



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

6:30 P.M. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF JULY 15, 2024, AGENDA

A. MINUTES:

1. Minutes of the Special meeting held June 26, 2024.
2. Minutes of the Regular meeting held July 1, 2024.

B. PUBLIC COMMENTS:

1. Lapeer County Commissioner - Brad Haggadone.

C. CONSENT AGENDA:

D. BILL LISTING: FOR DATE, 2024.

1. Bill Listing for July 15, 2024.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the Bill Listing for July 15, 2024, in the amount of \$646,962.66.

E. PROCLAMATIONS, RECOGNITIONS AND RESOLUTIONS:

1. Proclamation – Detective Sergeant Craig Gormley.

SUGGESTED MOTION:

Adopt the proclamation in recognition of Detective Sergeant Craig Gormley as presented.

F. PUBLIC HEARINGS:

G. ADMINISTRATIVE REPORTS:

1. Boundary Transfer – 348 & 350 County Center Street – Parcel #L20-92-001-040-00.

SUGGESTED MOTION:

Adopt the resolution to approve the Boundary Transfer Request for 348 & 350 County Center Street, parcel #L20-92-001-040-00.

2. Annrook/Rotary Park Linear Pathway Reconstruction Project

1st SUGGESTED MOTION: ON A ROLL CALL VOTE.

To award the Annrook/Rotary Park Linear Pathway Reconstruction Project to Birmingham Sealcoat, Inc., not to exceed \$145,900.25 and ROWE Professional Services not to exceed \$22,900.00 and authorize the Director of Parks, Recreation & Cemetery to sign the necessary documents.

2nd SUGGESTED MOTION:

Approve the budget amendment and use restricted Park Fund Balance, as presented.

OR

Approve the budget amendment transfer from General Fund to Park Fund, as presented.

H. CITY MANAGER'S REPORT:

1. Joint Meeting – August 12, 2024 at 5:30 P.M.
2. Potters Field Agreement.
3. SDRK Group, LLC.
4. Board and Commission Appointment Policy.
5. Various Matters.

I. CITY ATTORNEY'S REPORT:

1. Various matters.

J. UNFINISHED BUSINESS:

1. Appointments to Boards and Commissions.

K. DEPARTMENTAL COMMUNICATIONS:

1. Departmental Monthly Reports.

L. PUBLIC COMMENTS:

M. CLOSING COMMENTS:

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

N. REMINDER OF MEETINGS:

Next City Commission Meeting: **MONDAY, AUGUST 5, 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 SPECIAL MEETING
JUNE 26, 2024**

A special meeting of the Lapeer City Commission was held on June 26, 2024, at the Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan. The meeting was called to order at 5:00 p.m.

ROLL CALL

Present: Mayor Marquardt.

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

Absent: None.

City Manager: Mike Womack, present.

City Attorney: T. Allen Francis, present.

Mayor Marquardt led the Pledge of Allegiance.

PUBLIC COMMENTS

Fire Chief Vogt commented that City Manager Womack has been very supportive of the Fire Department over the past year and that he also shares his vision of the long and short-term goals for the department.

Rodney Church, Director of Parks, Recreation, and Cemetery spoke in favor of City Manager Womack's performance over the past year, including Mr. Womack's continued support to the parks department.

Melissa Petrie gave an invocation.

City Manager Womack requested a closed session for his annual performance evaluation.

147 2024 06-26 CLOSED SESSION - CITY MANAGER ANNUAL EVALUATION

Moved by Glisman. Seconded by Brady.

To enter a closed session to discuss City Manager Womack's annual evaluation.

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

Nays: None.

MOTION CARRIED

CLOSED SESSION

The Lapeer City Commission convened a closed session for the purpose of discussing a personnel evaluation at 5:06 p.m. and returned to its special meeting at 8:18 p.m.

148 2024 06-26 RETURN TO SPECIAL MEETING

Moved by Brady. Seconded by Glisman.

To return to the special meeting from the closed session.

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

Nays: None.

MOTION CARRIED

City Manager Womack asked the Commission to consider amending his contract to include increasing his car allowance to \$500 per month, adding a payout of unused vacation time based on the City's current personal policies, and allowing the City Manager to join the Michigan Association of Municipal Attorneys (MAMA) for a cost of approximately \$85 per year.

149 2024 06-26 AMENDMENT TO CITY MANAGERS CONTRACT

Moved by Brady. Seconded by Glisman.

To modify the City Manager's contract to increase the monthly car allowance to \$500. per month, add a payout of unused vacation time based on the City's current personal policies and allow the City Manager to join the Michigan Association of Municipal Attorneys (MAMA).

ON A ROLL CALL VOTE.

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

Nays: None.

MOTION CARRIED.

150 2024 06-26 CITY MANAGERS' COST OF LIVING PAY

Moved by Atwood. Seconded by Glisman.

To give the City Manager Womack a bonus of \$5,000. for the cost of living over the last year.

ON A ROLL CALL VOTE.

Ayes: Brady, Glisman, Swindell, Atwood.

Nays: Petrie.

MOTION CARRIED 4-1.

151 2024 06-26 ADJOURNMENT

Moved by Swindell.

Adjourn the special meeting at 8:31 p.m.

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

Nays: None.

MOTION CARRIED

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk

**LAPEER CITY COMMISSION
MINUTES OF A REGULAR MEETING
JULY 1, 2024**

A regular meeting of the Lapeer City Commission was held on July 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.

City Attorney: T. Allen Francis, present.

Mayor Marquardt led the Pledge of Allegiance.

152 2024 07-01 AGENDA APPROVAL

Moved by Glisman. Seconded by Swindell.

Approve the Agenda for July 1, 2024, with the removal of Item J-1.d, Appointment to Boards and Commissions, Planning Commission.

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

Nays: None.

MOTION CARRIED.

153 2024 07-01 MINUTES

Moved by Glisman. Seconded by Brady.

Approve the minutes of the regular meeting held June 17, 2024, as presented.

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

Nays: None.

MOTION CARRIED.

PUBLIC COMMENTS

Susan Good gave an invocation.

Karen Braschayko commented on the lack of cleanup after the fireworks.

Chris Jadach, TPOAM President, commented on the union contract which is on the agenda tonight.

Shelley Lincoln, TPOAM alternate, commented on the union contract.

154 2024 07-01 BILL LISTING

Moved by Brady. Seconded by Glisman.

Approve the bill listing for July 1, 2024, in the amount of \$946,408.62.

ON A ROLL CALL VOTE.

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

Nays: None.

MOTION CARRIED.

PROCLAMATION, RECOGNITIONS AND RESOLUTIONS:

None.

ADMINISTRATIVE REPORTS:

155 2024 07-01 2024-2025 PROPERTY & LIABILITY INSURANCE

Moved by Brady. Seconded by Atwood.

Approve Highstreet Insurance & Financial Services for the City of Lapeer's Property and Liability Insurance at a cost of \$270,257 for the fiscal year of July 2, 2024, through July 2, 2025, and authorize the City Manager to sign the required documents.

ON A ROLL CALL VOTE:

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

Nays: None.

MOTION CARRIED.

CITY MANAGER'S REPORT

156 2024 07-01 RESOLUTION – MARIJUANA MORATORIUM

Moved by Brady. Seconded by Atwood.

Adopt the resolution adopting a marihuana moratorium for six-months.

RESOLUTION #2024-16

**A RESOLUTION ADOPTING A
MARIHUANA MORATORIUM
FOR AN ADDITIONAL SIX MONTHS**

WHEREAS, the City of Lapeer previously adopted ordinances authorizing the establishment of both Medical Marihuana Facilities and Adult-Use Marihuana businesses; and

WHEREAS, the City of Lapeer has allowed marihuana businesses to open and operate according to the rules and requirements of those ordinances; and

WHEREAS, after allowing several marihuana businesses to open and operate, that the City Commission and City Staff have identified a number of weaknesses and shortcomings in the City's Marihuana ordinances and the operation of City policies regarding marihuana businesses; and

WHEREAS, those identified weaknesses and shortcomings in the City's Marihuana ordinances have led to several zoning and enforcement problems, issues, and concerns that negatively affect the health, safety, well-being, and general welfare of the Citizens of Lapeer; and

WHEREAS, the City's staff are desirous of an opportunity to study the problems caused by the City's Marihuana ordinances and wish to develop solutions through future ordinance amendments; and

WHEREAS, a short moratorium on the accepting of any new marihuana business license or zoning applications will help provide City staff with the necessary time to study the problems and to develop appropriate solutions to those problems.

NOW THEREFORE BE IT RESOLVED, that the City of Lapeer formally adopts and imposes a six (6) month moratorium against the City's staff's receipt, review, approval, or issuance of any new medical or new adult-use marihuana licensure requests or zoning approval requests; and

BE IT FURTHER RESOLVED, that this moratorium is only imposed against all new marihuana licensure or zoning approval requests, not against such requests that are already approved, received, renewals of existing licenses, or are being processed by the City's staff through its regular processes; and

BE IT FURTHER RESOLVED, that the City staff be directed to develop an appropriate ordinance amendment proposal that will help resolve the problems, issues, and concerns caused, in part, by the City's current marihuana ordinances

BE IT FURTHER RESOLVED, that this moratorium shall begin upon the date of the approval of this Resolution and continue for six (6) months or until the City Commission approves of a new marihuana ordinance which purports to resolve the current issues and concerns in the existing ordinances.

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

Nays: None.

MOTION CARRIED. RESOLUTION DECLARED ADOPTED.

City Manager Womack indicated that we have been working with Rowe on Park Street One Way Conversion and Parking Lot #9 projects for summer 2025 to be accomplished, however, there are a few changes and some fine details that will need to be made to the plan.

157 2024 07-01 TPOAM UNION CONTRACT

Moved by Brady. Seconded by Atwood.

Approve going into a Closed Session to discuss the TPOAM Union Contract, under Section 8(c) of the Open Meetings Act, MCL 15.268(c), at the end of the regular meeting.

ON A ROLL CALL VOTE:

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

Nays: None.

MOTION CARRIED.

City Manager Womack commented he would like to add a closed session at the end of the agenda when the Commission knows they will be going into a closed session for the sake of transparency. Also, regarding Public Comment, he asked the Commission to consider adopting language relating to such, which can help the meetings to run smoothly. We are required to hold a joint meeting with the Downtown Development Authority, Planning Commission, and Zoning Board of Appeals and ask if the Commissioners would be available on August 12, 2024, or August 26, 2024, at 5:30 p.m.

CITY ATTORNEY'S REPORT

None.

UNFINISHED BUSINESS

158 2024 07-01 REAPPOINTMENT – LAPEER HOUSING COMMISSION AND LAPEER NEIGHBORHOODS, INC.

Moved by Mayor Marquardt. Moved Swindell. Seconded by Atwood.

To reappoint James Mikus to the Lapeer Housing Commission for a term to expire August 1, 2029, and to reappoint James Mikus and Brad Chayka to the Lapeer Neighborhoods Inc. for terms to expire August 1, 2026.

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

Nays: None.

MOTION CARRIED.

DEPARTMENTAL REPORTS

The DDA Monthly Departmental Report and the 2023 Consumer Confidence Reports were received into the record.

PUBLIC COMMENTS

Karen Braschayko commented on cleaning up the properties after the fireworks.

MAYOR/COMMISSIONER COMMENTS

Commissioner Petrie: Commented that a few of the Bike Night's vendors are setting up in front of open businesses downtown; mentioned the sled hill at Rowden Park has not been mowed and is concerned about ticks with the tall grass. Happy 4th of July to everyone.

Commissioner Brady: Had the review of City Manager Womack and thanked him for his dedication to the City of Lapeer and asked him to keep up the hard work.

Commissioner Glisman: Hopes that Jeff Hogan will put something in the paper about the cleanup after the fireworks. Appreciates the public comments reminding people to clean up after themselves. People need to clean up after themselves and leave places better than they found them. Happy 4th of July to everyone. Two years from this week we will be celebrating the 250th anniversary of the signing of the Declaration of Independence. Would like to help with a volunteer group to celebrate this joyous occasion, and let's get excited about this.

Commissioner Swindell: Thank you for mentioning the trash, will put a posting on Facebook and see if they can get people to help with the cleanup. There can be an incredible amount of trash after such an event. Happy 4th of July, please be safe and watch out for the kids.

Commissioner Atwood: Thanks for coming and happy 4th of July, be safe.

City Manager Womack: Encourages people to clean up after themselves and others after the fireworks. History buff as well; signing of the declaration is important, which we will be celebrating in a few days, however, he thinks the Constitution of the United States is also important and read some important dates that pertain to it. Also, July 1, 1863, first day of battle at the Battle of Gettysburg.

Mayor Marquardt: Thanked the City Manager for looking out for the residents and helping get some cooling centers in place during the very hot weather. The Chamber of Commerce does

try to get volunteers to help with cleanup after the fireworks. Shared information about the hill at Cramton Park being mowed. Read the list of local events.

CLOSED SESSION

The Lapeer City Commission convened a closed session to discuss the TPOAM Union Contract at 7:21 p.m. and returned to its regular meeting at 8:03 p.m.

159 2024 07-01 RETURN TO REGULAR SESSION

Motion by Glisman. Seconded by Swindell.

To return to the regular meeting.

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

Nays: None.

MOTION CARRIED.

160 2024 07-01 TPOAM UNION CONTRACT

Motion by Brady. Seconded by Swindell.

To approve the TPOAM Union Contract, as presented.

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

Nays: None.

MOTION CARRIED.

161 2024 07-01 ADJOURNMENT

Having no further business, Mayor Marquardt adjourned the regular meeting at 8:08 p.m.

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk



ITEM D-1

To: Mayor and City Commission
From: Kelly Hanna, Director of Financial Services
Date: July 9, 2024
RE: Bill Listing – June 26, 2024 through July 8, 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 June 26, 2024 through July 8, 2024, in the total amount of **\$646,962.66** and find them to be proper charges.

AGENDA ITEM REVIEW

Meeting Date:	July 15, 2024	Date Reviewed:	July 9, 2024
Consent:	X		
Administrative:		Reviewed By:	D. Jansen, Deputy Clerk
Public Hearing:			

CHECK REGISTER for CITY of LAPEER
CHECK DATE FROM 06/26/2024 - 07/08/2024

Check Date	Check	Vendor Name	Amount
07/03/2024	2229(A)	GREAT LAKES WATER AUTHORITY	148,922.96
07/03/2024	2247(A)	SOLBERG, KNOWLES AND ASSOCIATES	133,220.00
07/03/2024	2235(A)	MACOMB MECHANICAL, INC	57,641.00
07/03/2024	597981	JK OF MICHIGAN, LLC	41,750.00
07/03/2024	2225(A)	BIOTECH AGRONOMICS, INC.	35,475.36
07/03/2024	2251(A)	VECTOR TECH GROUP	32,624.95
07/03/2024	597998	SMITH & LOVELESS, INC.	27,374.00
07/03/2024	597991	MLR ENGINEERING	21,882.00
07/03/2024	597973	ETNA SUPPLY	19,453.00
07/03/2024	597989	MICHIGAN PAVEMENT MARKINGS LLC	15,522.43
07/03/2024	2230(A)	GREEN MEADOWS LAWNSCAPE, INC.	9,354.00
07/03/2024	2245(A)	ROWE INC	8,343.75
07/03/2024	598002	THE ROSSOW GROUP	8,000.00
07/03/2024	597979	HOUSING CONSULTING SERVICES LLC	7,565.00
07/03/2024	2252(E)	CONSUMERS ENERGY	6,787.73
07/03/2024	597968	CARDINAL PROPERTY SERVICES, LLC	5,750.00
07/03/2024	598000	T. P. ISRAEL CO INC	5,390.25
07/03/2024	597975	FELTON'S BODY SHOP	4,884.63
07/03/2024	597961	AFFINITY LAND HOLDINGS LLC	4,000.00
07/03/2024	2231(A)	HAMLETT ENVIRONMENTAL TECHNOLOGIES	3,026.00
07/03/2024	598001	TETRA TECH, INC.	2,822.66
07/03/2024	2224(A)	ABM COMMERCIAL CLEANING	2,360.00
07/03/2024	2233(A)	KAPPEN TREE SERVICE, LLC	2,250.00
07/03/2024	597970	DELYNN'S DESIGNS, INC	2,180.85
07/03/2024	2232(A)	HYDRO CORP	1,989.50
07/03/2024	2236(A)	MAUK, JODI	1,807.70
07/03/2024	2246(A)	SMITH, SHANNON	1,807.70
07/03/2024	2240(A)	ON DUTY GEAR, LLC	1,785.38
07/03/2024	597967	C & D COLLISION LLC	1,716.76
07/03/2024	597988	MGS ELECTRIC INC.	1,568.00
07/03/2024	597966	BRUCE M JOHNSON PLUMBING INC.	1,553.00
07/03/2024	2250(A)	UTILITIES INSTRUMENTATION SERVICE	1,548.00
07/03/2024	2234(A)	LAKE ORION MECHANICAL	1,498.44
07/03/2024	597987	MARCO TECHNOLOGIES, LLC	1,496.13
07/03/2024	597960	ACTION MUNICIPAL SUPPLY, LLC	1,493.10
07/03/2024	2244(A)	RICK RHEIN DISPOSAL	1,488.00
07/03/2024	2228(A)	GENERAL CODE LLC	1,437.00
07/03/2024	2253(E)	METROPOLITAN LIFE INSURANCE COMPANY	1,324.98
07/03/2024	597992	PIVOT POINT PARTNERS LLC	1,253.00
07/03/2024	598005	VERIZON WIRELESS	1,156.19
07/03/2024	2241(A)	OWEN TREE SERVICE INC	1,100.00
07/03/2024	2248(A)	TAYLOR, SARAH	1,000.00
07/03/2024	597995	QUINN QUALITY BUILT HOMES, LLC	1,000.00

07/03/2024	597993	POSTMASTER	988.07
07/03/2024	597990	MICHIGAN RURAL WATER ASSOC	940.00
07/03/2024	597982	KENT COMMUNICATIONS INC.	849.96
07/03/2024	2249(A)	THE BANK OF NEW YORK MELLON	825.00
07/03/2024	2227(A)	FASTENAL COMPANY	817.38
07/03/2024	597971	DISCOVER PLUMBING, INC	800.00
07/03/2024	597984	LAPEER CO HEALTH DEPT	750.00
07/03/2024	597999	STATLAB, LLC	550.00
07/03/2024	597962	AIA HANDYMANS LLC	500.00
07/03/2024	597963	AMERICAN SEWER CLEANERS	500.00
07/03/2024	2238(A)	NORTH CENTRAL LABS	491.74
07/03/2024	597964	ANDY'S STATEWIDE HEATING & COOLING	400.00
07/03/2024	2237(A)	MAURER'S TEXTILE RENTAL SERVICES	385.45
07/03/2024	2239(A)	NYE UNIFORM CO	351.86
07/03/2024	597994	PRO ENERGY CONSULTANTS OF ANN ARBOR	325.00
07/03/2024	598006	VILLAGE PRINTING	280.00
07/03/2024	597976	GAJEWSKI, ERIC	259.63
07/03/2024	2243(A)	PREIN & NEWHOF	240.00
07/03/2024	597965	AUTO OWNERS INSURANCE	239.00
07/03/2024	597996	RENEWAL BY ANDERSEN	200.00
07/03/2024	598003	TRW LANDSCAPES LLC	191.00
07/03/2024	597997	ROBINSON, GAGE	190.79
07/03/2024	597986	MANN, JACOB	184.71
07/03/2024	2226(A)	CRUISERS, INC	177.44
07/03/2024	597977	GROUP RESOURCES	136.00
07/03/2024	597980	JAY'S SEPTIC	130.00
07/03/2024	2242(A)	PARAGON LABORATORIES, INC.	118.00
07/03/2024	597983	KRAUS FIRE EQUIPMENT INC	115.00
07/03/2024	597972	ECKER MECHANICAL CONTRACTORS, INC	100.00
07/03/2024	598007	VORTEX HEATING & AIR CONDITIONING	100.00
07/03/2024	597974	EXPRESS CARE OF LAPEER	97.50
07/03/2024	597985	LAPEER CO REGISTER OF DEEDS	60.00
07/03/2024	597978	HART, MATT	49.99
07/03/2024	597969	CRAIG'S SIGNS	10.00
07/03/2024	598004	UPS	5.69
TOTAL			\$646,962.66

CITY OF LAPEER

Proclamation

In Recognition of Craig Gormley

WHEREAS, Officer Craig Gormley, officially began his career with the City of Lapeer Police Department on October 28, 1998, as a part-time Police Reserve Officer; he rose through the ranks to be promoted to Patrolman in 1999; and Patrolman I in 2004; and, then promoted to Detective Sergeant in 2008; promoted to Sergeant II in 2014; and was again promoted to Sergeant III in 2019; and

WHEREAS, Detective Sergeant Gormley, while performing his duties serving the citizens of the City of Lapeer, has received four Formal Supervisory Commendations; was named the Child Advocacy Center of Lapeer Officer of the Year (2012) and Investigator of the Year (2010); received the Lapeer City Police Award of Merit (2007); Lapeer City Police Department Officer of the Year (2005); a Lapeer County Prosecutor Notice of Appreciation (2004); as well as several letters of thank you and of appreciation for his efforts; all while safeguarding life and the innocent in the City of Lapeer; and

WHEREAS, Detective Sergeant Gormley has devoted his time and effort to training and education which includes, D.A.R.E. Michigan Instructor for 192 hours; 56 hours of Field Training Officer, 63 hours of Death Investigation, 281 hours of Fire Investigation and 400 hours of School of Staff and Command; and

WHEREAS, Detective Sergeant Gormley, has brought a vast range of skills and expertise in the aspects of police administration and a wealth of experience from proudly serving this community for over 25 years; and

WHEREAS, Detective Sergeant Gormley, will retire on July 24, 2024, after having given conscientious, responsible, and professional service to the citizens of the City of Lapeer and leaves those in the City of Lapeer proud to have known him and to have served with him.

THEREFORE, LET IT BE KNOWN, that I, Mayor Debbie Marquardt, and the Lapeer City Commission wish to honor and express deep appreciation to **Craig Gormley** for his efforts and devotion to public service and wish him continued success in his retirement.

Dated this 15th day of July 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



ITEM G-1

To: Mike Womack, City Manager
From: Denise Marinelli, Assessor
Date: June 30, 2024
RE: Split Request – 348 & 350 County Center Street Parcel #L20-92-001-040-00

STAFF RECOMMENDATION

Approval as Requested.

CURRENT OR NEW INFORMATION

I have reviewed the parcel split request submitted by Robert Thomas, representative of the owner of the property, Marz LLC. The request is for a parcel split of a metes and bounds improved parcel meaning that it is not included in a plat. The current parcel has two buildings on it. One building is leased to a marijuana grow facility and the other building stands empty. The parcel is zoned I-1 Industrial and has previous set-back and parking variances that were previously granted by the Zoning Board of Appeals. These variance will continue for the newly created parcels. The reason for the request is to allow the owner to sell one of the buildings to a prospective buyer with whom they currently have a purchase agreement.

The current request was reviewed by the Planning Department who suggested there be an easement for Ingress and Egress and Parking to relieve the possibility of future hardship for any future uses. Easements were provided which satisfies ingress/egress by granting each parcel a 20-foot (10 feet on either side of the adjacent line) and a cross-use parking easement which gives each parcel full parking rights to the adjacent split parcel. Therefore, parking will not be reduced by the split. The Easements were reviewed and approved by our City Attorney, T. Allen Francis, as well.

All application requirements have been met including before and after survey, legal descriptions, and County Certification letters, and all fees and taxes have been paid. The property is currently zoned I-1 Industrial and will remain so. The request conforms to the Land Division Act regarding but not limited to number of splits, road frontage – accessibility, and zoning.

I have consulted with City Planners, Alex Hritcu, Ben Keller, and former planner Jason Ball, who approved this split request as any adverse effects have been addressed regarding Zoning and Easement issues.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

The current legal descriptions for the subject properties are as follows:

L20-92-001-040-00 City of Lapeer T7N, R10E, SEC 5 Com NW Beginning at the NW Corner Blk 6 Jennings Addition, Being 56 Ft S of & Parallel to C/L of Main Track, Thence S85°49'25"W Along RR R/W 145.77 Ft; Thence S04°08'47"E 90.5 Ft; Thence N04°08'47"W Parallel to RR R/W 12.5 Ft; Thence S 04°08'47"E 80.5 Ft; Thence S36°33'52"W 59.58 Ft; Thence 147.04 Ft Along a Curve to Right, LC=S36°14'32"E 144.84 Ft; Thence S19°02'57"E 72.79 Ft; Thence E 67.6 Ft to W Line Jennings Addition; Thence N Along Said W Line 413.2 Ft to Point of Beginning.

The requested new description is as follows:

L20-92-001-040-10 City of Lapeer, T7N R10E SE Cor of Sec 5, Com at the NW Cor, Sec 6 of Jennings Addition, S13°45' W 206.07 ft along W In of said Blk 6 to the POB, thence S 00°13'45" W 210.60 ft; thence N 88°54'26" W 73.19 ft to the NE'ly ROW line of County Center St; thence along ROW In the following two courses; N 18°34'09 W 72.79 ft and curve to the Left, Radius 245.00 ft 72.45 ft Long Chord N 27°02'23" W 72.18 ft; thence N 41°24' 44" E 71.77 ft; thence N 60°49'39" E 46.09 ft; thence S 89°28'55" E 42.30 ft to the Point of Beginning. Contains.46 Acres +/- Subject to Ingress Egress, Parking and all ROW and Restrictions of Record.

and

L20-92-001-040-20 City of Lapeer, T7N R10E SE Cor of Sec 5, Beginning at the NW Cor, Sec 6 of Jennings Addition S 00°13'45" W 206.07 ft along W line of said Jennings Addition; thence N 89°28'55" W 42.30 ft; thence S 60°49'39" W 46.09 ft; thence S41°24'44" W 71.77 ft to the NE'ly ROW of County Center Street; thence along ROW on a Curve to the Left Radius 245.00 ft, Length 74.59 ft and LC is N 44°15'39" W 74.30 ft' thence N 37°02'41"E 59.58 ft; thence N03°41'12" W 80.50 ft; thence N 86°19'02" E 12.50 ft; thence N 03°32'54" W 90.77 ft to a point on the S'ly ROW line of Grand Trunk Railroad: thence N 86°16'13" E 145.41 ft along said ROW to the NW corner of Block 6 of Jennings Addition and Point of Beginning. Contains.79 Acres +/- subject to Ingress/Egress, Parking, and all Easements, and Restrictions of Record

AGENDA ITEM REVIEW

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

Date Reviewed: June 25, 2024

Reviewed By: R. Sanchez, City Clerk

**RESOLUTION #2024-16
RESOLUTION TO APPROVE
PARCEL SPLIT REQUEST FOR
Marz, LLC
348 & 350 County Center Street**

At a regular meeting of the Lapeer City Commission on Monday, June 30, 2024, at 6:30 p.m. in the City Commission Chambers of Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan.

PRESENT: Commissioners

ABSENT: None.

MOVED BY: Commissioner

SECONDED BY: Commissioner

WHEREAS Marz, LLC, owner of the property located at 348 & 350 County Center Street, represented by Robert Thomas, has filed a Boundary Transfer Request for a parcel split; and

WHEREAS, Chapter 6 (Land Division Ordinance), Section 6.05 Lot Splits, of the General Ordinances of the City of Lapeer, provides that approval shall be by resolution of the City Commission.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Boundary Split Request is in conformity with Chapter 7 (Zoning Ordinance) of the General Ordinances of the City of Lapeer.
2. That the Boundary Transfer Request is in conformity with The Land Division Act of P.A. 288 of 1967, as amended.
3. That the Boundary Transfer Request is approved resulting in the following legal description:

L20-92-001-040-10 City of Lapeer, T7N R10E SE Cor of Sec 5, Com at the NW Cor, Sec 6 of Jennings Addition, S13°45' W 206.07 ft along W In of said Blk 6 to the POB, thence S 00°13'45" W 210.60 ft; thence N 88°54'26" W 73.19 ft to the NE'y ROW In of County Center St; thence along ROW In the following two courses; N 18°34'09 W 72.79 ft and curve to the Left, Radius 245.00 ft 72.45 ft Long Chord N 27°02'23" W 72.18 ft; thence N 41°24' 44" E 71.77 ft; thence N 60°49'39" E 46.09 ft; thence S 89°28'55" E 42.30 ft to the Point of Beginning. Contains.46 Acres +/- Subject to Ingress Egress, Parking and all ROW and Restrictions of Record.

and

L20-92-001-040-20 City of Lapeer, T7N R10E SE Cor of Sec 5, Beginning at the NW Cor, Sec 6 of Jennings Addition S 00°13'45" W 206.07 ft along W line of said Jennings Addition; thence N 89°28'55" W 42.30 ft; thence S 60°49'39" W 46.09 ft; thence S 41°24'44" W 71.77 ft to the NE'y ROW of County Center Street; thence along ROW on a Curve to the Left Radius 245.00 ft, Length 74.59 ft and LC is N44°15'39"W 74.30 ft' thence N 37°02'41"E 59.58 ft; thence N03°41'12" W 80.50 ft; thence N86°19'02" E 12.50 ft; thence N 03°32'54" W 90.77 ft to a point on the S'y ROW line of Grand Trunk Railroad; thence N86°16'13" E 145.41 ft along said ROW to the NW corner of Block 6 of Jennings Addition and Point of Beginning. Contains.79 Acres +/- subject to Ingress/Egress, Parking, and all Easements, and Restrictions of Record.

4. That the Boundary Transfer Request preserves all easement and master utility plans.
5. That any future site development complies with all setbacks and other applicable requirements established by the City of Lapeer Zoning Ordinance.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be filed with the Lapeer County Register of Deeds.

BE IT FURTHER RESOLVED, that a copy of this Resolution be sent to the CityAssessor and Marz LLC.

This Resolution was adopted and effective on the 1ST day of July 2024.

AYES:

NAYS:

ABSENT:

MOTION CARRIED. RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Lapeer City Commission, County of Lapeer, Michigan at a regular meeting held on June 30, 2024, in compliance with Act No. 267 of the Michigan Public Act of 1976.

Romona Sanchez, CMC
City Clerk, City of Lapeer

This document was signed before me by
Romona Sanchez, City Clerk of the City of
Lapeer on July 2, 2024.

Dana E. Jansen, Notary Public,
State of Michigan, Lapeer County
My Commission Expires: Sept. 20, 2029
Acting in the County of Lapeer

Drafted by: Romona Sanchez, CMC

Return to: City Clerk,
City of Lapeer
576 Liberty Park,
Lapeer, MI 48446



Received:
City of Lapeer
Received
JAN - 3 2024
Initial _____
Assessing Division _____

APPLICATION FOR LAND DIVISION / COMBINATION / ALTERATION

Applicant Information (Owner Authorization Required)

Name: Marz, LLC
Address: P.O. Box 398
City, State, Zip: Lapeer, Michigan 48446
Phone No.: 810-793-7557
E-mail Address: MARZLLC@aol.com

Owner Information (if different)

Name: Robert W. Thomas
Address: 407 Clay Street
City, State, Zip: Lapeer, Michigan 48446
Phone No.: 810-664-5921
E-mail Address: rwthomas@taylor-butler-field.com

Property Information

Property Address: 348-350 County Center Street
Total Acreage: 1.25 acres
Subdivision (if applicable): _____

Parent Parcel Number(s)

Property I.D. No.: 44-L20-92-001-040-00
Property I.D. No.: _____
Property I.D. No.: _____
Property I.D. No.: _____

THE FOLLOWING ACTION IS HEREBY REQUESTED BY THE APPLICANT: (Please Check all Applicable Boxes)

DIVISION / SPLIT	<input checked="" type="checkbox"/>	MASTER DEED	<input type="checkbox"/>
COMBINATION	<input type="checkbox"/>	BOUNDARY TRANSFER	<input type="checkbox"/>
PLAT	<input type="checkbox"/>	DESC CORRECTION	<input type="checkbox"/>
		Reg of Deeds Recording Yes	No (\$30 fee)

Please note that the attached "Application Check-list" must be completed, signed, and submitted along with this application before anything will be processed.

The City of Lapeer does Not split the current year Assessment's, Taxable Value's or Taxes; ie. (Courtesy Splits)

Parent Parcel Numbers will remain in effect in the current tax year. Property owners shall be responsible for the pro-ration, escrow, and payment of the current, and/or pending Summer and Winter Tax Billing. Delinquent and/or unpaid taxes will remain a lien against the "Parent Parcels".

Split/Combine Fee's

Resulting Parcels	Rate
1 ~2	\$200.00
2~4	\$100.00 (Each Additional)
5+	\$75.00 (Each Additional)

Address Fee's

Units	Fee
1 - 4	\$25.00 (Each)
5 - 40 (Additional)	\$10.00 (Each Additional)
5+	\$5.00 (Each Additional)

Applicants Signature

Member
Title (Owner/Agent/Other)

1/2/24
Date

This Section for Official Use Only

Board of Commissioners Approval

☒ Approved ☐ Denied ☐ N/A

Date

Assessor's Action

☒ Approved ☐ Denied ☐ N/A

Date:

Denise Marinelli, Assessor

MCL 560.109 (1) A municipality shall approve or disapprove a proposed division within 45 days after the filing of a complete application for the proposed division with the assessor or other municipally designated official.

Received: <i>City of Lapeer</i> Received
JAN - 3 2024
Initial _____ Assessing Division

Revised : 10-22-2019

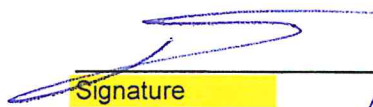
LAND DIVISION / COMBINATION / ALTERATION - CHECK LIST

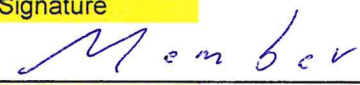
- | | | |
|-------------------------------------|-----------------|---|
| <input checked="" type="checkbox"/> | Copy of Receipt | Application Fee Paid |
| <input type="checkbox"/> | Copy of Receipt | Address Fee Paid (If Necessary) |
| <input checked="" type="checkbox"/> | A-1 | Parent Parcel Property Survey / Descriptions on 8.5 X 11 Paper
<i>Including:</i> (Existing Property Configurations Labeled as "A-1, B-1, C-1,...")
Legal Descriptions should be labeled in a similar manner
Parcel Dimensions, Tax ID. No.'s, Addresses, and Roads
Buildings and Land Improvements-(Locations & Setbacks)
Area Calculations should clearly reflect Gross, Net, Actual, and Proposed.
County Drains, Floodways & Floodplains, Utility & Access Easements, and ROW's |
| <input checked="" type="checkbox"/> | A-2 | Child Parcel Property Survey / Descriptions on 8.5 X 11 Paper
<i>Including:</i> (New Property Configurations Labeled as "A-2, B-2, C-2,...")
Legal Descriptions should be labeled in a similar manner
Parcel Dimensions, Addresses, and Roads
Buildings and Land Improvements-(Locations & Setbacks)
Area Calculations should clearly reflect Gross, Net, Actual, and Proposed.
County Drains, Floodways & Floodplains, Utility & Access Easements, and ROW's |
| <input checked="" type="checkbox"/> | Certificate | Proof of Paid County Taxes |
| <input checked="" type="checkbox"/> | Copy of Receipt | Proof of Paid City Taxes / Special Assessments |
| <input type="checkbox"/> | <i>N/A</i> Copy | Release of Lien from Mortgage Company |
| <input checked="" type="checkbox"/> | Deed | Proof of Ownership or Letter of Authorization (If Requested) |

Please note that the applicant or authorized representative must sign below to acknowledge that the requirements listed on this check list have been satisfied.

The Owner/Applicant understands that any pro-rated Assessed and Taxable Values established by the Assessor are for the purpose of allocating the proportionate share of the current year values for the following year.

MCL 560.109 (1) A municipality shall approve or disapprove a proposed division within 45 days after the filing of a complete application for the proposed division with the assessor or other municipally designated official.



 Signature


 Title (Owner/Agent)

 Date *1/2/24*

L20-92-002-040-00

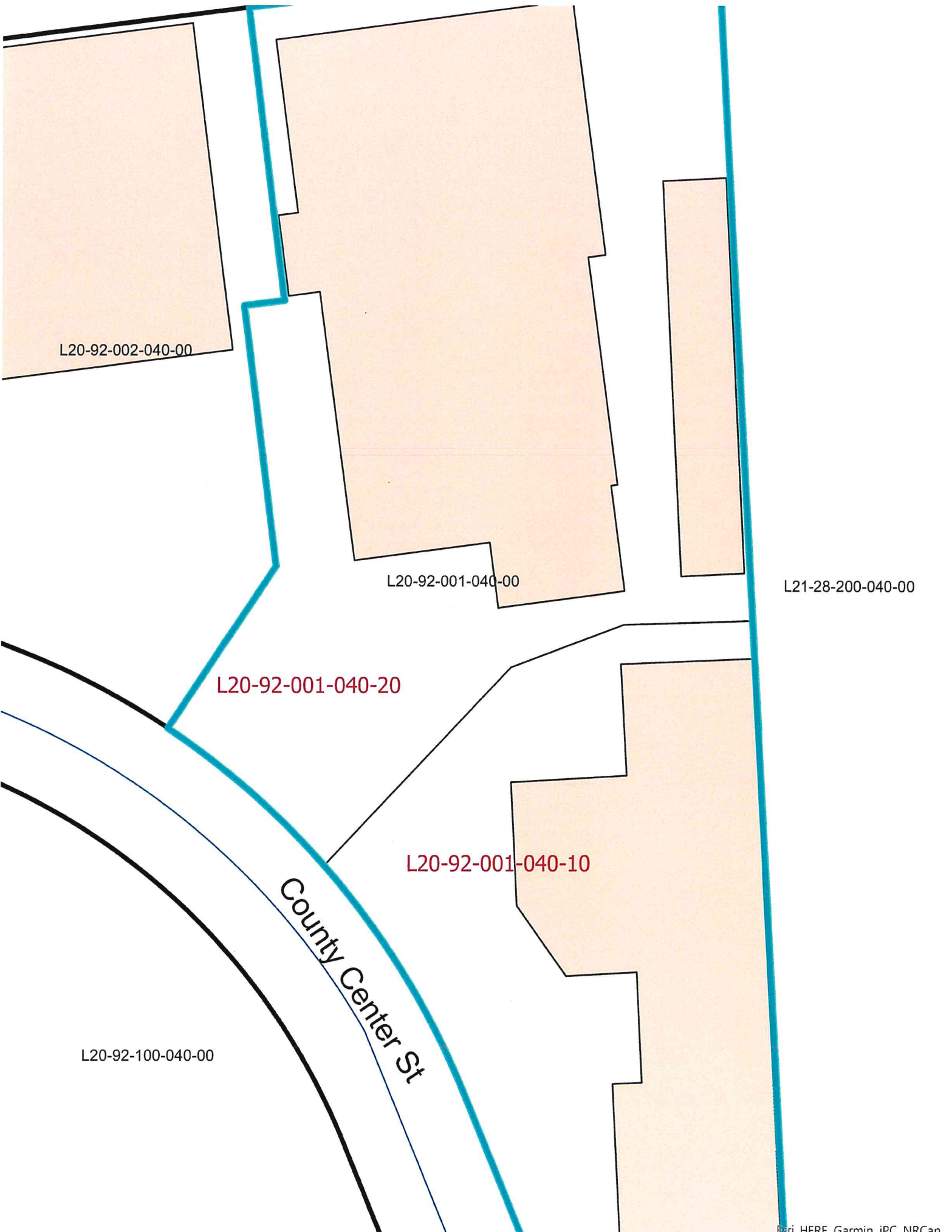
L20-92-001-040-00

L21-28-200-040-00

L20-92-100-040-00

L20-92-100-040-00

County Center St



L20-92-002-040-00

L20-92-001-040-00

L21-28-200-040-00

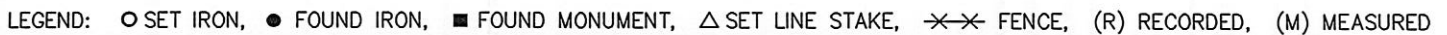
L20-92-001-040-20

L20-92-001-040-10

L20-92-100-040-00

County Center St

I HEREBY CERTIFY THAT I HAVE SURVEYED AND MAPPED THE ATTACHED DESCRIBED PARCEL(S), HEREON DESCRIBED AND THAT THE RELATIVE POSITIONAL PRECISION OF EACH CORNER IS WITHIN THE LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING AND THAT ALL THE REQUIREMENTS OF P.A. 132 OF 1970, AS AMENDED, HAVE BEEN COMPLIED WITH.



415 W. NEPESSING STREET
LAPEER, MICHIGAN 48446
PHONE: (810) 667-6789

MARK ZIMMERMAN

LAPEER COUNTY, MI.

DRAWN: BLR

CHECKED: GGB

REVISÉ: 7/3/2024

JOB NO. 233989



CERTIFICATE OF SURVEY

I HEREBY CERTIFY THAT I HAVE SURVEYED AND MAPPED THE ATTACHED DESCRIBED PARCEL(S), HEREON DESCRIBED AND THAT THE RELATIVE POSITIONAL PRECISION OF EACH CORNER IS WITHIN THE LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING AND THAT ALL THE REQUIREMENTS OF P.A. 132 OF 1970, AS AMENDED, HAVE BEEN COMPLIED WITH.

LEGAL DESCRIPTION OF PARENT PARCEL "A3"(TAX ID# L20-001-040-00) AS PROVIDED BY CLIENT (L2430, PAGES 112-116, LAPEER CO. RECORDS)

PART OF THE CITY OF LAPEER, LAPEER COUNTY, MICHIGAN, BEING IN SECTION 5, T7N-R10E, COMMENCING AT A POINT WHERE THE WEST LINE OF BLOCK 6 OF JENNING'S ADDITION TO THE CITY OF LAPEER, INTERSECTS WITH THE SOUTHERLY LINE OF THE GRAND TRUNK RAILROAD RIGHT OF WAY, BEING 56 FEET SOUTH OF AND PARALLEL TO THE CENTER LINE OF THE EAST BOUND MAIN LINE OF THE GRAND TRUNK RAILROAD; THENCE SOUTH 00 DEGREES 13 MINUTES 45 SECONDS WEST 413.2 FEET; THENCE NORTH 88 DEGREES 48 MINUTES 31 SECONDS WEST 67.6 FEET; THENCE NORTH 19 DEGREES 02 MINUTES 57 SECONDS WEST 72.79 FEET; THENCE ON A CURVE TO THE LEFT 147.04 FEET, WHOSE LONG CHORD IS NORTH 36 DEGREES 14 MINUTES 32 SECONDS WEST 144.84 FEET; THENCE NORTH 36 DEGREES 33 MINUTES 52 SECONDS EAST 59.58 FEET; THENCE NORTH 04 DEGREES 10 MINUTES WEST 80.5 FEET; THENCE NORTH 85 DEGREES 50 MINUTES EAST 12.5 FEET; THENCE NORTH 04 DEGREES 10 MINUTES WEST 90.5 FEET TO THE GRAND TRUNK RAILROAD RIGHT OF WAY; THENCE NORTH 85 DEGREES 50 MINUTES EAST 145.77 FEET TO THE POINT OF BEGINNING.

LEGAL DESCRIPTION OF PARCEL "A3-A": AS SURVEYED

PART OF SOUTHEAST QUARTER OF SECTION 5, T7N-R10E, CITY OF LAPEER, LAPEER COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS: COMMENCING AT THE NORTHWEST CORNER OF BLOCK 6 OF SAID JENNINGS ADDITION TO THE CITY OF LAPEER (AS RECORDED IN LIBER 9, PAGE 598, LAPEER CO. RECORDS) SOUTH 00 DEGREES 13 MINUTES 45 SECONDS WEST 206.07 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING; THENCE CONTINUING SOUTH 00 DEGREES 13 MINUTES 45 SECONDS WEST 210.60 FEET; THENCE NORTH 88 DEGREES 54 MINUTES 26 SECONDS WEST 73.19 FEET(MEASURED) NORTH 88 DEGREES 48 MINUTES 31 SECONDS WEST 67.6 FEET(RECORDED) TO A POINT ON THE NORTHEASTERLY RIGHT OF WAY LINE OF SAID COUNTY CENTER STREET; THENCE ALONG SAID RIGHT OF WAY LINE IN TWO COURSES: (1) NORTH 18 DEGREES 34 MINUTES 09 SECONDS WEST (MEASURED) NORTH 19 DEGREES 02 MINUTES 57 SECONDS WEST(RECORDED) 72.79 FEET AND (2) ON A CURVE TO THE LEFT, WHOSE RADIUS IS 245.00 FEET AND LENGTH 72.45 FEET AND WHOSE LONG CHORD BEARING AND DISTANCE IS NORTH 27 DEGREES 02 MINUTES 23 SECONDS WEST 72.18 FEET; THENCE NORTH 41 DEGREES 24 MINUTES 44 SECONDS EAST 71.77 FEET; THENCE NORTH 60 DEGREES 49 MINUTES 39 SECONDS EAST 46.09 FEET; THENCE SOUTH 89 DEGREES 28 MINUTES 55 SECONDS EAST 42.30 FEET TO A POINT ON THE WEST LINE OF BLOCK 6 OF JENNINGS ADDITION TO THE CITY OF LAPEER AND THE POINT OF BEGINNING. SAID PARCEL CONTAINS 20,157.67 SQUARE FEET (0.46 ACRES) MORE OR LESS. SUBJECT TO EASEMENTS, RESTRICTIONS AND/OR RIGHTS OF WAY OF RECORD.

LEGAL DESCRIPTION OF PARCEL "A3-B": AS SURVEYED

PART OF SOUTHEAST QUARTER OF SECTION 5, T7N-R10E, CITY OF LAPEER, LAPEER COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS: BEGINNING AT THE NORTHWEST CORNER OF BLOCK 6 OF SAID JENNINGS ADDITION TO THE CITY OF LAPEER (AS RECORDED IN LIBER 9, PAGE 598, LAPEER CO. RECORDS) SOUTH 00 DEGREES 13 MINUTES 45 SECONDS WEST 206.07 FEET ALONG THE WEST LINE OF SAID JENNINGS ADDITION; THENCE NORTH 89 DEGREES 28 MINUTES 55 SECONDS WEST 42.30 FEET; THENCE SOUTH 60 DEGREES 49 MINUTES 39 SECONDS WEST 46.09 FEET THENCE SOUTH 41 DEGREES 24 MINUTES 44 SECONDS WEST 71.77 FEET TO A POINT ON THE NORTHEASTERLY RIGHT OF WAY LINE OF SAID COUNTY CENTER STREET; THENCE ALONG SAID RIGHT OF WAY ON A CURVE TO THE LEFT, WHOSE RADIUS IS 245.00 FEET AND LENGTH 74.59 FEET AND WHOSE LONG CHORD BEARING AND DISTANCE IS NORTH 44 DEGREES 15 MINUTES 39 SECONDS WEST 74.30 FEET; THENCE NORTH 37 DEGREES 02 MINUTES 41 SECONDS EAST(MEASURED) NORTH 36 DEGREES 33 MINUTES 52 SECONDS EAST(RECORDED) 59.58 FEET; THENCE NORTH 03 DEGREES 41 MINUTES 12 SECONDS WEST(MEASURED) NORTH 04 DEGREES 10 MINUTES 00 SECONDS WEST(RECORDED) 80.50 FEET; THENCE NORTH 86 DEGREES 19 MINUTES 02 SECONDS EAST(MEASURED) NORTH 85 DEGREES 50 MINUTES 00 SECONDS EAST(RECORDED) 12.50 FEET; THENCE NORTH 03 DEGREES 32 MINUTES 54 SECONDS WEST 90.77 FEET(MEASURED) NORTH 04 DEGREES 10 MINUTES 00 SECONDS WEST 90.50 FEET(RECORDED) TO A POINT ON THE SOUTHERLY RIGHT OF WAY LINE OF GRAND TRUNK RAILROAD; THENCE NORTH 86 DEGREES 16 MINUTES 13 SECONDS EAST 145.41 FEET(MEASURED) NORTH 85 DEGREES 50 MINUTES 00 SECONDS EAST 145.77 FEET(RECORDED) ALONG SAID RIGHT OF WAY TO THE NORTHWEST CORNER OF BLOCK 6 OF JENNINGS ADDITION TO THE CITY OF LAPEER AND THE POINT OF BEGINNING. SAID PARCEL CONTAINS 34,473.54 SQUARE FEET (0.79 ACRES) MORE OR LESS. SUBJECT TO EASEMENTS, RESTRICTIONS AND/OR RIGHTS OF WAY OF RECORD.

LEGEND: ○ SET IRON, ● FOUND IRON, ■ FOUND MONUMENT, △ SET LINE STAKE, ✕✕ FENCE, (R) RECORDED, (M) MEASURED



DAVIS LAND SURVEYING & ENGINEERING, INC.
415 W. NEPESSING STREET
LAPEER, MICHIGAN 48446
PHONE: (810) 667-6789

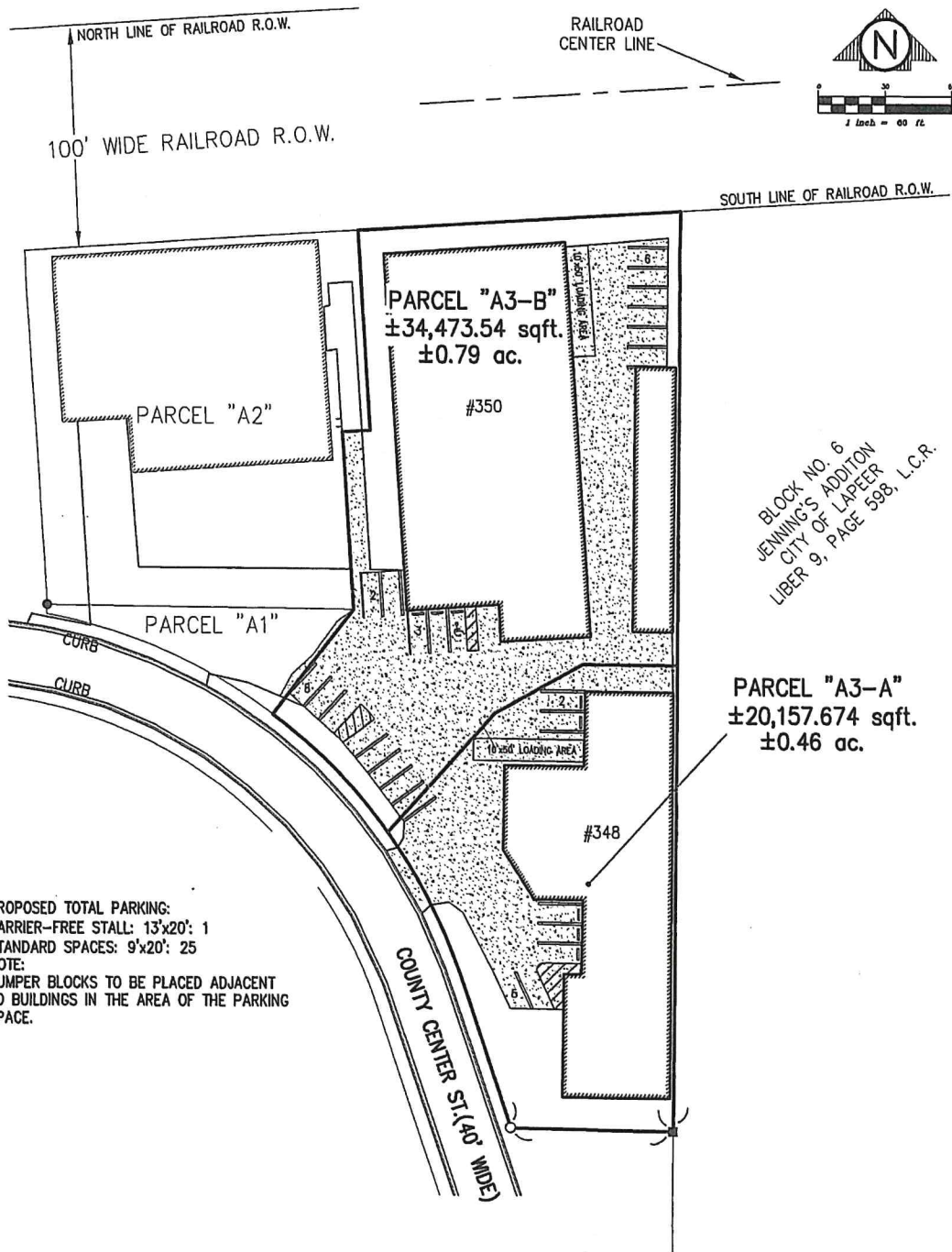
CLIENT:
MARK ZIMMERMAN

SE 1/4, SEC. 5, T7N-R10E, CITY OF LAPEER LAPEER COUNTY, MI.

DATE: 9/20/2023	DRAWN: BLR
SCALE: 1" = 60'	CHECKED: GGB
FIELD: JRD/CMD	REVISED: 7/3/2024
SHEET: 2 OF 2	JOB NO. 233989



PARKING LAYOUT



LEGEND: ○ SET IRON, ● FOUND IRON, ■ FOUND MONUMENT, △ SET LINE STAKE, ✕✕✕ FENCE, (R) RECORDED, (M) MEASURED



DAVIS LAND SURVEYING & ENGINEERING, INC.

415 W. NEPESSING STREET
LAPEER, MICHIGAN 48446
PHONE: (810) 667-6789

CLIENT:

MARK ZIMMERMAN

SE 1/4, SEC. 5, T7N-R10E, CITY OF LAPEER LAPEER COUNTY, MI.

DATE: 9/20/2023

DRAWN: BLR

SCALE: 1" = 60'

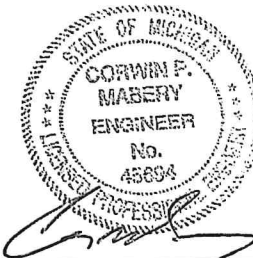
CHECKED: GGB

FIELD: JRD/CMD

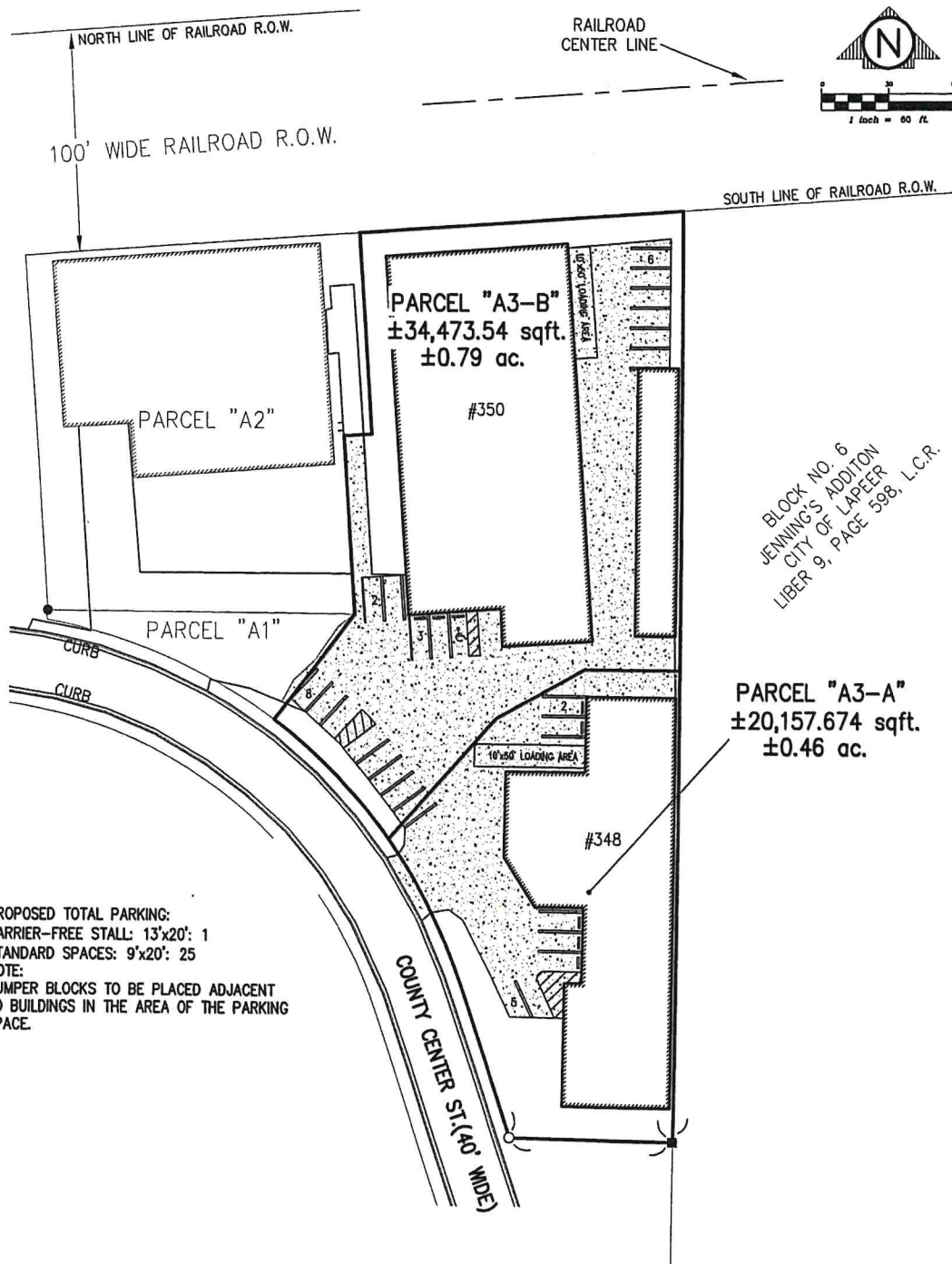
REVISED: BLDG SETBACKS 1/16/24

SHEET: 1 OF 2

JOB NO. 233989



PARKING LAYOUT



LEGEND: ○ SET IRON, ● FOUND IRON, ■ FOUND MONUMENT, △ SET LINE STAKE, ✕✕ FENCE, (R) RECORDED, (M) MEASURED



DAVIS LAND SURVEYING & ENGINEERING, INC.

415 W. NEPESSING STREET
LAPEER, MICHIGAN 48446
PHONE: (810) 667-6789

CLIENT:

MARK ZIMMERMAN

SE 1/4, SEC. 5, T7N-R10E, CITY OF LAPEER

LAPEER COUNTY, MI.

DATE: 9/20/2023

DRAWN: BLR

SCALE: 1" = 60'

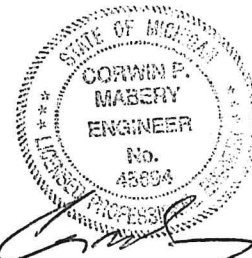
CHECKED: GGB

FIELD: JRD/CMD

REVISED: BLDG SETBACKS 1/16/24

SHEET: 1 OF 2

JOB NO. 233989

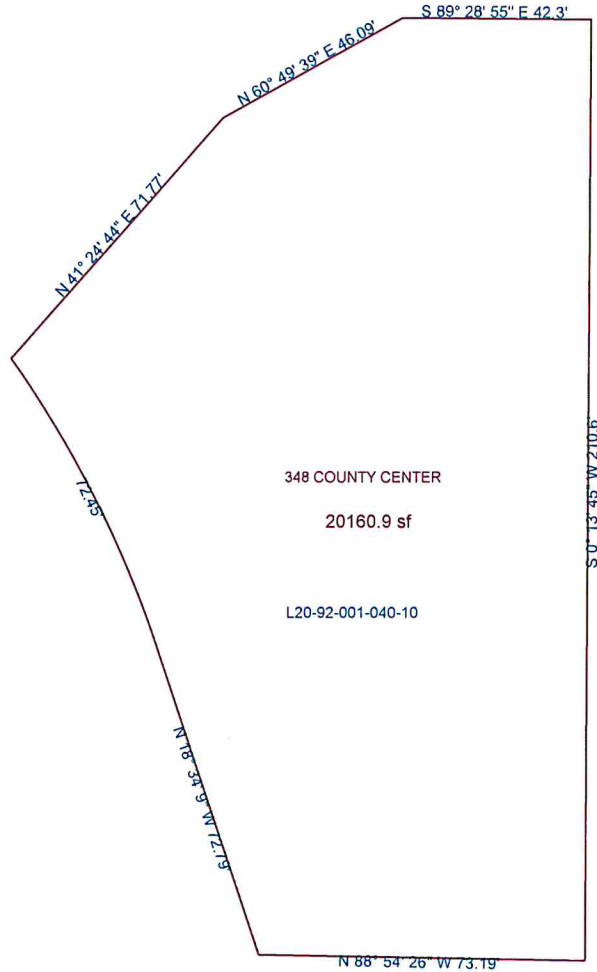


SKETCH/AREA TABLE ADDENDUM

SUBJECT INFO

File No.: Parcel No.: L20-92-001-040-00
 Property Address: 348 COUNTY CENTER ST
 City: LAPEER County: LAPEER State: MI ZipCode: 48446
 Owner: MARZ, LLC
 Client: Client Address:
 Appraiser Name: Inspection Date:

SKETCH



Sketch by ApexSketch

AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
SITE	348 COUNTY CEN	1.0	20160.9	589.2	20160.9

COMMENT TABLE 1

COMMENT TABLE 2

COMMENT TABLE 3

**LEGAL DESCRIPTION
FOR
350 COUNTY CENTER STREET**

PART OF SOUTHEAST QUARTER OF SECTION 5, T7N-R10E, CITY OF LAPEER, LAPEER COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS: BEGINNING AT THE NORTHWEST CORNER OF BLOCK 6 OF SAID JENNINGS ADDITION TO THE CITY OF LAPEER (AS RECORDED IN LIBER 9, PAGE 598, LAPEER CO. RECORDS)-SOUTH 00 DEGREES 13 MINUTES 45 SECONDS WEST 206.07 FEET ALONG THE WEST LINE OF SAID JENNINGS ADDITION; THENCE NORTH 89 DEGREES 28 MINUTES 55 SECONDS WEST 42.30 FEET; THENCE SOUTH 60 DEGREES 49 MINUTES 39 SECONDS WEST 46.09 FEET THENCE SOUTH 41 DEGREES 24 MINUTES 44 SECONDS WEST 71.77 FEET TO A POINT ON THE NORTHEASTERLY RIGHT OF WAY LINE OF SAID COUNTY CENTER STREET; THENCE ALONG SAID RIGHT OF WAY ON A CURVE TO THE LEFT, WHOSE RADIUS IS 245.00 FEET AND LENGTH 74.59 FEET AND WHOSE LONG CHORD BEARING AND DISTANCE IS NORTH 44 DEGREES 15 MINUTES 39 SECONDS WEST 74.30 FEET; THENCE NORTH 37 DEGREES 02 MINUTES 41 SECONDS EAST(MEASURED) NORTH 36 DEGREES 33 MINUTES 52 SECONDS EAST(RECORDED) 59.58 FEET; THENCE NORTH 03 DEGREES 41 MINUTES 12 SECONDS WEST(MEASURED) NORTH 04 DEGREES 10 MINUTES 00 SECONDS WEST(RECORDED) 80.50 FEET; THENCE NORTH 86 DEGREES 19 MINUTES 02 SECONDS EAST(MEASURED) NORTH 85 DEGREES 50 MINUTES 00 SECONDS EAST(RECORDED) 12.50 FEET; THENCE NORTH 03 DEGREES 32 MINUTES 54 SECONDS WEST 90.77 FEET(MEASURED) NORTH 04 DEGREES 10 MINUTES 00 SECONDS WEST 90.50 FEET(RECORDED) TO A POINT ON THE SOUTHERLY RIGHT OF WAY LINE OF GRAND TRUNK RAILROAD; THENCE NORTH 86 DEGREES 16 MINUTES 13 SECONDS EAST 145.41 FEET(MEASURED) NORTH 85 DEGREES 50 MINUTES 00 SECONDS EAST 145.77 FEET(RECORDED) ALONG SAID RIGHT OF WAY TO THE NORTHWEST CORNER OF BLOCK 6 OF JENNINGS ADDITION TO THE CITY OF LAPEER AND THE POINT OF BEGINNING. SAID PARCEL CONTAINS 34,473.54 SQUARE FEET (0.79 ACRES) MORE OR LESS. SUBJECT TO EASEMENTS, RESTRICTIONS AND/OR RIGHTS OF WAY OF RECORD.

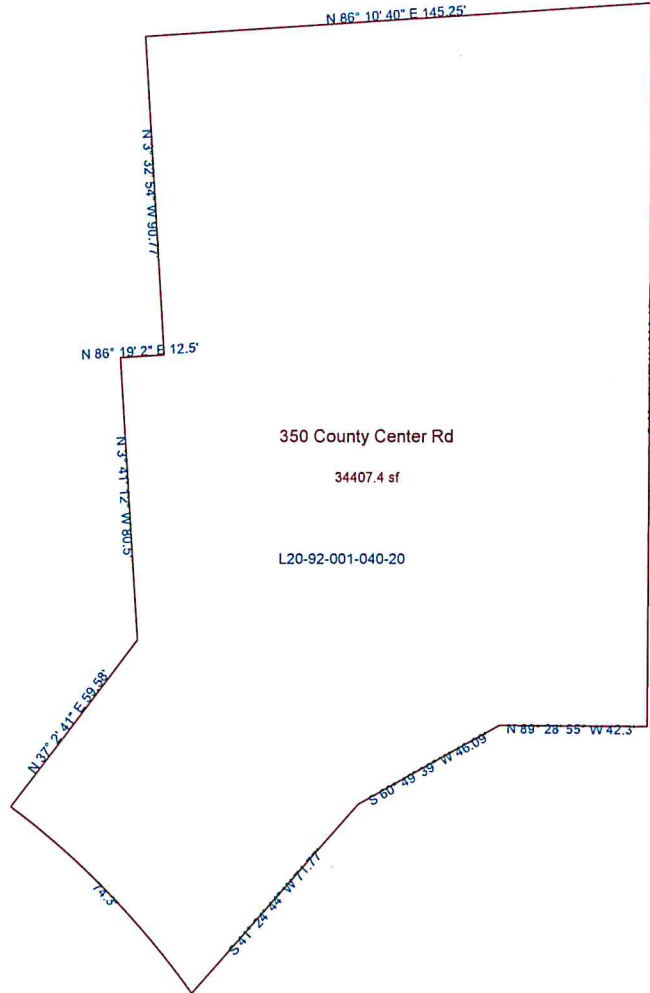
SUBJECT TO AN EASEMENT FOR INGRESS AND EGRESS TO A NORTH-SOUTH DRIVEWAY FOR THE BENEFIT OF A PARCEL COMMONLY KNOWN AS (AS OF MAY 15, 2024) 350 COUNTY CENTER STREET 10 FEET ON EITHER SIDE OF A LINE DESCRIBED AS COMMENCING AT THE NORTHWEST CORNER OF BLOCK 6 OF SAID JENNINGS ADDITION TO THE CITY OF LAPEER (AS RECORDED IN LIBER 9, PAGE 598, LAPEER CO. RECORDS) SOUTH 00 DEGREES 13 MINUTES 45 SECONDS WEST 206.07 FEET ALONG THE WEST LINE OF SAID JENNINGS ADDITION; THENCE NORTH 89 DEGREES 28 MINUTES 55 SECONDS WEST 42.30 FEET; THENCE SOUTH 60 DEGREES 49 MINUTES 39 SECONDS WEST 46.09 FEET THENCE SOUTH 41 DEGREES 24 MINUTES 44 SECONDS WEST 71.77 FEET TO A POINT ON THE NORTHEASTERLY RIGHT OF WAY LINE OF SAID COUNTY CENTER STREET; AND SUBJECT TO AN EASEMENT FOR PARKING FOR THE BENEFIT OF THE FOLLOWING DESCRIBED PARCEL, COMMONLY KNOWN AS 350 COUNTY CENTER STREET, MORE PARTICULARLY DESCRIBED AS COMMENCING AT THE NORTHWEST CORNER OF BLOCK 6 OF SAID JENNINGS ADDITION TO THE CITY OF LAPEER (AS RECORDED IN LIBER 9, PAGE 598, LAPEER CO.

SKETCH/AREA TABLE ADDENDUM

SUBJECT INFO

File No.: Parcel No.: L20-92-001-040-00
 Property Address: 348 COUNTY CENTER ST
 City: LAPEER County: LAPEER State: MI ZipCode: 48446
 Owner: MARZ, LLC
 Client: Client Address:
 Appraiser Name: Inspection Date:

SKETCH



Sketch by ApexSketch

AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
SITE	350 County Cente	1.0	34407.4	829.1	34407.4

COMMENT TABLE 1

COMMENT TABLE 2

COMMENT TABLE 3

Denise Marinelli

From: Jason Ball <JBall@rowepsc.com>
Sent: Thursday, February 1, 2024 4:56 PM
To: Denise Marinelli; Alex Hritcu; Kim Hodge
Subject: Re: [EXTERNAL]: Lot Splits
Attachments: Zoning Permit - Old School Organics - 350 County Center - 10-15-2019.pdf

Hi Denise,

I have reviewed the Old School Organics proposed lot split.

The structure is an existing nonconforming structure due to its proximity to the rear lot line. The new proposed split would provide a minimum side setback of 11 feet, which meets the minimum standard in the I-1 zoning district of 10 feet.

Otherwise, the lot has frontage and access to a public road, so the split appears to be fine in principle. My concern is that given the limited space on the site and the unique shape of the lot, the applicant may be creating future hardships for themselves regarding adequate space for parking and loading. Without a new proposed use, we cannot say whether this is actually an issue, but splitting the lot is defined as a "self-created hardship" which would make receiving any future variances challenging.

My suggestion would be that the owner plans to prepare a shared access/parking/loading agreement between the two parcels so there is maximum flexibility to accommodate future uses on the site. I've attached the zoning permit for the northern most property that was approved previously, which appears to indicate adequate parking spaces on the new proposed lot as well.

Again, Alex can help more with this going forward, but I hope this helps give the applicant some direction.



Jason Ball, AICP | Senior Planner II

ROWE Professional Services Company

ENR Top 500 Design Firm

O: (810) 341-7500 | C: (970) 531-7435

540 S. Saginaw Street, Ste. 200 | Flint, MI 48502

www.rowepsc.com



This electronic mail, including any attachments may contain confidential information protected by law and is intended solely for use by the individual to whom or entity to which it is addressed. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering this message, the reader is hereby notified that any use, dissemination, distribution or copying of the information is strictly prohibited. If you have received this communication in error, please notify me immediately by phone or return electronic mail. Thank you.

Denise Marinelli

From: Alex Hritcu <AHritcu@rowepsc.com>
Sent: Tuesday, June 11, 2024 2:59 PM
To: Denise Marinelli; Ben Keller
Subject: RE: [EXTERNAL]: Lot Splits

Hello Denise,

Based on the each of the two buildings square footage, it appears that there is enough parking on site to accommodate each use.

Thanks,
Alex

From: Denise Marinelli <dmarinelli@ci.lapeer.mi.us>
Sent: Tuesday, June 11, 2024 2:55 PM
To: Alex Hritcu <AHritcu@rowepsc.com>; Ben Keller <BKeller@rowepsc.com>
Subject: FW: [EXTERNAL]: Lot Splits

This is the email sent on May 24.


THE CITY OF
LAPEER
MICHIGAN

Denise Marinelli, MAAO
Assessor
Assessing Department
576 Liberty Park, Lapeer, MI 48446
810 - 245 - 4217
<https://dmarinelli.ci.lapeer.mi.us/>

From: Denise Marinelli
Sent: Friday, May 24, 2024 6:20 PM
To: Ben Keller <BKeller@rowepsc.com>; Alex Hritcu <AHritcu@rowepsc.com>
Cc: Timothy Mayer <tmayer@ci.lapeer.mi.us>
Subject: FW: [EXTERNAL]: Lot Splits

Hello,
Here are the documents that we reviewed on Thursday for 350 County Center Road lot split request. I have attached them to this email that Jason wrote when this was first applied for in January.
The first group of documents are from the initial request and the second group of documents were sent in response to Jason's concerns.
Do you feel that the latest documents answer the parking concerns stated by Jason?
Do you feel this is an approvable split?
All comments will be appreciated.
Thank you,
Denise Marinelli



Dana M. Miller
Lapeer County Treasurer
255 Clay St. Suite 303, Lapeer, MI 48446
810-667-0239

Land Division Tax Payment Certification Form

Name: Marz, LLC Phone: 810-793-7557
Owner Address: P.O. Box 398
Owner City, State, Zip: Lapeer, Michigan 48446
Property Address: 348-350 County Center Street
Property City, State, Zip: Lapeer, Michigan 48446
Parcel ID: 44-L20-92-001-040-00

-Attach a description of the parcel to be divided-

☐ CERTIFICATION DENIED

The Lapeer County Treasurer's Office has found delinquent taxes on the parcel listed above and cannot issue a certification of tax payment.

Delinquent taxes owed: _____

☒ CERTIFICATION APPROVED

Pursuant to House Bill 4055 The Lapeer County Treasurer's Office certifies that all property taxes and special assessments due on the parcel or tracts subject to the proposed division for the five years preceding the date of the application have been paid.

Certified By: Dana M. Miller/cax Date Certified: 1.3.24



Lapeer County Treasurer
255 Clay St. Ste. 303
Lapeer, MI 48446
810-667-0239

Land Division Act 288 of 1967, MCL 560.109 (1) (i) Certification

TAX YEAR	TAX. VALUE	BASE TAX	BASE TAX DUE	INTEREST/FEES DUE	TOTAL DUE	LAST PMT
2022	547,980	26,045.30	0.00	0.00	0.00	01/18/23
2021	530,475	24,543.78	0.00	0.00	0.00	01/11/22
2020	102,639	4,757.21	0.00	0.00	0.00	01/08/21
2019	100,726	4,749.71	0.00	0.00	0.00	12/18/19
2018	98,366	4,638.64	0.00	0.00	0.00	01/08/19
2017	96,343	4,546.46	0.00	0.00	0.00	12/13/17
TOTAL			0.00	0.00	0.00	

Property Number: L20-92-001-040-00

Taxing Unit: CITY OF LAPEER

Owner Name: MARZ, LLC

Property Address: 348 COUNTY CENTER ST
LAPEER MI 48446

DESCRIPTION OF PROPERTY

CITY OF LAPEER T7N, R10E, SEC 5 COM NW BEG NW COR BLK 6 JENNINGS ADD BEING 56 FT S OF & PAR TO C/L OF MAIN TRACK, TH S85°49'25"W ALG RR R/W 145.77 FT; TH S04°08'47"E 90.5 FT; TH N04°08'47"W PAR RR R/W 12.5 FT; TH S04°08'47"E 80.5 FT; TH S36°33'52"W 59.58 FT; TH 147.04 FT ALG CRV TO R, LC=S36°14'32"E 144.84 FT; TH S19°02'57"E 72.79 FT; TH E 67.6 FT TO W LN JENNINGS ADD; TH N ALG SD W LN 413.2 FT TO POB

*** BALANCE OF DESCRIPTION ON FILE ***

PRE Denial Amount: 0.00

I hereby certify, based upon the records in my office, that there are no tax liens, delinquent taxes or special assessments against the above description for the 5 years preceding the date of this instrument. This certification does not include taxes, if any, now in the process of collection by the City, Village or Township Treasurer.

Requested by:

Dana M. Miller
Lapeer County Treasurer
01/03/24

LD: 101-253-628.000



RECORDED ON
02/08/2010 2:45:09 PM
MELISSA R. DEVAUGH
LAPEER COUNTY REGISTER OF DEEDS



LIBER 2430

PAGE 112



LAPEER COUNTY
FEBRUARY 8, 2010
RECEIPT #452

STATE OF MICHIGAN \$ 385.00-CO
REAL ESTATE \$ 2625.00-ST
TRANSFER TAX STAMP * 11510

RECEIPT# 452, STATION 5E
\$26.00 WARRANTY DEED

[Space Above This Line is for Recording Information]

WARRANTY DEED

523879

Lapeer County Bank & Trust Company, a Michigan banking corporation ("Grantor"), whose address is 83 West Nepessing Street, Lapeer, MI 48446, grants, bargains, sells and conveys to **MARZ, LLC, a Michigan limited liability company ("Grantee")**, whose address is 5728 N. Lapeer Road, North Branch, MI 48461, the property situated in the City of Lapeer, County of Lapeer, State of Michigan, described as follows (the "**Property**"):

SEE ATTACHED LEGAL DESCRIPTION ON EXHIBIT "A".

TOGETHER WITH: all buildings, structures, fixtures, improvements, easements, air and mineral rights, tenements, hereditaments, privileges and appurtenances belonging or in any way appertaining thereto, including specifically, without limitation, the building(s) and related facilities situated thereon;

SUBJECT TO: those matters described on the attached Exhibit "B";

THIS DEED IS GIVEN FOR VALUABLE CONSIDERATION OF: Three Hundred Fifty Thousand and 00/100 Dollars (\$350,000.00)

The Grantor grants to the Grantee the right to make ALL available divisions under Section 108 of the Land Division Act, Act No. 288 of the Public Acts of 1967, as amended. The Grantor intends to transfer to the Grantee the right to make all available divisions, bonus divisions and redivisions of the Property as the Grantor may have under the Land Division Act, Act No. 288 of the Public Acts of 1967, as amended.

This property may be located within the vicinity of farm land or a farm operation. Generally accepted agricultural and management practices which may generate noise, dust, odors, and other associated conditions may be used and are protected by the Michigan Right to Farm Act.

Dated as of this 27th day of January, 2010

Lapeer County Bank & Trust Company, a Michigan
banking corporation

BY: Joseph H. Black (SEAL)
Joseph H. Black, VP and Chief Financial Officer

02-04-10A11:12 RCVD

5
385.00✓
2625.00


Rev 3010-
7/10



STATE OF MICHIGAN)

COUNTY OF Lapeer) ss.

The foregoing instrument was acknowledged before me this 27th day of January, 2010, by Joseph H. Black, VP and Chief Financial Officer of Lapeer County Bank & Trust Company, a Michigan banking corporation, on behalf of said entity


Notary Public _____ County, William M. Schmidt
Acting in _____ ~~WILLIAM M. SCHMIDT~~
My commission expires NOTARY PUBLIC, STATE OF MI
COUNTY OF OAKLAND
MY COMMISSION EXPIRES Oct 10, 2011
ACTING IN THE COUNTY OF Lapeer

County Treasurer's CertificateCity Treasurer's Certificate

Drafted by:
William Schmidt
Lapeer County Bank & Trust Company
83 West Nepessing Street
Lapeer, MI 48446

When Recorded Return To:
Grantee

Return to: Stewart Title Agency
26555 Evergreen St 400
Southfield MI 48074

Send Subsequent Tax Bills To:
Grantee

**EXHIBIT A TO WARRANTY DEED****LEGAL DESCRIPTION**

Land situated in the City of Lapeer, Lapeer County, Michigan

Parcel A1:

BEGINNING AT A POINT WHICH IS DESCRIBED BY THE FOLLOWING THREE COURSES FROM THE INTERSECTION OF THE EAST LINE OF BENTLEY STREET AND THE SOUTHERLY RIGHT OF WAY LINE OF THE GRAND TRUNK RAILROAD (SUCH INTERSECTION BEING 56.0 FEET SOUTHERLY MEASURED AT RIGHT ANGLES TO THE CENTERLINE OF THE MAIN RAILROAD TRACKS); THENCE SOUTH 00 DEGREES 01 MINUTES EAST ALONG THE EAST LINE OF BENTLEY STREET 124.94 FEET TO A POINT ON THE NORTHERLY RIGHT OF WAY OF A 40 FOOT ROADWAY (NAMED COUNTY CENTER STREET) AND NORTH 85 DEGREES 47 MINUTES EAST ALONG THE NORTHERLY RIGHT OF WAY 249.29 FEET AND SOUTH 89 DEGREES 53 MINUTES EAST ALONG THE NORTHERLY RIGHT OF WAY 484.40 FEET; THENCE SOUTH 04 DEGREES 10 MINUTES 00 SECONDS EAST 4.07 FEET; THENCE 111.95 FEET ALONG A CURVE TO THE RIGHT, CHORD BEARING AND DISTANCE SOUTH 66 DEGREES 35 MINUTES 15 SECONDS EAST 111.50 FEET, RADIUS 245.00 FEET, CENTRAL ANGLE 26 DEGREES 18 MINUTES 15 SECONDS; THENCE NORTH 36 DEGREES 33 MINUTES 52 SECONDS EAST 59.58 FEET; THENCE NORTH 89 DEGREES 47 MINUTES 15 SECONDS WEST 137.9 FEET TO THE POINT OF BEGINNING.

Parcel A2:

COMMENCING AT THE INTERSECTION OF THE WEST LINE OF BLOCK 6 OF JENNINGS ADDITION TO THE CITY OF LAPEER AND A LINE PARALLEL WITH AND DISTANT SOUTHERLY AT RIGHT ANGLES 56.0 FEET FROM THE CENTERLINE OF THE GRAND TRUNK WESTERN RAILROAD COMPANY'S WESTBOUND MAIN TRACK; THENCE WESTERLY 145.77 FEET PARALLEL WITH SAID CENTERLINE OF WESTBOUND MAIN TRACK TO THE POINT OF BEGINNING; THENCE CONTINUING WESTERLY PARALLEL WITH THE CENTERLINE OF THE GRANTOR'S WESTBOUND MAIN TRACK A DISTANCE OF 150.0 FEET; THENCE SOUTHERLY AT RIGHT ANGLES A DISTANCE OF 160.5 FEET, MORE OR LESS, TO A POINT ON THE NORTHERLY LINE OF A 40.0 FOOT ROADWAY LICENSED TO THE CITY OF LAPEER; THENCE EASTERLY ALONG THE NORTHERLY LINE OF THE 40.0 FOOT ROADWAY LICENSED TO THE CITY OF LAPEER A DISTANCE OF 137.9 FEET, MORE OR LESS, TO THE EASTERLY TERMINUS OF SAID ROADWAY; THENCE NORTHERLY AT RIGHT ANGLES TO THE CENTERLINE OF GRANTOR'S MAIN TRACK A DISTANCE OF 80.5 FEET; THENCE EASTERLY AT RIGHT ANGLES A DISTANCE OF 12.5 FEET; THENCE NORTHERLY AT RIGHT ANGLES A DISTANCE OF 90.5 FEET TO THE POINT OF BEGINNING, BEING PART OF SECTION 5, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, LAPEER COUNTY, MICHIGAN

Parcel A3:

CITY OF LAPEER, LAPEER COUNTY, MICHIGAN, BEING IN SECTION 5. TOWN 7 NORTH, RANGE 10 EAST; COMMENCING AT THE POINT WHERE THE WEST LINE OF BLOCK 6 OF JENNINGS ADDITION TO THE CITY OF LAPEER INTERSECTS WITH THE SOUTHERLY LINE OF THE GRAND TRUNK RAILROAD RIGHT OF WAY, BEING 56 FEET SOUTH OF AND PARALLEL TO THE CENTER LINE OF THE EAST BOUND MAIN LINE OF THE GRAND TRUNK RAILROAD; THENCE SOUTH 00 DEGREES 13 MINUTES 45 SECONDS WEST 413.2 FEET; THENCE NORTH 88 DEGREES 48 MINUTES 31 SECONDS WEST 67.6 FEET; THENCE NORTH 19 DEGREES 02 MINUTES 57 SECONDS WEST 72.79 FEET; THENCE ON A CURVE TO THE LEFT 147.04 FEET WHOSE LONG CHORD IS NORTH 36 DEGREES 14 MINUTES 32 SECONDS WEST 144.84 FEET; THENCE NORTH 36 DEGREES 33 MINUTES 52 SECONDS EAST 59.58 FEET; THENCE NORTH 04 DEGREES 10 MINUTES WEST 80.5 FEET; THENCE NORTH 85 DEGREES 50 MINUTES EAST 12.5 FEET NORTH 04 DEGREES 10 MINUTES WEST 90.5 FEET TO THE GRAND TRUNK RAILROAD RIGHT OF WAY; THENCE NORTH 85 DEGREES 50 MINUTES EAST 145.77 FEET TO THE POINT OF BEGINNING.



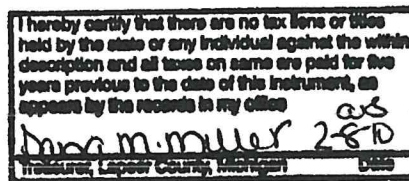
Parcel B:

CITY OF LAPEER, SECTION 5, T7N, R10E, COMMENCING AT THE SOUTHEASTERLY INTERSECTION OF BENTLEY STREET AND GTRR R/W, THENCE SOUTH 0 DEGREES, 02'42" EAST 124.83 FEET ALONG EASTERLY LINE BENTLEY STREET; THENCE NORTH 85 DEGREES, 47' EAST 247.91 FEET ALONG NORTHERLY LINE COUNTY CENTER ROAD; THENCE SOUTH 89 DEGREES, 53' EAST 284.24 FEET FOR BEGINNING; THENCE CONTINUING SOUTH 89 DEGREES 53' EAST 200.56 FEET; THENCE NORTH 04 DEGREES, 10' WEST 160.5 FEET TO SOUTHERLY GTRR R/W; THENCE SOUTH 89 DEGREES 50' WEST 200 FEET ALONG SAID R/W; THENCE SOUTH 04 DEGREES 10' EAST 145.52 FEET TO POB.

Tax Parcel No: 20-92-001-040-00 and 20-92-002-040-00 (as to Parcels A1, A2 and A3) ✓

Tax Parcel No: 20-92-003-040-00 (as to Parcel B) ✓

Commonly Known As: 350 County Center St., Lapeer, Michigan 48446



**EXHIBIT B TO WARRANTY DEED**

1. Taxes and assessments that become a lien against the property after date of closing. The Company assumes no liability for tax increases occasioned by retroactive revaluation, changes in the land usage or loss of any principal residence exemption status for the insured premises.
2. Rights of the public and any governmental unit in any part of the land taken, deeded or used for road, street or highway purposes.
3. Quit Claim Deed to City of Lapeer for public roadway purposes as recorded in Liber 780, Page 431, Lapeer County Records.
4. Terms and Conditions of Easement in favor of City of Lapeer, as disclosed by instrument recorded in Liber 847, Page 582, Lapeer County Records.
5. Terms and Conditions of Warranty Deed as recorded in Liber 985, Page 599 and Liber 985, Page 600, Lapeer County Records. (as to Parcel B)
6. Any provision contained in any instruments of record, which provisions pertain to the transfer of division under Section 109(3) of the Subdivision Control Act of 1967, as amended.
7. Terms and Conditions of Warranty Deed dated _____ and recorded _____ in Liber _____, Page _____, Lapeer County Records.
8. The following matters as disclosed by Mortgage Survey dated June 19, 2009, prepared by Kem-Tec, being Job No. 09-02786.
 - 1) Building encroaches into Grand Trunk Railroad Right of Way.
 - 2) Overhead lines located over Building encroachment.
 - 3) Concrete encroachment into assumed easement.
9. Rights of Provisions LLC and Premium Wood Pellets, tenants under unrecorded leases.



ITEM G-2

To: Mike Womack, City Manager
From: Rodney Church, Director of Parks, Recreation & Cemetery
Date: June 27, 2024
RE: Annrook/Rotary Park Linear Pathway Reconstruction Project

STAFF RECOMMENDATION

To approve Birmingham Sealcoat, Inc and ROWE Professional Services for the Annrook/Rotary Park Linear Pathway Reconstruction project and approve amending the budget using **restricted Parks fund balance OR general fund transfer** and to authorize the Director of Parks, Recreation & Cemetery to sign the necessary agreements.

CURRENT OR NEW INFORMATION

On June 26, 2024, we held a bid opening for the Annrook/Rotary Park Linear Pathway Reconstruction project and below are the results:

1. Birmingham Sealcoat, Inc. - \$145,900.25
2. Asphalt Specialists LLC - \$178,451.00
3. Diamond Excavating LLC - \$205,332.50
4. Allied Construction - \$288,807.00

In the Fall 2023 ROWE was hired to complete pre-construction engineering for the above-mentioned project. In addition to preparing the plans and specifications their scope of work also included EGLE and soil erosion control permitting and bid assistance. The proposed contract is for construction engineering services in the amount of \$22,900.

After vetting Birmingham Sealcoat, Inc. it is staff's recommendation that we move forward hiring them as our contractor for the project and hiring Rowe for construction engineering.

The project was approved as part of the FY23/24 Capital Improvement program (project #22931). The project was originally planned to be funded by a donation that the City has not received. The City has received a \$30,000 grant from MSHDA to help pay for the project. Staff is recommending allocating \$138,800 from the remaining \$303,700 Marijuana funds (balance would be \$164,900). If the Commission prefers not to use the Marijuana funds previously earmarked for the pump track/disc golf, then a transfer from the General Fund will be required to fund this project.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

AGENDA ITEM REVIEW

Meeting Date:	July 15, 2024	Date Reviewed:	July 9, 2024
Consent:			
Administrative:	X	Reviewed By:	D. Jansen, Deputy Clerk
Public Hearing:			



128 N. Saginaw Street
Lapeer, MI 48446 | (810) 664-9411
www.rowepsc.com

July 2, 2024

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

RE: Annrook & Rotary Parks Trail Rehabilitation Project

Dear Mr. Church,

On June 26, 2024, the City of Lapeer received four (4) bids for the above referenced project. The bid tabulation is attached. The low bidder was Birmingham Sealcoat, Inc., whose total price of \$145,900.25 was 24 percent lower than the Engineer's Cost Opinion, and 7 percent lower than the second bidder's total.

ROWE has worked with Birmingham Sealcoat within the last year on two other similar, but more complex projects. ROWE also has reviewed the qualifications statement that was submitted with the bid. We hereby endorse Birmingham Sealcoat, Inc., as the successful low bidder, and believe that they are qualified to complete the work within the terms of the contract. The Contractor plans to self-perform all work within the contract themselves.

It is noted that the contract is written with a rather small window of time to complete, between August 26 (following Lapeer Days) and September 27, 2024, five weeks later. The city is still waiting for approval from Michigan Environment, Great Lakes, and Energy (EGLE), since this work is primarily within the floodplain and the floodway of Farmer's Creek. ROWE is in the process of pursuing the permitting staff at EGLE to get this resolved as soon as possible.

It is recommended that the City of Lapeer award the project to the low bidder, Birmingham Sealcoat, Inc., for the sum of \$145,900.25.

SINCE 1962

Flint, MI | Lapeer, MI | Farmington Hills, MI | Grand Rapids, MI | Mt. Pleasant, MI | Oscoda, MI | Grayling, MI | Myrtle Beach, SC

Mr. Rodney Church
July 2, 2024
Page 2

If you have any questions, or need additional information regarding this matter, please feel free to contact me.

Sincerely,
ROWE Professional Services Company

Paul T. O'Meara



Digitally signed by Paul T. O'Meara
DN: C=US,
E=pomeara@rowepsc.com,
O=ROWE, OU=Design Services,
CN=Paul T. O'Meara
Date: 2024.07.02 10:25:32-04'00'

Paul T. O'Meara, P.E.
Project Manager

Attachment

R:\Projects\2300798\Docs\Specs or Special Provisions\Award\Contract Award Letter 2300798.docx

Bid Comparison

Contract ID:		2300798		
Description:		Annrook and Rotary Park Trails		
Location:		Annrook and Rotary Parks City of Lapeer		
Projects(s):		2300798		
Rank	Bidder	Total Bid	% Over Low	% Over Est.
0	ENGINEER'S ESTIMATE	\$192,072.00	31.64%	0.00%
1	(02169) Birmingham Sealcoat, Inc.	\$145,900.25	0.00%	-24.03%
2	(03601) Asphalt Specialists LLC	\$178,451.00	22.31%	-7.09%
3	(_4842300) Diamond Excavating LLC	\$205,332.50	40.73%	6.90%
4	(_48347) Allied Construction	\$288,807.00	97.94%	50.36%

Line	Pay Item Code	Quantity	Units	(0) ENGINEER'S ESTIMATE Bid Price	Total	(1) Birmingham Sealcoat, Inc. Bid Price	Total	(2) Asphalt Specialists LLC Bid Price	Total
Category:									
0001	155001	1	LSUM	\$6,000.00	\$6,000.00	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00
Maintaining Traffic									
0002	171001	1	LSUM	\$19,000.00	\$19,000.00	\$5,000.00	\$5,000.00	\$13,500.00	\$13,500.00
Mobilization, 10% Max									
0003	3123006	1	LSUM	\$12,500.00	\$12,500.00	\$10,000.00	\$10,000.00	\$30,000.00	\$30,000.00
Roadway Earthwork									
0004	3123013	100	Cyd	\$90.00	\$9,000.00	\$75.00	\$7,500.00	\$100.00	\$10,000.00
Subgrade Undercutting, Type IV									
0005	3125001	1	LSUM	\$2,000.00	\$2,000.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00
Soil Erosion and Sedimentation Control									
0006	3292001	1	LSUM	\$8,000.00	\$8,000.00	\$14,000.00	\$14,000.00	\$15,000.00	\$15,000.00
Turf Establishment									
Category Totals:					\$56,500.00		\$46,500.00		\$78,500.00
Category: 0001 ANNROOK PARK									
0007	241005	570	Syd	\$18.00	\$10,260.00	\$6.75	\$3,847.50	\$5.00	\$2,850.00
Pavt, Rem									
0008	3211024	638	Syd	\$18.00	\$11,484.00	\$15.00	\$9,570.00	\$16.00	\$10,208.00
Aggregate Base, 6 inch									
0009	3212075	55	Ton	\$200.00	\$11,000.00	\$165.00	\$9,075.00	\$170.00	\$9,350.00
HMA, 4EL									
0010	3212079	55	Ton	\$200.00	\$11,000.00	\$175.00	\$9,625.00	\$180.00	\$9,900.00
HMA, 5EL									
Category 1 Totals:					\$43,744.00		\$32,117.50		\$32,308.00
Category: 0002 ROTARY PARK									
0011	241005	1,213	Syd	\$18.00	\$21,834.00	\$6.75	\$8,187.75	\$5.00	\$6,065.00
Pavt, Rem									

Line	Pay Item Code	Quantity	Units	(0) ENGINEER'S ESTIMATE Bid Price	Total	(1) Birmingham Sealcoat, Inc. Bid Price	Total	(2) Asphalt Specialists LLC Bid Price	Total
Description									
Category: 0002 ROTARY PARK									
0012	3211024	1,333	Syd	\$18.00	\$23,994.00	\$15.00	\$19,995.00	\$16.00	\$21,328.00
Aggregate Base, 6 inch									
0013	3212075	115	Ton	\$200.00	\$23,000.00	\$165.00	\$18,975.00	\$170.00	\$19,550.00
HMA, 4EL									
0014	3212079	115	Ton	\$200.00	\$23,000.00	\$175.00	\$20,125.00	\$180.00	\$20,700.00
HMA, 5EL									
Category 2 Totals:					\$91,828.00		\$67,282.75		\$67,643.00
Bid Totals:									
					\$192,072.00		\$145,900.25		\$178,451.00

Line	Pay Item Code	Quantity	Units	(3) Diamond Excavating LLC Bid Price	(3) Diamond Excavating LLC Total	(4) Allied Construction Bid Price	(4) Allied Construction Total	Bid Price	Total
Category:									
0001	155001 Maintaining Traffic	1	LSUM	\$6,750.00	\$6,750.00	\$11,900.00	\$11,900.00		\$0.00
0002	171001 Mobilization, 10% Max	1	LSUM	\$20,000.00	\$20,000.00	\$19,800.00	\$19,800.00		\$0.00
0003	3123006 Roadway Earthwork	1	LSUM	\$34,000.00	\$34,000.00	\$38,000.00	\$38,000.00		\$0.00
0004	3123013 Subgrade Undercutting, Type IV	100	Cyd	\$48.00	\$4,800.00	\$160.00	\$16,000.00		\$0.00
0005	3125001 Soil Erosion and Sedimentation Control	1	LSUM	\$2,500.00	\$2,500.00	\$6,000.00	\$6,000.00		\$0.00
0006	3292001 Turf Establishment	1	LSUM	\$24,000.00	\$24,000.00	\$25,000.00	\$25,000.00		\$0.00
Category Totals:					\$92,050.00		\$116,700.00		
Category: 0001 ANNROOK PARK									
0007	241005 Pavt, Rem	570	Syd	\$14.25	\$8,122.50	\$15.00	\$8,550.00		\$0.00
0008	3211024 Aggregate Base, 6 inch	638	Syd	\$18.00	\$11,484.00	\$22.00	\$14,036.00		\$0.00
0009	3212075 HMA, 4EL	55	Ton	\$155.00	\$8,525.00	\$300.00	\$16,500.00		\$0.00
0010	3212079 HMA, 5EL	55	Ton	\$155.00	\$8,525.00	\$300.00	\$16,500.00		\$0.00
Category 1 Totals:					\$36,656.50		\$55,586.00		
Category: 0002 ROTARY PARK									
0011	241005 Pavt, Rem	1,213	Syd	\$14.00	\$16,982.00	\$15.00	\$18,195.00		\$0.00

Line	Pay Item Code	Quantity	Units	(3) Diamond Excavating LLC Bid Price	Total	(4) Allied Construction Bid Price	Total	Bid Price	Total
Category: 0002 ROTARY PARK									
0012	3211024	1,333	Syd	\$18.00	\$23,994.00	\$22.00	\$29,326.00		\$0.00
Aggregate Base, 6 inch									
0013	3212075	115	Ton	\$155.00	\$17,825.00	\$300.00	\$34,500.00		\$0.00
HMA, 4EL									
0014	3212079	115	Ton	\$155.00	\$17,825.00	\$300.00	\$34,500.00		\$0.00
HMA, 5EL									
Category 2 Totals:				\$76,626.00		\$116,521.00			
Bid Totals:				\$205,332.50		\$288,807.00			



June 17, 2024

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

Lapeer, MI 48446

Re: Annrook & Rotary Parks Trails Reconstruction
Construction Engineering Services

Dear Mr. Church,

ROWE Professional Services Company is pleased to submit this proposal for construction engineering related services for the above-mentioned project to reconstruct the existing non-motorized trails located within Annrook Park and Rotary Park.

As you know, ROWE has prepared plans and specifications for the project. The bid opening has been scheduled for June 26, 2024.

The following scope of services has been assembled to clarify the work we propose to provide to represent you as the property owner during construction:

Scope of Service - Construction Administration, Observation, and Testing

- Organize and oversee a pre-construction meeting with the contractor.
- Review all necessary shop drawings and provide the contractor and owner with approved copies.
- Mark removals for the contractor.
- Perform on-site construction observation, as needed during start up and close out, and full time while active work is underway.
- Oversee proof rolling of aggregate base and provide density testing during asphalt paving.
- Work with the contractor to prepare pay applications for owner approval.
- Prepare a list of deficiencies for the contractor to address at the end of the project.

Compensation

Compensation for our services will be based on our billable rates for the staff assigned to this project. We propose the following engineering services budget for this project.

Mark Removals		\$700
Construction Administration	30 hours total	\$5,100
Construction Observation	152 hours total	\$16,000
Asphalt Density Testing	2 half days	\$1,100
Construction Engineering Total		\$22,900

SINCE 1962

Mr. Rodney Church
June 17, 2024
Page 2

The cost breakdown above is based on a three-week schedule to construct the project (active construction period) plus extra time for preparatory and project closeout before and after.

If you concur with this proposal, please sign the attached contract, and return one original copy as indication of your authorization to proceed. We appreciate the opportunity to continue to provide quality engineering services to the Village of Armada. If you have any questions or comments, please contact me at (248) 318-1492.

Sincerely,
ROWE Professional Services Company

Paul T. O'Meara

Digitally signed by Paul T. O'Meara
DN: C=US, E=pomeara@rowepsc.com,
O=ROWE, OU=Design Services, CN=Paul T.
O'Meara
Date: 2024.06.17 15:26:17-04'00'

Paul T. O'Meara, PE
Senior Project Manager

Attachment

R:\Projects\22L0042\Docs\Proposal and Contract\CONSTRUCTION SERVICES - PHASE 2\Proposal CE Lathrop Street Ph II 22L0042.docx

Contract for Engineering Services

Annrook & Rotary Parks Trails Reconstruction Lapeer, MI

THIS AGREEMENT, entered into this ____ day of _____, by and between City of Lapeer hereinafter referred to as the "Client", and ROWE Professional Services Company, hereinafter referred to as the "Consultant".

The Client has the following project, hereinafter referred to as the "Project": Construction engineering services for the Annrook & Rotary Parks Trails reconstruction project, in Lapeer Michigan, as per proposal dated June 17, 2024.

The Client and the Consultant, in consideration of the mutual covenants hereinafter set forth, agree as follows in regard to the involvement of the Consultant in the Project:

Section 1 – Basic Services of the Consultant

A. Scope of Service:

The Consultant will perform the services described in the Consultant's Proposal, dated June 17, 2024 (hereinafter the "Services"). A copy of the Proposal is attached and incorporated into this Agreement as Exhibit A.

B. General:

1. The Consultant agrees to perform the Services in a timely manner, consistent with sound professional practice, in connection with the Project. If there is a written schedule that applies to the Services, it will be identified in Exhibit A or in a separate written document agreed to by both the Client and Consultant.
2. Serve as the Client's representative with respect to the work to be performed under this Agreement. Consultant shall have complete authority to provide direction, transmit instructions, receive and review information, interpret and define Client's policies and decisions with respect to the work covered by this Agreement.

Section 2 – Additional Services of the Consultant

A. General:

If authorized in writing by the Client, the Consultant will perform additional services of the following types which will be paid for by the Client as indicated in Paragraph 5.B.

1. Additional services due to changes in the general scope of the Project.
2. Additional services due to unforeseen or hidden conditions.
3. Additional services in connection with the Project, not otherwise provided for in this Agreement, subject to prior approval of the Client.

Section 3 – Client's Responsibilities

A. General:

1. Provide full information as to its requirements for the Project.
2. Assist the Consultant by placing at the Consultant's disposal all available information pertinent to the Project, including previous reports and any other data relative to the Services of the Project.
3. Provide access for the Consultant to enter upon lands as required for the Consultant to be able to perform the Services.
4. Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by the Consultant and shall render in writing decisions pertaining thereto within

a reasonable time so as not to delay the Services or the Project. The Consultant will assist the Client in preparing applications and documents to secure approvals and permits. The Client is responsible for payment of permit application fees and charges.

5. Provide reasonable legal, accounting, and insurance counseling services for the Project.
6. Obtain approval of governmental authorities having jurisdiction over the Project.
7. Furnish, or direct the Consultant to provide, at the Client's expense, necessary additional services as stipulated in Section 2 of this Agreement, or other services as required.
8. Give prompt written notice to the Consultant whenever the Client observes or otherwise becomes aware of any defect or suspected defect in the Project. Decisions and direction from the Client shall be provided in a timely manner, so as to not delay the Services or the Project.

Section 4 – Period of Service

A. General:

1. The Consultant will commence performing the Services after this Agreement is signed by the Client and the Client has provided written authorization to proceed.
2. The Services shall be considered complete when Services described in Exhibit A have been completed.

Section 5 – Payments to the Consultant

A. Payments for Basic Services of the Consultant Under Section 1:

1. The Client will pay the Consultant for the Services and reimbursable expenses indicated in Exhibit A.
2. The payment for the Services, including reimbursable expenses, as defined above shall be allocated to be paid monthly, as the Services progress. Payments are due within 30 days of the invoice date. Outstanding invoices in excess of 30 days will be subject to interest incurred at a rate of 1.5 percent per month. Effective after September 21, 2021, there is a 3 percent convenience fee on all amounts paid by the Client using a credit card.

B. Payment for Additional Services of the Consultant Under Section 2:

1. The Client will pay the Consultant for additional services within 30 days of the invoice date for the applicable additional services.

C. General:

1. If this Agreement is terminated after completion of any phase of the Consultant's Services, the progress payments to be made in accordance with Paragraph 5.A.1 and 5.A.2 on account of all prior phases completed shall constitute total payment for the Services rendered. If this Agreement is terminated during any phase of the Services, payment shall be made for Services performed prior to termination on the basis of the portion of each phase completed.
2. If, prior to termination of this Agreement, any Services designed or specified by the Consultant during any phase of the Services are suspended in whole or in part or abandoned not due to any fault of the Consultant, after written notice from the Client, the Consultant shall be paid for Services performed prior to receipt of such notice from the Client as provided in Paragraph 6.A for termination during any phase of the Services.
3. Where the Consultant utilizes subconsultants to perform a portion of the Services, and the subconsultants directly invoices the Consultant, the subconsultants' invoices will be marked up by 15 percent to cover administration costs.

Section 6 – General Conditions

A. Termination:

This Agreement may be terminated by either party upon 14 days' written notice in the event of substantial failure to perform, in accordance with terms hereof, by the other party through no fault of the terminating party. If this Agreement is so terminated, the Consultant shall be paid as provided in Paragraph 5.C.

B. Ownership:

All documents, except those provided by the Client, but including estimates, specifications, field notes, and data are and remain in the property of the Consultant as Instruments of Service. The Client shall be provided a set of reproducible drawings and copies of other record documents. However, they are not intended or represented to be suitable for re-use by the Client or others for extensions of the Project or for any other project.

C. Insurance:

The Consultant shall secure and maintain Commercial General Liability, Auto, Workers' Compensation, and Professional Liability insurance while performing the Services under this Agreement. The Client shall secure and maintain insurance to protect the Project and its operations from loss or damage both during and after construction.

D. Successors and Assigns:

The Client and the Consultant each binds themselves and any partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Neither the Client nor the Consultant shall assign, sublet, or transfer their interests in this Agreement without the written consent of the other party.

E. Independent Contractor:

It is understood and agreed that the Consultant is an independent contractor and is not an employee or agent of the Client.

F. Non-Discrimination:

The Consultant and/or any subconsultants shall not discriminate against any employees or applicant for employment to be employed in the performance of this Contract with respect to his or her hire, tenure, terms, conditions, or privileges of employment.

G. Mediation:

In an effort to resolve any conflicts that arise while performing the Services of the Project or following the completion of the Project, the Client and the Consultant agree that all disputes between them arising out of or relating to this Agreement or the Project shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The Client and the Consultant further agree to include a similar mediation provision in all agreements with independent contractors and consultants retained for the Project and to require all independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between the parties to all those agreements.

H. Jobsite Safety:

Neither the professional activities of the Consultant, nor the presence of the Consultant or its employees and subconsultants at a construction/Project site, shall relieve the construction contractor(s) of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequences, techniques or procedures necessary for performing, superintending and coordinating the work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Consultant and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with the construction work or any health or safety

programs or procedures. The Client agrees to require the construction contractor(s) to provide liability insurance for the Project(s), indemnifying and listing as additional insureds the Client, the Consultant and the Consultant's employees and subconsultants.

I. Limitation of Liability:

In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant and its employees and subconsultants to the Client for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause(s) including attorney's fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Consultant and its employees shall not exceed the total fee for Services rendered on this Project. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

J. Standard of Care:

The Consultant shall perform the Services in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality. The Consultant provides no warranty or guarantee, express or implied, with regard to the Services.

K. Project Information:

Consultant shall be entitled to rely on the accuracy and completeness of services and information furnished by the Client. These services and information include, but are not limited to, surveys, tests, reports, diagrams, drawings, and legal information.

L. Submittals:

If Consultant is requested to review contractor submittals such as shop drawings, product data and samples, that review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the plan, specifications or other deliverables issued by the Consultant. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the contractor's responsibility. Consultant's review shall not constitute approval of safety precautions or, any construction means, methods, techniques, sequences, or procedures. The Contractor understands and agrees that approvals, reviews, and inspections are for the sole and exclusive purposes of the Consultant, which is acting in a governmental capacity under the contract. The Consultant approvals, reviews, and inspections do not relieve the Contractor of its contractual obligations. Consultant's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

M. Construction Phase:

The Consultant shall not be responsible for the construction contractor's failure to perform the construction work in accordance with the requirements of the plans, specifications or other deliverables prepared by Consultant. The Consultant shall not have control over or charge of, and shall not be responsible for, acts or omissions of the construction contractor or of any other persons or entities performing portions of the construction work.

N. Applicable Law:

The terms of this Agreement shall be governed by the laws of the State of Michigan. In the event a provision of this Agreement is rendered unlawful, the remaining terms and provisions shall remain in effect.

Section 7 – Special Provisions

The Client and the Consultant mutually agree that this Agreement shall be subject to the following special provisions which, together with the remaining provisions hereof, and the exhibits hereto, represent the entire Agreement between the Client and the Consultant concerning the subject matter hereof and supersedes all prior negotiations, representations or agreements, either written or oral, concerning such subject matter. This Agreement may be amended only by written instrument signed by both the Client and the Consultant.

NONE.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement the day and year first above written. By signing below, you represent that you are fully authorized to enter into the terms of this Agreement.

Client:
City of Lapeer

Consultant:
ROWE Professional Services Company

Paul T. O'Meara

Digitally signed by Paul T. O'Meara
DN: C=US, E=pomeara@rowepsc.com,
O=ROWE, OU=Design Services, CN=Paul T.
O'Meara
Date: 2024.06.28 07:33:33-04'00'

Signature

Signature

Senior Project Manager

Typed Name and Title

Typed Name and Title

R:\Projects\2300798\Docs\Proposal and Contract\CONSTRUCTION SERVICES PROPOSAL\Contract for Services-Annrook and Rotary CS.docx

BUDGET ADJUSTMENT
REQUEST FORM

2024/2025

TO: CITY MANAGER

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

ACCOUNT #		ACCOUNT NAME	AMOUNT OF ADJUST. (+/-)
208-751-974.000	Expense	Land Improvements	168,800.00
208-751-539.040	Revenue	MSHDA Grant	30,000.00
		Use of fund balance	138,800.00
		Net Park Fund	-

Increase land improvement for the Annrook/Rotary Park pathway and use restricted Park fund balance

Fund/Department: Parks

Rodney Church

Department Head Signature

TO: FINANCE DEPARTMENT

- ☐ The above indicated Budget Adjustments are approved by the City
- ☒ The above indicated Budget Adjustments were approved by the City Commission at their July 15, 2024 Commission meeting. Please make the appropriate entries to reflect the approved amount.

Date

City Manager's Signature

BUDGET ADJUSTMENT
REQUEST FORM

2024/2025

TO: CITY MANAGER

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

ACCOUNT #	ACCOUNT NAME	AMOUNT OF ADJUST. (+/-)
208-751-974.000	Expense Land Improvements	168,800.00
208-751-539.040	Revenue MSHDA Grant	30,000.00
208-964-699.101	Revenue Transfer from General Fund	138,800.00
	Net Park Fund	-
101-966-995.208	Expense Transfer to Park Fund	138,800.00
	Net General Fund Expenditures	138,800.00

Increase land improvement for the Annrook/Rotary Park pathway and increase transfer from General Fund.

Fund/Department: Parks

Rodney Church
Department Head Signature

TO: FINANCE DEPARTMENT

- ☐ The above indicated Budget Adjustments are approved by the City
- ☒ The above indicated Budget Adjustments were approved by the City Commission at their July 15, 2024 Commission meeting. Please make the appropriate entries to reflect the approved amount.

Date

City Manager's Signature



ITEM H-2

To: City Commissioner
From: Mike Womack, City Manager
Date: June 18, 2024
RE: Potters Field Agreement

STAFF RECOMMENDATION

Policy Decision for the Commission; Potters Field Agreement with the Lapeer County Probate Public Administrator on humanitarian grounds.

CURRENT OR NEW INFORMATION

The City has been approached by the Lapeer County Probate Public Administrator, who has asked if the City would enter into a Potters Field Agreement. Probate Public Administrators are attorneys who are appointed by the Probate Court to deal with various matters, one of which is the handling of the estates of deceased persons where no family or other interested person has stepped forward to handle the estate and human remains. Unfortunately, sometimes people pass away with no money and no plans for burial which is where the Probate Public Administrator steps into finalize those details on the decedent's behalf.

What the Public Administrator is asking for is that the City would donate staff time and cemetery space to the burial of any unclaimed human remains that the Public Administrator manages through-out the County each year. The Public Administrator indicated that they work with funeral homes to cremate the remains and so the City would only be burying cremains, which take up a tiny amount of space. They also indicated that there was no specific timeframe in which a burial must occur, so the City could wait until a particular date in time and do all burials for the year at one time, reducing our staffing costs. As far as space in the cemetery is concerned, the City already maintains a Potter's Field which is otherwise used very little, we have approximately 75 spots and can place 3 burials in each spot for a total of 225 burials. While there is no way to know how many burials might occur each year, the Public Administrator expects no more than 1-2 a year on average, I understand that the Public Administrator is also working on obtaining similar Potters Field agreements with other cemeteries in the County. The City would also be required to keep track of appropriate records and to keep track of burial locations and staff have developed plans for both, again at very minimal time, cost and effort to the City.

If the City were to move forward with this agreement, staff will work out additional plans for grave markers, burial ceremonies and other appropriate matters that may need to be resolved as part of the burial of remains.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

AGENDA ITEM REVIEW

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

NO. _____

Mt. Hope Cemetery

POTTERS FIELD BURIAL AGREEMENT

1. Row Burials: Plotting of graves 1 thru 100 will be used in numerical order only.
2. Potters Field area will not have any above ground markers.
3. No planting of flowers, shrubs or any planting on grave sites, as well as grave blankets.
4. There will be no pre-purchasing of these spaces.
5. Space is being used by a Lapeer County resident only.

I, _____, as representative for the burial of,
_____, in BLOCK P, of Mt. Hope Cemetery
hereby understand the above rules and agree to there implementation.

Representatives Signature

Funeral Directors Signature



ITEM H-3

To: City Commission
From: Mike Womack-City Manager
Date: July 10th, 2024
RE: SDRK Group, LLC Odor Complaints

STAFF RECOMMENDATION

Take no action or table to allow licensee to submit requested information.

CURRENT OR NEW INFORMATION

The City Attorney and I have been working with Mr. Shango, his team and their attorney, Mr. Gildner, regarding various aspects related to the ongoing marihuana odor problem existing at the SDRK Group LLC location on Saginaw Street.

Shango et al has on several occasions now asked that the City provide SDRK Group with 90 days to install a new odor control system and also to communicate something to the Cannabis Regulatory Authority that would allow SDRK Group to renew their State licensure for operation of the marihuana grower operation.

The City Attorney and I have both communicated our desire to Shango et al that the City be provided with a specific written request by Shango et al/SDRK which details the exact course of action that will be undertaken by SDRK Group, the specific time frame in which that would be accomplished and what assurances that SDRK Group could provide that they would actually be accomplish a resolution to this year long problem.

Helpfully, the City Attorney and I helped flesh out that requested information with the following expectation:

1. Be reduced to writing in the form of a Consent Judgment in the pending ordinance violation matter.
2. Confirm that SDRK concedes to the enforceability / constitutionality of the City's marihuana / zoning Ordinances.
3. Include an admission that SDRK is and has operated in violation of the Ordinances.
4. Set forth a specific time frame for when SDRK will be compliant with City Ordinances, which in my opinion should be no less than 60 days (approximately 30 days has passed since the original 90-day request).
5. Set forth a specific plan for correction, including detailed drawings/plans which are approved by the Planning Commission.
6. Include SDRK's consent to local license revocation if it does not meet the deadlines or operates in violation of the Ordinance.
7. Require SDRK pay costs and attorney fees incurred by the City in seeking compliance.

The City Attorney and I agree that these are fair and reasonable proposals that would benefit both parties, especially protecting the interests of the citizens who have been suffering from this nuisance for a year.

However, despite providing this helpful list to Shango et al, instead we received from Mr. Gildner what you see attached to this memo, still with no real commitments to time frame, actions or assurances.

City of Lapeer

Page 2

The received submission offers no consent judgement, does not consent to the city's ordinances being enforceable, no admission of responsibility for the odor, the time frame provided seems to suggest a 90-day first period and a second period of 120 days for some second part of the odor control installation, no offer of giving up their local license if they are unable to control the odor and no offer to pay the City's attorney's fees related to their violation of the City's ordinances. Although Mr. Gildner claims there was not sufficient time to present a Consent Judgment addressing the terms requested, the City Attorney and I both believe that a Consent Judgment could have been drafted in less time than it took to prepare the power point presentation that was provided.

Additionally, the submitted information includes several false claims within it and tries to shift the blame to the City for various unrelated complaints instead of actually addressing the odor problem which is both admitted to and denied by SDRK Group.

To be frank, I initially did not intend to place this into the agenda because it does not meet with the expectations that the City Attorney and I believe are necessary to be assured that this issue will actually be resolved in 90 days (or 90 plus 120 days?). However, given the strong interest of the Public and the City Commission in this issue, I did not want to be seen as "hiding" this information, even though I do not believe it is valuable in resolving the issue.

While not strictly necessary, I do feel obligated to point something out, this "proposal" was SDRK's opportunity to explain what actions they need to take to resolve the marihuana odor issue that they are creating and based upon that then explain what actions they were asking the City to undertake in order to allow them the time and opportunity to undertake those long overdue corrective actions. While I understand their reluctance to also look out for the City's interests, we made it clear to them that the City expected that to be addressed as well. The submitted materials simply do not explain any of the above in a satisfactory manner.

In his attached cover letter, Mr. Gildner expounds upon his belief that somehow the City Clerk has failed to notify his client about the City's marihuana license not being renewed for his client SDRK. I think that displays a profound misunderstanding of the situation, whereby it is the SDRK Group **STATE** license that is currently under threat of non-renewal not the **CITY** license. Hence, the Clerk is under no obligation to do any of the complained about tasks as the SDRK Group City licenses are not up for renewal until later this year (In December I believe but can be verified with the City Clerk). Given the length of time that this is taking to resolve, the City is prepared to take action on the City's license renewal or non-renewal as well. The only thing that the City has done is truthfully respond to the State/CRA that there is an unresolved marihuana odor issue that we believe SDRK Group is responsible for, anything beyond that is a State issue which the State has its own process for handling (which I have both spoken with the CRA and notified Shango et al of what the CRA told me). Other issues discussed in Mr. Gildner's letter are questions of fact for a Court to decide, as explained above, the City sees this as a request by Shango et al. to explain what specific actions they plan to undertake to resolve the odor issue, what they are requesting of the City and what assurances they will provide that the odor issue will actually be resolved.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

There has been a long ongoing odor control issue at the SDRK location on Saginaw, the odor started when they started growing marihuana, multiple investigations all point to this property being the only source of the nuisance odor and the odor continues up to today, July 10th, as I personally smelled it this morning directly in front of the Saginaw location.

The City continues to pursue the one ticket that we have issued for odor problems related to this site, that case was scheduled for a prehearing today (July 10th). The Court scheduled the matter for formal hearing and for a hearing on a motion that Mr. Gildner filed in the matter for August 7, 2024. As the nuisance odor is a continuous and ongoing issue, the City can write additional tickets every time that the nuisance exists.

AGENDA ITEM REVIEW

Meeting Date:	July 15, 2024	Date Reviewed:	July 11, 2024
Consent:			
Administrative:	X	Reviewed By:	D. Jansen, Deputy Clerk
Public Hearing:			



July 10, 2024

Offer of Settlement Written Subject to MRE 408

mwomack@ci.lapeer.mi.us

Sent via email only

Mike Womack, City Manager
City of Lapeer
576 Liberty Park
Lapeer, MI 48446

Re: SDRK Group, LLC Odor Complaints

Dear Mr. Womack:

I received an email from the City Attorney this past Saturday inviting my client to submit a proposal to the City Commission for consideration at its July 15, 2024 commission meeting. By separate email this past Monday, you advised that our proposal was due today by 9 a.m. in order to be included in the packet for that meeting. Taking into account this extremely tight timeline, please accept this letter and the attached presentation as SDRK Group's proposal to address odor complaints at 207 S. Saginaw Street.

SDRK Group's grow licenses are up for renewal. Section 69-5 of the City's Code of Ordinances outlines the following process when the City believes that a licensee is ineligible for renewal:

The City Clerk shall notify an applicant or licensee of the reasons for denial of an application for a license or license renewal or for revocation of a license or any adverse decision under this Chapter and provide the applicant or licensee with the opportunity to be heard. Any applicant or licensee aggrieved by the denial or revocation of a license or adverse decision under this Chapter may appeal to the Lapeer City Commission. Such appeal shall be taken by filing with the City Clerk, within twenty-one (21) days after notice of the action complained of has been mailed to the applicant or licensee's last known address on the records of the City Clerk, a written statement setting forth fully the grounds for the appeal. The City Clerk shall transmit all written materials received from the applicant or licensee directly to the Lapeer City Commission. The review on appeal of a denial or revocation or adverse action shall be by the Commission pursuant to this Chapter. Any decision by the City Commission on an appeal shall be final.

To be clear, the City Clerk has not notified SDRK Group of the City's reasons for denying its applications for renewal, nor has the City given it 21 days to appeal those reasons to the Commission. SDRK Group is not waiving its rights under the above section by making this presentation. This is not to be construed as SDRK Group's appeal under Section 69-5. My client disputes the City's belief that it is the sole source of odor complaints and is prepared to show that the City has unfairly targeted it as that source, but the time for doing so is when the City follows the steps outlined above. That being said, SDRK Group takes all complaints seriously and is willing to make operational changes to help make it a better neighbor. It offers this presentation in that spirit.

Myself and representatives of SDRK Group will attend Monday's meeting to answer any questions that Commissioners have about these materials.

Sincerely yours,

SIMEN, FIGURA & PARKER, P.L.C.


Michael J. Gildner

MJG/kjn
Attachment via email
cc: T. Allen Francis (*via email*)
Client

• O d o r C o n t r o l

A lesson In subjectivity, perception, and the elusive standard of Olfactics

Of Note.

- SDRK Group operates a first class fully automated 30,000 sq ft cultivation center
- We are locally owned and employ 23 to 27 people all from the Lapeer area
- We re-habed buildings on a large parcel that was quickly deteriorating
- We meant every requirement asked of us by local municipality and paid nearly 50K in permit fees
- We worked in concert on odor control throughout construction
- We have never had a complaint directly brought to us, or the CRA
- Other cultivation centers In the immediate area are not targeted or cited

We have spent 60K to date with large additional expenditures to control odor

- The City stance and us vs. them attitude has jeopardized our ability to operate due to licensing issues

Citation

State of Michigan Uniform Law Citation		Ticket No. 24LR00124		<input type="checkbox"/> Victim Involved	
US DOT #		Incident No. 240002733		Dept. No. 80	
The People of: <input type="checkbox"/> the State of Michigan <input type="checkbox"/> Township <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> County		Local Use/Arrest No.		Detection Device	
OF LAPEER		SAC		1 of 1	
THE UNDERSIGNED SAYS THAT ON:		Month 04 Day 17 Year 24		At approximately <input checked="" type="checkbox"/> A.M. <input type="checkbox"/> P.M. Date Month Day Year	
State <input type="checkbox"/> Oper./Chaulf. <input type="checkbox"/> CDL		Driver License Number			
Race		Sex		Height Weight Hair Eyes Occupation/Employer	
Name (First Middle, Last)		SDRK GROUP			
Street		207 S SAGINAW ST			
City LAPEER		State MI		Zip Code 48446	
E-mail Address		Cellular Phone		5862158699	
Vehicle Plate No.		Year		State Vehicle Description (Year, Make, Color)	
Veh. Type					
THE PERSON NAMED ABOVE, in violation of <input checked="" type="checkbox"/> Local Ordinance <input type="checkbox"/> State Law <input type="checkbox"/> Administrative Rule					
UPON S SAGINAW ST					
AT OR NEAR 207 S SAGINAW ST					
WITHIN <input checked="" type="checkbox"/> CITY <input type="checkbox"/> VILLAGE <input type="checkbox"/> TOWNSHIP OF LAPEER					
COUNTY OF LAPEER		DID THE FOLLOWING		Charge	
MCL Cite/PACG Code/ Ordinance		Description (include any bond amount collected on each charge)		No.	
<input checked="" type="checkbox"/> Ctl <input type="checkbox"/> Warn <input type="checkbox"/> Misd <input type="checkbox"/> Fel <input type="checkbox"/> Fug <input type="checkbox"/> Waiv		Authorization pend. CAUSING NUISANCE OFFENSIVE ODOR BEYOND PROPERTY LINE (CAUSING NUISANCE OFFENSIVE ODOR BEYOND		1	
<input type="checkbox"/> Ctl <input type="checkbox"/> Warn <input type="checkbox"/> Misd <input type="checkbox"/> Fel <input type="checkbox"/> Fug <input type="checkbox"/> Waiv		Authorization pend.		2	
<input type="checkbox"/> Ctl <input type="checkbox"/> Warn <input type="checkbox"/> Misd <input type="checkbox"/> Fel <input type="checkbox"/> Fug <input type="checkbox"/> Waiv		Authorization pend.		3	
10- THE COURT: Do not arraign on a felony charge until an authorized complaint is filed.					
Offense Code(s)		1 89-1(C);89-5(A)(4)		2 3	
Key for Type: Ctl=Civil Infraction Misd=Misdemeanor Fel=Felony Warn=Warning Fug=Fugitive		Waiv=Violation for Which Fines/Costs May be Waived		Authorization pend.=Authorization pending	
Remarks: COURT WILL NOTIFY					
VIN:					
CHECK IF APPROPRIATE <input type="checkbox"/> Damage to Property <input type="checkbox"/> Local Court Bond \$					
<input type="checkbox"/> Vehicle Impounded <input type="checkbox"/> Injury <input type="checkbox"/> License Posted in Lieu of Bond					
<input type="checkbox"/> Traffic Crash <input type="checkbox"/> Death <input type="checkbox"/> Appearance Certificate					
Person in Active Military Service <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> None					
SEE DATE BELOW. SEE BACK OF CITATION FOR EXPLANATION AND INSTRUCTIONS					
Appearance Date on or before					
Hearing Date (if applicable) on <input checked="" type="checkbox"/> Contact Court					
<input type="checkbox"/> Juvenile Traffic Misd. (Court will Notify) <input type="checkbox"/> Formal Hearing Required. (Court will Notify)					
In the 71A DISTRICT COURT Court of LAPEER					
Court Address & Phone Number 71A DC - LAPEER					
255 CLAY STREET					
(810) 667-0314 LAPEER, MI 48446					
<input checked="" type="checkbox"/> I served a copy of the civil infraction complaint upon the defendant for ownership by posting if applicable.					
I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge, and belief.					
Complainant's Signature and receipt if applicable		Month 04 Day 17 Year 24			
OFC. M BOGDAN		Officer's ID No. 2			
Officer's Name (printed) OFC. M BOGDAN					
Agency ORI		Agency Name			
MI- 4452000		LAPEER POLICE DEPARTMENT			
UC-D1a, Rev. 3/21		Payment:			
Mediation:					

Total
24LR00124
Name
SDRK GROUP,
Case No.

T i m e l i n e

- May -2021- Site chosen in area zoned for cannabis cultivate -July -2021-Construction commences with goal of turning deteriorated and dilapidated structures into viable grow buildings
- May -2023 Construction concludes with all permits reviewed and approved by City of Lapeer. This included multiple mechanical permit sets reviewed by Architect, third party engineers, and City of Lapeer
- June -2023.- Grow operations start with slow ramp up to 4000 plant maximum
- Sep -2023- First correspondence from City building inspector of odor complaint
- Nov – 2023– Engagement from City manager on odor issue
- Dec -2023 – Hired building engineer and code expert Joe Israel to assist in finding solutions
- Jan -2024- Addressed all items related to odor control that weather permitted, developed game plan for launch April 1
- Jan- March -2024:
 - Meeting Conducted with owners and city officials – Mid - Jan
 - Meeting with Environmental Engineer Onsite – Recommendations provided – Jan 10th
 - Meeting with Kapala Heating Cooling – Jan 12th
 - Meeting with JOC Aeon supplier partner (HVAC Units Manufacturer) Jan 30
 - Second meeting with cannabis owners/operators. Feb 5th
 - JOC Recommendations – Scheduled Service Upgrades - Ongoing
 - Kapala close air gaps in ducting – Complete – Feb 2nd
 - New Filters Purchase – Enhanced Odor absorption- Jan 15th
 - Meeting with Joe Israel on code review discussion on bringing odor expert on site – Feb 15th
 - Materials ordered and received for re-foam attic eaves – Feb 19th
 - Process review for lifecycle odor comparisons completed i.e. correlation between work we are engaged in and odor.- Feb 7th
 - Air Shower purchased to reduce doors opening in hopes of limiting odor passing through building.- Feb 12th
- April 2024 – Complete site assessment foundation to roof conducted by Joe Israel and Team
- Mid April – 2024 -Recommendations from assessment completed included over 30 items, all completed within. 30 days
 - Retro foam onsite to re-spray roof deck
 - Kapala HVAC onsite resealing ducting
 - Airtech onsite reseal of units
 - Investment in higher quality carbon filters with reduced time between changes
 - Dozens of subject matter experts
 - engaged to offer insights and propose solutions
- April 17, 2024 – Citation Issued
- Mid May – 2024. Solutions all vetted and decisions made on tech and partner to go forward with
- June – 2024- Scope of work, site visits, CRA engagement, cost allocation , request proposal
- July = 2024- Project fully scoped, proposal received , under review. The decided o. solution. Is potentially a two-part project, approx. 90 days for part 1 and 120 days for 2



Other
Cultivators

6400 FULTON AVENUE, LLC

24000 E. 14 MILE, LLC

Measurement

1 Feet (US) +

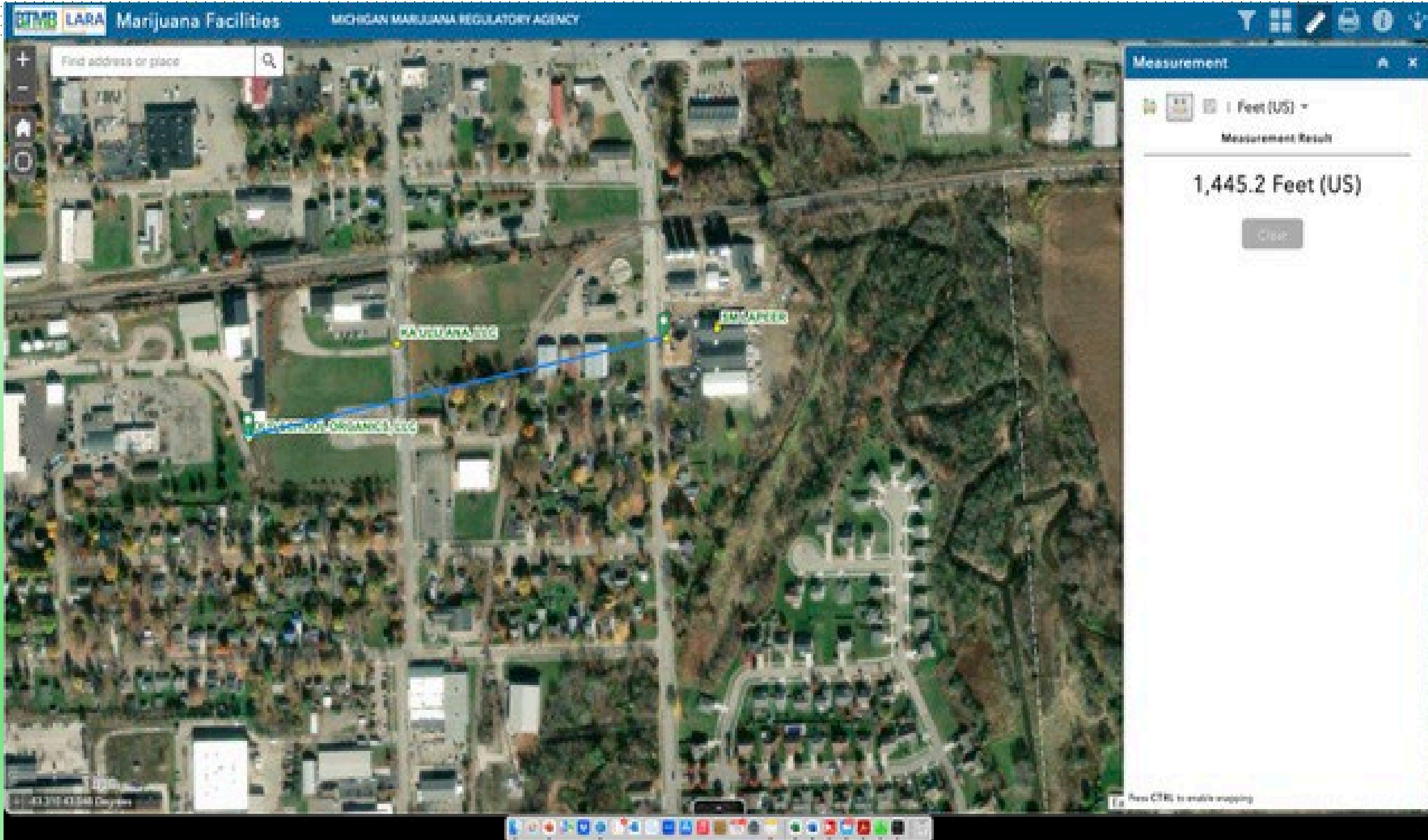
Measurement Result

896.5 Feet (US)

Clear

o
t
h
e
r

c
u
l
t
i
v
a
t
o
r
s



IMS Laboratory

Report Prepared For: Steadfast Labs
Project Name: Mike Doyle - Jeeter X
Report Date: 05/03/2024
Lab Number: E204997

2 - Laboratory Results

Location: Outside Air

Sample # E204997 - 1	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 5382478	Basidiospores	145	3,870	43.79%
Exposure: 15.00 l/min. for 10.00 min.	Cladosporium	91	2,430	27.50%
Total Volume: 150.00 liters	Ascospores	58	1,550	17.54%
Reporting Limit: 27 Spores/cu. m	Pen/Asp group	36	960	10.86%
	Alternaria	1	27	0.31%
	Total Fungi	331	8,840	100.00%
	- Other -			
	Pollen	4	107	100.00%
	Background Item	Level		
	Dust / Debris	Low		
	Opaque Particles	Low		

Location: Hallway in Front of Grow

Sample # E204997 - 2	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 5294392	Pen/Asp group	58	1,550	76.32%
Exposure: 15.00 l/min. for 10.00 min.	Cladosporium	16	427	21.02%
Total Volume: 150.00 liters	Ascospores	1	27	1.33%
Reporting Limit: 27 Spores/cu. m	Basidiospores	1	27	1.33%
	Total Fungi	76	2,030	100.00%
	- Other -			
	Pollen	2	53	100.00%
	Background Item	Level		
	Dust / Debris	Medium		
	Opaque Particles	Very Low		

Location: Jeeter X Grow Room Test 2

Sample # E204997 - 4	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 5294331	No Fungal Spores Observed	0	0	N/A%
Exposure: 15.00 l/min. for 10.00 min.	Background Item	Level		
Total Volume: 150.00 liters	Dust / Debris	Very Low		
Reporting Limit: 27 Spores/cu. m	Opaque Particles	Very Low		

Galaxy S23+

IMS Laboratory

Report Prepared For: Steadfast Labs
Project Name: Mike Doyle - Jeeter X
Report Date: 04/19/2024
Lab Number: E204425

2 - Laboratory Results

Location: Outside Air

Sample # E204425 - 1	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 5382415	Basidiospores	22	587	52.36%
Exposure: 15.00 l/min. for 10.00 min.	Ascospores	12	320	28.55%
Total Volume: 150.00 liters	Cladosporium	7	187	16.68%
Reporting Limit: 27 Spores/cu. m	Pen/Asp group	1	27	2.41%
	Total Fungi	42	1,120	100.00%
	- Other -			
	Pollen	2	53	100.00%
	Background Item	Level		
	Dust / Debris	Low		
	Opaque Particles	Very Low		

Location: Hallway in Front of Grows

Sample # E204425 - 2	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 5294355	Pen/Asp group	2	53	66.25%
Exposure: 15.00 l/min. for 10.00 min.	Basidiospores	1	27	33.75%
Total Volume: 150.00 liters	Total Fungi	3	80	100.00%
Reporting Limit: 27 Spores/cu. m	Background Item	Level		
	Dust / Debris	Low		
	Opaque Particles	Very Low		

Location: Grow Room #1

Sample # E204425 - 3	Sample Identification	Raw Count	Spores/cu. m	Percent(%)
Medium Type: AllergencoD	- Fungi -			
Serial # 5382438	Pen/Asp group	5	133	100.00%
Exposure: 15.00 l/min. for 10.00 min.	Background Item	Level		
Total Volume: 150.00 liters	Dust / Debris	Low		
Reporting Limit: 27 Spores/cu. m	Opaque Particles	Very Low		

Galaxy S23+



Bid Date: 7-8-24
Quote # 24-0365R1

TO: SDRK Group/Rick Thornton / Shango
PROJECT: Shango - Ozone

AIRTECH EQUIPMENT, INC. is pleased to submit the following quotation:

Note: This quote is valid for 30 days. For estimating purposes add 1% per month if an order will be placed beyond 30 days. This is for estimating only as the actual amount could be more or less than that.

Qty. (1) 30 g/h per hour Ozone Producer shall included:

- ☐ Remote control, 10' remote control cable with connector
- ☐ 5-year warranty
- ☐ 120V 50/60Hz operating voltage
- ☐ 20PSIG working pressure

Qty. (1) Oxygen Concentrator

- ☐ Standard product pressure 20psig
- ☐ Product purity: 93% nominal
- ☐ Voltage 120V

Qty. (4) Flow meters

Qty. 30' Teflon tubing

Qty. (4) Ozone gas monitor/controller

- ☐ Real time detecting environment ozone gas
- ☐ Temperature and Humidity detection
- ☐ Wall mount with LCD display

Qty. (4) Ozone Safe Valves

Qty. (4) Airflow Switch

Qty. (4) Relays

Qty. (4) Transformers

Stainless Steel Lines & associated miscellaneous fittings

Total Net Price, Freight Allowed (Excluding Taxes)\$
50% payment at time of order\$
50% at time of shipment\$

Note: Unless specifically stated, installation, labor warranty, occupancy adjustments, 1st year service/maintenance, check, test, start, training, troubleshooting, warranty diagnosis, pre-start checks, and any site visits are not included. These services are available for additional cost if desired.

AEI's Terms and Conditions apply.

This quotation will remain in effect for 30 days from the above date. Purchase orders are subject to acceptance by the unit manufacturer and/or Airtech Equipment, Inc. To the above prices, please ADD any state or local taxes payable on the transaction under any Federal, State, or Local Statute. Freight is not included, unless otherwise stated.

TERMS: Cash on delivery or Net 30 Days upon receipt of satisfactory credit information. Unpaid balances subject to 1-1/2% service charge per month (18% per annum). Back charges by any and all parties must be approved in writing, by Airtech Equipment, Inc., and/or the equipment manufacturer prior to any work or service.

Sincerely,
AIRTECH EQUIPMENT, INC.

Jeromy LaRock/Kim KoltakAIRTECH EQUIPMENT, INC. TERMS & CONDITIONSand routing of the goods, unless otherwise stated in Seller's quotation or acknowledgment.

How Ozone Works

Ozone is activated oxygen, with three oxygen atoms instead of the two found in the air we breathe. It is nature's built-in purification system created by the waves of the ocean, lightning in a thunderstorm, and the rain forests. Put this same outdoor force to work indoors attacking your most difficult odors. Ozone is a green technology and safe to use; in fact, it is currently used to purify the food we eat and the water we drink. Ozone is the perfect odor elimination solution.

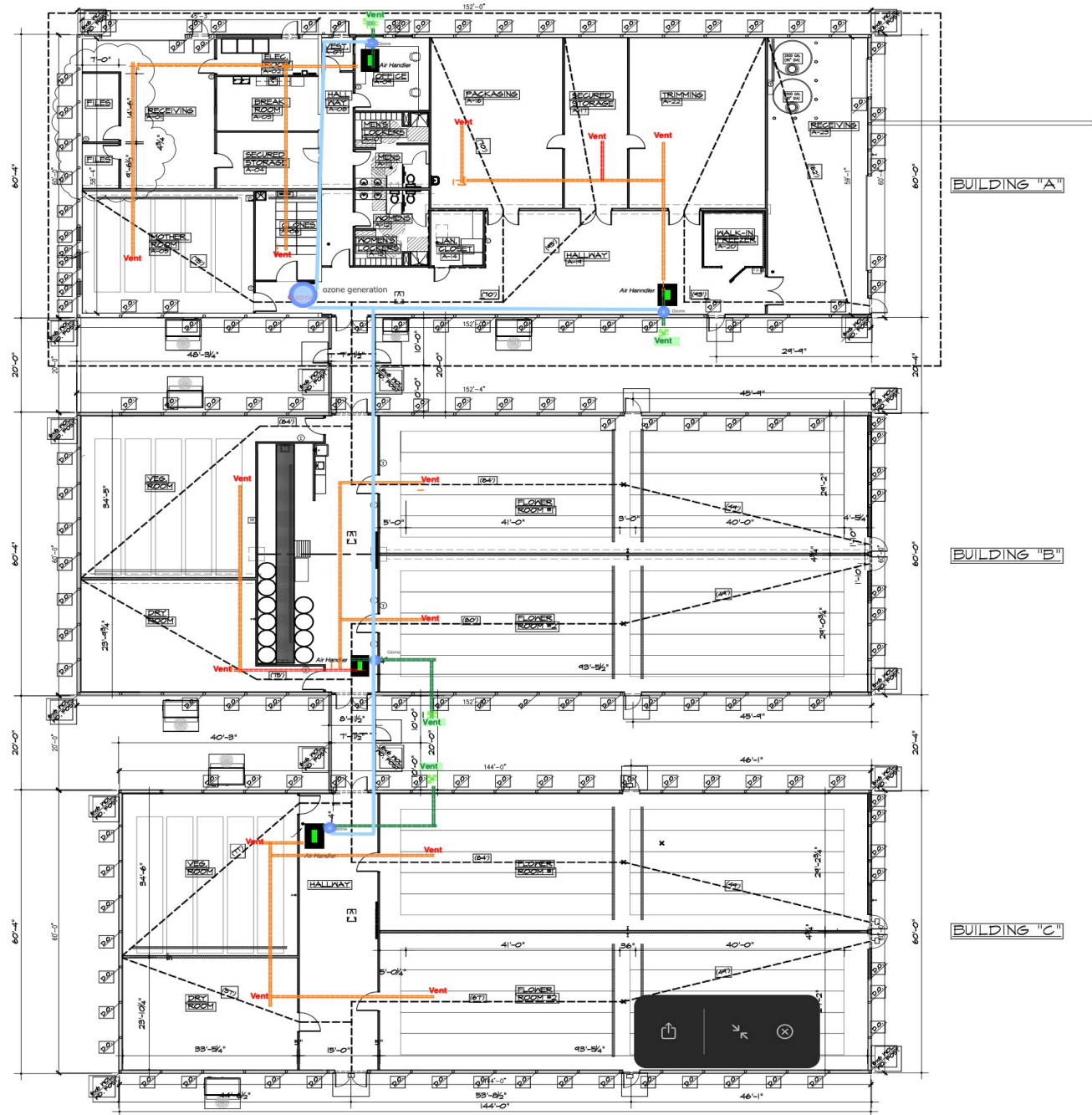
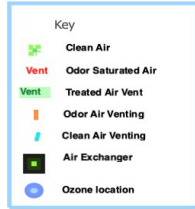
Quick & Easy Treatment

ozone generators are easy to set up in any unoccupied indoor space. Once you turn them on, they emit high levels of ozone for an effective ozone shock treatment. When ozone fills the space, it destroys even the most lingering odors, whether the source is biological or chemical, so that you can breathe higher-quality air.

Green Technology

Best of all, ozone converts back to clean breathable oxygen, so there are no chemicals left behind. No standard air purifier can match the effectiveness of an ozone generator shock treatment

Site plan



Ozone Locations - Make Up Air Units

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

Central Unit Design
Ozone level Monitored and Alarms

Four Outside Exit — Closed Loop System Vents



Reducing In Space Odors in Challenging Environment: Grow Facility

Medical Cannabis Grow Facility in the Southeast

Problem: Intense odors propagated by plant processing, local governing authorities receiving complaints from residents. Production facility faced potential of fines or limited operation.

Solution: GPS- DM-2 product mounted to the diffuser ports of the HVAC airflow serving the spaces where odors were most concentrated. Because of the exaggerated density of odors, a more robust ionization solution was required.

Outcome: Vast reduction in odor concentration indoors and heavily mitigated exfiltrating odors to the outside air. Onsite engineers and company representatives were extremely pleased with the results and local authorities allowed the operation to proceed with the new odor solution.



GPS Product Application Guide: HVAC System Integrated Products

Installations & Applications



1. iMOD

Mount to cooling coil in RTU to reduce odor and improve coil efficiency

iMOD IOM



2. FC24-AC or FC48-AC

Mount to fan inlet in smaller CV RTUs with shorter duct runs, FC24 for 2400 CFM and FC48 for 4800 CFM

FC24-AC IOM

FC48-AC IOM



3. DM48

Mount to supply duct. For larger CFM systems, more than (1) DM-48 can be used. (ex. 2 units to satisfy 9-10k CFM)

DM48 IOM



4. DM-2 w/ DM-S

Mount to supply duct after VAV/FPB (zone) or before diffuser to provide localized ionization. Use optional (DM-S) saddle for radial duct installs.

DM-2 IOM

DM-S IOM




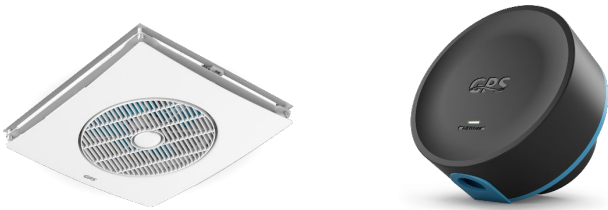


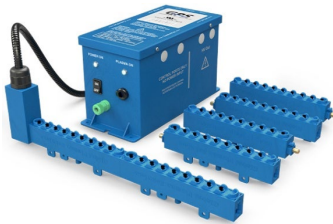


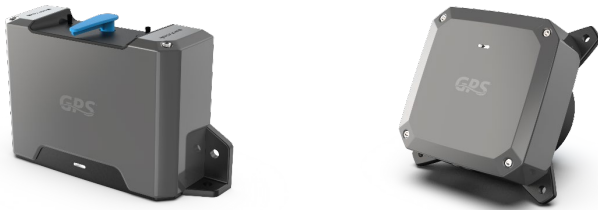

IDF-2™

CI-2

Auto-cleaning solution for space limited applications such as PTAC, Ductless Splits, VRF, and Unit Ventilators

CI-2 IOM



Product Selection: Odors	Best Solutions	Alt. / Add. Solutions
<div data-bbox="45 282 433 342">Odors In Space</div> <div data-bbox="731 282 975 354">  NPBI </div>	<div data-bbox="1103 189 1707 396">  </div>	<div data-bbox="1847 197 2509 396">  </div> <div data-bbox="1829 406 2471 456"> Non-Ducted Ducted CV </div>
<div data-bbox="45 654 687 771">OA & Recirculating Odors (Supply Side Treatment)</div> <div data-bbox="761 639 968 711">  bioguard </div>	<div data-bbox="1225 561 1556 782">  </div> <div data-bbox="1156 806 1686 863">Fuel and Fume Odors</div>	<div data-bbox="1816 511 2530 696">  </div> <div data-bbox="1816 796 2522 853">iMod Alternate for OA Odors</div>
<div data-bbox="45 1078 522 1196">OA Odors (Smoke) (Pre - Filter)</div> <div data-bbox="705 1063 991 1153">  opti-lok </div>	<div data-bbox="1141 996 1735 1203">  </div> <div data-bbox="1116 1282 1737 1339">OA Wildfire Smoke Odors</div>	<div data-bbox="1946 982 2359 1232">  </div>

C t
l h
o o
s u
i g
n h
g t
s

Additional information. Is available on request, including:

- Air Balance Report
- As-Built Drawings
- Correspondence with building officials
- Consultant Reports/Findings
- SDRK Social Engagement in local community
- Maintenance Schedules
- Mechanical Logbooks Service Records



ITEM H-4

To: City Commission
From: Mike Womack-City Manager
Date: July 10, 2024
RE: Board Appointment Policy

STAFF RECOMMENDATION

Adopt the policy as presented. As an alternative, the Commission can discuss and table for consideration at a future meeting.

CURRENT OR NEW INFORMATION

The City has been operating on an unwritten policy related to board appointments, I'd like to see that policy written down as currently operated along with one minor addition, that of operating more transparently by notifying the public of board openings and soliciting public applications and participation by serving on a city board. In other communities where this type of solicitation of public applications occurs, there appears to be greater public participation by citizens who otherwise think of boards as being very insular. Even if we receive multiple applications for one position, we can often see about getting that applicant to consider serving on another board that might have a different opening.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

The presented policy is essentially what is already currently practiced, except the addition of advertising widely to the public in an attempt to solicit new public participation on various boards.

AGENDA ITEM REVIEW

Meeting Date:	July 15, 2024	Date Reviewed:	July 11, 2024
Consent:			
Administrative:	X	Reviewed By:	D. Jansen, Deputy Clerk
Public Hearing:			



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

July 10, 2024

RE: Board Reappointments

City Commission,

I do not believe that the City has a formalized policy for the appointment of board members to the City's many boards. The tradition and practice appears to be that all board members are automatically reappointed to all positions and if there is ever a vacancy, that the board members themselves are generally tasked with recruiting members to serve and then that board makes a recommendation to the Mayor and City Commission for appointment. While that system has worked, I believe it can be improved by the inclusion of at least one additional step, that of publicly advertising any position to the public and encourage members of the public to apply for that position, whether it is a reappointment position or an open position.

By formalizing the process and adding that additional step into it, I believe that the City government can operate in a more transparent manner while simultaneously recruiting from a wider and more diverse swath of the public...with the added benefit of compiling a list of interested citizens who, if not chosen for their first choice board, might be open to serving on some other board instead.

At the very least, I'd recommend that the City adopt a policy related to board appointments that includes the following steps:

1. That the Clerk keep track of board openings and reappointment dates.
2. That at some point prior to reappointment date or upon a board vacancy:
 - a. that the Clerk notify the Mayor and Commission of that reappointment date or vacancy;
 - b. that the Clerk notify the board member seeking reappointment of the reappointment date;
 - c. advertise to the board member and the general public that the City is accepting applications from any person interested in serving in a board position.

3. Upon receipt of an application or interest to serve in a board position, the Clerk shall:
 - a. For Mayoral appointments, the Clerk shall forward the received applications and other materials or information to the Mayor for the Mayor's consideration. The Mayor may enlist the help of the existing board members, the City Manager or other persons in reviewing and vetting each candidate and may ask the existing board for a formal recommendation.
 - b. For Commission appointments, the Clerk shall forward the received applications and other materials or information to the Board Liaison. The Board Liaison shall conduct an appropriate review of the applicants for the Board position. The Board Liaison may enlist the help of the existing board members, the City Manager or other persons in reviewing and vetting each candidate and may ask the existing board for a formal recommendation. The Board Liaison shall forward all qualified candidates to the City Commission for review and consideration for appointment to any position.
4. The City Clerk shall maintain all received board application materials and may provide those application materials to the Mayor or Board Liaison for use in any board recruitments. The City Clerk shall maintain the safety and confidentiality of all received materials and shall destroy such materials on an appropriate retention schedule.

Mike Womack

City of Lapeer

City Manager

810-245-4202

mwomack@ci.lapeer.mi.us



ITEM J-1

To: Mayor and City Commission
Date: July 15, 2024
RE: Boards & Commissions Appointments

MAYORAL APPOINTMENT

BOARD OR COMMISSION	MEMBER NAME	CURRENT TERM EXPIRES	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
County Center Board	Vacancy	Jan 1, 2025	1 Year		Awaiting Recommendation
EDC/TIFA/Brownfield	Vacancy Vacancy	Mar 1, 2030 Mar 1, 2030	6 Year 6 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
Board of Review	Vacancy	Jan 1, 2026	3 Year		Awaiting Recommendation
Income Tax Board of Review	Vacancy	Dec 1, 2027	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: July 15, 2024
Consent:
Administrative: X
Public Hearing:

Date Reviewed: July 10, 2024
Reviewed By: R. Sanchez, City Clerk



ITEM K-1

To: Mayor and City Commission
Date: July 9, 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: July 15, 2024

Date Reviewed: July 9, 2024

Reviewed By: D. Jansen, Deputy Clerk

Monthly Rental Certificates

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

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
204 N CALHOUN ST A	REED, JEFFREY & DEBORAH	CR23-0478	Certified	06/19/2024	05/03/2025	206.00
204 N CALHOUN ST B	REED, JEFFREY & DEBORAH	CR23-0479	Certified	06/19/2024	05/03/2025	121.00
716 S SAGINAW ST I	ISH, SHIRLEY E TRUST	CR23-1084	Certified	06/12/2024	09/27/2025	206.00
760 S SAGINAW ST 103	SAGINAW EQUITY PARTNERS	CR24-0006	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 104	SAGINAW EQUITY PARTNERS	CR24-0007	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 105	SAGINAW EQUITY PARTNERS	CR24-0008	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 107	SAGINAW EQUITY PARTNERS	CR24-0010	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 108	SAGINAW EQUITY PARTNERS	CR24-0011	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 201	SAGINAW EQUITY PARTNERS	CR24-0012	Certified	06/13/2024	01/03/2026	121.00
760 S SAGINAW ST 202	SAGINAW EQUITY PARTNERS	CR24-0013	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 203	SAGINAW EQUITY PARTNERS	CR24-0014	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 204	SAGINAW EQUITY PARTNERS	CR24-0015	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 205	SAGINAW EQUITY PARTNERS	CR24-0016	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 206	SAGINAW EQUITY PARTNERS	CR24-0017	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 208	SAGINAW EQUITY PARTNERS	CR24-0019	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 303	SAGINAW EQUITY PARTNERS	CR24-0022	Certified	06/14/2024	01/03/2026	40.00
760 S SAGINAW ST 304	SAGINAW EQUITY PARTNERS	CR24-0023	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 306	SAGINAW EQUITY PARTNERS	CR24-0025	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 307	SAGINAW EQUITY PARTNERS	CR24-0026	Certified	06/13/2024	01/03/2026	40.00
760 S SAGINAW ST 308	SAGINAW EQUITY PARTNERS	CR24-0027	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 101	SAGINAW EQUITY PARTNERS	CR24-0028	Certified	06/13/2024	01/03/2026	245.00
766 S SAGINAW ST 102	SAGINAW EQUITY PARTNERS	CR24-0029	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 103	SAGINAW EQUITY PARTNERS	CR24-0030	Certified	06/24/2024	01/03/2026	40.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
766 S SAGINAW ST 104	SAGINAW EQUITY PARTNERS	CR24-0031	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 105	SAGINAW EQUITY PARTNERS	CR24-0032	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 107	SAGINAW EQUITY PARTNERS	CR24-0034	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 108	SAGINAW EQUITY PARTNERS	CR24-0035	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 201	SAGINAW EQUITY PARTNERS	CR24-0036	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 203	SAGINAW EQUITY PARTNERS	CR24-0038	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 204	SAGINAW EQUITY PARTNERS	CR24-0039	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 205	SAGINAW EQUITY PARTNERS	CR24-0040	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 206	SAGINAW EQUITY PARTNERS	CR24-0041	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 207	SAGINAW EQUITY PARTNERS	CR24-0042	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 208	SAGINAW EQUITY PARTNERS	CR24-0043	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 301	SAGINAW EQUITY PARTNERS	CR24-0044	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 302	SAGINAW EQUITY PARTNERS	CR24-0045	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 303	SAGINAW EQUITY PARTNERS	CR24-0046	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 304	SAGINAW EQUITY PARTNERS	CR24-0047	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 305	SAGINAW EQUITY PARTNERS	CR24-0048	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 306	SAGINAW EQUITY PARTNERS	CR24-0049	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 307	SAGINAW EQUITY PARTNERS	CR24-0050	Certified	06/13/2024	01/03/2026	40.00
766 S SAGINAW ST 308	SAGINAW EQUITY PARTNERS	CR24-0051	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 101	SAGINAW EQUITY PARTNERS	CR24-0052	Certified	06/13/2024	01/03/2026	245.00
772 S SAGINAW ST 102	SAGINAW EQUITY PARTNERS	CR24-0053	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 103	SAGINAW EQUITY PARTNERS	CR24-0054	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 104	SAGINAW EQUITY PARTNERS	CR24-0055	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 105	SAGINAW EQUITY PARTNERS	CR24-0056	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 106	SAGINAW EQUITY PARTNERS	CR24-0057	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 107	SAGINAW EQUITY PARTNERS	CR24-0058	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 108	SAGINAW EQUITY PARTNERS	CR24-0059	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 201	SAGINAW EQUITY PARTNERS	CR24-0060	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 202	SAGINAW EQUITY PARTNERS	CR24-0061	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 203	SAGINAW EQUITY PARTNERS	CR24-0062	Certified	06/13/2024	01/03/2026	40.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
772 S SAGINAW ST 205	SAGINAW EQUITY PARTNERS	CR24-0064	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 206	SAGINAW EQUITY PARTNERS	CR24-0065	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 207	SAGINAW EQUITY PARTNERS	CR24-0066	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 208	SAGINAW EQUITY PARTNERS	CR24-0067	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 301	SAGINAW EQUITY PARTNERS	CR24-0068	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 302	SAGINAW EQUITY PARTNERS	CR24-0069	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 303	SAGINAW EQUITY PARTNERS	CR24-0070	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 304	SAGINAW EQUITY PARTNERS	CR24-0071	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 305	SAGINAW EQUITY PARTNERS	CR24-0072	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 306	SAGINAW EQUITY PARTNERS	CR24-0073	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 307	SAGINAW EQUITY PARTNERS	CR24-0074	Certified	06/13/2024	01/03/2026	40.00
772 S SAGINAW ST 308	SAGINAW EQUITY PARTNERS	CR24-0075	Certified	06/13/2024	01/03/2026	40.00
375 S VILLAGE WEST DR	DURMISHI, ERNEST & ERIOLA	CR24-0082	Certified	06/26/2024	11/06/2025	268.50
359 W NEPESSING ST A - 1	THOMAS LAMAGNA ENTERP	CR24-0155	Certified	06/26/2024	03/29/2026	165.00
359 W NEPESSING ST B - 2	THOMAS LAMAGNA ENTERP	CR24-0156	Certified	06/26/2024	03/29/2026	40.00
359 W NEPESSING ST C - 3	THOMAS LAMAGNA ENTERP	CR24-0157	Certified	06/26/2024	03/29/2026	40.00
359 W NEPESSING ST D - 4	THOMAS LAMAGNA ENTERP	CR24-0158	Certified	06/26/2024	03/29/2026	40.00
359 W NEPESSING ST E - 5	THOMAS LAMAGNA ENTERP	CR24-0159	Certified	06/26/2024	03/29/2026	40.00
359 W NEPESSING ST F - 6	THOMAS LAMAGNA ENTERP	CR24-0160	Certified	06/26/2024	03/29/2026	40.00
393 DOVE LN	THOMAS LAMAGNA ENTERP	CR24-0161	Certified	06/26/2024	03/29/2026	125.00
360 RAVEN AVE	THOMAS LAMAGNA ENTERP	CR24-0162	Certified	06/26/2024	03/29/2026	125.00
839 ST CLAIR ST	THOMAS LAMAGNA ENTERP	CR24-0163	Certified	06/26/2024	03/29/2026	125.00
622 N MONROE ST	THOMAS LAMAGNA ENTERP	CR24-0164	Certified	06/26/2024	03/29/2026	125.00
1210 ADAMS ST	THOMAS LAMAGNA ENTERP	CR24-0165	Certified	06/26/2024	03/29/2026	125.00
118 W NEPESSING ST 25	TL CAPITAL INVESTMENTS L	CR24-0170	Certified	06/26/2024	03/29/2026	40.00
917 W PARK ST	COREY, CARTER J	CR24-0182	Certified	06/19/2024	08/03/2025	268.00
652 LINCOLN CT	SCHAD, VIOLET S	CR24-0199	Certified	06/25/2024	04/10/2026	206.00
21001 VILLAGE WEST DR BLDG 2	PINES LAPEER WEST LLC	CR24-0237	Certified	06/19/2024	03/26/2026	286.00
21005 VILLAGE WEST DR BLDG 2	PINES LAPEER WEST LLC	CR24-0241	Certified	06/19/2024	03/26/2026	121.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
21009 VILLAGE WEST DR BLDG 2	PINES LAPEER WEST LLC	CR24-0245	Certified	06/19/2024	03/26/2026	121.00
628 N CALHOUN ST 1	BULLINGER, THEODORE & K	CR24-0313	Certified	06/19/2024	04/12/2026	125.00
628 N CALHOUN ST 2	BULLINGER, THEODORE & K	CR24-0314	Certified	06/19/2024	04/12/2026	121.00
628 N CALHOUN ST 3	BULLINGER, THEODORE & K	CR24-0315	Certified	06/19/2024	04/12/2026	40.00
628 N CALHOUN ST 4	BULLINGER, THEODORE & K	CR24-0316	Certified	06/19/2024	04/12/2026	40.00
628 N CALHOUN ST 5	BULLINGER, THEODORE & K	CR24-0317	Certified	06/19/2024	04/12/2026	40.00
125 N COURT ST	AGUIRRE, TERESITA	CR24-0322	Certified	06/19/2024	04/15/2026	206.00
127 N COURT ST	AGUIRRE, TERESITA	CR24-0323	Certified	06/19/2024	04/15/2026	121.00
1023 PINE ST 1	1023 PINE, LLC	CR24-0327	Certified	06/12/2024	05/17/2026	125.00
1023 PINE ST 2	1023 PINE, LLC	CR24-0328	Certified	06/12/2024	05/17/2026	40.00
1023 PINE ST 4	1023 PINE, LLC	CR24-0330	Certified	06/12/2024	05/17/2026	40.00
1023 PINE ST 5	1023 PINE, LLC	CR24-0331	Certified	06/12/2024	05/17/2026	40.00
325 DOVE LN	ROWE, RYAN	CR24-0337	Certified	06/12/2024	05/18/2026	125.00
286 W NEPESSING ST A	LAPEER TEAM WORK INC	CR24-0341	Certified	06/12/2024	06/07/2026	445.00
286 W NEPESSING ST B	LAPEER TEAM WORK INC	CR24-0342	Certified	06/12/2024	06/07/2026	40.00
286 W NEPESSING ST C	LAPEER TEAM WORK INC	CR24-0343	Certified	06/12/2024	06/07/2026	40.00
286 W NEPESSING ST D	LAPEER TEAM WORK INC	CR24-0344	Certified	06/12/2024	06/07/2026	40.00
286 W NEPESSING ST E	LAPEER TEAM WORK INC	CR24-0345	Certified	06/12/2024	06/07/2026	40.00
286 W NEPESSING ST F	LAPEER TEAM WORK INC	CR24-0346	Certified	06/12/2024	06/07/2026	40.00
286 W NEPESSING ST G	LAPEER TEAM WORK INC	CR24-0347	Certified	06/12/2024	06/07/2026	40.00
286 W NEPESSING ST H	LAPEER TEAM WORK INC	CR24-0348	Certified	06/12/2024	06/07/2026	40.00
286 W NEPESSING ST I	LAPEER TEAM WORK INC	CR24-0349	Certified	06/12/2024	06/07/2026	40.00
286 W NEPESSING ST J	LAPEER TEAM WORK INC	CR24-0350	Certified	06/12/2024	06/07/2026	40.00
286 W NEPESSING ST K	LAPEER TEAM WORK INC	CR24-0351	Certified	06/12/2024	06/07/2026	40.00
607 JEFFERSON ST	GADLEY, MARK	CR24-0353	Certified	06/27/2024	05/27/2026	165.00
609 JEFFERSON ST	GADLEY, MARK	CR24-0354	Certified	06/27/2024	05/27/2026	40.00
2444 W GENESEE ST	EMOCK HOLDINGS LLC	CR24-0355	Certified	06/27/2024	06/04/2026	125.00
521 FOX ST	ULMER, BARBARA M	CR24-0358	Certified	06/26/2024	06/04/2026	125.00
527 WASHINGTON ST	NANTAU, SCOTT	CR24-0362	Certified	06/27/2024	06/17/2026	206.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
------------------	-------------	--------------------	--------	-------------	--------------	--------------

Total # of Certificates:	111			Total Amount Billed:	\$8373.50	
--------------------------	-----	--	--	----------------------	-----------	--

Population: All Records
Certificate.DateIssued Between 6/12/2024 12:00:00 AM
AND 7/8/2024 11:59:59 PM AND
Certificate.CertType = Rental AND
Certificate.Status = Certified

Permit Summary Report

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

07/08/24

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
06/14/2024	Building	Swimming Pool	2852 BERKSHIRE ST	\$243.00	ISSUED
07/02/2024	Building	Single Family Home	1013 LANCASTER ST	\$1,477.00	ISSUED
06/27/2024	Building	Commercial, Add/Alter/Repair	3123 JOHN CONLEY DR	\$1,097.00	ISSUED
06/18/2024	Building	Commercial	1073 S MAIN ST	\$3,112.00	ISSUED
06/28/2024	Building	Deck	528 TURNBULL ST	\$358.00	ISSUED
06/14/2024	Building	Residential Add/Alter/Repair	394 S ELM ST	\$458.00	ISSUED
06/25/2024	Building	Swimming Pool	530 N MONROE ST	\$162.00	ISSUED
06/18/2024	Building	Demolition	602 S MAIN ST	\$508.00	ISSUED
06/14/2024	Building	Window Replacement	395 GOLFSIDE DR	\$181.00	ISSUED
06/17/2024	Building	Sign	1985 W GENESEE ST	\$262.00	ISSUED
06/17/2024	Building	Roof	417 W GENESEE ST	\$262.00	ISSUED
06/28/2024	Building	Deck	1635 LIBERTY ST	\$343.00	ISSUED
06/24/2024	Building	Sign	3231 JOHN CONLEY DR	\$324.00	ISSUED
06/25/2024	Building	Sign	602 S MAIN ST	\$443.00	ISSUED
06/19/2024	Building	Commercial, Add/Alter/Repair	926 W NEPESSING ST	\$439.00	ISSUED
06/27/2024	Building	Commercial, Add/Alter/Repair	2188 W GENESEE ST	\$1,097.00	ISSUED
06/27/2024	Building	Residential Add/Alter/Repair	739 S SAGINAW ST	\$324.00	ISSUED
07/02/2024	Building	Deck	1037 STATE ST	\$324.00	ISSUED
07/03/2024	Building	Window Replacement	828 W OREGON ST	\$196.00	ISSUED
07/03/2024	Building	Window Replacement	1440 SHERIDAN CT	\$181.00	ISSUED
07/08/2024	Building	Roof	481 CHARBRIDGE AVE-BLDG 3	\$343.00	ISSUED
07/08/2024	Building	Roof	441 CHARBRIDGE AVE-BLDG 4	\$343.00	ISSUED
06/14/2024	Electrical	Electrical	938 W OREGON ST	\$494.00	ISSUED
06/25/2024	Electrical	Electrical	530 N MONROE ST	\$119.00	ISSUED
06/13/2024	Electrical	Electrical	1985 W GENESEE ST	\$171.00	ISSUED
06/24/2024	Electrical	Electrical	3231 JOHN CONLEY DR	\$171.00	ISSUED
06/25/2024	Electrical	Electrical	602 S MAIN ST	\$171.00	ISSUED
06/19/2024	Electrical	Electrical	321 S ELM ST	\$299.00	ISSUED
06/19/2024	Electrical	Electrical	602 S MAIN ST	\$186.00	ISSUED

Permit Summary Report

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

07/08/24

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
06/19/2024	Electrical	Electrical	1073 S MAIN ST	\$1,177.00	ISSUED
07/01/2024	Electrical	Electrical	1421 LUXINGTON DR	\$416.00	ISSUED
07/01/2024	Electrical	Electrical	1423 LUXINGTON DR	\$416.00	ISSUED
07/02/2024	Electrical	Electrical	2188 W GENESEE ST	\$294.00	ISSUED
07/03/2024	Electrical	Electrical	208 E GENESEE ST	\$198.00	ISSUED
06/12/2024	Mechanical	Mechanical	151 CHARBRIDGE AVE - BLDG 14	\$300.00	ISSUED
06/12/2024	Mechanical	Mechanical	157 CHARBRIDGE AVE - BLDG 14	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	169 CHARBRIDGE AVE - BLDG 14	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	175 CHARBRIDGE AVE - BLDG 14	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	177 CHARBRIDGE AVE - BLDG 14	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	179 CHARBRIDGE AVE - BLDG 14	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	181 CHARBRIDGE AVE - BLDG 14	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	205 CHARBRIDGE AVE - BLDG 13	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	207 CHARBRIDGE AVE - BLDG 13	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	209 CHARBRIDGE AVE - BLDG 13	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	211 CHARBRIDGE AVE - BLDG 13	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	223 CHARBRIDGE AVE - BLDG 13	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	225 CHARBRIDGE AVE - BLDG 13	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	229 CHARBRIDGE AVE - BLDG 13	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	231 CHARBRIDGE AVE - BLDG 13	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	235 CHARBRIDGE AVE-BLDG 12	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	245 CHARBRIDGE AVE-BLDG 12	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	257 CHARBRIDGE AVE-BLDG 12	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	265 CHARBRIDGE AVE-BLDG 12	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	269 CHARBRIDGE AVE-BLDG 12	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	303 CHARBRIDGE AVE-BLDG 11	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	315 CHARBRIDGE AVE-BLDG 11	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	317 CHARBRIDGE AVE-BLDG 11	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	321 CHARBRIDGE AVE-BLDG 11	\$285.00	ISSUED

Permit Summary Report

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

07/08/24

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
06/12/2024	Mechanical	Mechanical	323 CHARBRIDGE AVE-BLDG 11	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	327 CHARBRIDGE AVE-BLDG 11	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	331 CHARBRIDGE AVE-BLDG 11	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	337 CHARBRIDGE AVE-BLDG 11	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	339 CHARBRIDGE AVE-BLDG 11	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	351 CHARBRIDGE AVE-BLDG 10	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	353 CHARBRIDGE AVE-BLDG 10	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	355 CHARBRIDGE AVE-BLDG 10	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	357 CHARBRIDGE AVE-BLDG 10	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	407 CHARBRIDGE AVE-BLDG 8	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	429 CHARBRIDGE AVE-BLDG 6	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	431 CHARBRIDGE AVE-BLDG 6	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	447 CHARBRIDGE AVE-BLDG 4	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	483 CHARBRIDGE AVE-BLDG 3	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	491 CHARBRIDGE AVE-BLDG 2	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	495 CHARBRIDGE AVE-BLDG 2	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	511 CHARBRIDGE AVE-BLDG 1	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	517 CHARBRIDGE AVE-BLDG 1	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	373 CHARBRIDGE AVE-BLDG 9	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	385 CHARBRIDGE AVE-BLDG 9	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	387 CHARBRIDGE AVE-BLDG 9	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	455 CHARBRIDGE AVE-BLDG 5	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	459 CHARBRIDGE AVE-BLDG 5	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	465 CHARBRIDGE AVE-BLDG 5	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	471 CHARBRIDGE AVE-BLDG 5	\$285.00	ISSUED
06/12/2024	Mechanical	Mechanical	469 CHARBRIDGE AVE-BLDG 5	\$285.00	ISSUED
06/13/2024	Mechanical	Mechanical	1224 JACKSON ST	\$217.00	ISSUED
06/28/2024	Mechanical	Mechanical	1438 LINCOLN ST	\$267.00	ISSUED
06/28/2024	Mechanical	Mechanical	1440 LINCOLN ST	\$267.00	ISSUED

Permit Summary Report

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

07/08/24

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
06/28/2024	Mechanical	Mechanical	1442 LINCOLN ST	\$267.00	ISSUED
06/28/2024	Mechanical	Mechanical	1444 LINCOLN ST	\$267.00	ISSUED
06/28/2024	Mechanical	Mechanical	1073 S MAIN ST	\$304.00	ISSUED
07/03/2024	Mechanical	Mechanical	194 W NEPESSING ST	\$358.00	ISSUED
06/25/2024	Plumbing	Plumbing	1265 FIRST ST	\$307.00	ISSUED
06/27/2024	Plumbing	Plumbing	739 S SAGINAW ST	\$99.00	ISSUED
06/28/2024	Plumbing	Plumbing	1073 S MAIN ST	\$642.00	ISSUED
07/02/2024	Plumbing	Plumbing	2188 W GENESEE ST	\$285.00	ISSUED
07/03/2024	Plumbing	Plumbing	175 CHARBRIDGE AVE - BLDG 14	\$90.00	ISSUED
06/19/2024	R.O.W.	Right of Way	926 W NEPESSING ST	\$250.00	ISSUED
06/28/2024	R.O.W.	Right of Way	42 HARTLEY ST	\$250.00	ISSUED
07/02/2024	R.O.W.	Right of Way	100 E FAIR ST	\$250.00	ISSUED
07/03/2024	R.O.W.	Right of Way	194 W NEPESSING ST	\$250.00	ISSUED
07/03/2024	R.O.W.	Right of Way	715 S MAIN ST	\$250.00	ISSUED
06/18/2024	Sewer	Sewer	1073 S MAIN ST	\$4,000.00	ISSUED
07/03/2024	Sewer	Sewer	715 S MAIN ST	\$4,250.00	ISSUED
06/18/2024	Water	Water	1073 S MAIN ST	\$8,250.00	ISSUED
06/14/2024	COMPLIANCE PERMIT	Fence	725 N CALHOUN	\$81.00	ISSUED
06/17/2024	COMPLIANCE PERMIT	Fence	2823 TREYMORE ST	\$81.00	ISSUED
06/14/2024	COMPLIANCE PERMIT	Temporary Sign/Banner	1515 DEMILLE RD	\$61.00	ISSUED
07/01/2024	COMPLIANCE PERMIT	Temporary Sign/Banner	799 EAST ST	\$61.00	ISSUED
06/25/2024	COMPLIANCE PERMIT	Certificate of Compliance/Occu	2188 W GENESEE ST	\$81.00	ISSUED
07/08/2024	COMPLIANCE PERMIT	Fence	546 PINE ST	\$81.00	ISSUED
07/03/2024	COMPLIANCE PERMIT	Fence	461 GOLFSIDE DR	\$96.00	ISSUED

TOTAL FEES PAID: \$52,516.00



ITEM K-1-2-A

To: Mike Womack, City Manager
C.C. City Board of Commissioners
From: Denise Marinelli, Assessor
Date: July 8, 2024
RE: Monthly Departmental Report

ASSESSING DEPARTMENT CONCENTRATION:

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

Deeds	June	Vacant land	New Construction	Prior Month
Transfers	12	2		17
Non-Transfers	7			21
Forcl/Redmptn	2			0
Total	21			38

- The July Board of Review will meet on Tuesday, July 16, 2024, to correct any errors in the 2023 & 2023 Assessment Rolls and to hear Poverty Appeals
- The Assessing staff continues to be out in the field conducting our permit & parcel reviews or the 2025 assessment roll. We look forward to increasing our daily review numbers by contracting with Pivot Point, a software program that allows work to be done on sketches, notes, and pictures efficiently in the field.
- 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
- We currently have one Small Claims MTT.
- 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: July 9, 2024
RE: Income Tax Monthly Report for June 2024

CITY OF LAPEER
Monthly Financial Statement
Income Tax Department
June 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	\$125,937	\$2,827,204	\$2,590,000	\$2,590,000	\$2,827,204	\$237,204
2014/15	\$152,641	\$2,953,553	\$2,590,000	\$2,590,000	\$2,953,553	\$363,553
2015/16	\$58,754	\$3,069,571	\$2,785,000	\$2,785,000	\$3,069,571	\$284,571
2016/17	\$120,096	\$3,212,298	\$3,065,000	\$3,065,000	\$3,212,298	\$147,298
2017/18	\$114,178	\$3,349,223	\$3,165,000	\$3,165,000	\$3,349,223	\$184,223
2018/19	\$111,426	\$3,521,027	\$3,175,000	\$3,175,000	\$3,521,027	\$346,027
2019/20	\$96,341	\$3,228,260	\$3,265,000	\$3,265,000	\$3,228,023	-\$36,977
2020/21	\$69,263	\$3,605,683	\$3,495,000	\$3,495,000	\$3,380,054	-\$114,946
2021/22	\$78,917	\$4,503,364	\$3,476,000	\$3,476,000	\$4,527,734	\$1,051,734
2022/23	\$261,149	\$4,941,930	\$4,090,000	\$4,140,076	\$4,941,930	\$801,854
2023/24	\$221,309	\$5,107,391	\$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: July 9, 2024
RE: Finance Department Report for June 2024

- 1) 165 – accounts payable checks were issued.
- 2) 321 - payroll payments were issued.
- 3) 128 - income tax refund checks were issued.
- 4) Records were reviewed with those needing information on burial location. There were four (4) full burials; one (1) burial of cremains; one (1) burial on a Saturday; five (5) graves purchased (one by a City resident / four by non-residents); and four (4) foundations purchased (for a total of \$1,184.00).
- 5) Eleven (11) delinquent 2023 personal property tax bills were receipted for \$4,466.15 and five (5) delinquent 2021 personal property tax bills were receipted for \$382.28.
- 6) There were 78 additions and 69 cancellations received regarding the voter registration records.



ITEM K-1-3

To: Mike Womack, City Manager
From: Mike Vogt, Fire Chief
Date: July 5, 2024
RE: June 2024

MONTH SUMMARIZED:

Training: The department conducted a total of six training sessions (3 day/3 night). A total of 157.5 personnel-hours were spent in training during the month.

Community Risk Reduction: The department participated in five public education events during the month. One took place in the City of Lapeer, three in Lapeer Township and one in Mayfield Township which included 569 children. Our personnel also participated in the food truck festival and assisted with the annual Sing Out Event

Fire & Life Safety: Two annual inspections, 18 re-inspections, nine other types of inspections, and seven site visits were completed in the city, with 23 violations being identified. There were four businesses inspected that were without any fire code violations. Two site plans were reviewed for the Planning Department and a CO2 revised plan, fire alarm plan, addition plan and a remodel plan were reviewed for the Building Department for the month of June.

Responses: The department responded to a total of 35 incidents during the month, requiring a total of 378.5 personnel-hours. This is 14 less responses than we had for the same period in 2023. 31% 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 \$46,200, bringing the estimated annual dollar loss for the year to \$912,936. The loss for the month resulted from two appliance fires in the City of Lapeer and a residential building fire in Oregon Township.

The number of responses for the month by municipality was: City of Lapeer-23, Lapeer Twp-2, Mayfield Twp-3, Oregon Twp-3, Automatic/Mutual Aid-4.

The average emergency response time (in minutes) to each municipality was: City of Lapeer-9.7, Lapeer Twp-0.0, Mayfield Twp-5.0, Oregon Twp-13.0.

The calendar year annual percentage of responses by municipality is: City of Lapeer-54.74%, Lapeer Twp-12.93%, Mayfield Twp-18.10%, Oregon Twp-6.90%, Assists-7.33%.

The number of burn permits issued for the month by the municipality was: Lapeer Twp-73, Mayfield Twp-97, Oregon Twp-73.

The breakdown of responses by type is as follows:

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

City of Lapeer Activities Calendar

City of Lapeer Fire & Rescue						
June 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2 Incident 24-198 Incident 24-199	3	4 Incident 24-200 Incident 24-201 Incident 24-202 Swing Out/Traffic	5 Incident 24-203 Incident 24-204	6 Incident 24-205	7 Incident 24-206 Incident 24-207 Chatfield-Olympics	8 Incident 24-208 Incident 24-209
9	10 Incident 24-210 Training Food Truck Festival	11 Schickler-End of Year	12 Incident 24-211	13 Incident 24-212 Incident 24-213	14	15 Incident 24-214
16 Incident 24-215	17 Incident 24-216 Incident 24-217 Training	18 Incident 24-218	19 Leadership Mtg	20	21 Incident 24-219 Incident 24-220	22 Incident 24-221
23	24 Incident 24-222 Training	25 Incident 24-223 Incident 24-224 Incident 24-225 GiGi CC-Fire Pres.	26 Incident 24-226 Bible School Event	27 Ladder Testing	28 Maple Grove Kids Evnt	29 Incident 24-227 Incident 24-228 Incident 24-229 Incident 24-230
30 Incident 24-231 Incident 24-232		Notes Incidents (Monthly Total - 35) Training Public Events Meetings/Department Work New Hiring Process Public Assistance				



Dept: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: July 18th, 2024
RE: June 12th, 2024 – July 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 July 3, Riverview Towers is 100% occupied!
2. The Riverview waitlist contains a sufficient supply of applicants to fill future vacant units.

B. HOUSING CHOICE VOUCHER PROGRAM (HCV)

1. As of July 3, 95 vouchers are under contract.
2. 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. The conversion to the cellular line via Johnson Controls on 6/28 for the two panic and one knox box alarm was not able to be completed due to outdated technology of our existing alarm system. Ms. Soldenski has been in touch with Johnson Controls as they provided the quotation and initiated installation without review of the current system. As of report date, Johnson Controls is working on a new quote for the replacement of that panel. The current proposal, signed 6/12/24, is \$1000 for installation and \$116.67 monthly (\$1400/yr) to change the analog (POTS) phone line to cellular technology.
3. A similar issue occurred on 7/1 in efforts to convert the other 5 remaining analog/POTS phone lines that provide communication for the intercom system, two elevators, a fax line and the medical pendant line. All were able to convert via Granite's EPIK system (a system that uses cellular, internet, and battery backup) except for the medical pendant system which is also outdated technology. Since all 5 lines could not be "ported" as scheduled, all lines had to revert back to POTS. Granite has confirmed 7/15 for the date when the operable 4 lines can be ported. The medical pendant line will need to remain POTS until our medical pendant vendor, LifeStation, is able to provide upgraded product/communication solution.
4. 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. *On April 24th, 2024 HUD released PIH Notice 2024-12 that covers "Housing Information Portal (HIP) Implementation".* LHC must be on-boarded to the new HUD Housing Information Portal (HIP) prior to implementing HOTMA. As long as the HIP conversion takes place, 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. HUD has also notified PHAs that the HIP roll out*

is not going as planned and will most likely be delayed. HOTMA Sections 102 & 104 cannot be implemented until HIP is completed; therefore, HOTMA most likely will be delayed past 1/1/2025.

5. 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. HUD has issued PIH Notice 2023-28 for implementation guidance and administrative procedures for HCV/PBV. *On June 14th, 2024, HUD announced that they will be **delaying the mandatory conversion to NPSIRE until October 1st, 2025** due to the burden on PHAs with so many other HUD changes in progress. Staff training was completed the last two weeks of June and will likely need to be refreshed prior to full implementation.*
6. 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.
7. 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: July 18th, 2024
RE: June 12th, 2024 – July 9th, 2024
copy: Lapeer Neighborhoods Inc.

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

1. **MSHDA NEP – MSHDA Round 9 Grant Program:** This grant is now open and accepting applications.
 - a. **Project 1 - Annrook Park:** - Bid and contractor selection process. Project set up should occur in late July.
 - b. **Project 3 – W. Genesee St. – Homeowner** – Roof Replacement – Homeowner decided to change to a roof replacement, since the cost to install a new driveway exceeded \$20,000. Project for the roof is currently out for bid.
 - c. **Project 4 – Adams St. – Rental** – Exterior Work – Work specifications completed and out for bid.
 - d. **Project 5 – W. Genesee St. - Homeowner** – Driveway/Stairs – Work specifications completed and out for bid.
 - e. **Project 6 – Adams St. – Homeowner** – Driveway – Site visit scheduled for July 8, with discussion on the driveway replacement.
2. **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. – Homeowner** - Roof Replacement – Project in process.
 - b. **Project 2 - Lincoln St. – Homeowner** - Roof, Water Heater, Electrical – Roof Replacement – Project in process.
 - c. **Project 3 – Dewey St. – Homeowner** - Insulation, Water Heater, and Air Conditioner – Awaiting a bids from contractor.
 - d. **Project 5 – N. Monroe St. – Rental** – Roof, HVAC, AC, Hot Water Heater, Insulation – Project in rehab stage.
 - e. **Project 6 – Hartley St. – Homeowner** - Furnace/Air and Water Heater – Project is having lead and asbestos testing.
 - f. **Project 7 – Parkway – Homeowner** - Roof and Insulation – Project is having lead and asbestos testing.
 - g. **Project 8 – Law St. – Homeowner** - Roof, HVAC and AC – Project ready for contracts.
 - h. **Project 9 – N. Main St. – Homeowner** - Windows, Appliances and HVAC – Project out for bid.
 - i. **Project 10 – First St. – Rental** – Insulation, Doors and Windows – Project out for bid.
 - j. **Project 11 – 2nd St. – Homeowner** - Windows/Doors – Project out for bid.
 - k. **Project 12 – N. Monroe St. – Rental** - Roof/Windows/Doors/Insulation – Work specifications are being created.

- I. **Project 13 – Jefferson St. – Homeowner** – Doors, HVAC, Insulation, Electrical and Appliances – Application submitted to MI-HOPE portal.
3. **MSHDA MI Neighborhood** – Application has been submitted to MSHDA. Determination of awards is anticipated to be completed by August 15, 2024. Items to be addressed in the applications are as follows: Sidewalk repairs on Cedar and E. Nepessing St., Farmer's Market pavilion upgrades, wayfinding signs, murals and artwork, Veteran's Memorial Park flagpole replacement, bathroom upgrades at Rowden Park.
4. **MSHDA Housing Choice Vouchers / Section 8**
 - a. Lapeer County's voucher allocation is 342 regular Housing Choice Vouchers, 6 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 549.
 - b. Current lease up rate is at 99.62%, as MSHDA is waiving lease up for everything except the PBV while waitlist pulls are on hold currently.
 - c. Although HUD has delayed the mandatory utilization of NSPIRE until 10/1/2025, MSHDA HCV program began NSPIRE inspections 7/1/2024.
 - d. Due to budget constraints from HUD, MSHDA will not be releasing any new vouchers for the foreseeable future. They will be closing HCV waitlists effective July 1st, including Homeless waitlists and will not be recertifying applicants currently on the homeless waitlists. This budget issue does not affect the Project Based Voucher, VASH or Stability Voucher programs. Any client in need of housing will be referred to the local Housing Assessment and Resource Agency (HARA), Human Development Commission, for assistance. MSHDA will notify as soon as waitlists can again be populated.

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. The survey and topography have been completed, so ownership of boundary fences and vegetation are defined.

C. FINANCE

1. Attachment #1: Financial report.

D. ADMINISTRATION

1. No additional administrative report at this time.

TO: Lapeer City Planning Commission
FROM: Planning Department
DATE: July 2, 2024
RE: **July 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. Urgent Design Addition – 3123 John Conley Dr.

General Information – Construction of a 70,514 sq. ft. addition to the existing 55,866 sq. ft. industrial facility.

Project Status – The site plan was received on July 1, 2024 and distributed for staff reviews on July 2, 2024. Scheduled for approval consideration at the August 8, 2024 Planning Commission meeting.

2. Farley Commercial Building – DeMille Blvd.

General Information – Construction of a new 5,000 sq. ft. commercial building on the north side of DeMille Blvd. The previous plan submittal in February 2021 has expired and the project is now being re-submitted for a full review.

Project Status – The 2nd full review submission of the site plan was received on June 28, 2024 and distributed for staff reviews on July 1, 2024. Scheduled for approval consideration at the August 8, 2024 Planning Commission meeting.

3. Tommy's Express Car Wash – 1068 S. Main Street

General Information – Construction of a new automatic car wash with vacuum stations with related site improvements.

Project Status – The 2nd full review submission of the site plan was received on May 31, 2024 and was distributed for staff reviews on June 3, 2024. Revised plans received June 24, 2024 are under staff review. Scheduled for the July 11, 2024 Planning Commission meeting.

4. 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. Site plan submission #3 was received on May 3, 2024 and comments were provided to the applicant on May 16, 2024. Status updates requested July 18 & 27, 2024. City staff is waiting on revised plans.

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

General Information – Construction of a 3,438 sq. ft. credit union facility with 4 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 were submitted on January 12, 2024 and April 1, 2024. Revised plans received April 10, 2024 were approved, signed and distributed April 26, 2024. Construction is underway.

6. 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 had indicated final building plans would be submitted in Spring 2024. The applicant has requested a one-year site plan approval extension which is scheduled to be considered by the Planning Commission on July 11, 2024.

7. 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 and conditionally approved on July 13, 2023. Final plans were approved on September 14, 2023 and signed copies were distributed on September 29, 2023. The Building Department is awaiting submittal of building plans. The applicant has requested a one-year site plan approval extension which is scheduled to be considered by the Planning Commission on July 11, 2024. Building Department is currently reviewing construction plans.

8. 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 – Site plan was received on Jan. 6, 2023 and received conditional approval on Feb. 9, 2023. The applicant re-submitted a variance request concerning exterior building materials on which action was postponed by the ZBA on October 23, 2023 pending a determination by the Planning Commission. On November 9, 2023 the Planning Commission determined the proposed metal siding was not an appropriate predominant building material and directed the Planning Dept to explore alternative options with the applicant. On February 8, 2024 a site plan extension was approved to expire on February 9, 2025. City staff is awaiting revised plans. Sanitary sewer and water main plans submitted by Lapeer Crossing were received on March 11, 2024 are being reviewed by Rowe Engineering. City staff is waiting on revised utility plans.

9. 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.

10. Woodchips Mixed Use Building #2 – Vacant Lot - 480 W. Nepessing St.

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

Project Status – Site plans originally received in May 3, 2022 and contingently approved on June 9, 2022 have expired. A new site plan submittal was received on June 12, 2024, were reviewed by staff and is scheduled for approval consideration at the July 11, 2024 Planning Commission meeting. Building Department is currently reviewing building plans.

11. 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.

12. 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 was received on November 1, 2021. Special land use was approved December 9, 2021 and the site plan received contingent approval on January 13, 2022. MDOT required changes to the access drive location on M-24. A site plan extension was approved 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 EGLE permits have been issued. Final site plans were approved for signatures on February 21, 2024. Signed plans were distributed March 13, 2024. A demolition permit has been issued and demolition of the existing structures and tree clearing has begun.

13. 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. A site completion bond has been submitted to the Planning Department and the Building Department has issued a Temporary Certificate of Occupancy.

14. 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:

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. Revised plans received April 12, 2024 were approved, signed and distributed on April 26, 2024. The applicant informed the Building Dept. the project is on hold until next year.

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.

ITEM K-1-6



MEMORANDUM

CITY OF LAPEER POLICE DEPARTMENT

TO: Mike Womack, City Manager

FROM: Jeremy Howe, Chief of Police

DATE: 07/09/2024

RE: Monthly Report; June 1 – June 30, 2024

In the month of June 2024, our Police Department Officers responded to 1013 calls for service. Of these 1013 calls for service, 119 or approximately 14% were criminal activity reports, of which 51 required submissions to the Michigan Incident Crime Reporting System (MICRS). Our officers made 20 arrests in June, 3 felony crimes and 17 misdemeanor crimes, with 5 arrests for operating under the influence of alcohol or drugs.

This month our officers made 249 traffic stops, issued 31 citations, and gave 218 verbal warnings. Officers also handled 36 vehicle crashes.

One overdose case was reported in the month of June, there were no fatalities.

Code Enforcement had a total of 73 contacts for the month of June. The majority of the enforcement was for grass/weeds at 39 and signage at 27.

The month of June generated 109 hours of overtime. Most of the overtime was a result of training and special events such as Bike Night and Swing Out.

Officers from the department attended 308 hours of advanced training which included mandatory Active Shooter training that was held at Rolland Warner and required 12 hours per officer. Officers also attended the 2024 North American Active Assault Conference. Finally, we had two Officers go to Emergency Vehicle Operation training.

Officers participated in the following Special Events within the downtown area: Swing Out and Friday Night Bikes. Swing Out and Bike Night were very well attended. We have also dramatically increased patrols in our parks and walking trails. This will continue until the end of summer, at which time officers are back in the schools.

ITEM K-1-6

Lapeer City Police Department			
Monthly Report			
JUNE 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	1013	5810	5408
District Court Fines Received	\$ 1,354.65	\$ 7,633.56	\$ 7,056.06
OUIL-Cost of Prosecution	\$ 500.00	\$ 2,370.00	\$ 2,300.00
Charges for Copies of Police Reports	\$ 140.00	\$ 896.74	\$ 1,540.00
<u>ACCIDENTS:</u>			
Fatal	0	0	0
Property Damage	20	155	135
Private Property Damage	15	93	104
Personal Injury	1	20	29
<u>ARRESTS:</u>			
Misdemeanor	17	111	82
Felony	3	65	30
<u>HEROIN/OVERDOSE INCIDENTS:</u>			
Heroin Possession/Usage	1	1	2
Overdose	0	0	4
Overdose Deaths	0	0	0

CITY MANAGER REVIEW

Meeting Date: 07/15/24

Date of Review:

Completed by Mike Womack, City Manager



Interoffice Memo

To: Mike Womack, City Manager
From: Jeff Graham, Director of Public Works
Date: July 8, 2024
RE: Public Works Monthly Report – June 2024

Department of Public Works Division Summary:

Water/Sewer Utilities Division and Streets Division:

In June the DPW worked on getting 3 streets paved Court St., East St, and Monroe St. Sidewalk cutting on Genesee St., Nepessing St., Pine St. and Court St. We also continue with replacing lead services line throughout the city. Painted all center lanes within the city.

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

- Delivered Consumer Confidence report to the Public.
- Restoration of water service repair and concrete.
- Painted parking lots, stop bars, and crosswalks throughout the city.
- Inventory for Water, Sewer, and Streets Department.
- Repaired drinking fountain downtown.
- Hydrant maintenance repair, flushing, and painting.
- Grade and brine gravel roads.
- Painted Rec Center, Crampton Park, and dog Park parking lots.
- Road closures for paving projects.
- Removed and replaced concrete sidewalks on Imlay City Rd.
- Cleaned sidewalks and streets downtown.
- Traffic signal maintenance.
- Clean out Albar lift station for WWTP.

Training and Safety:

- Safety meeting Hard hats

Water/Sewer/ Streets Monthly Routine Task included:

- Water Samples: Bacteria samples, Water Quality testing of distribution system
- Operate Wells and well house maintenance.
- Meter Reading and Meter Repair
- Miss Dig Staking
- Routine water samples (backup water supply)
- 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 influent, and effluent
- NPDES monthly Selenium sampling
- Monitor weekly PFAS sampling via LP&P
- PFAS file updates
- Submitted monthly NPDES PFAS POTW effluent monitoring report via MiEnviro
- Submitted monthly DMR via MiEnviro
- Submitted quarterly PFAS Status Report via MiEnviro

- Received SIU's self-monitoring compliance reports for IPP
- Began EPA DMR QA-44 Study
- Quarterly Land Application and Pathogen Reduction sampling

Electrical Work

- Lift station generators checks and repairs
- Ongoing troubleshooting, repair, and evaluation of computer and SCADA issues
- Installed phone line in City Hall elevator
- Checked VFD at soccer field well
- Replaced breaker at campground
- Repaired Emergency lighting at campground
- Replaced outlet at Police Station

Mechanical/Operations

- Re-installed Ferrous Chloride tank after containment seal
- Grit system oil change
- Pulled plug at McCormick lift station
- Whitney Drive (Albar) lift station replacement
- Replaced low level float at Oregon 1 lift station

Miscellaneous

- Trim grounds at WWTP
- Grounds repair lawn
- Mow lift stations

Safety/Training

- IT computer training
- Jake Mann, Lance Medbury and Gage Robinson obtained Class C Wastewater Certification

City of Lapeer
Page 4

- Ron Cannell EPA Training on Cyber Security
- Eric Gajewski, Ron Cannell, and Jake Mann PFAS Seminar

Bio-Solids Disposal Status

- 2-North tanks hold 474,980 gallons /we have 106,875 gallons in storage
- 2-south tanks hold 430,120 gallons/we have 387,108 gallons in storage
- Total – 493,983 gallons in storage

CITY OF LAPEER

SEWER DEPARTMENT - MONTHLY REPORT

	HOURS
DPW maintenance	23
Sewer issue calls	3
Check sanitary and storms	15
Catch basin repair at Clay St.& Court St.	39
Clear catch basins - heavy rain event	11
Sanitary inspection on Court St.	6
Meet with Parks Dept. for storm cleaning	4
Take 5 for Safety - Hard Hats	0.5
Jet sanitary sewers throughout the city	40
Jet culvert at Rowden Park	2
Clean catch basins on M-24	33
Vactor maintenance	8.5
Manhole repair on East St.	10

OVERTIME SEWER MONTHLY REPORT

[illegible]

CITY OF LAPEER
STREET DEPARTMENT - MONTHLY REPORT

	HOURS
Sign installs/replacements	15
Tree trimming/removal throughout the city	28
DPW maintenance	89.5
Brush/compost	96.5
Dump maintenance	5.5
Sweep approaches	3
Assist Parks Dept.	3
Traffic signal maintenance	8
Clean up after storm	9
Grade/brine gravel roads	8
Paint lines at Rec. Center parking lot	12
Paint lines throught the city	67
City Hall building maintenance	21
Set up traffic closures for re-surfacing projects/then remove	26
Sweep and blow out downtown for event	6
Sign shop cleaning/inventory	11
Paint parking lot lines	21
Take 5 for Safety - Hard Hats	0.5
Demo sidewalk grinder	1
Stump grinding restorations	4
DOT physical	2
Install 3M RR Crossing symbols	22
Cold patch throughout the city	21
Follow contractors for long line painting throughout the city	10
Driveway/sidewalk inspections	2
Pick up broken concrete on Davison Rd.	6
Install 3M stop bars and crosswalks	75
Assist Water Dept. with concrete pour	3
Haul compost to dump	8
Clean catch basins - heavy rain event	8
Vehicle maintenance	5
Fill in washed out sidewalk	4

OVERTIME STREETS MONTHLY REPORT

[illegible]

CITY OF LAPEER
WATER DEPARTMENT - MONTHLY REPORT

	HOURS
Meter reading	6.5
Service requests	68
Number of work orders, re-reads and MXU repairs	91
DPW building/grounds maintenance	85
Review maps for locating valves	2
Miss Dig	66
Deliver/collect water sample bottles	16
Prep for concrete pour on Genesee St.	47
Valve box repair	9
Parts run	2
Daylight water service at 360 Raven St.	3
Deliver Consumer Confidence Reports	14
City Hall building maintenance	11.5
Wellhouse maintenance	35.5
Restorations of water service repair and concrete areas	12
Trace out water service	1
Curb stop locating	6
Dump maintenance	2
Take 5 For Safety - Hard Hats	0.5
Investigate leak in Hunters Creek MHC	2
Equipment maintenance	3
Sidewalk replacement	21
Lead solder testing	6
Water inventory	10
Rotate PRV's	1.5
Daylight water services	4
Assist contractors	4
Move hydrant	2
Repair drinking fountain downtown	5
Pour concrete	33
Office work	18
Replace deck at 183 W Nepessing St.	3
Traffic control for Street Dept.	4
Clear catch basins - heavy rain event	4
Waldorf punch list	2
Water service turn ons/turn offs	12
Water/Well samples - take to Lansing	18.5
Hydrant maintenance - repair/flush/paint	49
Take gravel to Cemetery	1
Hydrant repair	10
Inspection work with the Building Dept.	26
Water Shut offs	36

OVERTIME WATER MONTHLY REPORT

[illegible]

WWTP MONTHLY REPORT

WWTP	HOURS
AM walk through	40
Wasting	23
Process	160
Headworks	
Lift Stations	98
Minor repairs	2
Major repairs	6
Greasing	19
Cleaning	30
PM walk through	38
Painting	1
Grounds	11
Meetings	5
Equipment	58
Lab	163
Computer	36
IPP	13
Electrical	148
C Exam	24
PFAS Class	24

OVERTIME WWTP - MONTHLY REPORT

WWTP	HOURS
AM walk through	8
Wasting	
Process	11
Headworks	
Lift Stations	5
Minor repairs	
Major repairs	
Greasing	
Cleaning	
PM walk through	
Painting	
Grounds	0.5
Meetings	
Equipment	
Lab	11
Computer	
IPP	
Electrical	

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

ITEM K-1-8

Updated: June 2024

Approved Licenses:				
Applicant Name	DBA	Address	License	Status
PROVISIONING CENTERS				
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
FB Lapeer PRV, LLC	The Jazz Club Center	1333 Imlay City Road	Provisional	App: Exp 10-26-24
DNVK Lapeer Inc	The Pier Provisioning Center	2401 W Genesee St	Facility	App: Exp 06-11-25
The Pure Lapeer, LLC	Pure Lapeer	1330 Imlay City Road Units C&D	Facility	App: Exp 06-21-25
GROWER				
Ka Ulu Ana LLC #1	Ka Ulu Ana LLC	244 S Court Street	Facility – Class C	App: Exp 08-04-24
Green Thumb Growers	Green Thumb Growers	840 Whitney	Prov – Class A	App: Exp 10-24-24
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

Approved Licenses:				Updated: June 2024
Applicant Name	DBA	Address	License	Status
PROVISIONING CENTERS				
DNVK Lapeer Inc	The Pier Provisioning Center	2401 W Genesee St	Facility	App: Exp 11-19-24
The Pure Lapeer, LLC	Pure Lapeer	1330 Imlay City Road Units C&D	Facility	App: Exp 12-03-24
TRC Lapeer LLC	The ReLeaf Center of Lapeer	200 E Genesee St	Facility	App: Exp 12-03-24
Ox Tail, Inc.	Heads	111 W Genesee St	Facility	App: Exp 12-16-24
SPMI, LLC	Shango Lapeer	224 E. Genesee St	Facility	App: Exp 12-15-24
Alternative RX	Xplore	824 S. Main St.	Facility	App: Exp 12-21-24
GROWER				
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
Old School Organics, LLC	Old School Organics, LLC	350 County Center Street	Facility – Class C	App: Exp 04-08-25
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: July 15, 2024
RE: Material Transmittals

None.