https://www.bls.gov/iif/state-data/fatal-occupational-injuries-in-michigan-2022.htm>

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: April 4, 2024
RE: FY 2024-2025 Budget/Capital Improvement Plan – Set a Public Hearing

STAFF RECOMMENDATION

Approve setting a public hearing on May 6, 2024, at 6:30 p.m. or as soon thereafter as may be heard regarding the Fiscal Year 2024-2025 City of Lapeer Budget and the first year of the proposed 2024-2029 Capital Improvement Plan and Fee Schedule.

CURRENT OR NEW INFORMATION

Attached is the FY 2024-2025 Budget Notice that will be published in the County Press on Sunday, April 28, 2024. The notice will set a public hearing on the proposed FY 2024-2025 Budget on Monday, May 6, 2024, at 6:30 p.m. and contains the required language necessary to avoid the separate Truth in Taxation Resolution, Notice, and Hearing.

The public hearing notice represents the budget as presented to the City Commission on April 3, 2024 with the following changes:

1. Add \$2,500 to the Planning department budget for planning commission board training.
2. Remove \$10,000 from the transfer to General Fund from the Housing Fund due to City Commission approval of a budget amendment on 3/18/2024 to transfer funds in FY23/24.

City Charter, Chapter 8 General Finance - Budget, Audit: Adoption of Budget, Section 8.3 states: "During the month of May in each year, the Commission shall by resolution adopt a budget for that fiscal year..." Once the budget hearing has been completed, the City Commission has eight (8) business days in which to adopt the budget.

If you have any questions or require further information, please advise.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

None.

AGENDA ITEM REVIEW

Meeting Date: April 15, 2024

Date Reviewed: April 5, 2024

Consent:

Administrative: X

Reviewed By: R. Sanchez, City Clerk

Public Hearing:

OFFICIAL NOTICE

CITY OF LAPEER PUBLIC NOTICE
PUBLIC HEARING ON PROPOSED
2024-2025 CITY OF LAPEER BUDGET

A public hearing will be held on Monday, May 6, 2024, at 6:30 p.m., or as soon thereafter as may be heard, in the City Commission Room, Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan, on the proposed 2024-2025 City of Lapeer Budget.

The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.

Citizens attending this hearing will have the right to provide written or oral comments and ask questions concerning the entire budget document. Handicapped persons who desire to attend this hearing are requested to call Mike Womack at 810-664-5231, so arrangements for their participation can be made.

The first year of the proposed 2025-2030 Capital Improvement Program amounting to \$7,332,221 is included within the following operational budgets.

A summary of the proposed 2024-2025 City of Lapeer General Fund Budget is as follows:

GENERAL FUND	
Unreserved Fund Balance - Beginning	\$4,889,810
Total Revenues	11,321,837
Total Expenditures	12,194,873
Unreserved Fund Balance - Ending	<u>\$4,016,775</u>

As proposed in the 2024-2025 Budget, the City property tax ad Valorum millage for 2024 will be 9.8000 mills.

A summary of expenditures for all other funds contained in the proposed 2024-2025 Budget is as follows:

		Current Year	Proposed	Projected Unreserved Fund
		Projected	Budget	Balance as of 6/30/2025
Cemetery Perpetual Care Fund	\$	-0-	-0-	\$ 14,293
Major Street Fund		1,070,170	2,989,925	1,443,381
Local Street Fund		406,546	421,176	1,390,058
Park and Recreation Fund		3,546,725	3,001,635	267,144
Cemetery Fund		238,704	162,117	29,982
Building Department Fund		487,039	523,621	10,323
Drug Law Enforcement Fund		10,000	-0-	31,122
Housing Resource Fund		212,343	414,500	31,596
Debt Service Fund		404,128	400,198	34,046
Capital Improvement Fund		281,109	1,810,721	57,274
Land Acquisition Fund		141,821	143,941	197,035
Parking Fund		52,713	56,638	198,089
Wastewater Fund		4,878,124	4,975,174	3,911,309
Water Fund		8,673,859	4,940,330	1,027,700
Information Technology Fund		244,425	243,178	227,854
Telephone Communications Fund		28,409	29,008	60,515
Motor Pool Fund	\$	<u>2,040,357</u>	<u>\$ 1,679,200</u>	<u>\$ 286,646</u>
TOTAL ALL OTHER FUNDS	\$	<u>22,716,472</u>	<u>\$ 21,791,362</u>	<u>\$ 9,218,367</u>

If anyone should have a question regarding the proposed City Budget for Fiscal Year 2024-2025, either prior to or following the public hearing on May 6, they should call the City Manager’s Office. Also, copies of the budget are available for inspection in the City Manager’s Office on the second floor of City Hall, 576 Liberty Park, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

The City of Lapeer will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seven (7) days notice to the City of Lapeer. Individuals with disabilities requiring auxiliary aids or services should contact the City of Lapeer by writing or calling the following: Mike Womack, City Manager and ADA Compliance Coordinator, City of Lapeer, 576 Liberty Park, Lapeer, MI 48446, 810-664-5231.

ROMONA SANCHEZ, CITY CLERK



ITEM G-2

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: 4/5/2024
RE: Approval of CIP #22856

STAFF RECOMMENDATION

To approve the proposed estimate from WJH Concrete for Capital Improvement Project #22856 for the replacement of the concrete sidewalk and 50 ft of linear curb not to exceed \$24,581.00.

CURRENT OR NEW INFORMATION

Several areas within the concrete approaches, sidewalks, steps, and curbs at the Public Safety Building are cracked, broken, or pulling away from their foundations. The current concrete is primarily from the building's original construction in 1989. The replacement of the failing concrete areas is required to maintain safe walkability and reduce the possibility of additional foundation damage. The replacement will meet the needs of the American Disability Act and will reduce the civil liability to the City of Lapeer.

There were three bids submitted to the City of Lapeer, WJH Concrete Inc., was the lowest bid at 24,581.00. This will include a tear out, replacement with 4000 psi with fiber mesh, 50 ft of curb replacement and haul off all material.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

This project has never been formerly submitted to the City Commission for approval.

AGENDA ITEM REVIEW

Meeting Date:	April 15, 2024	Date Reviewed:	April 10, 2024
Consent:			
Administrative:	X	Reviewed By:	D. Jansen, Deputy Clerk
Public Hearing:			

WJH Concrete, Inc.

4837 Mertz Rd.
Mayville, MI. 48744
989-843-0068

Estimate

Date

4/3/2024

Name/Address

City of Lapeer Police Dept.
2300 W. Genesee Rd.
Lapeer, MI. 48446

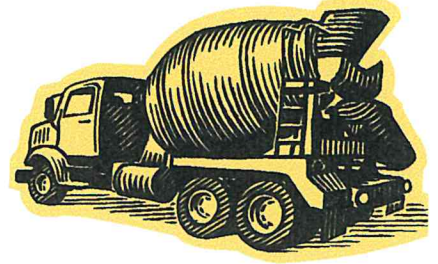
Description	Qty	Cost	Total
In regards to tear out & replace sidewalk at the Police Dept Building			
1. Flag pole area only.	960	9.00	8,640.00
2. Total on full project including flag pole area.	2,509	9.00	22,581.00
50 foot of curb replacement	50	40.00	2,000.00
*Includes tear out and replace, haul off, 4000psi concrete and fibermesh.			

Phone #

989-843-0068

Fax #

989-843-0068



PROPOSAL

April 1, 2024

Robert Lumbardo
D & B Cement
4960 Imlay City Rd.
Attica MI 48412 phone 810-395-7086
dlumbardo@hotmail.com

cell 810-533-3514

cell 810-614-3801

RE/ Police Station / Lapeer MI

2300 West Genesee St
Lapeer MI 48446
Attn. Jeremy Howe

1. 1st option, tear out approx. 700 sq ft of concrete walks replace
With new concrete \$7,000.00
2. 2nd option, tear out and replace approx. 1650 more sq ft replace
With new concrete \$16,500.00
- 3 3rd option, tear out and replace the curb approx. 50 lineal ft
In main entrance way between walk and parking lot. \$2,395.00

D & B Cement
Robert Lumbardo

WILLIAM CILK CONCRETE

ESTIMATE

586.747.7711

williamcilkconcrete@gmail.com

Date: 3.6.2024

6229 West Imlay City Rd
Imlay city , Mi
48444

Project: Lapeer Police walk way

Concrete	4000 PSI	4in	2390 sqft
Wire			
Concrete	Removal		
Expansion joint			
Connect old slabs	3/8 rebar dowels		
Subbase			
			\$24,500

If this price is not within the budget contact me.



ITEM G-3

To: Mike Womack, City Manager
From: Rodney Church, Director of Parks, Recreation, & Cemetery
Date: April 10, 2024
RE: Approve MLR Engineering's recommendation to hire Diamond Excavating LLC

STAFF RECOMMENDATION

To approve MLR Engineering's recommendation to hire Diamond Excavating LLC for the Rowden Park Linear Pathway project and to give permission to the Director of Parks, Recreation & Cemetery to work on the construction agreement.

CURRENT OR NEW INFORMATION

On Friday, April 5th we held a bid opening for the Rowden Park Linear Pathway project. The following are the three bids that we received:

Bennett Asphalt - \$346,972.26
Astec Asphalt - \$418,001.73
Diamond Excavating LLC - \$250,214.80

All three bids came under budget from what our initial cost estimate projected. After vetting the references for the lowest bidder, Diamond Excavating, it is MLR Engineering's recommendation that we can move forward with them as our contractor for the project.

The project will be fully funded via the SPARK grant that we received, and plans are to move forward with construction prior to the end of current fiscal year 23/24.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

AGENDA ITEM REVIEW

Meeting Date:	April 15, 2024	Date Reviewed:	April 10, 2024
Consent:		Reviewed By:	D. Jansen, Deputy Clerk
Administrative:	X		
Public Hearing:			



April 10, 2024

Mr. Rodney Church
Director of Parks, Recreation, & Cemetery
City of Lapeer
880 S. Saginaw Street
Lapeer, MI 48446

RE: Construction Bids
Rowden Park Trail Rehabilitation Project - 2024
City of Lapeer, Michigan

Rodney,

MLR Engineering has collaborated with the City of Lapeer to publically advertise this project in accordance with the City's standards as well as contacting local contractors. As a result of this advertisement process, bids were received on April 5, 2024 at 11:00 am.

MLR Engineering (MLR) has tabulated the construction bids from 3 contractors (bid tabulation attached). After review of the previously mentioned bid tabulation of the base bid, we recommend the City Commission award the construction contract to Diamond Excavating of Davison, MI. Their base bid was \$250,214.80. Diamond Excavation is the lowest base bidder that meets the requirements of being familiar with the City's infrastructure system, standards, and overall City project process.

Construction is scheduled to begin May 2024.

The award should be contingent on the contractor completing their final contract / bonding process.

If there are any additional questions please feel free to call upon me.

Sincerely,

Michael J. Rybicki

Michael J. Rybicki, P.E.

MLR Engineering

Bid Tabulation

Rowden Park Trail Rehabilitation
City of Lapeer, Lapeer County, Michigan

Item of Work			Qty	Unit	Bennett Asphalt		Astec Asphalt		Diamond Excavating	
					Unit Price	Bid Amount	Unit Price	Bid Amount	Unit Price	Bid Amount
Division 1 - Pavement										
a	Pulverize Existing HMA Pavement	47291	SFT	\$ 1.28	\$ 60,532.48	\$ 0.65	\$ 30,739.15	\$ 0.50	\$ 23,645.50	
b	Pulverize Existing HMA Pavement - Tennis Court Area	18264	SFT	\$ 0.31	\$ 5,661.84	\$ 0.72	\$ 13,150.08	\$ 0.25	\$ 4,566.00	
c	HMA Pavement Removal	3492	SFT	\$ 3.31	\$ 11,558.52	\$ 1.90	\$ 6,634.80	\$ 2.25	\$ 7,857.00	
d	Sawcut Joints	180	LF	\$ 5.32	\$ 957.60	\$ 10.00	\$ 1,800.00	\$ 4.95	\$ 891.00	
e	Sanitary Manhole Casting Adjustment	1	EA	\$ 2,275.00	\$ 2,275.00	\$ 1,735.00	\$ 1,735.00	\$ 1,850.00	\$ 1,850.00	
f	Trail Widening Excavation	2	EA	\$ 3,112.50	\$ 6,225.00	\$ 3,800.00	\$ 7,600.00	\$ 1,250.00	\$ 2,500.00	
g	MDOT Class 2 Sand Sub base	25	CYDS	\$ 143.20	\$ 3,580.00	\$ 60.00	\$ 1,500.00	\$ 60.00	\$ 1,500.00	
h	MDOT 22A Limestone, base	19	CYDS	\$ 223.69	\$ 4,250.11	\$ 75.00	\$ 1,425.00	\$ 75.00	\$ 1,425.00	
i	3" MDOT 13A HMA Leveling and Wearing Course	763	TONS	\$ 170.23	\$ 129,885.49	\$ 230.00	\$ 175,490.00	\$ 135.00	\$ 103,005.00	
j	4" MDOT 13A HMA Leveling and Wearing Course	220	TONS	\$ 205.28	\$ 45,161.60	\$ 230.00	\$ 50,600.00	\$ 135.00	\$ 29,700.00	
k	Pavement Markings - Ladder Crosswalk	1	LS	\$ 750.00	\$ 750.00	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	
l	Clean up (Incl. Temporary soil erosion measures, 4" topsoil, fine grade, and hydroseed earth distrubed areas as specified	1	LS	\$ 10,200.00	\$ 10,200.00	\$ 47,000.00	\$ 47,000.00	\$ 18,500.00	\$ 18,500.00	
m	Traffic Control	1	LS	\$ 6,250.00	\$ 6,250.00	\$ 5,000.00	\$ 5,000.00	\$ 25,000.00	\$ 25,000.00	
Total Amount of Bid - Division 1					\$ 287,287.64	\$ 344,174.03		\$ 221,439.50		
Division 2 - Storm Sewer										
a	6"-8" SDR-35 PVC Storm Sewer	36	LF	\$ 176.39	\$ 6,350.04	\$ 135.50	\$ 4,878.00	\$ 74.00	\$ 2,664.00	
b	2' Diameter Catchbasins	3	EA	\$ 4,173.34	\$ 12,520.02	\$ 4,800.00	\$ 14,400.00	\$ 1,950.00	\$ 5,850.00	
c	Clean up (Incl. Temporary soil erosion measures, 4" topsoil, fine grade, and hydroseed earth distrubed areas as specified	1	LS	\$ 4,830.00	\$ 4,830.00	\$ 6,700.00	\$ 6,700.00	\$ 1,500.00	\$ 1,500.00	
Total Amount of Bid - Division 2					\$ 23,700.06	\$ 25,978.00		\$ 10,014.00		
Division 3 - Concrete										
a	Restroom Sidewalk Excavation	1	EA	\$ 4,700.00	\$ 4,700.00	\$ 800.00	\$ 800.00	\$ 2,160.00	\$ 2,160.00	
b	6" MDOT Class 2 Base	4	CYDS	\$ 307.50	\$ 1,230.00	\$ 100.00	\$ 400.00	\$ 38.00	\$ 152.00	
c	4" Concrete Sidewalk	216	SFT	\$ 31.02	\$ 6,700.32	\$ 18.00	\$ 3,888.00	\$ 11.80	\$ 2,548.80	
d	Concrete Bridge Approaches (8)	553	SFT	\$ 24.83	\$ 13,730.99	\$ 51.00	\$ 28,203.00	\$ 8.50	\$ 4,700.50	
e	Clean up (Incl. Temporary soil erosion measures, 4" topsoil, fine grade, and hydroseed earth distrubed areas as specified	1	LS	\$ 5,600.00	\$ 5,600.00	\$ 9,700.00	\$ 9,700.00	\$ 1,500.00	\$ 1,500.00	
Total Amount of Bid - Division 3					\$ 31,961.31	\$ 42,991.00		\$ 11,061.30		
Division 4 - Bridge Decking										
a	Remove & Replace Bridge Decking - 2x6 Treated Lumber with Screws	385	SFT	\$ 10.45	\$ 4,023.25	\$ 12.62	\$ 4,858.70	\$ 20.00	\$ 7,700.00	
Total Amount of Bid - Division 4					\$ 4,023.25	\$ 4,858.70		\$ 7,700.00		
*City of Lapeer to remove tennis court area fencing.										
Total Amount of Bid - Divisions 1-4					\$ 346,972.26	\$ 418,001.73		\$ 250,214.80		

CONFIRMATION: I herby present the foregoing is a correct tabulation of bids received for the Rowden Park Trail Rehabilitation Project - 2024, City of Lapeer, Lapeer County, Michigan. Bids opened at 11:00 a.m. on Friday, April 5, 2024.

By:

Michael J. Mucki, P.E.
MLR Engineering
April 5, 2024

Math Correction



ITEM H-1

To: City Commission
From: City Manager Mike Womack
Date: March 27, 2024
RE: City Attorney meeting attendance

STAFF RECOMMENDATION

This item was requested by Commissioner Petrie, staff recognizes valid concerns on both sides of the question and will thus leave this policy decision to the Commission.

CURRENT OR NEW INFORMATION

The City Attorney is an extremely talented and valuable member of the Lapeer team, however, his presence at every meeting of the City Commission meeting is an expensive proposition. Over the last year, the City Attorney's appropriation dropped from \$220,000 down to a projected \$135,000 this year, in part due to his non-attendance at two monthly meetings.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Prior to my arrival in the City, the City Attorney regularly attended the City Commission's meetings but stopped after we hired the new firm of Fletcher Fealko. The change occurred partially because that was how the RFP was written, the willingness of Fletcher Fealko to work with the City on a non-retainer basis, using an hourly basis instead, and also just a "falling off" due to the changeover of both the City Manager and City Attorney positions.

AGENDA ITEM REVIEW

Meeting Date:	April 1, 2024	Date Reviewed:	March 28, 2024
Consent:			
Administrative:	X	Reviewed By:	R. Sanchez, City Clerk
Public Hearing:			



City Manager's Office
576 Liberty Park, Lapeer, MI 48446
Phone: 810-664-5231
Fax: 810-664-2610

March 26th, 2024

City Commission
576 Liberty St.
Lapeer, MI 48446

Mayor Marquardt and City Commission,

I have spoken with the City Attorney, and he has indicated that he can commit to attending the City Commission's two monthly meetings for \$1,800.00 per month, excepting occasional scheduling conflicts. The City Attorney also indicated that he would be open to discussing the possibility of attending meetings remotely, which would reduce the expected fee.

Mike Womack

City of Lapeer
City Manager
810-245-4202

mwomack@ci.lapeer.mi.us

From: [Mike Womack](#)
To: [Deborah Marquardt ext;](#) [Josh Atwood;](#) [Joshua Atwood;](#) [Linda Glisman;](#) [Marlana;](#) [Melissa Petrie;](#) [Stefan Brady](#)
Cc: [Romona Sanchez;](#) [Mike Vogt](#)
Subject: FW: City of Lapeer Question
Date: Monday, April 8, 2024 4:28:52 PM
Attachments: [audio improvements quote.pdf](#)
[image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)

CC,

Please see below and attached for what might be necessary to allow the City Attorney (and others) to attend our meetings virtually. It might be a good option for the future regardless of the City Attorney situation, please let me know how y'all might like to proceed on this.

Thanks,

Mike Womack

City Manager

City of Lapeer

576 Liberty Park, Lapeer MI 48446

810-664-5231

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

mwomack@ci.lapeer.mi.us



From: Mike Vogt <mvogt@ci.lapeer.mi.us>
Sent: Monday, April 1, 2024 7:47 PM
To: Mike Womack <mwomack@ci.lapeer.mi.us>
Cc: Romona Sanchez <rsanchez@ci.lapeer.mi.us>
Subject: FW: City of Lapeer Question

Manager Womack,

We currently do not have the equipment available to host/use Zoom (or any other remote platform) for two way communication within the chambers. We would have to install equipment as presented in the attached quote. Additionally, we would need to explore the possibility of broadcasting live on YouTube as well as a remote platform at the same time.



Mike Vogt

Fire Chief

Phone: (810) 664-0833

Mobile: (810) 728-6708

E-mail: mvogt@ci.lapeer.mi.us

City of Lapeer Fire and Rescue

2300 W. Genesee St

Lapeer, MI 48446

www.ci.lapeer.mi.us



*Serving our Community with Integrity,
Professionalism, and Kindness.*

QUOTATION



**American Video
Transfer Inc**

~ Estb. 1988 ~

REMIT TO:
American Video Transfer Inc.
9931 E Grand River
Brighton, MI 48116

Customer: CITY OF LAPEER
PO Mike Vogt
Quote # 6685
Date: 12/26/2023
Terms: Net 30
Expires 90 Days

Council Room Audio Streaming Improvements

Description	QTY	Brand	Model	Warranty	Price
LABOR / PROJ DESCRIPTION: Install 5 microphones and combo amplifier / mixer. Run wire mold along baseboard heat to rear of room. Create pass through hole in wall to bring MIXER over to main room side. Patch mixer into ATEM mixer so quality audio can be broadcast. Patch laptop audio to an input in the mixer/amp and provide 30' HDMI cable for LCD projector (allows for full duplex remote streaming meeting)					included
Mixer / Amplifier Unit	1	JBL	CSMA240	3-Years	included
Microphones - low provide desk	5	Audio Technica	Pro44	1-Year	included
Wall plates / boxes/ wire / jacks / patch cords / misc. supply	1			1-Year	included
On Site Warranty	1	Includes one year on-site warranty			included
Total:					\$ 3,750.00

Note: Customer to provide table and power for above project. Customer confirms no utilities behind wall before penetration made. Customer to provide desk/table. Customer choice to have audio mixer in closet or on desk.

Optional Improvements:

Description	QTY	Brand	Model	Warranty	ADDITIONAL PRICE
LABOR & PARTS - Add 4 Ceiling Speakers to PA system for in room amplification. Include 1 year onsite support	4	Speco	SP5MAT	Limited Lifetime	ADD \$1,575.00
PARTS: Add a 1500 VAC power backup unit to the ATEM and LAPTOPS	1			1-Year	ADD \$250.00



ITEM H-2

To: Mayor and City Commissioners
From: Mike Womack – City Manager
Date: April 10, 2024
RE: Appointment of Acting City Manager

STAFF RECOMMENDATION

Recommend City Commission appoint Fire Chief Mike Vogt as acting City Manager from April 19, 2024, through May 4, 2024.

CURRENT OR NEW INFORMATION

City Manager Mike Womack will be out of the office from Friday, April 19, 2024, through May 4, 2024. By Charter: Chapter C. Charter, Chapter 4, Organization of Government § C-4.9. Acting City Manager; The Commission may appoint or designate an Acting Manager during the period of a vacancy in the office or during the absence of the City Manager from the City. Such Acting City manager shall, while he is in such office, have all the responsibilities, duties, functions, and authority of the City Manager.

During Mr. Womack's absence, it would be in the best interest of all to appoint an acting City Manager to address any issues that may arise during this brief absence.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

None.

AGENDA ITEM REVIEW

Meeting Date:	April 15, 2024	Date Reviewed:	April 10, 2024
Consent:		Reviewed By:	D. Jansen, Deputy Clerk
Administrative:	X		
Public Hearing:			



ITEM J-1

To: Mayor and City Commission
Date: April 10, 2024
RE: Boards & Commissions Appointments

MAYORAL APPOINTMENT

BOARD OR COMMISSION	MEMBER NAME	CURRENT TERM EXPIRES	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Cemetery Board	Linda Glisman	Apr 1, 2028	5 Year	Apr 1, 2028	Appointment Recommended
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

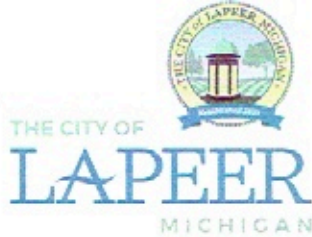
COMMISSION APPOINTMENTS

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	Vacancy – Alternate	Apr 1, 2027	3 Year		Awaiting Recommendation

AGENDA ITEM REVIEW

Meeting Date: April 15, 2024
Consent:
Administrative: X
Public Hearing:

Date Reviewed: April 10, 2024
Reviewed By: D. Jansen, Deputy Clerk



Application for Boards and/or Commissions

Please complete, sign and date the application and return to:
 City Clerk's Office, 576 Liberty Park, Lapeer, MI 48446
 810-664-5231
 Email: clerk@ci.lapeer.mi.us

<input type="checkbox"/> Accuracy Board	<input type="checkbox"/> Downtown Development Authority	<input type="checkbox"/> Lapeer Neighborhoods, Inc.
<input type="checkbox"/> Board of Review	<input type="checkbox"/> Economic Development Corporation / Tax Increment Financing Authority / Brownfield Redevelopment Authority	<input type="checkbox"/> Local Development Finance Authority
<input checked="" type="checkbox"/> Cemetery Board	<input type="checkbox"/> Greater Lapeer Transportation Authority	<input type="checkbox"/> Local Officers Compensation Commission
<input type="checkbox"/> Center for the Arts of Greater Lapeer	<input type="checkbox"/> Income Tax Board of Review	<input type="checkbox"/> Park Board
<input type="checkbox"/> Construction Board of Review	<input type="checkbox"/> Lapeer Building Authority	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> County Center Board	<input type="checkbox"/> Lapeer Housing Commission	<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> District Library Board	<input type="checkbox"/> Lapeer Housing Board of Appeals	

Please tell us why you wish to serve on this Board or Commission; describe your relevant experience; and what do you feel you can contribute to the Board or Commission:

As a member of the Daughters of the American Revolution, I feel it is our duty and obligation to maintain and preserve our cemeteries. Our cemeteries contain much of our ancestral history. Not only is it imperative to maintain written records, but to maintain the grounds, markers, monuments, and other historical items within the boundaries in as a pristine manner as possible. Cemeteries are a place of reflection and memory not only for individual families but for our national memory as well. As a member of the "City Beautiful Commission" in Rochester, MI I have done work (planted trees, etc.) in Mount Avon Cemetery where patriots from the Revolutionary War are buried. I also was involved in writing the policy for planting trees (and placing benches) in memory of someone. Also, through the DAR, I have participated in the DAR remembrance garden and in rededication of graves.

Applicant Information:

Print Name: LINDA GLISMAN
 (First) (Last)

Street Address: 359 GOLFSIDE DRIVE
 Home Phone: Cell Phone: 248-321-7087
 Email: L.glisman@att.net
 Employer: RETIRED Occupation: Educator etc.

Educational Background: BA & MEd - Wayne State University; Post Graduate classes and Doctoral work in Leadership at Oakland University.

Community Activities and/or Work Experience: Teacher for Warren Consolidated Schools, Congressional Aide to 2 United States Congressmen, Aide to 1 Michigan Senator, Also taught classes in public speaking and motivation. A member of the Daughters of the American Revolution, Served on the City Beautiful commission in Rchester MI., Served on the Community House Board in Rochester Mi., Served on several political organizations as chair in Oakland County & Livingston County. Active in my church.

Linda Glisman
 Signature Date April 2, 2024

Thank you for your interest in serving on one of our Boards or Commission. All information on this application is public information and subject to disclosure in response to public records request made pursuant to the Freedom of Information Act.



ITEM K-1

To: Mayor and City Commission
Date: April 10, 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: April 15, 2024

Date Reviewed: April 10, 2024

Reviewed By: D. Jansen, Deputy Clerk

Permit Summary Report

ITEM K-1-1

04/09/24

Building Department

576 Liberty Park

Lapeer, MI 48446

810-245-9621

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
03/18/2024	Building	Residential Add/Alter/Repair	331 DEVONSHIRE DR	\$582.00	ISSUED
03/25/2024	Building	Sign	25 MILLVILLE RD	\$262.00	ISSUED
03/25/2024	Building	Sign	208 E GENESEE ST	\$262.00	ISSUED
03/25/2024	Building	Sign	110 N SAGINAW ST SUITE 1	\$262.00	ISSUED
04/05/2024	Building	Commercial, Add/Alter/Repair	1200 BARRY DR SUITE 1600	\$1,001.00	ISSUED
03/26/2024	Building	Sign	450 W NEPESSING ST	\$277.00	ISSUED
04/05/2024	Building	Deck	356 DEVONSHIRE DR	\$339.00	ISSUED
04/05/2024	Building	Sign	349 MCCORMICK DR	\$100.00	ISSUED
04/03/2024	Building	Window Replacement	1374 RULANE DR	\$181.00	ISSUED
03/23/2024	Building	Demolition	722 IMLAY CITY RD	\$427.00	ISSUED
04/04/2024	Building	Sign	3090 DAVISON RD	\$262.00	ISSUED
03/20/2024	Electrical	Electrical	620 S MAIN ST	\$180.00	ISSUED
03/13/2024	Electrical	Electrical	880 S SAGINAW ST	\$312.00	ISSUED
03/14/2024	Electrical	Electrical	804 CEDAR ST	\$96.00	ISSUED
03/21/2024	Electrical	Electrical	2677 BEDFORD ST	\$452.00	ISSUED
03/26/2024	Electrical	Electrical	450 W NEPESSING ST	\$186.00	ISSUED
04/02/2024	Electrical	Electrical	538 S ELM ST	\$344.00	ISSUED
04/02/2024	Electrical	Electrical	610 LINCOLN ST	\$96.00	ISSUED
04/04/2024	Electrical	Electrical	477 W NEPESSING ST	\$362.00	ISSUED
04/04/2024	Electrical	Electrical	208 E GENESEE ST	\$267.00	ISSUED
03/13/2024	Mechanical	Mechanical	346 EAGLE PASS	\$200.00	ISSUED
03/13/2024	Mechanical	Mechanical	776 DEWEY ST	\$185.00	ISSUED
03/14/2024	Mechanical	Mechanical	804 CEDAR ST	\$113.00	ISSUED
03/27/2024	Mechanical	Mechanical	880 S SAGINAW ST	\$385.00	ISSUED
03/19/2024	Mechanical	Mechanical	620 S MAIN ST	\$281.00	ISSUED
03/21/2024	Mechanical	Mechanical	450 W NEPESSING ST	\$646.00	ISSUED
03/25/2024	Mechanical	Mechanical	2886 TREYMORE ST	\$162.00	ISSUED
03/25/2024	Mechanical	Mechanical	2676 BEDFORD ST	\$162.00	ISSUED
03/27/2024	Mechanical	Mechanical	2709 BEDFORD ST	\$162.00	ISSUED

Permit Summary Report

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

04/09/24

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
04/02/2024	Mechanical	Mechanical	1200 BARRY DR SUITE 1600	\$388.25	ISSUED
03/27/2024	Plumbing	Plumbing	880 S SAGINAW ST	\$683.00	ISSUED
03/18/2024	Plumbing	Plumbing	1428 IMLAY CITY RD	\$439.00	ISSUED
03/19/2024	Plumbing	Plumbing	620 S MAIN ST	\$252.00	ISSUED
03/19/2024	Plumbing	Plumbing	208 E GENESEE ST	\$270.00	ISSUED
04/02/2024	Plumbing	Plumbing	1200 BARRY DR SUITE 1600	\$1,529.00	ISSUED
04/03/2024	Plumbing	Plumbing	194 JACOB RIDGE	\$90.00	ISSUED
03/13/2024	R.O.W.	Right of Way	3140 DAVISON RD	\$265.00	ISSUED
03/13/2024	R.O.W.	Right of Way	3128 DAVISON RD	\$250.00	ISSUED
03/22/2024	R.O.W.	Right of Way	1594 W GENESEE ST	\$250.00	ISSUED
04/02/2024	R.O.W.	Right of Way	2709 BEDFORD ST	\$250.00	ISSUED
04/08/2024	R.O.W.	Right of Way	576 LIBERTY PRK	\$265.00	ISSUED
03/13/2024	Sewer	Sewer	3140 DAVISON RD	\$4,000.00	ISSUED
03/14/2024	Water	Water	3140 DAVISON RD	\$2,750.00	ISSUED
03/13/2024	Water	Water	3128 DAVISON RD	\$2,750.00	ISSUED
03/26/2024	COMPLIANCE PERMIT	Fence	365 MANSFIELD DR	\$81.00	ISSUED
03/26/2024	COMPLIANCE PERMIT	Shed	1205 LANCASTER ST	\$42.00	ISSUED

TOTAL FEES PAID: \$23,100.25

Monthly Rental Certificates

04/09/2024

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

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
725 DEMILLE RD	CLEAR VIEW MHC HOLDINGS	CR23-0141	Certified	03/27/2024	11/15/2024	287.00
347 JACQUALYN DR	CLEAR VIEW MHC HOLDINGS	CR23-0160	Certified	03/27/2024	11/15/2024	125.00
263 SARAH FERN CT	CLEAR VIEW MHC HOLDINGS	CR23-0166	Certified	03/27/2024	11/15/2024	206.00
287 JACQUALYN DR	CLEAR VIEW MHC HOLDINGS	CR23-0172	Certified	03/27/2024	11/15/2024	206.00
303 JESSIE LEE DR	CLEAR VIEW MHC HOLDINGS	CR23-0174	Certified	03/27/2024	11/15/2024	287.00
235 JACQUALYN DR	CLEAR VIEW MHC HOLDINGS	CR23-0183	Certified	03/27/2024	11/15/2024	287.00
238 JACQUALYN DR	CLEAR VIEW MHC HOLDINGS	CR23-0184	Certified	03/27/2024	11/15/2024	287.00
150 PHEASANT RUN	CLEAR VIEW MHC HOLDINGS	CR23-0188	Certified	03/27/2024	11/15/2024	287.00
175 SARAH FERN CT	CLEAR VIEW MHC HOLDINGS	CR23-0194	Certified	03/27/2024	11/15/2024	206.00
31 KILLDEER CT	CLEAR VIEW MHC HOLDINGS	CR23-0196	Certified	03/27/2024	11/15/2024	125.00
100 DEER RUN	CLEAR VIEW MHC HOLDINGS	CR23-0204	Certified	03/27/2024	11/15/2024	206.00
435 W NEPESSING ST 9	BEYER FURNITURE INC	CR23-0832	Certified	03/18/2024	07/31/2025	40.00
1868 W GENESEE ST 2	HILLTOP APARTMENT COMPL	CR23-1040	Certified	04/03/2024	05/03/2025	121.00
1876 W GENESEE ST 10	HILLTOP APARTMENT COMPL	CR23-1048	Certified	04/03/2024	05/03/2025	202.00
55 TURRILL AVE	MELLENDEZ, RAMONA	CR23-1455	Certified	04/03/2024	12/11/2025	206.00
289 NIGHTINGALE AVE	ANTONELLI, JUDY A TRUST	CR24-0109	Certified	03/27/2024	01/05/2026	187.50
10 PEPPERMILL RD	SCHOP, EDWARD	CR24-0113	Certified	03/21/2024	02/13/2026	206.00
329 E NEPESSING ST 1	JS RENTALS LLC	CR24-0138	Certified	03/20/2024	03/03/2026	165.00
329 E NEPESSING ST 2	JS RENTALS LLC	CR24-0139	Certified	03/20/2024	03/03/2026	40.00
329 E NEPESSING ST 3	JS RENTALS LLC	CR24-0140	Certified	03/20/2024	03/03/2026	40.00
329 E NEPESSING ST 4	JS RENTALS LLC	CR24-0141	Certified	03/20/2024	03/03/2026	40.00
1231 SECOND ST	BUTTERFIELD, GAYEL TRUST	CR24-0142	Certified	04/03/2024	02/05/2026	125.00
547 N COURT ST 1	PEASLEY, MICHELE R & BRAD	CR24-0143	Certified	03/20/2024	03/07/2026	165.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
547 N COURT ST 2	PEASLEY, MICHELE R & BRAD	CR24-0144	Certified	03/20/2024	03/07/2026	40.00
547 N COURT ST 3	PEASLEY, MICHELE R & BRAD	CR24-0145	Certified	03/20/2024	03/07/2026	40.00
547 N COURT ST 4	PEASLEY, MICHELE R & BRAD	CR24-0146	Certified	03/20/2024	03/07/2026	40.00
547 N COURT ST 5	PEASLEY, MICHELE R & BRAD	CR24-0147	Certified	03/20/2024	03/07/2026	40.00
547 N COURT ST 6	PEASLEY, MICHELE R & BRAD	CR24-0148	Certified	03/20/2024	03/07/2026	40.00
194 JACOB RIDGE	KINGSMAN PROPERTIES	CR24-0149	Certified	03/20/2024	03/18/2026	125.00

Total # of Certificates: 29

Total Amount Billed: \$4371.50

Population: All Records
Certificate Date Issued Between 3/14/2024 12:00:00 AM
AND 4/9/2024 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: April 9, 2024
RE: Monthly Departmental Report

ASSESSING DEPARTMENT CONCENTRATION:

- All Property Transfer Affidavits are processed and are currently up to date. Deeds have been processed through March 2024.
Current Deed breakdown:

Deeds	February	Vacant land	New Construction	Prior Month
Transfers	13	0	1	7
Non-Transfers	13			13
Foreclosure / Redemption	1			0/0
Total	27			20

- The March Board of Review met for their required time on March 18 & 19, 2024. The Board signed the L-4037 Assessment Roll Certification on March 20, 2024. A total of 10 Petitions were reviewed. The Petitions included : 2 In-person appointments for value contentions, 1 Letter value appeal and 7 Personal Property appeals – late filed exemptions/amended statements. The Board Decisions have been mailed to the petitioners.
- Current March Board of Review Ad Valorem values for 2024 Real and Personal are: Assessed: 442,144,300 ; Taxable Value is 351,034,849. Specialis Acts: Assessed is 2,928,500 ; Taxable is 2,509,768.
- All required reports have been filed with the County and we are balanced.
- The Personal Property Export has been completed and the L-4022 has been uploaded to MEG as required by the State.
- We currently have 0 Michigan Tax Tribunal case for the 2023 tax year.
- 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: April 9, 2024
RE: Income Tax Monthly Report for March 2024

CITY OF LAPEER
Monthly Financial Statement
Income Tax Department
March 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	\$9,221	\$1,933,982	\$2,590,000	\$2,590,000	\$2,827,204	\$237,204
2014/15	\$46,314	\$2,096,317	\$2,590,000	\$2,590,000	\$2,953,553	\$363,553
2015/16	\$74,676	\$2,197,289	\$2,785,000	\$2,785,000	\$3,069,571	\$284,571
2016/17	\$65,564	\$2,357,520	\$3,065,000	\$3,065,000	\$3,212,298	\$147,298
2017/18	\$31,759	\$2,409,593	\$3,165,000	\$3,165,000	\$3,349,223	\$184,223
2018/19	\$73,691	\$2,414,524	\$3,175,000	\$3,175,000	\$3,521,027	\$346,027
2019/20	\$63,263	\$2,344,194	\$3,265,000	\$3,265,000	\$3,228,023	-\$36,977
2020/21	\$70,875	\$2,572,353	\$3,495,000	\$3,495,000	\$3,783,095	\$288,095
2021/22	\$125,658	\$2,851,507	\$3,476,000	\$3,476,000	\$4,527,734	\$1,051,734
2022/23	\$110,621	\$3,032,598	\$4,090,000	\$4,140,076	\$4,941,930	\$801,854
2023/24	\$98,962	\$3,218,183	\$4,833,000	\$4,833,000		

Original Budget and Current Year Budget columns for FYE 2013- 2023 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: April 10, 2024
RE: Finance Department Report for March 2024

- 1) 187 – accounts payable checks were issued.
- 2) 331 - payroll payments were issued.
- 3) 1,252 - income tax refund checks were issued.
- 4) Records were reviewed with those needing information on burial location. There was one (1) grave purchased; two (2) full burials; and two foundations purchased (for \$614.40).
- 5) Twelve (12) delinquent 2023 personal property tax bills were receipted for \$489.67; one (1) delinquent 2021 personal property tax bills were receipted for \$302.36; and two (2) delinquent 2019 personal property tax bill was receipted for \$223.70.
- 6) There were 71 additions and 58 cancellations received regarding the voter registration records.



ITEM K-1-3

To: Mike Womack, City Manager
From: Mike Vogt, Fire Chief
Date: April 5, 2024
RE: March 2024

MONTH SUMMARIZED:

Training: The department conducted a total of six training sessions (3 day/3 night). A total of 154.5 man-hours were spent in training during the month.

Community Risk Reduction: The department participated in two events during the month. These events both occurred in the City of Lapeer. A total of 375 children and 37 adults participated in these events.

Fire & Life Safety: Six annual inspections, four reinspection, two other types of inspections, one complaint and eight site visits were completed in the city, with seven violations being identified. There were two businesses inspected that were without any fire code violations. One tenant plan and one hood suppression plan were reviewed by the Building Department and one revised site plan was reviewed by the Planning Department for the month of March.

Responses: The department responded to a total of 45 incidents during the month, requiring a total of 472.5 man-hours. This is 10 more responses than we had for the same period in 2023. 56% 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 \$30,000, bringing the estimated annual dollar loss for the year to \$680,000. The loss for the month resulted from a residential building fire in Mayfield Township.

The number of responses for the month by municipality was: City of Lapeer-21, Lapeer Twp-6, Mayfield Twp-9, Oregon Twp-3, Automatic/Mutual Aid-6.

The average emergency response time (in minutes) to each municipality was: City of Lapeer-0.0, Lapeer Twp-14.0, Mayfield Twp-7.0, Oregon Twp-0.0.

The calendar year annual percentage of responses by municipality is: City of Lapeer-53.03%, Lapeer Twp-14.39%, Mayfield Twp-18.94%, Oregon Twp-6.06%, Assists-7.58%.

The number of burn permits issued for the month by municipality was: Lapeer Twp-154, Mayfield Twp-169, Oregon Twp-107.

The breakdown of responses by type is as follows:

Fire Alarm-Malicious	0	Fire Alarm-Unintentional	7
Fire Alarm-Malfunction	6	Fire Alarm-Residential	2
Building Fire-Residential	1	Building Fire-Commercial	0
Building Fire-Other	0	Vehicle Fire	0
Grass/Brush Fire	4	Rescue	1
Good Intent	2	Electrical Related	2
Smoke Investigation	0	Gasoline/Diesel Spill/Leak	0
Natural Gas/Propane Leak	5	Carbon Monoxide (alarm & actual)	1
Other Type Fires	3	Other Type Response	5
Assist to Other Agencies	6	Washdown	0

City of Lapeer Activities Calendar

City of Lapeer Fire & Rescue						
March 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Incident 24-088 Incident 24-089	2 CPR Class
3 Incident 24-090 Incident 24-091 Incident 24-092	4 Incident 24-093	5 Incident 24-094 Incident 24-095	6	7 Incident 24-096	8 Incident 24-097	9
10 Incident 24-098	11 Incident 24-099 Incident 24-100 Incident 24-101 Training	12 Incident 24-102 Incident 24-103 Incident 24-104 Incident 24-105 Incident 24-106 Incident 24-107	13 Incident 24-108 Incident 24-109	14 Incident 24-110 8th Grade Career Day CPR Class	15 Incident 24-111	16 Incident 24-112 Incident 24-113 Incident 24-114 CPR Class
17	18 Incident 24-115 Training	19	20 Incident 24-116 Incident 24-117 Incident 24-118 Leadership Mtg	21 Incident 24-119 Incident 24-120 Fire Prevention Tour	22	23 CPR Class
24 Incident 24-121 Training	25 Incident 24-122 Incident 24-123 Incident 24-124 Training 151 Spec Mtg	26 Incident 24-125 Incident 24-126	27 Incident 24-127	28 Incident 24-128 Incident 24-129	29	30 Incident 24-130
31 Incident 24-131 Incident 24-132	<div>Notes</div> <div><div>Incidents (Monthly Total - 45)</div><div>Training</div><div>Public Events</div><div>Meetings/ Department Work</div><div>New Hiring Process</div><div>Public Assistance</div></div>					

Dept: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: April 18th, 2024
RE: March 13th, 2024 – April 9th, 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 April 9, Riverview Towers remains 100% occupied, with one tenant vacating a unit at the end of April. An applicant has been approved for residency and is expected to lease this unit on or about June 1.
2. The Riverview waitlist contains a sufficient supply of applicants to fill vacant units.

B. HOUSING CHOICE VOUCHER PROGRAM (HCV)

1. As of April 9, 96 vouchers are under contract.
2. No new vouchers have been issued since the last report.
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. HUD released the 2024 Income Limits for our housing programs effective April 1st, 2024. The LHC had had no instances of income eligibility determination between April 1st, 2024 and the meeting date of April 18th, 2024 (or had no instances where the family would be negatively impacted by not having 2024 limits established by April 1st, 2024); therefore, ***Ms. Soldenski would like to obtain approval to make the HUD 2024 income limits effective April 18th, 2024 for both the Housing Choice and Project Based Voucher programs.***

For both programs, the maximum income is the 50% AMI; however, the LHC also has to ensure that 75% of our new admissions to both programs combined are at or below 30% AMI. This allows LHC to maintain assistance predominantly to extremely low income applicants.

Lapeer Co. \$	HUD 2024 Income Limits							
	Persons in Family							
	1	2	3	4	5	6	7	8
30% AMI* Extremely Low Income	20,150	23,000	25,900	31,200	36,580	41,960	47,340	52,720
50% AMI* Very Low Income	33,600	38,400	43,200	47,950	51,800	55,650	59,500	63,300
80% AMI* Low Income	53,700	61,400	69,050	76,700	82,850	89,000	95,150	101,250

*AMI = Area Median Income

3. As long as all bids are submitted in time of the meeting, ***Ms. Soldenski would like approval to select an insurance company for LHC/LRT for the 4/15/24 – 4/14/25 term.*** Bid proposals will be presented at the meeting or this item will be postponed until the May meeting.
4. Ms. Soldenski will be attending the Upper Peninsula Association of Housing Organizations April 24-26 held in Sault St. Marie. The main topic of this conference is proper creation of a 5 year PHA Plan and process for new automated submission.
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 must be in effect by January 1st, 2025. HUD released PIH Notice 2023-27 which provides implementation guidance. LHC must be on-boarded to the new HUD Housing Information Portal (HIP) prior to implementing HOTMA. LHC compliance date will be on or before Jan. 1st, 2025. Prior to full implementation, staff training and tenant/landlord notifications must take place. *LHC HCV Admin Plan has been modified for HOTMA and is going through final review prior to approval and use.*
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. PHAs must convert on or before October 1st, 2024. Systems updates and staff training needs to take place prior to full implementation which includes use of an NSPIRE application via dedicated cell phone for electronic inspections. HUD has issued PIH Notice 2023-28 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: April 18th, 2024
RE: March 13th, 2024 – April 9th, 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 is now open and accepting applications.
 - a. **Project 1 - Annrook Park:** - The Parks Department are in the development stage of the path resurfacing process and gathering estimates.
2. **USDA Rural Development HPG Grant:** Grant funding has been extended to March 30, 2024.
 - a. **Project 3 - Lincoln St.** – Electrical – Project has completed and awaiting final inspections.
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 – Contractor selected, and moving towards project set-up and contract signing.
 - b. **Project 2 - Lincoln St.** - Roof, Water Heater, Electrical – Contractor selected, moving towards project set-up and contract signing.
 - c. **Project 3 – Dewey St.** – Insulation, Water Heater, and Air Conditioner – Homeowner discussion scheduled to decide components to address. Project will go out for bid once decided.
 - d. **Project 4 – Lincoln St.** – HVAC, windows, electrical – Contractor selected, moving towards project set-up and contract signing.
 - e. **Project 5 – N. Monroe St. – Rental** – Roof, Insulation – Contractor selected, moving towards project set-up and contract signing.
 - f. **Project 6 – Hartley St.** – Furnace/Air and Water Heater – Bid specifications creation in process, once approved by homeowner, project will go out for bid.
 - g. **Project 7 – Parkway** – Roof and Insulation – Bid specifications creation in process, once approved by homeowner, project will go out for bid.
 - h. **Project 8 – Law St.** – Roof, HVAC and AC – Energy audit completed, and bid specification creation in progress.
 - 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 – E. Nepessing St.-** Roof – Application stage.

- m. Project 13 – Mason St. – Roof – Application stage.
- n. Project 14 – 2nd Street – Windows/Doors – Application stage.
- o. Project 15 – N. Monroe – Roof/Windows/Doors/Insulation – 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 100%, as MSHDA is waiving lease up while waitlist pulls are on hold 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, MSHDA has released the MSHDA MI Neighborhood Grant. The grant will offer funds for three primary activities: Public Amenities, Rehabilitation, and New Units. Funding for new units is \$100K max and with only one new unit, the home would need to be sold to a low income household with income at or under 60% AMI for Lapeer County. Ms. Soldenski will be looking into the financial feasibility of this grant for 405 S. Elm.
- b. Ms. Soldenski is gathering bids for a property survey and expects to have bids for this meeting. Based on the location of trees and fence lines, the board can make a decision on the extent of yard clean up. Mr. Lewis will be cleaning up leaves, sticks and other smaller vegetation.

C. FINANCE

- 1. Attachment #1: Financial report.

D. ADMINISTRATION

- 1. Ms. Lincoln has received 3 entries to date for the 2024 LNI Beautification Contest drawing. Ms. Lincoln will continue to promote the contest on the Facebook page as well as ask other departments to help spread the word.

TO: Lapeer City Planning Commission
FROM: Planning Department
DATE: April 2, 2024
RE: April 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. Revised plans were received March 14, 2024 and are currently being reviewed by staff.

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 were ready for approval contingent upon submittal and review of MDOT and LCRC permits. Revised plans received April 1, 2024 are currently being reviewed by staff.

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 and received conditional approval on February 9, 2023. 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 for Blain's. Sanitary sewer and water main plans submitted by Lapeer Crossing on March 11, 2024 are currently being reviewed by staff.

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 and approved on August 11, 2022. 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 2023 Planning Commission meeting. The City requested 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 submitted a revised performance bond to the Planning Department for remaining work items, a Final C of O has been issued for Buildings #1-4 and temporary occupancy has been issued for buildings 5, 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. 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.

10. 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 been issued and building plans are under final review.

11. 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.

12. 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

None at this time.

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: 04/09/2024

RE: Monthly Report; March 1 – March 31, 2024

In the month of March 2024, our Police Department Officers responded to 907 calls for service. Of these 907 calls for service, 133 or approximately 14% were criminal activity reports, of which 44 required submissions to the Michigan Incident Crime Reporting System (MICRS). Our officers made 32 arrests in March, 6 felony crimes and 26 arrests were misdemeanor crimes. With 2 arrests for operating under the influence of alcohol or drugs.

This month our officers made 359 traffic stops, issued 30 citations, and gave 329 verbal warnings. Officers also handled 42 vehicle crashes.

There were no overdose cases reported in the month of March.

Department members attended 216 hours of advanced police training which included the following: Background investigations, Advanced K-9 training, Active Shooter, Crime Prevention for Businesses. Department members also had numerous on-line courses that were mandated for the month of March which included: Anti-Bias, Interacting with Mental Health, Law Enforcement Stress Indicators, Ethics in Law Enforcement, Unarmed Subject Control Tactics and Spike Strip Deployment. March is a good time of year for Officers to get additional training completed before the summer months.

Code Enforcement for the month of March totaled 47 contacts. The majority of the violations were signs with 47. Others included blight, improper parking, improper registration, inoperable vehicle, and improper parking.

The month of March also had 129 hours of overtime. Most of the overtime was contributed to holiday pay per the CBA at 108 hours. The remaining overtime was attributed to court and shift coverage.

We continue to prepare our police department for the accreditation inspection that should occur in the month of April. This has been a very time-consuming task for all. We are also installing some electrical in the building for the body worn cameras. The end of April we have a planned on-site visit with Motorola for the implementation of the BWCs.

Lapeer City Police Department			
Monthly Report			
MARCH 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	907	2723	
District Court Fines Received	\$ 1,496.88	\$ 3,899.28	
OUIL-Cost of Prosecution	\$ 970.00	\$ 1,270.00	
Charges for Copies of Police Reports	\$ 133.00	\$ 410.90	
<u>ACCIDENTS:</u>			
Fatal	0	0	
Property Damage	24	76	
Private Property	13	44	
Personal Injury	4	14	
<u>ARRESTS:</u>			
Misdemeanor	26	53	
Felony	6	37	
<u>HEROIN/OVERDOSE INCIDENTS:</u>			
Heroin Possession/Usage	0	0	
Overdose	0	0	
Overdose Deaths	0	0	



Interoffice Memo

To: Mike Womack, City Manager
From: Jeff Graham Public works Director
Date: April 1, 2024
RE: Public Works Monthly Report – March 2024

Department of Public Works Division Summary:

Water/Sewer Utilities Division and Streets Division:

In March the DPW replaced 10 lead services throughout the city. We had one day that we needed to salt and plow streets using 30 tons of salt.

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

- Water main break repair at 73 Turrill Ave.
- Disconnect water and sewer at 838 S. Saginaw St.
- Street sweeping throughout the city.
- Quarterly sewer cleaning.
- Tree trimming and removal throughout the city.
- Graded gravel edges and roads.
- Grind and restoration of tree stumps.
- Water flow testing for the hospital
- Move ice rink for Parks dept.
- Assisted contractor with sanitary sewer on Davison Rd.
- Moved cabinets and painting at City Hall.
- Cold patch city streets and parking lots.
- Assisted contractor with soil borings on Genesee St. bridge.

Training and Safety:

Dustin Johnson attended a Valve and Fire Hydrant maintenance class.
Water distribution class Justin Calvert, Edmond Tomkinson, Austin Dunaway, and Ross Slusher attend.

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

NPDES/IPP

- Daily Laboratory Analysis
- Monthly PFAS sampling for WWTP effluent, and biosolids
- NPDES monthly Selenium sampling
- PFAS file updates
- Submitted monthly NPDES PFAS POTW effluent monitoring report via MIEnviro
- Submitted monthly DMR via MIEnviro
- Submitted Mercury Minimization Program Annual Status Report via MIEnviro
- Submitted IPP Annual Report via MIEnviro
- Submitted quarterly PFAS Status report via MIEnviro
- Sampled and sent out Bio-solids land application samples, including annual PFAS analysis.
- Submitted NPDES re-issue application via MiEnviro ?

Electrical Work

- Lift station generators checks and repairs.
- Ongoing troubleshooting, repair, and evaluation of computer and SCADA issues
- Replaced UPS at Huron Street lift station.
- Well House 1, 2&3 generator start-up.
- Repaired lighting at Well House # 3

Mechanical/Operations

- Completed Centrifuge coating.
- Progressive Cavity pump cleanout
- Aqueduct software meeting and updates
- Unplugged pump at McCormick lift station
- Replaced bearings and seals on Centrifuge #2
- Replaced backflow preventer.
- Replaced Hinges on Bypass wet well hatch.
- Unplugged check valve at Oregon 2 lift station

Miscellaneous

- Snow Removal
- Began lawn repairs.
- Digester building organization.
- Oakdale bar screen maintenance

Safety/Training

- IT Training

Bio-Solids Disposal Status /Loads Hauled out

- 2-North tanks hold 474,980 gallons /we have 316,783 gallons in storage
- 2-south tanks hold 430,120 gallons/we have 408,614 gallons in storage

- Total – 725,397 gallons in storage.
- Sufficient storage space until Spring land application

CITY OF LAPEER

SEWER DEPARTMENT - MONTHLY REPORT

	HOURS
DPW maintenance	10
Locate/disconnect sewer at 838 S Saginaw St.	13
Sanitary sewer inspection	2
Quarterly jetting	32
Manhole inspection	4
Vactor maintenance	9
Clear catch basins	1

OVERTIME SEWER MONTHLY REPORT

[illegible]

CITY OF LAPEER
STREET DEPARTMENT - MONTHLY REPORT

	HOURS
Sign installs/replacements	3
Tree trimming/removal throughout the city	161
DPW maintenance	105
Cold patch city streets	45
Brush/compost	74
Dump maintenance	1
Yard waste blight write ups	3
Gravel road and shoulder maintenance	5
Salt city streets	8
Move crates for skate rink for Parks Dept.	4
Remove homeless belongings	1
Equipment maintenance	16
Tree and sidewalk issues	2
Remove shoes from phone line	1
City Hall building maintenance	21.5
Cut curb on Court St. for replacement	18
Observe boring on Genesee St.	8
Sweep approaches and parking lots	4
Stump grinding	37
Traffic signal maintenance	2
Salt parking lots	2
Call in Miss Dig for sign placement	0.5
Sweeper training	4
Load salt trucks	3
Meet with Owens Tree Service to review stump removal list	2
Salt City Hall and DPW sidewalks	1
PASER class	9
Sidewalk inspection	2
Clean catch basins	11
Sweep city streets	48
Traffic control for Genesee St. boring	7
Vehicle maintenance	7
Sidewalk removal	7

OVERTIME STREETS MONTHLY REPORT

STREETS O.T.	HOURS
March 6 - Observe boring on Genesee St.	1
March 22 - Call in - salt	6
March 26 - Call in - Tree down in road	9
Mechanic	
March 5 - Repairs and PM's	0.5
March 6 - PM's	0.5
March 7 - Repairs, PM's	0.5
March 12 - New police vehicle upfit	0.5
March 19 - New police vehicle upfit	0.5
March 21 - Finish police car upfit	0.5
March 22 - Install bumper new Firetruck 141	0.5
March 27 - Fire truck upfit	1

CITY OF LAPEER
WATER DEPARTMENT - MONTHLY REPORT

	HOURS
Meter reading	4
Service requests	78.5
Number of work orders, re-reads and MXU repairs	100
DPW building/grounds maintenance	104
Miss Dig	46.5
Disconnect water service at 838 S Saginaw St.	6
Flow test hydrant near hospital	2
Miss Dig class	2
Replace water service line at 998 Baldwin Rd.	22
Add more gravel to water service repair sites	2
Replace water service line at 207 Fox St.	32
City Hall building maintenance	8
Hydrant maint	1
Scan plans and maps to USB	39
Replace water service line at 605 Fox St.	20
Office work	7
Two day Math Review class	48
Replace water service line at 669 Turrill Ave.	34
Replace water service line at 249 Fox St.	14
Vehicle maintenance	8
Equipment maintenance	15
Replace water service at 820 Turrill Ave.	48
Replace water service at 322 Turrill Ave.	33
Meet with bore contractor	1
Plumb & install water heater - Cemetery Barn	16
Replace water service line at 396 Turrill Ave.	46
Inspect water lines for composition and prep for replacement	45
Water service turn ons/turn offs	11
Water/Well samples - take to Lansing	23
Bacti Sampling & Water Maintenance class	24
Valve maintenance and Hydrant class	8
Replace water service line at 505 Fox St.	27.5
Replace water service line at 933 Calhoun St.	15
Inspection work with the Building Dept.	17
WATER SHUT OFFS	22

OVERTIME WATER MONTHLY REPORT

[illegible]

WWTP MONTHLY REPORT

WWTP	HOURS
AM walk through	42
Wasting	51
Process	146
Headworks	2
Lift Stations	66
Minor repairs	2
Major repairs	26
Greasing	8
Cleaning	58
PM walk through	40
Painting	8
Grounds	10
Meetings	3
Equipment	18
Lab	162
Computer	27
IPP	6
Electrical	140

OVERTIME WWTP - MONTHLY REPORT

WWTP	HOURS
AM walk through	12
Wasting	
Process	9
Headworks	
Lift Stations	7
Minor repairs	
Major repairs	2
Greasing	
Cleaning	
PM walk through	1
Painting	
Grounds	1
Meetings	
Equipment	
Lab	18
Computer	
IPP	
Electrical	



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
DRINKING WATER AND ENVIRONMENTAL HEALTH DIVISION

ANNUAL SERVICE LINE REPLACEMENT REPORT

Issued under authority of the Michigan Safe Drinking Water Act, 1976 PA 399, as amended (Act 399), MCL 325.1001 et seq., and its administrative rules. Failure to submit this form is a violation of Act 399 and may subject the water supply to enforcement actions.

Administrative Rule R 325.11604(c)(vii) states, "A supply with lead service lines shall annually provide the department a summary of service line repairs or replacements in a form and manner specified by the department." Complete this form and return it to the appropriate Michigan Department of Environment, Great Lakes, and Energy (EGLE) via your Michigan Environmental Health and Drinking Water Information System (MiEHDWIS) account or via email to your EGLE district office email address **by March 31** following the year covered by the report. District office contact information is provided on page 4 of this report.

Water supplies with lead or galvanized previously connected to lead (GPCL) service lines must submit this report annually until all lead and GPCL service lines have been removed from the distribution system.

Water Supply: City of Lapeer WSSN: 3780 County: Lapeer

1. Calendar year (January 1 – December 31) covered by this report. 2023
2. Number of lead/GPCL service lines replaced in the year covered by this report. 111
3. Were at least five percent (5%) of known or presumed lead/GPCL service lines replaced in the year covered by this report? ☒ YES ☐ NO
4. If the answer to question 3 is NO, describe reasons and plans to maintain a five percent (5%) average service line replacement rate designed to meet the 20-year replacement requirements of R 325.10604f(6).

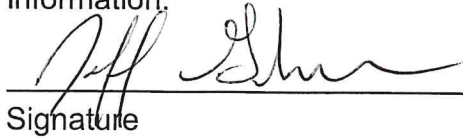
We have replaced 10 this year 2024 and have 3 more to be replaced planning on tackling those within next two months.

5. Number of emergency lead/GPCL service line repairs/partial replacements that occurred in the year covered by this report. None

Water supplies were required to submit a Preliminary Distribution System Materials Inventory (PDSMI) by January 1, 2020, and must submit a Complete Distribution System Materials Inventory (CDSMI) by October 16, 2024. In the interim, EGLE encourages water supplies conducting service line replacement activities, or those with new information about service line materials, to submit interim updates to their PDSMI. This provides an opportunity to update service line material estimates to reflect ongoing replacement efforts and evolving knowledge of service line materials. An Interim PDSMI Update form is available at Michigan.gov/LCR.

Certification of Annual Service Line Replacement Report

I certify that the information herein is accurate and complete to the best of my knowledge and information.


Signature

Jeff Graham

Print Name

03/22/2024

Date

Director of Public Works

Title

Note: Water supplies may not know the final number of service lines requiring replacement until their CDSMI is complete. Therefore, until the CDSMI is final, the number of service line replacements necessary to meet the five percent (5%) per year target may change. Upon completion of the CDSMI, supplies may need to adjust their percent-per-year replacement rate to ensure all replacements are complete by January 1, 2041. Water supplies that submit their CDSMI on the October 16, 2024, due date will have 16 years left to complete all remaining lead/GPCL service line replacements.

Submit this completed and signed form via your Michigan Environmental Health and Drinking Water Information System (MiEHDWIS) account or via email to your EGLE district office email address.

If you need this information in an alternate format, contact EGLE-Accessibility@Michigan.gov or call 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations.

This form and its contents are subject to the Freedom of Information Act and may be released to the public.



MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
DRINKING WATER AND ENVIRONMENTAL HEALTH DIVISION

2023 WATER SUPPLY CROSS CONNECTION REPORT

Issued under authority of 1976 PA 399, as amended, MCL 325.1001 et seq., and its administrative rules.
Failure to submit this form is a violation of the Act and may subject the water supply to enforcement actions.

Return the completed form by March 31, 2024, to the appropriate Department of Environment, Great Lakes, and Energy (EGLE) district office to comply with administrative Rule R 325.11405 that states "a water utility shall report annually to the department on the status of the cross connection control program on a form provided by the department." For district office addresses, visit Michigan.gov/CommunityWater and then click on *District Offices Map and Contact Information*.

WSSN: 3780

A. Name of water system: City of Lapeer County: Lapeer

B. Year that the current written cross connection control program was approved by EGLE: 1997

C. Total number of industrial, commercial, institutional, residential, and governmental accounts that must be routinely reinspected for cross connections: 716

Of this number,

- How many are High Hazard accounts: 26 Frequency of Reinspection: Once per: 12 Mon

- How many are Low Hazard accounts: 639 Frequency of Reinspection: Once per: 60/120 Mon

D. Number of accounts from line "C" that received an initial inspection in 2023: 4

E. Total number of reinspections required and completed in 2023 based on degree of hazard:

- High hazard reinspections required: 26 High hazard reinspections completed: 27

- Low hazard reinspections required: 127 Low hazard reinspections completed: 199

F. Number of accounts where a cross connection(s) was found to exist during inspections or reinspections in 2023: 20

G. Number of accounts from line "F" where corrective actions have been completed: 8

H. Total number of accounts from line "C" which are now in compliance with the local cross connection control program; $H = C - (F - G)$: 543

I. Total number of backflow prevention devices in system requiring testing: 472

J. Number of backflow prevention devices tested in 2023: 401

Outline briefly any changes or significant findings since last reporting. Use additional sheets if necessary.

Narrative Description of Program:

Name: 

Title: Director of Public Works Date: 3/25/2024

DNRE
DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
WATER BUREAU

2023 ANNUAL PUMPAGE REPORT

Issued under authority of 1976 PA 399 and Administrative Rules, as amended
Failure to submit this report is a violation of the Act and may subject the water utility to enforcement penalties.

Rule 325.11504 of the SafeDrinking Water Act states in part that "...each Type 1 public water supply which does not submit a monthly operation report shall submit an annual report on a form provided by the department. This report shall include...a summary of water pumpage and water use." Complete this form and return it to this department by March 31, 2012.

WATER SUPPLY Great Lakes Water Authority WSSN 3780

MONTHLY PUMPAGE/USAGE IN MILLION GALLONS (MG)

	Well No._____ (capacity____gpm)	Well No._____ (capacity____gpm)	Well No._____ (capacity____gpm)	Well No._____ (capacity____gpm)	Total Monthly Pumpage/Usage
JANUARY					27,832,033
FEBRUARY					28,452,499
MARCH					31,866,466
APRIL					31,497,756
MAY					37,594,929
JUNE					42,548,933
JULY					39,876,493
AUGUST					38,330,362
SEPTEMBER					35,045,864
OCTOBER					34,725,152
NOVEMBER					31,432,232
DECEMBER					29,500,671

COMMENTS: TOTAL YEARLY PUMPAGE/USAGE (MG) 408,703,390

AVERAGE DAILY PUMPAGE/USAGE (MGD)
(Total Yearly Pumpage / 365) 1,119,735

MAXIMUM DAILY PUMPAGE (MG) N/A
PUMPAGE Date

MINIMUM DAILY PUMPAGE (MG) N/A
PUMPAGE Date

Signature 

Title: Superintendent Water/Sewer

Please submit the completed report by March 31, 2006 to appropriate address.

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

Item K-1-8

Updated: March 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: March 2024

Approved Licenses:					Status
Applicant Name	DBA	Address	License		
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: April 15, 2024
RE: Material Transmittals

1. Lapeer County Board of Commissioners – March 28, 2024 – Minutes.

LAPEER COUNTY BOARD OF COMMISSIONERS

March 28, 2024

9:00 A.M.

Chairman Kohlman called the meeting to order at 9:02 a.m. in the Commission Chambers on the lower level of the County Complex Building. Ruth Stahl 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 February 22, 2024 Regular Board Meeting were reviewed.

91-2024

Motion by Haggadone, supported by Howell, to accept the agenda with an addition to give the next Committee of the Whole Meeting Authority to act on the topics of the Pavilion and Recycling, and the deletion of a closed session. Motion carried.

92-2024

Motion by Knisely, supported by Mast, to approve the February 22, 2024 Regular Board Meeting, as presented. Motion carried.

ELECTED OFFICIAL/DEPARTMENT HEAD UPDATES

No comments were received.

PUBLIC TIME – Three people spoke during public time.

93-2024

Motion by Hamilton, supported by Zender, to approve the 2024 Police Service Contract with Imlay Township, and further, to authorize the Board Chairman to sign said contract. Motion carried.

94-2024

Motion by Hamilton, supported by Zender, to authorize the Lapeer County Sheriff's office to purchase 13 bullet proof vests with outer carriers and 5 spike stab vests, cost of \$15,665.00 from lines 207-301-743.010, 207-351-743.010 and the remainder from line 207-301-743.000. Motion carried.

95-2024

Motion by Hamilton, supported by Zender, to authorize the issuance of a credit card to the county 911 Director for use as described in the Lapeer County's adopted credit card policy. Motion carried.

96-2024

Motion by Hamilton, supported by Zender, to authorize Prosecuting Attorney, John Miller, to consummate the proposed interface contract with Karpel at the cost of \$18,000.00 and approve expenditure of \$4,400.00 to CLEMIS at a combined total cost not to exceed \$22,400.00 from budget line item 205-100-700-100 (contingencies) and further, to authorize the Chairman to sign said contract. Motion carried.

97-2024

Motion by Hamilton, supported by Zender, to authorize the Courts to approve the contract with Thompson Reuters West Proflex legal research for a 24-month period under the terms outlined in the agreement. Monthly cost of \$408.00 per month for 12 months and \$428.40 per month for following 12 months; and further, to authorize the Chairman or Vice-Chairman to sign said agreement. Motion carried.

98-2024

Motion by Hamilton, supported by Zender, to approve the renewal of the maintenance Agreement for the Live Scan Fingerprint machine located in the Lapeer County Court Complex, Room #83, for the period of March 1st, 2024 through February 28th, 2025 at a cost of \$3,530.00; and further, to authorize the Chair/Vice-Chair to sign said contract. Motion carried.

99-2024

Motion by Knisely, supported by Haggadone, to authorize the Chair/Vice-Chair to sign the Software License and Maintenance Agreement with DEKETO, LLC, which was approved on December 1, 2022 in motion #404-22. Motion carried.

100-2024

Motion by Knisely, supported by Haggadone, to authorize the purchase of encryption software for county owned laptops through MiDEAL vendor CDWG in an amount not to exceed \$3,045.00, to be reimbursed by the Homeland Security Grant Program (HSGP) (CFDA #97.067), at no additional cost to the county and to authorize the Chairman to sign any associated documents with the purchase. Motion carried.

101-2024

Motion by Knisely, supported by Haggadone, to authorize payment to Shifman Fournier, in the amount of \$705.00, for labor related legal services rendered through February 29, 2024, to be paid from line item 101-239-801.020. Motion carried.

102-2024

Motion by Knisely, supported by Haggadone, to authorize payment to The Kelly Firm, in the amount of \$8,890.00 for corporation counsel legal services rendered through January 31, 2024, to be paid from line item #101-239-801.020. Motion carried.

103-2024

Motion by Zender, supported by Hamilton, pursuant to the recommendation of the Properties Committee, to authorize the discontinuance of the NIXLE subscription and authorize the transition to Onsolve CodeRed, pending the cost approval between Sheriff's Department, Central Dispatch, and Administration to cover 1/3 each of the annual costs; and further to authorize the County Administrator/Controller to sign said agreements. Motion carried.

104-2024

Motion by Zender, supported by Knisely, pursuant to the recommendation of the Properties Committee, to proceed with landscaping by Kirtland Landscape, Inc., \$14,164.00 and Better Buy Flag \$2,169.77, to be paid from 911 millage account 482-325-977.000, for a cost not to exceed \$25,000. Motion carried.

105-2024

Motion by Howell, supported by Haggadone, pursuant to the recommendation of the Personnel Committee, to authorize the Sheriff's Department to hire and fill the vacant full-time Corrections Officer position (#766, PG S4) at the Step 2 pay rate due to the candidate's 4.5 years of Corrections experience and pursuant to the Letter of Understanding with the union regarding external lateral transfers, to be paid from the Sheriff's Department's budget, at no additional cost to the County's General Fund. Motion carried.

106-2024

Motion by Howell, supported by Haggadone, pursuant to the recommendation of the Personnel Committee, to authorize 911 Central Dispatch to bypass the entry rate and authorize hiring of Communication Specialists (Dispatchers) vacancies at the 6-month step of Pay Grade 16 due to ongoing hiring difficulties, to be paid from within the 911 Budget and at no additional cost to the County's General Fund. Motion carried.

107-2024

Motion by Zender, supported by Mast, pursuant to the recommendation of the Properties Committee, to recommend that the Committee of the Whole and Board of Commissioners consider resolutions regarding updates to the lake level orders and the Part 307 Process, as further investigation by the Drain Commission finds necessary. Motion carried.

108-2024

Motion by Zender, supported by Hamilton, pursuant to the recommendation of the Properties Committee, to authorize the preparation of the RFP process for the new CMH building. Motion carried.

109-2024

Motion by Zender, supported by Hamilton, pursuant to the recommendation of the Properties Committee, to approve the sale of either the 2008 Dodge Charger for \$1,500.00 or the sale of the 2017 Dodge Charger for \$5,000.00, to the Lapeer County Intermediate School District to be used at the Education Technology Center for the Public Safety Careers Program. Motion carried.

110-2024

Motion by Zender, supported by Haggadone, to accept the installation of a pavilion at the Saginaw Street Kayak Launch, to be paid for and installed by the Lapeer Rotary Club, at no additional cost to the County's General Fund. Motion carried.

111-2024

Motion by Mast, supported by Haggadone, pursuant to the recommendation of the Personnel Committee, to authorize the Prosecuting Attorney to hire a temporary summer Legal Intern from the Prosecuting Attorney Association of Michigan from May 1st through December 31st at a cost not to exceed \$9,600, to be paid from the Prosecutor's budget, at no additional cost to the County's General Fund. Motion carried.

112-2024

Motion by Haggadone, supported by Hamilton, pursuant to the recommendation of the Personnel Committee, to authorize the Health Department to amend their Table of Organization to reduce the full-time Public Health Coordinator/Nurse II position (#327, PG 21) to a regular part-time Public Health Coordinator/Nurse II position, at no additional cost to the County General Fund; and further, to authorize said position to be filled upon the anticipated retirement of the current employee on April 5, 2024. Motion carried.

113-2024

Motion by Haggadone, supported by Hamilton, pursuant to the recommendation of the Personnel Committee, to authorize the Health Department to amend their Table of Organization to eliminate the senior program's full-time Account Clerk position (#361, Pay Grade 15), and add/create and fill one full-time Senior Program Coordinator position (#TBD, Pay Grade 17) to better meet program needs, at no additional cost to the County's General Fund; and further, to approve the new job description for said position. Motion carried.

114-2024

Motion by Howell, supported by Hamilton, pursuant to the recommendation of our Corporation Counsel and the Policies and Procedures Committee, to approve and adopt the Lapeer County Document Retention Policy, as attached, and further, that all County Departments are to begin following the retention disposal schedules as outlined in said document. Motion carried.

115-2024

Motion by Howell, supported by Knisely, pursuant to the recommendation of the Policies and Procedures Committee, to adopt the following Resolution Opposing Public Act 233 of 2023 and to authorize the Chairman or Vice-Chair to sign said resolution:

LAPEER COUNTY BOARD OF COMMISSIONERS
Resolution Opposing Public Act 233 of 2023
Resolution NO. 2024-R06

WHEREAS, citizens, through their local governments are best able to assess the needs of their communities and should be allowed to determine what plans and projects are appropriate; and,

(RESOLUTION NO. 2024-R06 CONTINUED)

WHEREAS, the Michigan legislature has passed, and the governor has signed Public Act 233 of 2023, which strips away local control of utility scale wind and solar projects and places control with the Michigan Public Service Commission; and,

WHEREAS, The Lapeer County Board of Commissioners, will do everything it legally can to prevent special interests from taking away local control from our citizens.

NOW THEREFORE BE IT RESOLVED, that the Lapeer County Board of Commissioners expresses its strong disapproval of Public Act 233 which takes away local zoning control from our communities; and,

BE IT FURTHER RESOLVED, that the Lapeer County Board of Commissioners supports the statewide ballot initiative, Citizens for Local Choice, a grassroots coalition of local officials and community organizers across Michigan working to amend the Clean and Renewable Energy and Energy Waste Reduction Act to, among other things, repeal Part 8 as added by Public Act 233 of 2023 which would restore local control of land use to ensure reasonable regulation in our widely diverse communities.

BE IT FURTHER RESOLVED, that copies of this resolution shall be forwarded to all Michigan counties, the Michigan Association of Counties, the Governor, and all of our State Representatives and State Senators that represent Lapeer County.

Roll Call Vote: Howell, aye; Haggadone, aye; Hamilton, aye; Knisely, aye; Mast, aye; Zender, aye; Kohlman, aye. 7 ayes. Motion carried unanimously.

116-2024

Motion by Knisely, supported by Hamilton, pursuant to the recommendation of the Policies and Procedures Committee, to adopt the following Resolution Opposing Public Act 233 of 2023 and to authorize the Chairman or Vice-Chair to sign said resolution:

**RESOLUTION
DESIGNATING LAPEER COUNTY AS A
“FREEDOM TO HOMESCHOOL” COUNTY
RESOLUTION NO. 2024-R03**

WHEREAS, it is the parent(s) fundamental right to direct the upbringing and education of *their children*, this right is protected by the U.S. Constitution and Michigan Constitution; and,

WHEREAS, Article VIII, Section 1 of the Michigan Constitution states: “Religion, morality and knowledge being necessary to good government and the happiness of mankind, schools and the means of education shall forever be encouraged”; and,

(Resolution No. 2024-R03 continued)

- WHEREAS,** Section 380.10 of the Michigan Revised School Code states: “It is the natural, fundamental right of parents and legal guardians to determine and direct the care, teaching, and education of their children”; and,
- WHEREAS,** parental rights include, however are not limited to, making decisions regarding children’s education and health care in a manner consistent with their family values, and parents must do so to promote **their** children’s general health and well-being as well as their right to direct the education of **their** child, be it public, homeschooling, private or parochial education; and,
- WHEREAS,** according to the U.S. Supreme Court, the Due Process Clause of the 14th Amendment protects parental rights. The U.S. Supreme Court has repeatedly affirmed that they are fundamental rights; and,
- WHEREAS,** parents have every right to seek accountability, choice, and transparency in **their children’s** education, and that Government officials must be held accountable for what’s promoted to children; and,
- WHEREAS,** no single form of education can meet the needs of all students or families; and,
- WHEREAS,** the lower a student-to-teacher ratio is, the greater the ability to individualize education for an individual student becomes, as well as a better outcome; and,
- WHEREAS,** Homeschooling offers profound flexibility in how education is delivered to students, as well as open ended opportunities to customize and individualize education around learning styles, interests, moral and religious beliefs and life goals of the student; and,
- WHEREAS** no teacher or institution can know or love a child more than a child’s parent(s); and,
- WHEREAS** Statistics show that Homeschooled students have consistently shown above-average results on all standardized tests and are likely to be at least one grade ahead of public-school students; and,
- WHEREAS,** State Superintendent Michael Rice has asked the Michigan Legislature for a Homeschool Registry. This is a violation of Parental rights and privacy that would result in placing barriers that would have an intimidating adverse effect while placing obstacles and unnecessary restrictions on those wishing to Homeschool their children in Lapeer County; and,
- WHEREAS,** Michigan Attorney General Dana Nessel has stated she supports “monitoring” the private homes of Homeschoolers to inspect their private properties, a blatant violation of our 4th amendment rights.

NOW THEREFORE IT IS HEREBY RESOLVED, by the Lapeer County Board of Commissioners, that the County of Lapeer, Michigan, be, and hereby is, declared to be a "Freedom to Homeschool County," and,

(Resolution No. 2024-R03 continued)

IT IS FURTHER RESOLVED that this board affirms its full support for the right of parent(s) to educate ***their children***, and that freedom of educational choice will lead to the best possible outcome for each individual student.

BE IT FURTHER RESOLVED that the Lapeer County Board of Commissioners call upon our Lapeer County Sheriff and Lapeer County Prosecutor to defend our 4th amendment constitutional rights on this matter and specifically any efforts by the those outside our county that may result in any attempt to force warrantless searches of the homes and properties of Homeschool families.

BE IT FURTHER RESOLVED that the Lapeer County Board of Commissioners shall not authorize or appropriate new funding, resources, employees, agencies, contractors, buildings, detention centers or offices for the sole purpose of enforcing any statute, law, rule, order, or regulation that restricts the rights of parents to Homeschool ***their children***.

BE IT FURTHER ESOLVED, that a copy of this Resolution be sent to Governor Gretchen Whitmer, Michigan State Senators; Ruth Johnson and Kevin Daley, Michigan State Representatives; Greg Alexander, Phil Green, Jamie Greene and the other 82 County Board of Commissions in the State of Michigan, U.S. Congress Representative, Lisa McClain, U.S. Senators; Gary Peters and Debbie Stabenow, Lapeer County Sheriff Scott McKenna, Lapeer County Prosecuting Attorney John Miller, and all County Department Directors.

Roll Call vote: Knisely, aye; Hamilton, aye; Howell, aye; Mast, aye; Zender, aye; Haggadone, aye; Kohlman, aye. 7 ayes. Motion carried.

117-2024

Motion by Knisely, supported by Hamilton, based upon the recommendation of the ARPA Committee, to authorize the Buildings & Grounds/Parks Department to proceed with the purchase of a used Genie Boom Lift from Alta Equipment Company, at a cost not to exceed \$35,900.00, to be paid from ARPA Funds (category 2.11). Motion carried.

Karly Creguer, District Coordinator, MSU Extension presented the 2023 Annual Report.

118-2024

Motion by Hamilton, supported by Howell, to refer Resolutions No 2024-R04 and 2024-R05 to the Policies Committee, and give the Committee of the Whole Meeting Authority to act regarding said Resolutions. Motion carried.

119-2024

Motion by Hamilton, supported by Mast, to enter into the record the County's Audit Motions for March 8th and 22nd, 2024 and also the Road Commissions Audit Motion for disbursements dated March 7th and 21st, 2024. Roll Call vote: Hamilton, aye; Mast, aye; Zender, aye; Haggadone, aye; Howell, aye; Knisely, aye; Kohlman, aye. 7 ayes. Motion carried unanimously.

JURY BOARD – 1 unexpired term120-2024

Motion by Haggadone, supported by Hamilton, to appoint Emily Chouinard to serve on the Jury Board, for an unexpired term ending April 30, 2025. Motion carried.

121-2024

Motion by Haggadone, supported by Hamilton, to give the Committee of the Whole Meeting authority to act on the Courthouse pavilion lease with the City of Lapeer and the 3 motions to partner with Tuscola, Sanilac and Huron counties on recycling program. Motion carried.

AD HOC COMMITTEE UPDATES

No updates given.

PUBLIC TIME – Two 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

No update given.

122-2024

Motion by Zender, supported by Haggadone, to adjourn the meeting. 10:37 a.m.

Tom Kohlman, Chairman
Board of Commissioners

Theresa M. Spencer, County Clerk
Clerk of the Board