



AGENDA
CITY OF LAPEER
LAPEER CITY COMMISSION
576 LIBERTY PARK, LAPEER, MI 48446
AUGUST 4, 2025
810-664-5231 * www.ci.lapeer.mi.us

6:30 P.M. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AUGUST 4, 2025, AGENDA

A. MINUTES:

1. Minutes of the Special meeting held July 14, 2025.
2. Minutes of the Regular meeting held July 21, 2025.

B. PUBLIC COMMENTS:

C. CONSENT AGENDA:

1. Special Event: Human Development Commission HDC Fun Fair, Tuesday, August 19, 2025, Cramton Park, from 1:00 p.m. to 4:00 p.m.
2. Special Event: Lapeer Community Schools Homecoming Parade, Friday, September 19, 2025, Downtown Lapeer on Nepessing St., from 4:00 p.m. to 6:00 p.m.
3. Special Event: Crank 4 A Cause, Beaver Dash Bash, Saturday, September 20, 2025, Oakdale Trail System, from 7:00 a.m. to 8:00 p.m.

SUGGESTED MOTION:

Approve the Consent Agenda for August 4, 2025.

D. BILL LISTING:

1. Bill Listing for August 4, 2025.

SUGGESTED MOTION: ROLL CALL VOTE.

Approve the Bill Listing for August 4, 2025, in the amount of \$1,127,788.70.

E. PROCLAMATIONS, RECOGNITIONS AND RESOLUTIONS:

F. PUBLIC HEARINGS:

G. ADMINISTRATIVE REPORTS:

1. Department of Public Works - Sewer Camera (CIP #23008).

SUGGESTED MOTION: ROLL CALL VOTE.

Approve the purchase of Cues C550 Sewer Inspection System from MTech Company for an amount not to exceed \$98,919.00.

2. ROWE Professional Services – Construction Engineering Agreement – M24 Tunnel Connection (CIP #91580).

SUGGESTED MOTION: ROLL CALL VOTE.

Approve the ROWE Professional Services, Construction Engineering Agreement for the M-24 Tunnel Connection project, for an amount not to exceed \$125,250, and authorize the Director of Parks, Recreation & Cemetery to sign the necessary documents.

3. Oakdale Trails Extension (CIP #23043) – Contractor Selection.

SUGGESTED MOTION: ROLL CALL VOTE.

Approve Trail Sense LLC's proposal for the Oakdale Trail Extension Project for an amount not to exceed \$65,000, and authorize the Director of Lapeer Parks, Recreation & Cemetery to prepare and execute the agreement on behalf of the City.

4. Mural Project (CIP #22995).

SUGGESTED MOTION:

Approve the mural project artwork, as presented, and authorize the Director of Parks, Recreation & Cemetery to prepare and sign the agreement.

H. CITY MANAGER'S REPORT:

1. MML – Designation of Voting Delegates.
2. Various matters.

I. CITY ATTORNEY'S REPORT:

1. Various matters.

J. UNFINISHED BUSINESS:

1. Appointments to Boards and Commissions.
Mayor Appointments:
 - a. Planning Commission – C. Bostick-Tullius – Term Ending Aug. 1, 2028.

K. DEPARTMENTAL COMMUNICATIONS:

1. DDA Monthly Report.

L. PUBLIC COMMENTS:

M. CLOSING COMMENTS:

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

N. REMINDER OF MEETINGS:

Next City Commission Meeting: **August 18, 2025, 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
JULY 14, 2025**

A special meeting of the Lapeer City Commission was held July 14, 2025, at the Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan. The meeting was called to order at 5:30 p.m.

ROLL CALL

Present: Mayor Marquardt.

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

Absent: None.

City Manager: Mike Womack, present.

Mayor Marquardt led the Pledge of Allegiance.

UPDATING THE 2021-2026 GOALS AND OBJECTIVES

City Manager Womack explained that this is an ongoing process, which he does not expect to complete tonight. However, he acknowledged that it is a high priority for the Commission. A community-wide survey has been distributed to residents, and the City is awaiting the results to better understand public interests and priorities. The primary goal is to build upon the existing list of initiatives, rather than remove items from it, with the hope of identifying the highest priority items by the end of the meeting.

The City Commission conducted a comprehensive review of its strategic priorities, addressing each of the nine established goals, which included: Ensure Public Safety and Emergency Preparedness, Promote Sustainable Infrastructure and Asset Management, Enhanced Housing and Property Development, Foster Financial Sustainability and Economic Development, Improve Transportation and Pedestrian Accessibility, Advance Community Recreation and Natural Resource Stewardship, Promote Civic Engagement, Inclusion and Community Building, Improve City Governance and Operational Efficiency, Enhance Communication, Marketing, and City Branding.

PUBLIC COMMENTS

None.

ADJOURNMENT

Having no further business, Mayor Marquardt adjourned the meeting at 7:45 p.m.

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk

**LAPEER CITY COMMISSION
MINUTES OF A REGULAR MEETING
JULY 21, 2025**

A regular meeting of the Lapeer City Commission was held on July 21, 2025, at 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.

Police Chief Howe administered the oath of ethics to Patrol Officer Nathan DeLong.

Police Chief Howe conducted a pinning ceremony in recognition of the promotion of Seth Parsch to Sergeant.

147 2025 07-21 AGENDA APPROVAL

Moved by Glisman. Seconded by Swindell.

Approve the Agenda for July 21, 2025, as presented.

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

Nays: None.

MOTION CARRIED.

148 2025 07-21 MINUTES

Moved by Atwood. Seconded by Swindell.

Approve the minutes of the Regular Meeting held on July 7, 2025, as presented.

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

Nays: None.

MOTION CARRIED.

PUBLIC COMMENTS

Commissioner Brad Haggadone provided an update to the City Commission regarding recent proceedings and activities of the Lapeer County Board of Commissioners.

Mindy Schwab announced her candidacy for Mayor in the upcoming November 2025 election.

Melissa Petrie gave an invocation.

149 2025 07-21 BILL LISTING

Moved by Brady. Seconded by Swindell.

Approve the bill listing for July 21, 2025, in the amount of \$246,115.89.

ROLL CALL VOTE.

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

Nays: None.

MOTION CARRIED.

ADMINISTRATIVE REPORTS:

150 2025 07-21 SIGNATORIES ON LAPEER BANK ACCOUNTS

Moved by Swindell. Seconded by Glisman.

Approve the removal of Tracey Russell, Executive Administrator as a signatory on all City of Lapeer bank accounts and the addition of Heather Bowman, HR Professional as a signatory on all City of Lapeer bank accounts, as presented.

ROLL CALL VOTE:

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

Nays: None.

MOTION CARRIED.

151 2025 07-21 BUDGET AMENDMENTS FOR FY2025/26

Moved by Swindell. Seconded by Glisman.

Approve the budget amendments for FY2025/26 as presented.

ROLL CALL VOTE:

Ayes: Glisman, Petrie, Swindell, Atwood.

Nays: Brady.

MOTION CARRIED 4-1.

152 2025 07-21 WASTEWATER TREATMENT PLANT BUILDING RESTORATION/STAIR REPLACEMENT (CIP #22922)

Moved by Glisman. Seconded by Swindell.

Approve the demolition of the existing deteriorating concrete stairs at various locations around the Wastewater Treatment Plant with Topline Concrete for an amount not to exceed \$18,554 and approve the installation of seven (7) steel staircases with handrail with Lapeer Steel, Inc. for an amount not to exceed \$34,610.

ROLL CALL VOTE:

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

Nays: None.

MOTION CARRIED.

153 2025 07-21 WASTEWATER TREATMENT PLANT – REPLACEMENT OF BOILERS (CIP #22923)

Motion by Petrie. Seconded by Glisman.

To Approve a contract with Johnson & Wood Mechanical Contractor for the demolition and disposal of the existing boilers and associated components, and for the installation of two (2) new boilers at the Wastewater Treatment Plant, in an amount not to exceed \$198,900 and authorize the City Manager to sign all necessary documents related to this contract.

ROLL CALL VOTE:

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

Nays: None.

MOTION CARRIED.

154 2025 07-21 DEPARTMENT OF PUBLIC WORKS – LEAN-TO STRUCTURE FIRE SUPPRESSION (CIP #22901)

Moved by Swindell. Seconded by Glisman.

To approve a contract with D&H Fire Suppression for the installation of fire suppression on the lean-to structure at the Department of Public Works for an amount not to exceed \$39,446 and amend the FY25/26 budget as presented.

ROLL CALL VOTE:

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

Nays: None.

MOTION CARRIED.

**155 2025 07-21 DEPARTMENT OF PUBLIC WORKS – HYDROCORP
CONTRACT – CROSS CONNECTION PROGRAM**

Moved by Swindell. Seconded by Glisman.

To approve a two-year contract with HydroCorp for cross connection services for an amount not to exceed \$52,093.44 and authorize the Department of Public Works Director to sign all necessary documents.

ROLL CALL VOTE:

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

Nays: None.

MOTION CARRIED.

156 2025 07-21 DEPARTMENT OF PUBLIC WORKS – SEWER CAMERA

Moved by Swindell. Seconded by Brady.

Approve the purchase of Cues C550 Sewer Inspection System from MTech Company for an amount not to exceed \$98,919.00.

The Commission discussed the sewer camera system at length.

Withdrawal Motion: With the consent of Commissioner Brady, Commissioner Swindell withdrew the motion. No vote was taken.

157 2025 07-21 DEPARTMENT OF PUBLIC WORKS – SEWER CAMERA

Moved by Petrie. Seconded by Brady.

To postpone this item until the next regular meeting, August 4, 2025.

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

Nays: None.

MOTION CARRIED.

**158 2025 07-21 DEPARTMENT OF PUBLIC WORKS – TOOLBOXES (CIP
#22913)**

Moved by Swindell. Seconded by Glisman.

To approve the purchase of two (2) toolboxes from Mac Tools for an amount not to exceed \$22,000.00.

ROLL CALL VOTE:

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

Nays: None.

MOTION CARRIED.

159 2025 07-21 RESOLUTION – MERS SIGNATORIES

Moved by Swindell. Seconded by Brady.

To adopt the resolution authorizing the City Manager, Director of Financial Services and HR Professional to be signatories for the City of Lapeer Municipal Employees' Retirement System Contracts and Service Credit Purchase Approvals.

RESOLUTION #2025-11

Resolution Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Plan Document, as each may be amended.

This resolution applies to reporting unit(s) # 4401 of the participating municipality listed below.

WHEREAS, City of Lapeer ("Employer") is a participating municipality with the Municipal Employees' Retirement System of Michigan ("MERS") and has adopted one or more retirement, insurance, investment or other post-employment benefit products administered by MERS; and

WHEREAS, MERS requires signatures of an authorized representative of the Employer to execute contracts with MERS, the entry of which is authorized by the governing body and permitted under the applicable MERS Plan Document(s); and

WHEREAS, the Employer wishes to designate certain job position(s), the holder(s) of which may sign MERS' contracts relating to the adoption, amendment and termination of MERS' products, and defined benefit service credit purchase approvals on behalf of Employer to implement decisions and actions of the governing body; and

WHEREAS, this Resolution is not intended to apply to MERS forms or any other MERS document except as specifically mentioned herein,

Therefore, the Governing Body resolves:

The holders of the following job position(s) are hereby *Authorized Officials* that can sign: (1) MERS Adoption Agreements, Resolutions, Participation Agreements, Administrative Services Agreements, Withdrawal Agreements and any other contracts between MERS and the Employer with respect to Employer's participation in any MEAS-administered product and any amendments and addendums thereto, and (2) MERS Defined Benefit service credit purchase approvals:

1 HR Professional (Heather Bowman)

Optional additional job positions:

2 City Manager (Michael Womack)

3 Director of Financial Services (Kelly Hanna)

This Resolution may be revoked in writing or amended by the Governing Body at any time, provided that it will not be effective until such writing or amended Resolution is received by MERS. The Governing Body agrees that MERS may rely upon this Resolution as conferring signing authority upon the holders of the above job position(s) to bind Employer with respect to MERS.

Adopted at a regular meeting of the Governing Body on July 21, 2025.

Ayes: Atwood, Brady, Glisman, Petrie, Swindel.
Nays: None.

MOTION CARRIED.

DRAFT

CITY MANAGER'S REPORT

City Manager Womack thanked the commission for their work at the goals and objectives workshop.

CITY ATTORNEY'S REPORT

None.

UNFINISHED BUSINESS

None.

DEPARTMENTAL REPORTS

The Monthly Departmental Reports were received into the record and the Local Officers Compensation Commission Recommendation was received into the record.

PUBLIC COMMENTS

None.

MAYOR/COMMISSIONER COMMENTS

Commissioner Glisman: Shoutout to the Lapeer County Master Gardener Association; walked through the gardens this weekend which were pristine, and she was very impressed. She attended their Tea Thyme in the Garden, special thank you to Lynne McCarthy, whose table she was seated at. Reminder there will be an informational meeting on the Lilac Project Wednesday, July 23, 2025, 9 a.m. and 4 p.m. at the Lapeer Train Depot on Howard Street. Reminder about America 250 is around the corner. Read a quote from Thomas Jefferson.

Commissioner Petrie: Porchfest was this past Saturday; weather held out; entertainment was great. Music is a universal language. Wanted to clarify, she wanted the commission to submit their goals and objectives as a group, go through each one by one and use them as a team building tool. She loves summer and wants to rewind and go back to June 1.

Commissioner Swindell: Attended Porchfest on Saturday and the kids loved the drum circle. There were many attendees, and all performers had an audience. There were many golf carts downtown and it was nice to see.

City Manager Womack: Had an offer accepted on a house. Thanked Ms. Petrie for her volunteer work at the information table at Porchfest this weekend. 1861 the Union Army lost the first battle of Bull Run; 1925 John Scopes lost his trial, 1969 Neil Armstrong took his first steps on the moon, today.

Mayor Marquardt: Read the list of local events.

159 2025 07-21 ADJOURNMENT

Having no further business, the regular meeting was adjourned at 7:30 p.m.

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: July 28, 2025
RE: Special Event – HDC Fun Fair 2025

STAFF RECOMMENDATION

Approve the event.

CURRENT OR NEW INFORMATION

The event is called “HDC Fun Fair” and is sponsored by the Human Development Commission. The event will take place on August 19, 2025, from 1:00 p.m. to 4:00 p.m. at Cramton Park. The event is expected to have 200 participants, which will include food trucks and music. The purpose of the event is to bring awareness to agency services and to give out free school supplies.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

I believe that this is a new event according to my records.

AGENDA ITEM REVIEW

Meeting Date: August 4, 2025
Consent: X
Administrative:
Public Hearing:

Date Reviewed: July 28, 2025
Reviewed By: Clerk’s Office

RECEIVED

JUL 23 2025

CITY MANAGER
LAPEER, MI



City of Lapeer SPECIAL EVENT APPLICATION (SEA)

DIRECTIONS: Complete this application per the City of Lapeer Special Events Ordinance (Ch.52 Special Event) and the Rules and Regulations and return it to the either Parks & Rec Department (for events at a City Park) or the City Clerk's Office at a minimum of 45 calendar days before the starting date of the event.

If you request an event in a CITY PARK, YOU MUST SUBMIT YOUR PARK RESERVATION WITH YOUR APPLICATION. All Special Event Applications should be submitted directly to the City Clerk's Office, 576 Liberty Park, Lapeer, MI, 48446 or it can be emailed to clerk@ci.lapeer.mi.us.

Sponsoring Organization
(Legal Name)

Human Development Commission

Phone # 810-667-7034

Address

1559 Imlay City Road, Lapeer

Organization Event
Coordinator/Contact

Vanessa Cole

Phone # 989-672-1762

Event Coordinator/
Contact Address

429 Montague Ave, Caro

Coordinator/Contact Email

vanessac@hdc-caro.org

Event Name HDC Fun Fair

Purpose of Event Free Family Fun to bring awareness to agency services

plus, free school supplies!

Event Location

Cramton Park (W pavillion)

Have you
reserved your
park/pavilion?

☒ Yes / ☐ No

If yes, provide copy of reservation form with this application, if no and planning a park event, reservations need to be made.

Date of Event

August 19, 2025

Event Time

1:00 p.m. - 4:00 p.m.

of Event

Organizational Team

(989) 672-1762

of Expected
Attendees:

200

Describe the activities
taking place at your event:

Free event for families to come learn about our services, play fun games, enjoy free activities, and get some back to school

supplies. We would like to invite Kona Ice and another food truck to be present during the event.

Please check what will be part of your event:

☒ Music**
☐ Tents

☐ Animals**
(such as a petting zoo)
☐ Wedding

☒ Selling of food*
☒ Selling of drinks*

☒ Posted Signage of
Event*
☐ Liquor/Beer or Wine*

**Please list here what type of music (DJ/Band/Individual singers, etc.) and/or list animals: Family friendly music, via speaker at appropriate volume

We would like to post yard signs prior to the event.

*See Rules and Regulations

Please check what you request the City to supply:

FOR OFFICE USE ONLY:

SPECIAL EVENT REVIEW COMMITTEE APPROVALS

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

☐ Picnic Tables Qty:	☒ Electricity Turned on/off Electricity on at pavillion	☐ Other:	
☐ Trash Containers Qty:	☐ Road Crossing Guards Qty:		
☐ Road Closures List:			

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

Please check what type of event is this:

A description of the type of event can be found on page 4, B.1-5.

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

INDEMNIFICATION AGREEMENT

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

Signature: John H. Calderbeck (let) Date: 7-22-25

Witness: Vanessa Cole Date: 7/22/25

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

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

Normal Event Schedule (e.g., third weekend in July): Prior to back to school in August

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

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

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

Parking is already free at the park

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

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

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

7-21-25
Date

(John K. Alderbocher)
Signature of Sponsoring Organization's Agent

SUBMIT THIS APPLICATION at least **45** calendar days before the first day of the event to the City of Lapeer, City Clerk's Office, 576 Liberty Park, Lapeer MI 48446.

Be sure to include the following with the application:

☐	Complete Signed Application.
☐	Park Reservation (as needed).
☐	Certificate of Insurance –Naming City of Lapeer as additionally insured.
☐	Event Map.
☐	If Non-Profit provide proof of IRS 501c(3) status.

CERTIFICATE OF LIABILITY INSURANCE

HUMADEV-01

JSMITH

DATE (MM/DD/YYYY)
7/21/2025

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

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

PRODUCER Emil Rummel Agency, Inc. 522 S Main St Frankenmuth, MI 48734	CONTACT Jody Smith NAME: PHONE (A/C, No, Ext): (989) 652-6104 FAX (A/C, No): (989) 652-8919															
INSURED Human Development Commission 429 Montague St. Caro, MI 48723-1921	E-MAIL ADDRESS: <table border="1" data-bbox="808 522 1453 541"> <thead> <tr> <th data-bbox="808 522 1320 527">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1320 522 1453 527">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="808 527 1320 533">INSURER A : Philadelphia Indemnity Insurance Company</td> <td data-bbox="1320 527 1453 533">18058</td> </tr> <tr> <td data-bbox="808 533 1320 539">INSURER B : Accident Fund General Insurance Company</td> <td data-bbox="1320 533 1453 539">12304</td> </tr> <tr> <td data-bbox="808 539 1320 546">INSURER C :</td> <td data-bbox="1320 539 1453 546"></td> </tr> <tr> <td data-bbox="808 546 1320 550">INSURER D :</td> <td data-bbox="1320 546 1453 550"></td> </tr> <tr> <td data-bbox="808 550 1320 556">INSURER E :</td> <td data-bbox="1320 550 1453 556"></td> </tr> <tr> <td data-bbox="808 556 1320 562">INSURER F :</td> <td data-bbox="1320 556 1453 562"></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Philadelphia Indemnity Insurance Company	18058	INSURER B : Accident Fund General Insurance Company	12304	INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR		TYPE OF INSURANCE		ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	☒	COMMERCIAL GENERAL LIABILITY				PHPK2602578	10/1/2024	10/1/2025	EACH OCCURRENCE	\$ 1,000,000
	☐	CLAIMS-MADE	☒ OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	☐								MED EXP (Any one person)	\$ 20,000
	☐								PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:								GENERAL AGGREGATE	\$ 3,000,000
	☒ POLICY	☐ PRO-JECT	☒ LOC						PRODUCTS - COM/OP AGG	\$ 3,000,000
	OTHER:								\$	
A	☒	AUTOMOBILE LIABILITY				PHPK2602578	10/1/2024	10/1/2025	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	☒	ANY AUTO OWNED AUTOS ONLY	☐ SCHEDULED AUTOS						BODILY INJURY (Per person)	\$
	☒	HIRED AUTOS ONLY	☒ NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)	\$
									PROPERTY DAMAGE (Per accident)	\$
										\$
										\$
A	☒	UMBRELLA LIAB	☒ OCCUR			PHUB881643	10/1/2024	10/1/2025	EACH OCCURRENCE	\$ 1,000,000
	☐	EXCESS LIAB	CLAIMS-MADE						AGGREGATE	\$
	DED	☒	RETENTION \$ 10,000						Aggregate	\$ 1,000,000
									PER STATUTE	OTH-ER
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					100062086	10/1/2024	10/1/2025	E.L. EACH ACCIDENT	\$ 1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/EMPLOYEE EXCLUDED? (Mandatory in NH)			☐ Y/N	N/A				E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below								E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

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

CERTIFICATE HOLDER

City of Lapeer
130 S Monroe
Lapeer, MI 48446

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

[Handwritten signature]

Address any reply to: P.O. Box 32510, Detroit, MI 48232

Department of the Treasury

D. Clifford
(313) 226-7330 (Not Toll Free)

District Director

Internal Revenue Service

Date: JUL 3 1979

In reply refer to:
EOTD:201:DC

JUL 6 1979



► Human Development Commission
455 North State Street
Caro, Michigan 48723

Date of Exemption: March 30, 1966

Internal Revenue Code Section: 501(c)(3)

Gentlemen:

Thank you for submitting the information shown below. We have made it a part of your file.

The changes indicated do not adversely affect your exempt status and the exemption letter issued to you continues in effect.

Please let us know about any future change in the character, purpose, method of operation, name or address of your organization. This is a requirement for retaining your exempt status.

Thank you for your cooperation.

Sincerely yours,

District Director

Item Changed

From

To

Thumb Area Economic
Opportunity Commission
455 North State Street
Caro, Michigan 48723

Human Development
Commission
264 North State Street
Caro, Michigan 48723

en

Letter 976 (DO) (7-77)

Incorporated 2/1965

City of Lapeer

Cramton Park West Pavilion (Tennis Courts)

W. Genesee Street

Lapeer

MI

48446

Play equipment, three lighted tennis courts, horseshoe courts. Bathroom Facility May-October; Portable toilet November-April.

02611710

2025

TBD - HDC Fun Fair

8/19/2025 8:00 AM

8/19/2025 9:00 PM

Cramton Park West Pavilion (Tennis Courts): 1

1. Cramton Park West Pavilion (Tennis Courts) – 8/19/2025 8:00 AM – 8/19/2025 9:00 PM

Group Size: 1

- for multi-day reservations

Designed for use with FlexScheduler reservations

1. Cramton Park West Pavilion (Tennis Courts) – 8/19/2025 8:00 AM – 8/19/2025 9:00 PM

Group Size: 1

Facility Fee: \$70.00

Total: \$70.00

Vanessa Cole

429 MONTAGUE AVE

caro

MI

48723

(989) 673-4121

vanessac@hdc-caro.org

0.00

7/23/2025

10:05 AM

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: July 28, 2025
RE: Special Event – Homecoming Parade

STAFF RECOMMENDATION

Approve Event.

CURRENT OR NEW INFORMATION

A request has been received from the Lapeer Community Schools to hold their annual Homecoming Parade on Friday, September 19, 2025. The event will take place in the downtown area on Nepessing Street from 4:00pm – 6:00pm. This event does require approximately 20 hours of overtime from the Police Department, along with services from the Department of Public Works for placing of barricades.

See PDF file SE Homecoming Parade 2025

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Annual Event

AGENDA ITEM REVIEW

Meeting Date: August 4, 2025
Consent: X

Date Reviewed: July 28, 2025

Administrative:
Public Hearing:

Reviewed By: Clerk's Office

City of Lapeer

SPECIAL EVENT APPLICATION (SEA)

RECEIVED

JUL 9 2025

CITY MANAGER
LAPEER, MI



DIRECTIONS: Complete this application per the City of Lapeer Special Events Ordinance (Ch.52 Special Event) and the Rules and Regulations and return it to the either Parks & Rec Department (for events at a City Park) or the City Clerk's Office at a minimum of 45 calendar days before the starting date of the event.

If you request an event in a CITY PARK, YOU MUST SUBMIT YOUR PARK RESERVATION WITH YOUR APPLICATION. All Special Event Applications should be submitted directly to the City Clerk's Office, 576 Liberty Park, Lapeer, MI, 48446 or it can be emailed to clerk@ci.lapeer.mi.us.

Sponsoring Organization
(Legal Name)

Lapeer High School
933 S. Saginaw St.

Phone #

810-538-2367

Address

Organization Event
Coordinator/Contact

Shad Spilski

Phone #

810-538-2367

Event Coordinator/
Contact Address

Coordinator/Contact Email

shadwin.spilski@lapeerschools.org

Event Name

Homecoming Parade

Purpose of Event

Event Location

Downtown Lapeer
N. Nipissing St.

Have you
reserved your
park/pavilion?

Yes / ☒ No

If yes, provide copy of reservation form with this application, if no and planning a park event, reservations need to be made.*

Date of Event

9/19/25

Event Time

4-6pm

of Event

Organizational Team

~~5~~ 5

of Expected
Attendees:

1000

Describe the activities

taking place at your event:

Annual homecoming parade

Please check what will be part of your event:

☐
☐

Music**

Tents

☐
☐

Animals**

(such as a petting zoo)
Wedding

☐
☐

Selling of food*

Selling of drinks*

☐
☐

Posted Signage of
Event*

Liquor/Beer or Wine*

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

*See Rules and Regulations

Please check what you request the City to supply:

FOR OFFICE USE ONLY:

SPECIAL EVENT REVIEW COMMITTEE APPROVALS

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

Picnic Tables Qty:	Electricity Turned on/off	Other:
Trash Containers Qty:	Road Crossing Guards Qty:	
Road Closures List:	<i>E. Nepessing St. & W. Nepessing St.</i>	

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

Please check what type of event is this:

A description of the type of event can be found on page 4, B.1-5.

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

INDEMNIFICATION AGREEMENT

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

Signature: *[Signature]* Date: 8/10/25

Witness: *Romona Sanchez* Date: 7/10/25

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

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

Normal Event Schedule

(e.g., third weekend in July): LHS Homecoming week

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

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

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

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

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

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

7/10/25
Date

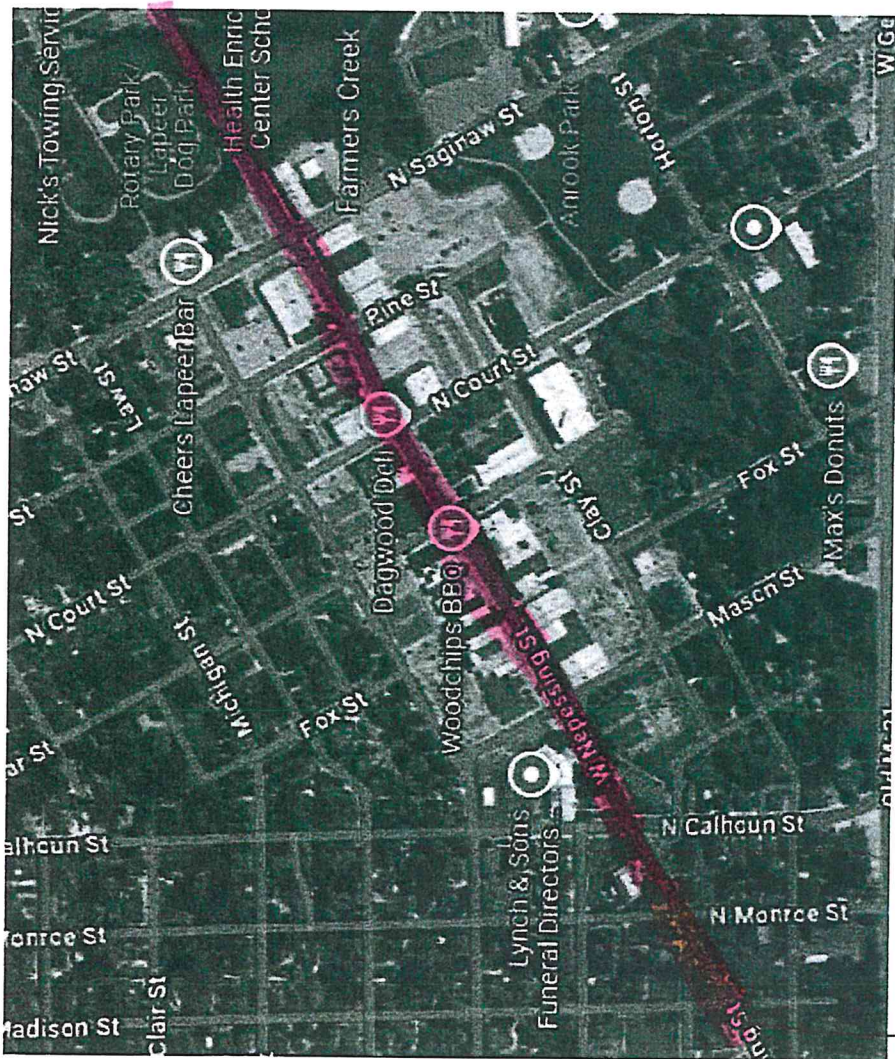

Signature of Sponsoring Organization's Agent

SUBMIT THIS APPLICATION at least **45** calendar days before the first day of the event to the City of Lapeer, City Clerk's Office, 576 Liberty Park, Lapeer MI 48446.

Be sure to include the following with the application:

- | | |
|--------------------------|--|
| ☐ | Complete Signed Application. |
| ☐ | Park Reservation (as needed). |
| ☐ | Certificate of Insurance –Naming City of Lapeer as additionally insured. |
| ☐ | Event Map. |
| ☐ | If Non-Profit provide proof of IRS 501c(3) status. |

Handwritten note: "S-1000"



Handwritten note: "Finger"



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/30/2025

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

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

PRODUCER Arthur J. Gallagher Risk Management Services, LLC 300 Ottawa NW Suite 301 Grand Rapids MI 49503	CONTACT NAME: Abby Boumis	
	PHONE (A/C, No, Ext): 616-233-0916	FAX (A/C, No):
	E-MAIL ADDRESS: Abby.Boumis@ajg.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED MAISL Joint Risk Management Trust Lapeer Community Schools 250 Second Street Lapeer MI 48446	INSURER A: MAISL Joint Risk Management Trust	
	INSURER B: Great American Insurance Company	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 1468717300 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		Insurer A & B MAC 3128240	7/1/2025 7/1/2025	7/1/2026 7/1/2026	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$Included GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$1,000,000 Agg Applies per \$Member COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY						
	☐ UMBRELLA LIAB ☐ EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
MAISL Joint Risk Management Trust is a qualified and approved self-insurance fund under the laws of the State of Michigan. SIR \$600,000
City of Lapeer and Lapeer Area Chamber of Commerce are an Additional Insured as respects to General Liability, pursuant to and subject to the policy's terms, definitions, conditions and exclusions.

RE: Lapeer Community Schools Lapeer Days Booth 8/15/2025 - 8/17/2025

CERTIFICATE HOLDER City of Lapeer 576 Liberty Park Street Lapeer, MI 48446 USA	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: July 28, 2025
RE: Special Event – Beaver Dash Bash 2025

STAFF RECOMMENDATION

Approve the event.

CURRENT OR NEW INFORMATION

We received a request from Crank 4 A Cause to hold an annual event titled: “The Beaver Dash Bash” on September 20, 2025, from 7:00am to 8:00pm. This event will be held on City property known as the Oakdale Trail System, see attached map. The purpose of this event is to raise funds for the upkeep and advancements to the Oakdale Trail System. This event will include Mountain Bike and Running Races, a Beer and Wine Tent and Food Vendors.

This event is requesting services from the Parks Department for picnic tables and trash cans. The DPW for barricades, as needed. The event organizers will need to apply for a Special Liquor License through MLCC for the beer/wine sales and adhere to requirements for fencing around the beer/wine tent. The Fire Department will need to review the tent and fencing plans. The event will require temporary road closure by the Police Department for Demille Blvd. near the bridge while runners and bicyclist pass.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Annual event.

AGENDA ITEM REVIEW

Meeting Date:	August 4, 2025	Date Reviewed:	July 28, 2025
Consent:	X		
Administrative:		Reviewed By:	Clerk’s Office
Public Hearing:			

RECEIVED

JUL 24 2025

MUST HAVE MAP AND CERTIFICATE
OF INSURANCE WHEN TURNING IN
APPLICATION

City of Lapeer
SPECIAL EVENT APPLICATION (SEA)

CITY MANAGER
LAPEER, MI



DIRECTIONS: Complete this application per the City of Lapeer Special Events Ordinance (Ch.52 Special Event) and the Rules and Regulations and return it to the either Parks & Rec Department (for events at a City Park) or the City Clerk's Office at a minimum of 45 calendar days before the starting date of the event.

If you request an event in a CITY PARK, YOU MUST SUBMIT YOUR PARK RESERVATION WITH YOUR APPLICATION. All Special Event Applications should be submitted directly to the City Clerk's Office, 576 Liberty Park, Lapeer, MI, 48446 or it can be emailed to clerk@ci.lapeer.mi.us.

Sponsoring Organization
(Legal Name)

Crank 4 A Cause
1985 W. Genesee St

Phone # 810-441-7346

Address

Organization Event
Coordinator/Contact

Chris Turner

Phone # 810-441-7346

Event Coordinator/
Contact Address

1985 W. Genesee St. Lapeer, MI 48446

Coordinator/Contact Email

crank4acause@gmail.com

Event Name

Beaver Dash Bash

Purpose of Event

Raising funds for Oakdale Trails future maintenance / 1/4 mile

Event Location

DeMille Bowl

Have you
reserved your
park/pavilion?

Yes / No

If yes, provide copy of reservation form
with this application, if no and planning a
park event, reservations need to be made.*

Date of Event

September 20, 2025

Event Time

7am - 8pm

of Event

Organizational Team

12

of Expected

Attendees:

300

Describe the activities

taking place at your event:

MTB Race w/ 5K & 10K CROSS
Country Runs. Food trucks along w/ Beer & Beverage
Tent

Please check what will be part of your event:

☐ Music
☒ Tents

☐ Animals**
(such as a petting zoo)
☐ Wedding

☒ Selling of food*
☒ Selling of drinks*

☒ Posted Signage of
Event*
☒ Liquor/Beer or Wine*

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

*See Rules and Regulations

Please check what you request the City to supply:

FOR OFFICE USE ONLY:

SPECIAL EVENT REVIEW COMMITTEE APPROVALS

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

☒	Picnic Tables Qty: <u>20</u>		Electricity Turned on/off		Other:	
☒	Trash Containers Qty: <u>10</u>		Road Crossing Guards Qty:			
☒	Road Closures List:	<u>Derrille Road East Bound only. Between Mott Community College and Stonegate Assisted Living</u>				

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

Please check what type of event is this:

A description of the type of event can be found on page 4, B.1-5.

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

INDEMNIFICATION AGREEMENT

The Crank 4 A Cause Society agree(s) to defend, indemnify, and hold harmless the City of Lapeer, Michigan, its officers, employees and agents, from and against any claim, demand, suit, loss, cost or expense, or any damage, which may be asserted, claimed or recovered against or from the City of Lapeer, its officers employees agents, by reason of any damage to property, bodily injury or death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with or related to the special event.

Signature: [Signature]

Date: 7/24/25

Witness: [Signature]

Date: 7/24/25

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

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

Normal Event Schedule

(e.g., third weekend in July): Third weekend in September

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

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

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

We reach out to Chatfield, Rolland Warner & Mott College to use their lots.

4. **Alcoholic Beverages:** Will they be served? **[YES]** ~~[NO]~~

Who holds the Liquor Control Commission license?

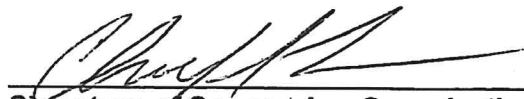
Crank 4 A Cause receives a Special License for this date.

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

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

7-24-25

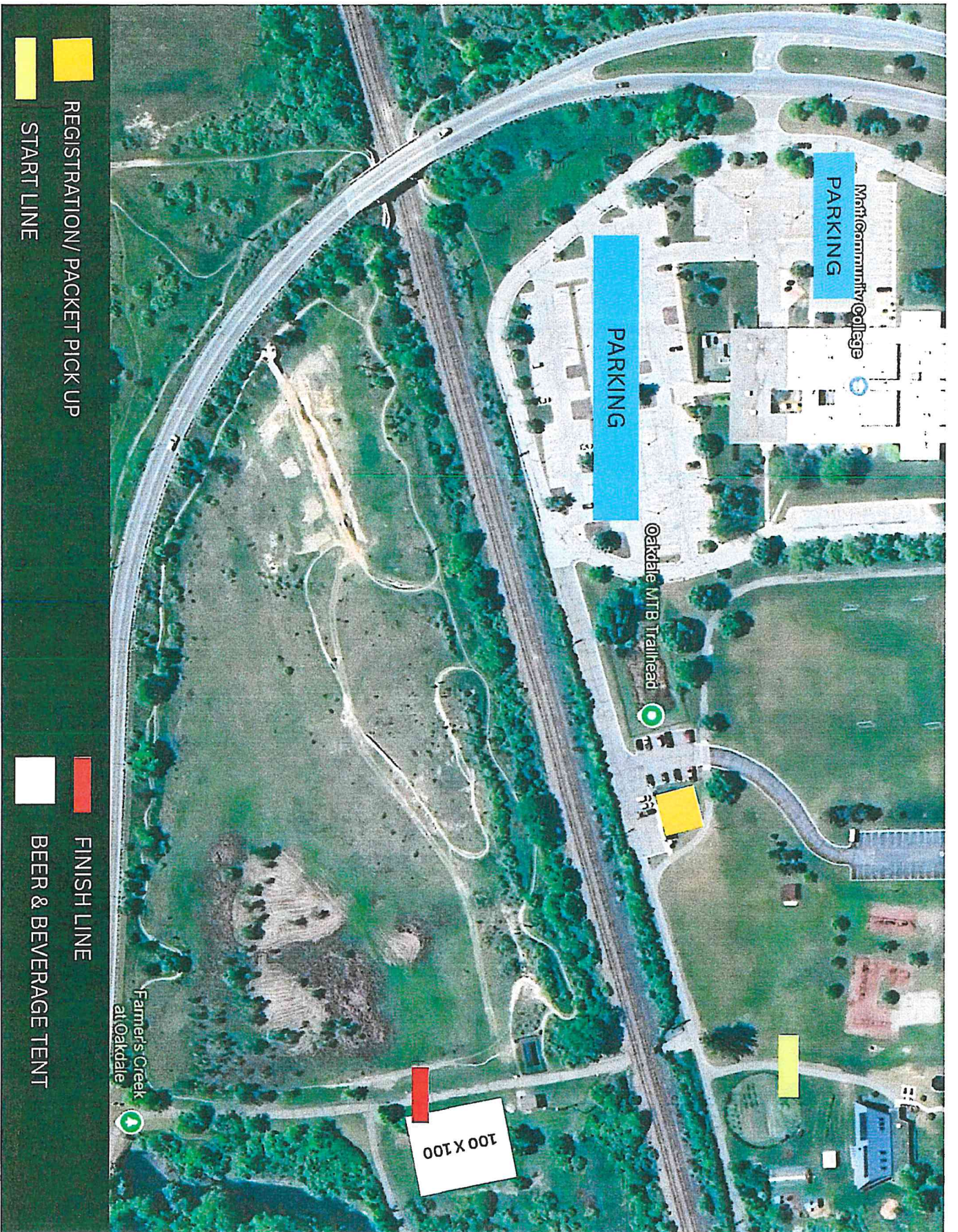
Date


Signature of Sponsoring Organization's Agent

SUBMIT THIS APPLICATION at least **45** calendar days before the first day of the event to the City of Lapeer, City Clerk's Office, 576 Liberty Park, Lapeer MI 48446.

Be sure to include the following with the application:

- | | |
|--------------------------|--|
| ☐ | Complete Signed Application. |
| ☐ | Park Reservation (as needed). |
| ☐ | Certificate of Insurance –Naming City of Lapeer as additionally insured. |
| ☐ | Event Map. |
| ☐ | If Non-Profit provide proof of IRS 501c(3) status. |



Oakdale Community College
PARKING

PARKING

Oakdale MTB Trailhead

Farmer's Creek
at Oakdale

100 X 100

REGISTRATION/ PACKET PICK UP

START LINE

FINISH LINE

BEER & BEVERAGE TENT



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/22/2025

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

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

PRODUCER ARLINGTON/ROE & CO. 8888 Keystone Crossing Suite 900 Indianapolis, IN 46240	CONTACT NAME	
	PHONE (A/C No, Ext):	FAX (A/C No):
INSURED CRANK 4 A CAUSE 1985 W GENESEE ST LAPEER, MI 48446	EMAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: United States Liability Insurance Company	25895
	INSUREB B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X	X	SE 1159856	09/19/2025	09/22/2025	EACH OCCURRENCE \$1,000,000
	☒ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000
	☐ CLAIMS-MADE ☒ OCCUR						MED EXP (Any one person) \$1,000
							PERSONAL & ADV INJURY \$1,000,000
							GENERAL AGGREGATE \$2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS-COMP/OP AGG See L-535
	☒ POLICY ☐ PRO-JECT ☐ LOC						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	☐ SCHEDULED AUTOS						\$
	☐ NON-OWNED AUTOS						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE-EA EMPLOYEE \$
							E.L. DISEASE-POLICY LIMIT \$
A	Liquor Liability	X	X	SE 1159856	09/19/2025	09/22/2025	LIQ EA COMMON CAUSE \$1,000,000
							LIQUOR AGGREGATE \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (See attached Acord 101 for additional liability limits)

See next page - 'Description of Operations' on Acord 101.

CERTIFICATE HOLDER

CANCELLATION

Lapeer City Police Dept
2300 W Genesee St
Lapeer, MI 48446

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

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/22/2025

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

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

PRODUCER
ARLINGTON/ROE & CO.
8888 Keystone Crossing Suite 900
Indianapolis, IN 46240

CONTACT NAME

PHONE (A/C No, Ext):

FAX (A/C No):

EMAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURED
CRANK 4 A CAUSE
1985 W GENESEE ST
LAPEER, MI 48446

INSURER A: United States Liability Insurance Company

25895

INSUREB B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	X	X	SE 1159856	09/19/2025	09/22/2025	EACH OCCURRENCE	\$1,000,000
	☒ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
	☐ CLAIMS-MADE ☒ OCCUR						MED EXP (Any one person)	\$1,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS-COMP/OP AGG	See L-535
								\$
								\$
								\$
								\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	☐ ANY AUTO	☐ SCHEDULED AUTOS	BODILY INJURY (Per person)	\$				
	☐ ALL OWNED AUTOS	☐ NON-OWNED AUTOS	BODILY INJURY (Per accident)	\$				
	☐ HIRED AUTOS		PROPERTY DAMAGE (Per accident)	\$				
				\$				
				\$				
				\$				
				\$				
				\$				
				\$				
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	☐ EXCESS LIAB	☐ CLAIMS-MADE					AGGREGATE	\$
								\$
	DED	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE-EA EMPLOYEE	\$
							E.L. DISEASE-POLICY LIMIT	\$
								\$
								\$
A	Liquor Liability	X	X	SE 1159856	09/19/2025	09/22/2025	LIQ EA COMMON CAUSE	\$1,000,000
	LIQUOR AGGREGATE						\$2,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (See attached Acord 101 for additional liability limits)

City of Lapeer is an additional insured per L 560 (11-10) City of Lapeer is an additional insured per CG 20 26 04 13L-820 12/18 Special Events Blanket Additional Insured Endorsement is part of this policy.L-820 12/18 Special Events Blanket Additional Insured Endorsement is part of this policy.L-820 12/18 Special Events Blanket Additional Insured Endorsement is part of this policy.

CERTIFICATE HOLDER

City of Lapeer
Lapeer, MI 48446

CANCELLATION

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

AUTHORIZED REPRESENTATIVE



ITEM D-1

To: Mayor and City Commission
From: Kelly Hanna, Director of Financial Services
Date: August 4, 2025
RE: Bill Listing – July 18, 2025, through July 31, 2025

STAFF RECOMMENDATION

Approve the bill listing as presented.

CURRENT OR NEW INFORMATION

I, Kelly Hanna, Director of Financial Services, have reviewed the bills for July 18, 2025, through July 31, 2025, in the total amount of **\$1,127,788.70** and find them to be proper charges.

AGENDA ITEM REVIEW

Meeting Date:	August 4, 2025	Date Reviewed:	July 30, 2025
Consent:			
Administrative:	X	Reviewed By:	Clerk's Office
Public Hearing:			

CHECK REGISTER FOR CITY OF LAPEER
CHECK DATE FROM 07/18/2025 - 07/31/2025

Check Date	Check	Vendor Name	Amount
07/31/2025	599204	LAPEER CO TREASURER	482,067.29
07/31/2025	599201	HIGHSTREET INS. SERV. GR LAKES, INC	282,883.00
07/31/2025	3173(A)	GREAT LAKES WATER AUTHORITY	151,244.95
07/31/2025	3188(E)	DTE ENERGY	70,301.56
07/25/2025	3165(E)	US BANK	33,884.96
07/31/2025	3170(A)	DUPERON CORPORATION	10,180.80
07/31/2025	3178(A)	NYE UNIFORM CO	9,807.90
07/31/2025	3180(A)	ROWE INC	9,356.25
07/31/2025	3181(A)	SCIENTIFIC BRAKE & EQUIPMENT CO.	7,900.00
07/31/2025	3166(A)	ABM COMMERCIAL CLEANING	7,580.00
07/31/2025	3190(E)	WEX BANK	7,103.37
07/31/2025	599193	BRUCE M JOHNSON PLUMBING, INC	6,000.00
07/31/2025	3171(A)	FIRE CATT, LLC	5,793.90
07/31/2025	599221	WSP USA INC	5,300.00
07/31/2025	3187(E)	CITY OF LAPEER	4,317.63
07/31/2025	599206	LITHO SPECIALISTS INC	3,596.50
07/31/2025	599194	BS & A SOFTWARE	3,572.00
07/31/2025	599218	VILLAGE PRINTING	2,932.45
07/31/2025	599191	ACTION MUNICIPAL SUPPLY, LLC	2,352.55
07/31/2025	3168(A)	CORRIGAN OIL II, INC.	2,020.87
07/31/2025	3183(A)	SMITH, SHANNON	1,920.00
07/31/2025	599215	T. P. ISRAEL CO INC	1,470.00
07/31/2025	599216	TRW LANDSCAPES LLC	1,302.50
07/31/2025	3177(A)	MES SERVICE COMPANY, LLC	1,219.92
07/31/2025	3191(E)	WINDSTREAM	1,137.71
07/31/2025	599211	OAKLAND COUNTY	1,102.00
07/31/2025	3184(A)	TAYLOR, SARAH	1,062.50
07/31/2025	599210	MICHIGAN RURAL WATER ASSOC	970.00
07/31/2025	3176(A)	MAUK, JODI	960.00
07/31/2025	599220	WEBER & OLCESE, PLC	960.00
07/31/2025	3174(A)	JOHNSON CONTROLS SEC. SOLUTIONS	831.19
07/31/2025	599195	CARQUEST OF LAPEER	798.22
07/31/2025	599209	MGS ELECTRIC INC.	660.00
07/31/2025	3186(A)	WARREN SYSTEMS INC	600.20
07/31/2025	3179(A)	PARAGON LABORATORIES, INC.	526.00
07/31/2025	3172(A)	FLUSHING URGENT CARE PLC	500.00
07/31/2025	599200	GRAINGER	408.66
07/31/2025	599207	MARCO TECHNOLOGIES, LLC	374.82
07/31/2025	3185(A)	THICKS GLASS & ALUMINUM DIST., INC.	330.00
07/31/2025	599217	UNIFIRST CORPORATION	329.09

07/31/2025	599213	STATE OF MICHIGAN	288.00
07/31/2025	599197	DELYNN'S DESIGNS, INC	240.88
07/31/2025	3189(E)	GRANITE TELECOMMUNICATIONS, LLC	225.03
07/31/2025	599205	LINCOLN, SHELLEY	208.60
07/31/2025	599212	SHIRLEY'S DRY CLEAN. & ALTERATIONS	191.29
07/31/2025	599192	ARNOLD'S AUTO WASH	172.00
07/31/2025	3182(A)	SHORELINE INVESTMENT SERV. INC.	108.95
07/31/2025	599198	ECKER MECHANICAL CONTRACTORS, INC	100.00
07/31/2025	599202	HOLLAND HEATING & COOLING, INC	100.00
07/31/2025	599214	STRATTON HOME IMPROVEMENT	100.00
07/31/2025	599219	VORTEX HEATING & AIR CONDITIONING	100.00
07/31/2025	3167(A)	BIG WATER TECHNOLOGIES CORP	85.00
07/18/2025	599190	I.R.S	58.99
07/31/2025	3175(A)	K & R TRUCK SALES, INC.	39.00
07/31/2025	599203	LAPEER CO REGISTER OF DEEDS	30.00
07/31/2025	599199	GAVAN, CASEY	29.40
07/31/2025	3169(A)	D & K TRUCK COMPANY INC.	22.86
07/31/2025	599208	MARINELLI, DENISE	20.14
07/31/2025	599196	CITY OF LAPEER	9.77
TOTAL			<u><u>\$1,127,788.70</u></u>



ITEM G-1

To: Mike Womack, City Manager
From: Ross Slusher, Director of Public Works
Date: July 14, 2025
RE: Capital Improvement Project – Sewer Camera – Project # 23008

STAFF RECOMMENDATION

Approve the purchase of Cues C550 and C540 Sewer Inspection Systems from MTech Company in the amount of \$98,919.00

CURRENT OR NEW INFORMATION

These cameras will replace the current 21-year-old camera that is no longer effective for videoing the sewer system. Additionally, it will help locate sewer problems and eliminate the need to rely on an independent contractor to do this work and the associated cost.

The purchase price is for the two cameras systems and their accessories only, the DPW will continue to use their existing trailer for the new camera systems.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Purchase a new sewer camera to replace the existing outdated camera and retro fit the camera trailer.

AGENDA ITEM REVIEW

Meeting Date:	August 4, 2025	Date Reviewed:	July 29, 2025
Consent:			
Administrative:	X	Reviewed By:	Clerk's Office
Public Hearing:			



(800) 362-0240
sales@mtechcompany.com
service@mtechcompany.com

Quoted To: The City of Lapeer, MI

Quoted On: June 18th, 2025

CoPro+ Contract #: 2023-JC-060-M

Cues C550 Sewer Inspection System

Large Standard Package

Power Elevator Standard Controller or Battery on Board

8" to 36" Multiple Pipe Options

Powered Drum w 305m (1,000') Cable w/ swivel

P356 Crawler Assy

Command Module with Joysticks

Pan/tilt Zoom Camera

Down hole set (Top/Bottom roller, rope, poles)

Downhole hook and strap kit

Large Power Elevator

Medium Wheel Set x2

Dual Large Pneumatic Wheel Set with spacers

3" x 4" PVC Wheels Sets

Lighthouse

5m Link Cable

Pendant Controller

Steering Capability

Ease of Use Hand Held Controller

Centering on 36" w/ larger Elevator

C350 Cable Blanking tow Eye

Localization Pack with Bag

Delivery & Training Included

C550 Large Standard Package: \$86,258.00

Add: Cues C540 Push Camera: \$12,661.00

Total: \$98,919.00

📍 Cleveland
5642 Transportation Blvd
Cleveland, OH 44125

📍 Cincinnati
4265 Muhlhauser Rd.
Fairfield, OH 45014

📍 Detroit
11701 Belden Court
Livonia, MI 48150



5/6/24

City of Lapeer DPW
217 Bentley
Lapeer, MI 48446

**ENVIROSIGHT ROVVER X PIPELINE HD INSPECTION SYSTEM
MIDEAL PRICING CONTRACT NO. 240000000166**

- Rovver X Crawler with Wheels and HIGH DEFINITION CAMERA
- (1) Integrated lift for lifting camera head out of flow in bigger pipe
- (1) Cable Reel with 1000 feet of cable
- (1) RCX90 Pan & Tilt camera
- VC500 Pendant and Controller
- (4) Large Quick Change Grease Wheels
- (4) Medium Quick Change Grease Wheels
- (4) XXL Quick Change Rubber Wheels
- (1) Flexible Cable Guide Pulley for Manhole-Bottom
- (1) Manhole Roller
- Training and Delivery included
- **Price** **\$118,000**

Available Options

- 1) **OUTPOST ENCLOSURE BOX FOR ROVVER X SYSTEM WITH WASH DOWN TANK AND SPACE FOR GENERATOR** **\$14,500**



(800) 362-0240
sales@mttechcompany.com
service@mttechcompany.com

Quoted To: The City of Lapeer, MI

Quoted On: June 18th, 2025

CoPro+ Contract #: 2023-JC-060-M

Cues C550 Sewer Inspection System W/Retrofit of Existing Trailer

Large Standard Package Retrofit of Existing Camera Trailer (Unpublished)

Power Elevator Standard Controller or Battery on Board

8" to 36" Multiple Pipe Options

Powered Drum w 305m (1,000') Cable w/ swivel

P356 Crawler Assy

Command Module with Joysticks

Pan/tilt Zoom Camera

Down hole set (Top/Bottom roller, rope, poles)

Downhole hook and strap kit

Large Power Elevator

Medium Wheel Set x2

Dual Large Pneumatic Wheel Set with spacers

3" x 4" PVC Wheels Sets

Lighthouse

5m Link Cable

Pendant Controller

Steering Capability

Ease of Use Hand Held Controller

Centering on 36" w/ larger Elevator

C350 Cable Blanking tow Eye

Localization Pack with Bag

Delivery & Training Included

C550 Large Standard Package w/Retro: \$93,258.00

Add: Cues C540 Push Camera: \$12,661.00

Total: \$105,919.00

📍 Cleveland
5642 Transportation Blvd
Cleveland, OH 44125

📍 Cincinnati
4265 Muhlhauser Rd.
Fairfield, OH 45014

📍 Detroit
11701 Belden Court
Livonia, MI 48150

flexitrac™ C550c

Comprehensive. Convenient. Connected.

Portable video inspection for drainage, water and plumbing networks



Portable, modular pipeline inspection – designed with you in mind

Inspect pipes faster to complete more surveys each day

- The intuitive interface is quick to set up and simple to operate.
- Dedicated function keys make it easy to use.
- Built-in rechargeable batteries lasting all day.

Stay connected

Reports are ready to share as soon as your survey is complete.

- WiFi connection for sending reports via DropBox or email.
- Advanced connectivity with USB, HDMI and ethernet, making it easy to view and export your data.
- Video streaming to nearby devices.

A suite of reporting formats

Expand your client base by offering a variety of tailored surveys through;

- Integrate with Cues GraniteNet software to create NASSCO standard compliant reports including PACP, LACP, and MACP.
- Basic reports.

Customised solutions

- Modular by design, the flexitrax C550c system can be paired with a range of products and accessories.
- Our solution gives you flexibility when you need it, enabling you to survey pipes from 1¼" / 32mm to 60" / 1500mm.



Crawlers

The two crawlers enable you to center your camera across a wide range of pipe sizes.



Auxiliary lighthouse
for additional light in
large or dark pipes



P356 crawler

Center in pipes
from 6" / 150mm
to 60" / 1500mm

P354 crawler

Center in pipes
from 4" / 100mm
to 12" / 305mm

flexitrax C550c controller

Alerts for WiFi and battery status

High resolution
12.1"/307mm screen

IP55 ingress
protection open
and closed

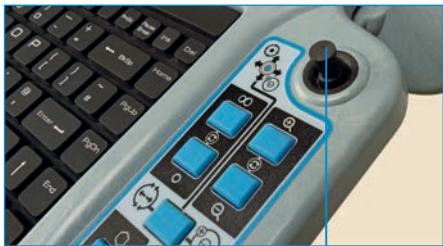
Regional keyboard
layouts available

Dedicated buttons for
shortcuts to commonly
used functions



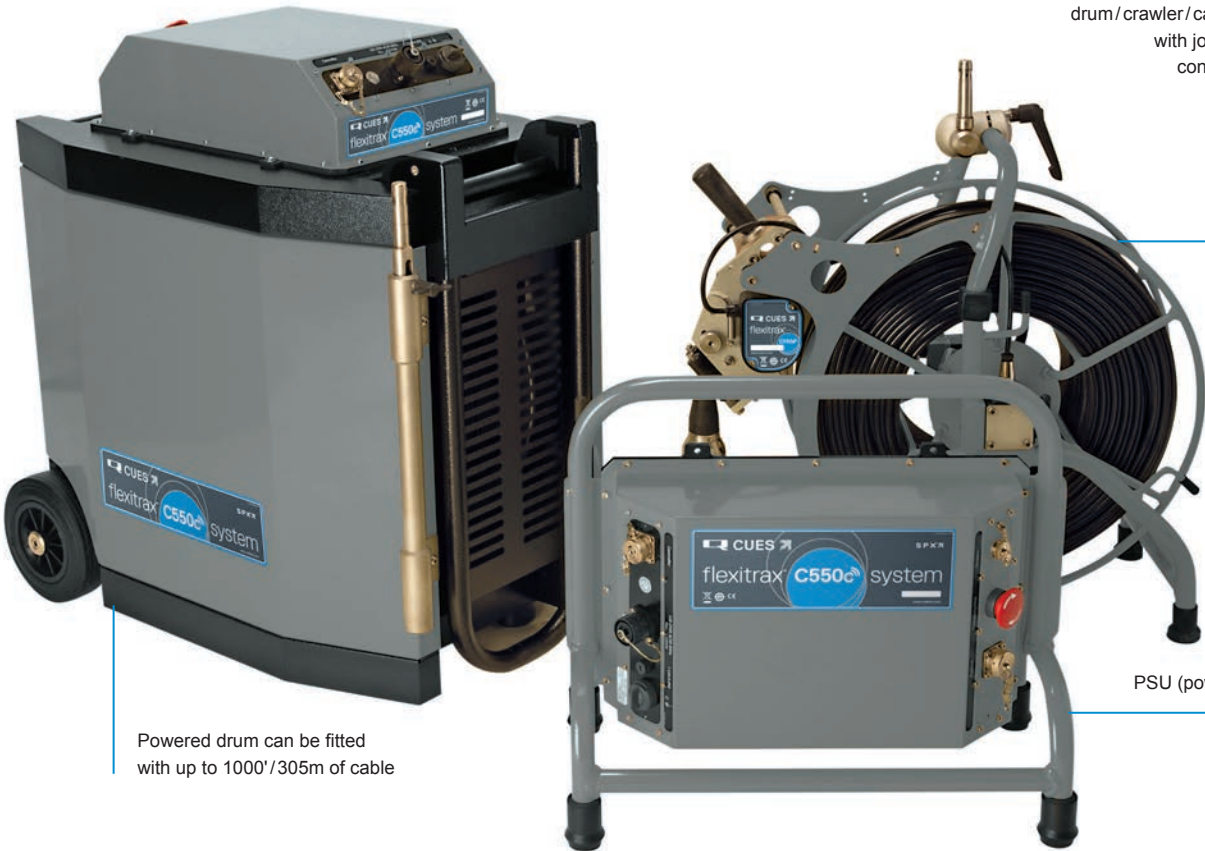
Convenient
cable-tidy
hooks

Connectivity: USB, HDMI,
WiFi, ethernet, audio
and analog video in



Fingertip control of
drum/crawler/camera/light
with joysticks and
control buttons

Drums



Powered drum can be fitted
with up to 1000'/305m of cable

Manual drum

If you need a more
portable solution, the
manual drum can help
you reach access
points beyond the
range of your vehicle

PSU (power supply) for manual drum



Easier



Faster



Simpler

Easier. Faster. Simpler.

The flexitrac C550c is designed around simplicity of operation. Ready to use in 30 seconds from powering on, it requires minimal training to operate, letting you concentrate on pipe inspection.

A large 12.1"/307mm HD, daylight visible screen combined with full-size keyboard and dedicated function keys guide you through the survey process, making the system faster and easier to use.

Built in is a high capacity internal lithium-ion battery, providing power for up to a full day's typical usage, and 128Gb of solid state memory, sufficient for over 90 hours of video recording.

Tailored solutions

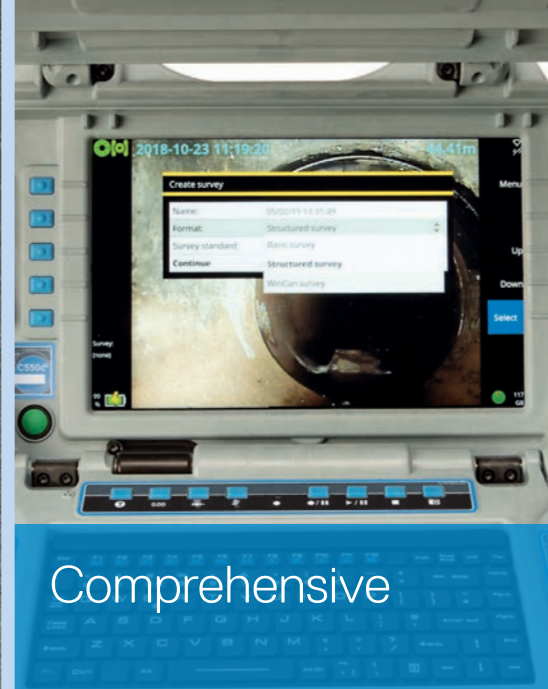
This portable and modular crawler system enables operators to customise the flexitrac C550c solution for the inspection of a vast range of pipes, in all locations.



The flexitrac C550c can be readily transported and easily wheeled onto site through our rugged, ergonomic design, allowing you to reach access points beyond the range of your vehicle.

Survey an extensive range of pipes

Survey pipes as small as 1 1/4"/32mm or as large as 60"/1500mm.



Reporting

Use GraniteNet software to integrate the flexitrac C550c to your asset inspection, decision support, and work management program.

Additionally, the flexitrac C550c has complete on-board reporting capabilities and connectivity, quickly delivering content-rich survey reports to you and your customers. Creating a comprehensive report is quick and easy;

1 Choose the reporting template

Use customisable report templates for each occasion using customizable observation codes.

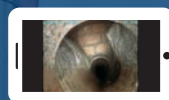
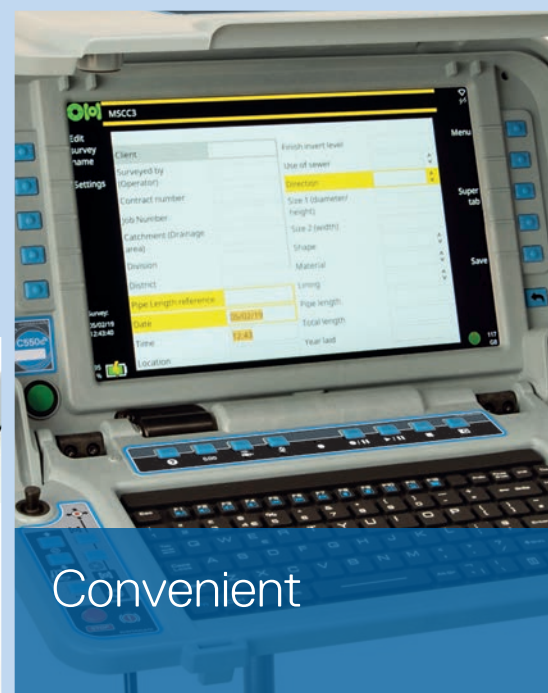
2 Complete the survey

Enter your survey details using a tactile, full-size keyboard. Dedicated and context-sensitive function buttons guide you through the survey process.

3 Distribute the report

Share reports, images and video as soon as your survey is complete via DropBox or email*. Alternatively you can export a report to a USB stick or stream videos to a nearby device.

(*WiFi access point required, such as mobile phone, tablet or dongle)



Connected

Accessories and Options

When building your flexitrax C550c solution, centering your camera in the middle of the pipe is key. Once the drum and crawler system have been chosen, enhance your pipeline inspection capabilities by incorporating our expert range of accessories to meet the demands of the various pipes you are working in.

Wheels

Select from a range of small, medium or large wheels and/or spacers to suit your pipe size and terrain.



Elevators

Both manual and powered elevators are available, for centered inspection up to 36"/900mm.



Other accessories are available.

Pushrods

A choice of pushrod reels of varying length and flexibility can be connected to the flexitrax C550c system. Use a pushrod to survey pipes as small as 1¼"/32mm.



Cameras

Choose from three camera models; Forward view only, Pan and Tilt or Pan and Tilt, with 10 x optical zoom.



Cradle

Combine the cradle and elevator together with the large crawler for centered inspection up to 60"/1500mm.



Locator

A sonde is integrated into each crawler, enabling you to use a suitable locator to pinpoint the crawler's location.

With three sonde frequencies, the RD5100™S can be used to trace the crawler whilst in use.



The flexitrax C550c crawler system is fully compatible with Pearpoint's flexiprobe™ C540c, P540c and P340 range.

Specifications

flexitrax C550c	
Battery capacity	Internal Li-Ion Battery (4S2P) - 14.68V, 6.4Ah (93.95Wh)
Battery run-time	Up to one day's typical usage, 7.5hrs view only/5hrs continuous recording*
Cameras	Forward View with 120 Lumen LEDs Pan/Tilt with 210 Lumen LEDs Pan, Tilt and 10 x optical Zoom with 420 Lumen LEDs
Connectivity	USB 2.0 (x3), HDMI video out, analog video in (PAL/NTSC), headphones out, microphone in, rod/camera/drum connectivity and 802.11 b/g/n WiFi
Construction	High impact ABS and powder-coated, zinc-plated mild steel
Controllers	flexitrax C550c command module with integrated joysticks to control the camera and crawler Optional pendant controller for deployment phase
Dimensions	17.5" x 15.2" x 6.1"/445mm x 385mm x 155mm
Display	12.1"/307mm, 1280 x 800 color LCD
Drums	Manual drum or powered drum, with cable length options from 500' to 1000'/150m to 305m
Environmental Protection	flexitrax C550c controller: IP55 Power supply/charger: IP54 rated for indoor use
Input power requirements	10-30V, 60W
Power sources	Power from drum, external mains PSU or internal battery
Power supply	Mains input 100-240VAC, 50-60Hz, 1.7A DC output 16V, 3.75A, 60W
Recording formats	Video: H.264. Audio: MP3. File format: MP4
Report File Formats	Basic reports, MSCC3 & 4: docx MSCC5: docx or Xml WinCan: Xml Video: MP4 Image: JPEG
Storage	Integral 128Gb and support of USB flash storage
Temperature	Storage: 4°F to 176°F/-20°C to +80°C Operating: 14°F to 122°F/-10°C to +50°C Charging: 32°F to 104°F/0°C to +40°C
Weight	16lb / 7.25 kg
Wheels	Small, medium and large solid rubber and large pneumatic for conventional/silted pipes Rasp wheels for smooth/relined pipes

*May vary depending on power management settings chosen, ambient conditions, accessories attached, recording time and other factors



READY TO GET STARTED

Visit www.cuesinc.com

Visit www.cuesinc.com

Global locations

CUES (USA)

3600 Rio Vista Avenue, Orlando, FL 32805, USA
Toll Free: +1 (800) 327 7791 salesinfo@cuesinc.com

CUES (Canada)

1675 Sismet Road, Mississauga, Ontario L4W 1P9, Canada
Toll Free: +1 (877) 297 8957 larryc@cuesinc.com

Pearpoint (USA)

39-740 Garand Lane, Unit B, Palm Desert, CA 92211, USA
Toll Free: +1 800 688 8094 Tel: +1 760 343 7350 pearpoint.sales.us@spx.com



Call: 1-800-362-0240
Email: sales@mttechcompany.com



Scan using your
phone's camera

As the world's leading manufacturer of water, wastewater, and stormwater inspection equipment, CUES provides the necessary tools for both pipeline inspection and repair. For 50+ years, CUES has manufactured the most rugged and reliable pipeline inspection equipment in the industry.

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flexiprobe™ C540c

Portable video inspection system.

Comprehensive. Convenient. Connected.



The CUES flexiprobe C540c[®]

Welcome to a Connected World

The flexiprobe C540c system simplifies your operations by automatically creating a survey report, allowing you to concentrate on your inspection tasks.

Share your reports quickly and easily via email or the Dropbox file sharing service.*

Use GraniteNet software to integrate the CUES flexiprobe C540c to your asset inspection, decision support, and work management program.

flexiprobe C540c systems – easy to use, efficient to own

- Powerful controller provides a comprehensive and intuitive user interface, simple menus and dedicated function buttons.
- Incorporates report templates using customizable observation codes:
 - Integrate with CUES GraniteNet software† to create NASSCO standard compliant reports including PACP, LACP, and MACP.
- Built-in rechargeable batteries provide up to 7.5 hours usage. Charge on the move for longer use time.
- Ruggedized case and IP55 rating provide reliability and usability most challenging environments.

*WiFi access point required, such as mobile phone, tablet or dongle.

†May require a separate GraniteNet licence from CUES.



Reliability where you need it

Simpler, Faster, Smarter

The flexiprobe C540c system is managed by the most powerful and intuitive Controller ever designed by CUES. A quick boot-up, an intuitive user interface and a high definition 10.1" TFT display, the C540c lets you concentrate on the job in hand.

Time on site is time well spent

The C540c Controller features a high capacity internal Lithium-Ion battery, providing power for up to a full day's typical usage. Also on board is 128Gb of no-moving-parts memory, sufficient for over 90 hours of video recording.

Reports

A report will be ready to share as soon as your survey is completed, using your unique condition codes. Integration with GraniteNet software will include additional reports for your chosen standard and asset system, including ratings and scores.

On-board WiFi connectivity allows you to use your communications device or dongle as a hotspot, letting you share your survey with your customer, manager or accounts department, creating productive time for you.

Video streaming

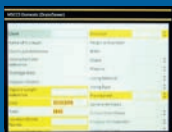
Share the flexiprobe C540c display with a compatible device such as your customer's phone or your colleague's tablet.¹

Connectivity aiding productivity

- Create reports
- Wi-Fi connection
- USB
- Email directly to client/manager or share to DropBox using wireless hotspot connection to phone
- Stream video to local device¹

Notes:

¹ Contact CUES for details and availability



Fast, intuitive inspection



Spend your time surveying, not computing

- Short boot-up time to get you inspecting, not waiting
- Menus in multiple languages
- Context-sensitive buttons on both sides of the display guide you through your survey – no complex menus to remember
- Dedicated buttons for frequently-used tasks, including “Record”, “Make an Observation” and “Count reset”
- Full QWERTY keyboard with IP55 ingress protection (regional layouts also available)

Reporting

Multiple standards: meeting both your and your customers' requirements

- flexiprobe C540c offers a suite of customizable report options.
- Reports are exported as docx documents, which allow editing and customization on a PC.
- GraniteNet software integration provides multiple report templates to choose from.
- Report templates and condition classification codes can be modified to create reports adhering to your own standards.
- On-board connectivity capabilities allow reports to be created and shared within seconds of completing your video inspection survey.
- Exporting to a USB stick, in any of the 3 available ports, is also available.





Convenient cable-tidy hooks

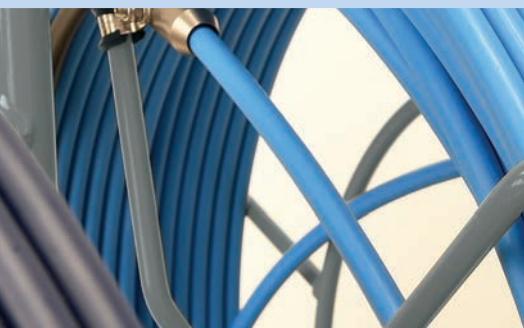
Ultra-flexible Plumbers rod



Each flexiprobe C540c system comes complete with a universal easy-fit brush skid set, that allows the 1" (25mm) camera to be used in pipes up to 4" (100mm) diameter and the 2" (50mm) camera in pipes up to 6" (150mm) diameter. Brushes can be conveniently replaced in seconds. Additional standard equipment may vary due to regional variations.



Options



A range of rods to suit your application

From 100' (30m) for residential and small commercial plumbing use, right up to 500' (150m) for specialist applications.



Ultra-tough high resolution cameras

Stainless steel construction in a compact design. 3 choices: 1" (25mm) for small pipes, and self-levelling 1½" and 2" (32mm and 50mm) for larger diameter applications. High resolution sensors and ultra bright white LEDs ensure a clear picture, even when submerged in water up to 330' (100m) deep.

Inspect pipes from 4"/100mm to 12"/300mm



P343 Reel

P342
400' / 120m Reel

P342
200' / 60m Reel

P341 Reel

P341
Plumbers
Reel



Sonde and locator combination

Combine your C540c flexiprobe system with a suitable locator to pinpoint your camera's location and depth, providing a valuable tool for repairs and tracing alike. The RD5100S locator is capable of detecting 3 different sonde frequencies and is specifically designed for the water industry, and is capable of precisely locating a sonde even in electrically noisy areas.



flexitrax™ C550 compatible

The C550 flexitrax controller is compatible with the full range of P540c/C540c flexiprobe cameras, reels, sondes and accessories providing unmatched modularity from the small 100' (30m) Plumbers system to the 1000' (305m) motorized P356 steerable crawler system.



flexiprobe C540c systems include as standard:

- flexiprobe C540c controller
- Choice of NTSC/PAL color camera and 512/640Hz flexisonde:
 - 1" (25mm) camera, skid ball, universal brush and skid kit and sonde.
 - 1 1/4" (32mm) self-levelling camera and skid
 - 2" (50mm) self-levelling camera, skid ball, universal brush and skid kit and 1.4" (35mm) sonde.
- Choice of pushrod reels:
 - 100' (30m) or 200' (60m) P541 Plumbers reel.
 - 115' (35m) P541 reel.
 - 200' (60m) or 400' (120m) P542 reels.
 - 500' (150m) P543 reel.
- Controller swivel mount (Optional for the P541 plumbers reel).
- Mains power supply/charger, IP55 keyboard and CUES tool bag

Summary specifications

C540c Controller

Power supply	Mains Input	100-240VAC, 50-60Hz, 1.7A
	DC Output	16V, 3.75A, 60W
Input power requirements		10-30V, 60W
Battery capacity	Internal Li-Ion Battery (4S2P)	14.68V, 6.4Ah (93.95Wh)
Battery run-time	Up to 1 day's typical usage, 7.5hrs view only/5hrs continuous recording*	
Battery level indication	5 LEDs in handle (user activated) and on-screen symbol	
Charging Status	2 LEDs	
WiFi Status	1 LED and on-screen symbol	
Display	10.1", 1280x800 transmissive HD color TFT	
Storage	Integral 128Gb and support of USB flash storage	
Recording formats	Video: H.264. Audio: MP3. File format: MP4	
Connectivity	USB 2.0 (x3), HDMI video out, Analog video In (PAL/NTSC), Headphones out, Microphone in, Rod/Camera connectivity and 802.11 b/g/n WiFi	
Environmental Protection	C540c controller	IP55
	Power supply/charger	IP54 rated for indoor use
Temperature	Storage	-4°F to 176°F/-20°C to +80°C
	Operating	14°F to 122°F/-10°C to +50°C
	Charging	32°F to 104°F/0°C to +40°C
Fuse rating	5A	
Dimensions	17.5 x 15.2 x 6.1"/445 x 385 x 155mm	
Weight	16lb/7.25kg	
Construction	High impact ABS and powder-coated, zinc-plated mild steel	

*May vary depending on power management settings chosen, ambient conditions, accessories attached, recording time and other factors

Rods and Reels	P541 Plumbers	P541 Mini	P542 Reels	P543 Reel
Dimensions	22.4" x 16.9" x 10.6" 570 x 430 x 269mm	22.4" x 16.9" x 10.6" 570 x 430 x 269mm	33.5" x 29.5" x 16.5" 850 x 750 x 420mm	32.0" x 46.0" x 18.7" 813 x 1168 x 475mm
Weight	21lbs / 9.4 kg 25lbs / 11.2kg	24lbs / 11kg	40lbs / 18.2 kg 55lbs / 25kg	81.6lbs / 37kg
Construction	Powder-coated tubular steel frame			
Rod	100' / 30m 200' / 60m	115' / 35m	200' / 60m 400' / 120m	500' / 150m

Cameras	1"/25mm camera	1 1/4"/32mm self-levelling camera	2"/50mm self-levelling camera
Dimensions	1" x 1.52"/25.4 x 38.7mm	1.23" x 2.6"/31.24 x 66mm	1.89" x 2.87"/48 x 72.8mm
Weight	0.1lbs/0.06kg	0.4lbs/0.18kg	0.8lbs/0.36kg
Construction	Stainless steel/polycarbonate	Stainless steel/sapphire glass/polycarbonate	
Power	1.8W	1.3W	3.8W
Environmental	IP68 to 330' (100m)/11bar	IP68 to 230' (70m)/7bar	IP68 to 330' (100m)/11bar
Temperature	Storage: -4°F to 176°F/-20°C to +80°C Operating: 14°F to 122°F/-10°C to +50°C		
Focus	Manually adjustable	Fixed	Manually adjustable
Focal range	10mm to ∞	Fixed	10mm to ∞
Lighting	Ultra bright white LEDs		
LED luminance	≥ 75lm	≥ 150lm	≥ 208lm
Active pixels (HxV)	656 x 492 NTSC 768 x 576 PAL	640 x 480 (NTSC) 640 x 576 (PAL)	768 x 492 NTSC 765 x 582 PAL
Horizontal resolution	≥ 460TVL	≥ 420TVL	≥ 460TVL



Visit www.cuesinc.com

Global locations

CUES (USA)

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CUES (Canada)

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39-740 Garand Lane, Unit B, Palm Desert, CA 92211, USA
Toll Free: +1 800 688 8094 Tel: +1 760 343 7350 pearpoint.sales.us@spx.com



Call: 1-800-362-0240
Email: sales@mtechcompany.com



Scan using your
phone's camera

As the world's leading manufacturer of water, wastewater, and stormwater inspection equipment, CUES provides the necessary tools for both pipeline inspection and repair. For 50+ years, CUES has manufactured the most rugged and reliable pipeline inspection equipment in the industry.

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ITEM G-2

To: Mike Womack, City Manager
From: Rodney Church, Director of Parks, Recreation & Cemetery
Date: July 24, 2025
RE: ROWE Professional Services, Construction Engineering Agreement – M24 Tunnel Connection Project

STAFF RECOMMENDATION

To approve ROWE Professional Services Construction Engineering for the M-24 Tunnel Connection project to not exceed \$125,250, and to authorize the Director of Parks, Recreation & Cemetery to sign the agreement.

CURRENT OR NEW INFORMATION

Construction is set to begin on the M-24 Tunnel Connection project very soon. We've been working on this project with ROWE Professional Services since 2015, their previous work included:

1. Preliminary Design Engineering
2. Design Engineering
3. Land acquisition assistance
4. TAP Grant Assistance – prep and submittal

The city was awarded a TAP (Transportation Alternatives Program) Grant through MDOT; bid letting and contractor selection was handled through MDOT directly. The bid letting was held on June 6, 2025, with the following results:

1. **Superior Contracting Group LLC - \$746,153.75**
2. L.J. Construction, Inc. - \$771,517.95
3. Zito Construction - \$1,130,554.00

Superior Contracting Group LLC out of Almont was pre-screened through MDOT and officially hired to complete the project. Attached to this memo is the preliminary construction schedule and some plan detail for the project.

Funding for this project breaks down as follows (pre-bids):

1. TAP Grant - \$598,000 (construction only) or 81.85 percent
2. City Share of Construction - \$149,500
3. Construction Engineering - \$125,250 (City Required)

The total city share for this project comes in at \$274,750 and it was budgeted and approved for this fiscal year. The city portion of the funding for construction and engineering will be paid for with TIFA 2&3 funds. Since the project came in slightly under what ROWE's cost estimate came in at (\$765,380), the grant amount and city share may decrease slightly.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

AGENDA ITEM REVIEW

Meeting Date:	August 4, 2025	Date Reviewed:	July 28, 2025
Consent:			
Administrative:	X	Reviewed By:	Clerk's Office
Public Hearing:			



July 25, 2025

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

RE: Construction Engineering Services for M-24 Underpass Connection Project

Dear Mr. Church:

ROWE Professional Services Company is pleased to submit a proposal to provide complete construction engineering services for the above referenced project.

The City of Lapeer has received Transportation Alternatives Program funding from Michigan Department of Transportation (MDOT) through the Local Agency Program (LAP) to install approximately 1,260 feet of non-motorized pathway on both sides of M-24, providing a connection for the public from the west side of M-24 to Cramton Park adjacent to Farmer's Creek. The project has been let by MDOT and awarded to low bidder being Superior Contracting Group, LLC. Based on the schedule submitted by Superior for review, construction is anticipated to occur between August and Mid-September 2025 (10.5 weeks). The as-bid construction amount is **\$746,153.75**.

ROWE's budget for construction observation and contract administration is based on the equivalent of an 8.5 weeklong period where full time observation is required. Our proposed scope of services and budget for providing services for this time frame totals **\$125,250**, per the attached fee breakdown. The billing will reflect the actual staff hours required during construction. ROWE will provide full time construction, aggregate base and bituminous density testing, concrete testing, contract administration, and coordination between the city, MDOT, contractor, and adjacent property owners/tenants (if needed). Please refer to the attached breakdown for a more detailed scope and anticipated services.

ROWE appreciates the opportunity to provide this proposal and is looking forward to assisting you with this project. To authorize ROWE to begin work, please sign the attached Contract for Engineering Services, and return a copy of the signed document to our office.

Please contact me on my cell phone at (248) 318-1492 if you have any questions.

Sincerely,
ROWE Professional Services Company

Paul T. O'Meara, PE
Paul T. O'Meara, PE
Senior Project Manager
Attachment

SINCE 1962

City of Lapeer
M-24 Pathway Connection Project
Construction Engineering Fee Breakdown
July 25, 2025

Survey Construction Staking

- Stake proposed retaining walls.
- Stake proposed storm sewer and trench drains.
- Stake proposed asphalt and concrete non-motorized pathways and concrete sidewalks.

Survey Construction Staking Total: \$10,150

Construction Observation & Testing

- Measure and track quantities daily.
- Perform construction concrete, asphalt, and density testing services.
- Verify construction compliance with contract specifications.

Construction Observation and Testing Total: \$72,500

Contract Administration

- Obtain documents from MDOT to set up AASHTOwarefiles.
- Review material shop drawings for compliance with contract documents.
- Verify project quantities with contractor.
- Process pay requests and change orders.
- Provide all administration that conforms to MDOT Local Agency Program requirements including completing wage rate interviews and reviewing certified payrolls.
- Prepare and attend pre-construction and progress meetings, distribute minutes.
- Prepare punch list for contractor and prepare project closeout paperwork.

Contract Administration Total: \$42,600

Construction Engineering Services Total: \$125,250

Contract for Engineering Services

M-24 Underpass Connection Project 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 M-24 Underpass Connection Project

The Client and the Consultant, in consideration of the mutual covenants hereinafter set forth, agree as follows in regard to the Scope of Services of 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 July 25, 2025 (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 Standard of Care for the 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 Scope of Services 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 agreed upon between the Consultant and the Client.

Section 3 – Client's Responsibilities

A. General:

1. Provide full information as to its requirements for the Project.
2. Provide the Consultant with 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 performance of 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 the agreed upon time frame for the Project. Provide the Client with assistance 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. There is a 5 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 invoice 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, including Rowe's estimates, specifications, field notes, and data are and remain the property of the Consultant as Instruments of Service. The Client shall be provided a set of reproducible drawings and copies of other 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, permitted assigns, legal representatives and assigns to the other party of this Agreement and to the partners, successors, executors, administrators permitted assigns, legal representatives 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, in respect to all provisions of this Agreement.

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 its 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. Dispute Resolution:

The Client and the Consultant agree to include a mediation requirement 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, its employees or subconsultants at a construction/project site, shall impose any duty on the Consultant, nor relieve the General Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods, sequences, techniques, procedures, or jobsite safety, including, but not limited to, injury and illness prevention programs or similar plans intended to mitigate or prevent injuries or exposure to pollutants, viruses, bacteria or pathogens of any kind, and necessary for performing, superintending or coordinating the Work in accordance with the Contract Documents and any health or safety precautions required by any regulatory agencies ("Contractor Duties"). The Consultant and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the General Contractor shall be solely responsible for jobsite and worker safety and warrants that this intent shall be carried out in the

Client's contract with the General Contractor. The Client also agrees that the General Contractor and subcontractors shall defend and indemnify the Client, the Consultant and the Consultant's subconsultants from and against any claims, causes of action, demands or damages arising out of or relating to Contractor Duties. The Client also agrees that the Client, the Consultant and the Consultant's subconsultants shall be made additional insureds under the General Contractor's policies of general liability insurance.

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 Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants for any and all claims (including claims by third parties), losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Consultant and Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants shall not exceed \$125,250, or the Consultant's total fee for services rendered on this Project, whichever is greater (the "Limitation Amount"), and further, in no event shall the Limitation Amount exceed the amount of insurance proceeds actually available to the Consultant for the claim at issue at the of settlement or final judgment net of any and all expenses paid or incurred on the claim at issue, payments made or incurred in connection with other claims made against the Consultant, or any other circumstances which may reduce, impair, or eliminate the overall availability of such insurance to the Consultant. It is intended that this limitation apply to any and all liability or cause of action, including without limitation active and passive negligence, however alleged or arising, unless otherwise prohibited by law. The Client specifically agrees that it has had the opportunity to negotiate this Limitation of Liability clause and to accept or reject its inclusion herein.

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.

K. Project Information:

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

L. Project Reviews:

The Consultant shall review and approve or take other appropriate action on the Contractor submittals, such as shop drawings, product data, samples and other data, which the Contractor is required to submit, but only for the limited purpose of checking for conformance with the design concept and the information shown in the Construction Documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the Contractor. The Consultant's review shall be conducted with reasonable promptness while allowing sufficient time in the Consultant's judgment to permit adequate review. Review of a specific item shall not indicate that the Consultant has reviewed the entire assembly of which the item is a component. The Consultant shall not be responsible for any deviations from the Construction Documents not brought to the attention of the Consultant in writing by the Contractor. The Consultant shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

M. Construction Phase:

The Consultant shall review and approve or take other appropriate action on the Contractor submittals, such as shop drawings, product data, samples and other data, which the Contractor is required to submit, but only for the limited purpose of checking for conformance with the design concept and the information shown in the Construction Documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety

precautions, all of which are the sole responsibility of the Contractor. The Consultant's review shall be conducted with reasonable promptness while allowing sufficient time in the Consultant's judgment to permit adequate review. Review of a specific item shall not indicate that the Consultant has reviewed the entire assembly of which the item is a component. The Consultant shall not be responsible for any deviations from the Construction Documents not brought to the attention of the Consultant in writing by the Contractor. The Consultant shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

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 – Corporate Protection

It is intended by the parties to this Agreement that the Consultant services in connection with the Project shall not subject the Consultant's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against the Consultant, a Michigan corporation, and not against any of the Consultant's individual employees, officers or directors.

Section 8 – 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.

Section 9 – ENTIRE AGREEMENT

This Agreement, comprising pages 1 through 5, and Exhibit A, is the entire Agreement between the Client and the Consultant. It supersedes all prior communications, understandings, and agreements, whether oral or written. Both parties have participated fully in the preparation and revision of this Agreement, and each party and its counsel have reviewed the final document. Any rule of contract construction regarding ambiguities being construed against the drafting party shall not apply in the interpreting of this Agreement, including any Section Headings or Captions. Amendments to this Agreement must be in writing and signed by both the Client and the Consultant.

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

Signature

Signature

Typed Name and Title

Typed Name and Title

Michigan Department
of Transportation
1130A (04/2024)

PROGRESS SCHEDULE - 2020 SPEC BOOK

Information required by MDOT in order to establish a construction schedule. This form is not required when an alternate schedule submittal or platform is used (i.e. CPM, Bar Chart). Please refer to the "[MDOT Construction Scheduling website](#)" for a user-friendly spreadsheet template of this form along with additional guidance and reference material.

Page ____ of ____

Clear Form

Attachments: _____

Distribution: Original - Project Files

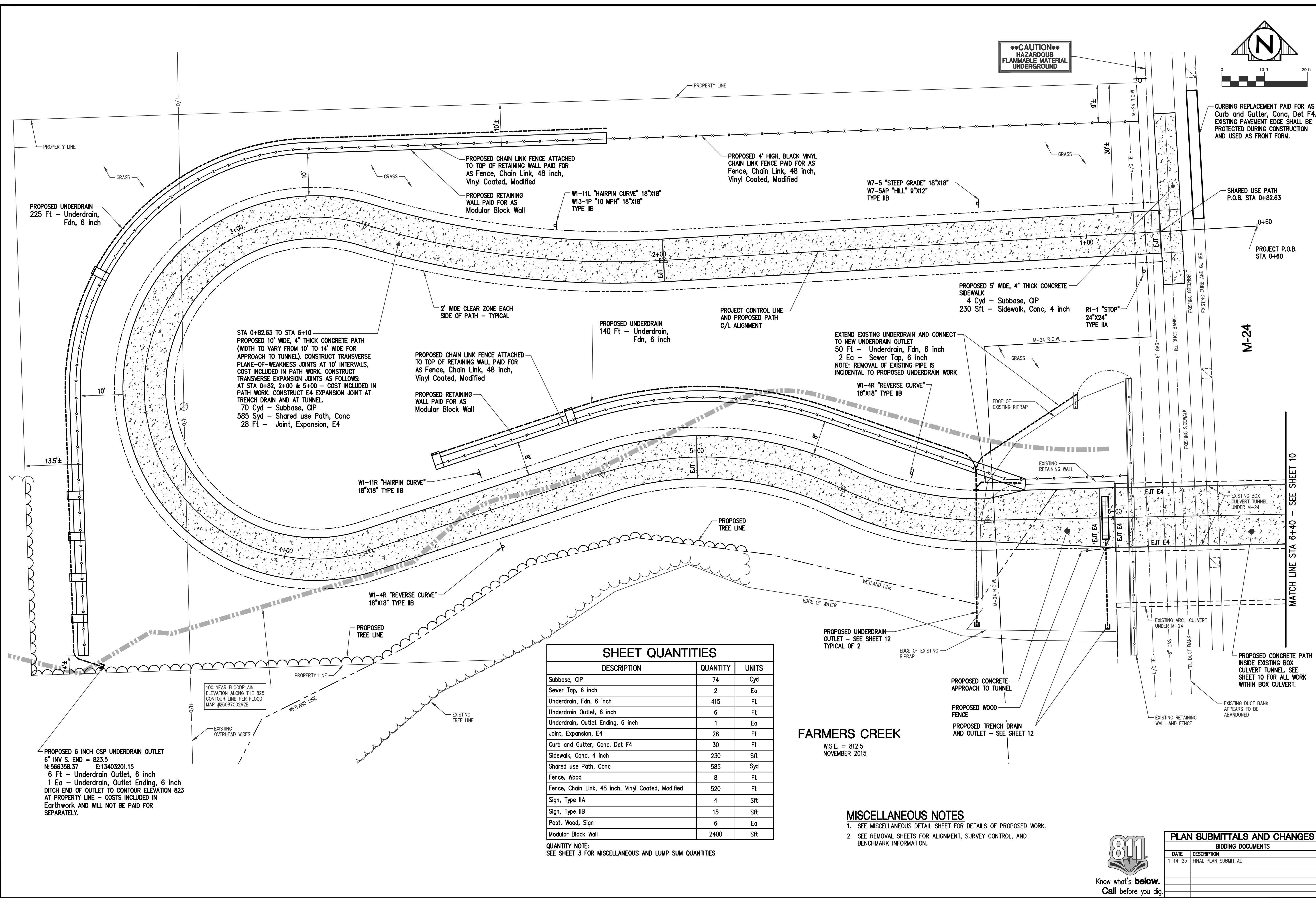
CONTRACT ID 44000-221503		WORK DESCRIPTION Concrete Shared-Use Path along Monroe Street on M-24				
CONTRACTOR Superior Contracting Group, LLC		SCHEDULE TYPE ☒ Initial ☐ Update			DATE SUBMITTED 07/23/2025	
LETTING DATE 06/06/2025	AWARD DATE 07/16/2025	ESTIMATED START 08/04/2025			ESTIMATED COMPLETION 10/08/2025	
PLANNED WORK DAYS ☒ Monday ☒ Tuesday ☒ Wednesday ☒ Thursday ☒ Friday ☒ Saturday ☐ Sunday					PLANNED WORK HOURS 7-7	
ACTIVITY / ITEM OF WORK / MILESTONE	START DATE	FINISH DATE	DURATION (work days)	% COMPLETE	REMAINING DURATION	CONTROLLING OPERATION
Audio Video	07/31/2025	07/31/2025				☐
Set Up Traffic Control	08/04/2025	08/04/2025				☐
Mobilization	08/05/2025	08/07/2025				☐
Soil Erosion	08/07/2025	08/09/2025				☐
Clearing	08/11/2025	08/13/2025				☐
Removals, Fence, Sidewalk, Curb & Gutter, Sewer	08/13/2025	08/16/2025				☐
Dewatering System	08/18/2025	08/20/2025				☐
Excavation and Grading	08/21/2025	08/29/2025				☐
Install Sewers, Conc Ellip, underdrain	08/29/2025	08/30/2025				☐
Place Aggregate Base	09/01/2025	09/06/2025				☐
Modular Block Wall	09/08/2025	09/13/2025				☐
Shared use Path Concrete	09/15/2025	09/19/2025				☐
Shared Used Path HMA	09/22/2025	09/27/2025				☐
Install Fence and Signs	09/29/2025	10/04/2025				☐
Remove Traffic Control	10/06/2025	10/08/2025				☐
Restoration/ Landscaping	10/08/2025	10/14/2025				☐
Project clean up	10/14/2025	10/17/2025				☐
open to traffic	10/18/2025	10/18/2025				☐
						☐
						☐
						☐
						☐
						☐
						☐
						☐

DESCRIPTION OF PLANNED WORK CREWS (Major/specialty subcontractors, major pieces of equipment, plants, etc. Reference 108.05.A.2.e)
Major Subcontractors: Merlo Construction Co., Give'em A Brake Safety, Astec Asphalt Inc., Tranquility Springs,

OTHER COMMENTS (Weather considerations, seasonal suspensions, non-work periods, night work, third-party operations, etc. Reference 108.05A.2.e&f)
LABOR DAY SHUTDOWN BEGINS 3:00 PM ON 8/29/25 THROUGH 6:00 AM 9/2/25

APPROVAL - Approval can be designated through direct documented correspondence with the Contractor, otherwise electronic signatures or PDF stamps may be used in the field below to indicate approval. Refer to section [108.05 Progress Schedule](#) of the Construction Manual for additional guidance. This is to be completed by the project engineer.

Local Agency/Consultant Managed Project: As applicable, confer with the Local Public Agency Responsible Charge (LRC) and/or the MDOT Responsible Charge (MRC; typically the MDOT Construction Engineer) prior to approval.



STA 0+82.63 TO STA 6+10
PROPOSED 10' WIDE, 4" THICK CONCRETE PATH
(WIDTH TO VARY FROM 10' TO 14' WIDE FOR
APPROACH TO TUNNEL). CONSTRUCT TRANSVERSE
PLANE-OF-WEAKNESS JOINTS AT 10' INTERVALS.
COST INCLUDED IN PATH WORK. CONSTRUCT
TRANSVERSE EXPANSION JOINTS AS FOLLOWS:
AT STA 0+82, 2+00 & 5+00 - COST INCLUDED IN
PATH WORK. CONSTRUCT E4 EXPANSION JOINT AT
TRENCH DRAIN AND AT TUNNEL.
70 Cyd - Subbase, CIP
585 Syd - Shared use Path, Conc
28 Ft - Joint, Expansion, E4

SHEET QUANTITIES		
DESCRIPTION	QUANTITY	UNITS
Subbase, CIP	74	Cyd
Sewer Tap, 6 inch	2	Ea
Underdrain, Fdn, 6 inch	415	Ft
Underdrain Outlet, 6 inch	6	Ft
Underdrain, Outlet Ending, 6 inch	1	Ea
Joint, Expansion, E4	28	Ft
Curb and Gutter, Conc, Det F4	30	Ft
Sidewalk, Conc, 4 inch	230	Sft
Shared use Path, Conc	585	Syd
Fence, Wood	8	Ft
Fence, Chain Link, 48 inch, Vinyl Coated, Modified	520	Ft
Sign, Type IIA	4	Sft
Sign, Type IIB	15	Sft
Post, Wood, Sign	6	Ea
Modular Block Wall	2400	Sft

QUANTITY NOTE:
SEE SHEET 3 FOR MISCELLANEOUS AND LUMP SUM QUANTITIES

FARMERS CREEK
W.S.E. = 812.5
NOVEMBER 2015

- MISCELLANEOUS NOTES
- SEE MISCELLANEOUS DETAIL SHEET FOR DETAILS OF PROPOSED WORK.
 - SEE REMOVAL SHEETS FOR ALIGNMENT, SURVEY CONTROL, AND BENCHMARK INFORMATION.



PLAN SUBMITTALS AND CHANGES	
BIDDING DOCUMENTS	
DATE	DESCRIPTION
1-14-25	FINAL PLAN SUBMITTAL

PLAN DATE: JANUARY 2025
PROJECT MGR: PTO
REVIEWER: RDB
SCALE: 1" = 10'

ROWE PROFESSIONAL SERVICES COMPANY

128 N. Saginaw Street
Lapeer, MI 48446

PREPARED FOR
CITY OF LAPEER

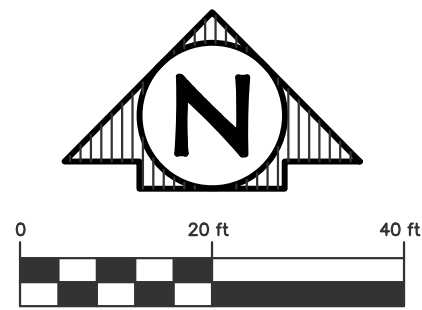
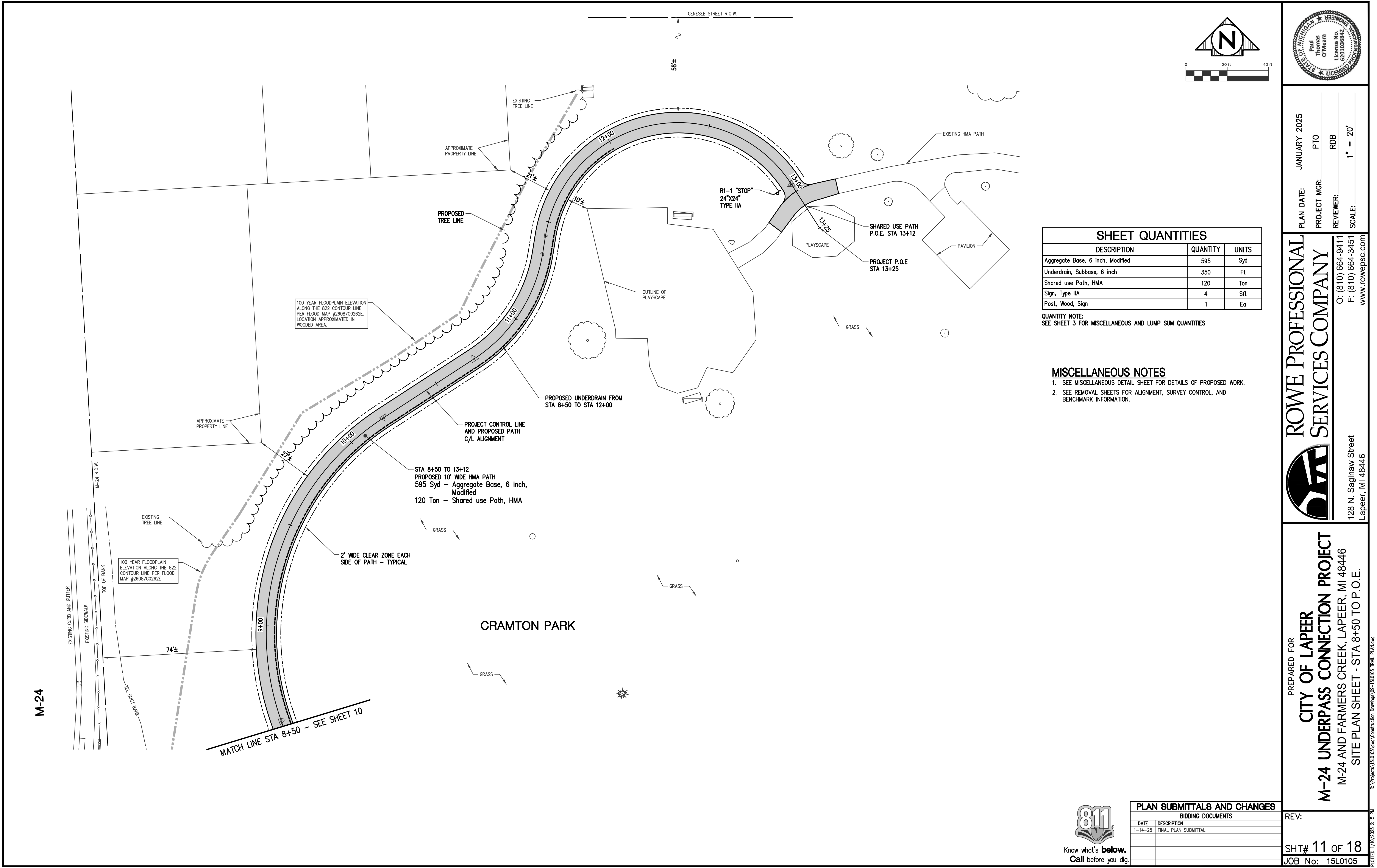
M-24 UNDERPASS CONNECTION PROJECT

M-24 AND FARMERS CREEK, LAPEER, MI 48446
SITE PLAN SHEET - P.O.B. TO STA 6+40

REV:

SHT# 9 OF 18

JOB No: 15L0105



SHEET QUANTITIES		
DESCRIPTION	QUANTITY	UNITS
Aggregate Base, 6 inch, Modified	595	Syd
Underdrain, Subbase, 6 inch	350	Ft
Shared use Path, HMA	120	Ton
Sign, Type IIA	4	Sft
Post, Wood, Sign	1	Ea

QUANTITY NOTE:
SEE SHEET 3 FOR MISCELLANEOUS AND LUMP SUM QUANTITIES

MISCELLANEOUS NOTES

1. SEE MISCELLANEOUS DETAIL SHEET FOR DETAILS OF PROPOSED WORK.
2. SEE REMOVAL SHEETS FOR ALIGNMENT, SURVEY CONTROL, AND BENCHMARK INFORMATION.



PLAN DATE: JANUARY 2025
PROJECT MGR: PTO
REVIEWER: RDB
SCALE: 1" = 20'

ROWE PROFESSIONAL
SERVICES COMPANY



O: (810) 664-9411
F: (810) 664-3451
www.rowepsc.com
128 N. Saginaw Street
Lapeer, MI 48446

PREPARED FOR
CITY OF LAPEER
M-24 UNDERPASS CONNECTION PROJECT
M-24 AND FARMERS CREEK, LAPEER, MI 48446
SITE PLAN SHEET - STA 8+50 TO P.O.E.



PLAN SUBMITTALS AND CHANGES	
BIDDING DOCUMENTS	
DATE	DESCRIPTION
1-14-25	FINAL PLAN SUBMITTAL

REV:

SHT# 11 OF 18
JOB No: 15L0105



ITEM G-3

To: Mike Womack, City Manager
From: Rodney Church, Director of Parks, Recreation & Cemetery
Date: July 28, 2025
RE: Oakdale Trails Extension Project CIP#23043 – Contractor Selection

STAFF RECOMMENDATION

Approve Trail Sense LLC's proposal for the Oakdale Trail Extension Project in an amount not to exceed \$65,000, and authorize the Director of Lapeer Parks, Recreation & Cemetery to prepare and execute the agreement on behalf of the City.

CURRENT OR NEW INFORMATION

The Oakdale Trail Extension project was approved as part of the FY 25-26 budget and CIP process. An RFP was prepared (attached) using guidance from the recently completed Oakdale Trails Plan. The RFP was posted on the Professional Trail Builders Association (PTBA) website, the city website, and emailed to six trail building companies. The RFP was out to the public for nearly four weeks, and I heard back from three companies: Trails Sense LLC, Far North Trail Company, and Forest City Trails, however we only received one proposal for the project (Trail Sense LLC).

Trail Sense LLC is highly capable of performing the work proposed and they submitted a resume highlighting similar work completed for other communities. They also have previous experience with our trail system.

TIFA 2 will fund \$40,000 of the project and the remaining \$25,000 will come from a donation by a local non-profit Crank 4 A Cause (see email attached). Per Trail Sense LLC's proposal, the total cost for this project will not exceed \$65,000. The project will start in mid-August, and it will be open for use by Halloween.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

AGENDA ITEM REVIEW

Meeting Date:	August 4, 2025	Date Reviewed:	July 29, 2025
Consent:			
Administrative:	X	Reviewed By:	Clerk's Office
Public Hearing:			

**CITY OF LAPEER
OAKDALE TRAILS SOUTH EXTENSIONS
REQUEST FOR PROPOSALS**

The City of Lapeer Parks, Recreation & Cemetery Department is seeking qualified and available contractors to submit proposals for a trail extension project to be completed during the 25/26 Fiscal Year (July 1, 2025 – June 30, 2026). Proposals will be received until 4:30 p.m., local time, Monday, July 28, 2025, at the Parks, Recreation & Cemetery Admin Offices, 880 S. Saginaw Street, Lapeer, Michigan, 48446, attention Director of Parks, Recreation & Cemetery, Rodney Church. Proposals may also be emailed to rchurch@ci.lapeer.mi.us.

The City of Lapeer reserves the right to select the contractor based on the following criteria (in no particular order) and to eliminate unqualified applicants for any reason.

1. **Strength of Qualifications:** Interested contractors should be members of the Professional TrailBuilders Association (PTBA) or have equivalent, documented professional trails experience. Contractors must provide descriptions of three completed natural surface trail projects of similar or greater scale completed within the last five years with name, location, type of trails, etc. Experience with dirt bike tracks, BMX tracks, and asphalt/limestone pathways is not considered equivalent to natural surface trails.
2. Contractors must be licensed and insured to work in the State of Michigan and carry the following types of insurance at least with the limits specified below:

<u>COVERAGES</u>	<u>LIMITS OF LIABILITY</u>
Worker's Compensation	Statutory
Employer's Liability	\$1,000,000
Bodily Injury Liability	\$1,000,000 each occurrence
Property Damage Liability	\$1,000,000 each occurrence

3. Provide the City of Lapeer with a Comprehensive General Liability policy naming the City of Lapeer as additional insured to protect its interests.
4. **References:** Qualified contractors must provide three references connected to three different trails projects from within the last five years.
5. **Price:** Contractors should provide a per lineal foot cost for trail construction as described in the scope of work. Technical trail features should be expected and should be discussed as included in lineal foot cost or billed independently per feature.
6. **Availability:** Contractors should provide a timeline for construction during the current construction season. Ideally, the construction should take place early enough for use in the Fall 2025.

If contractors would like to schedule a site visit or have questions, contact Rodney Church, Director of Parks, Recreation & Cemetery, City of Lapeer, (810) 664-4431, rchurch@ci.lapeer.mi.us

SCOPE OF WORK

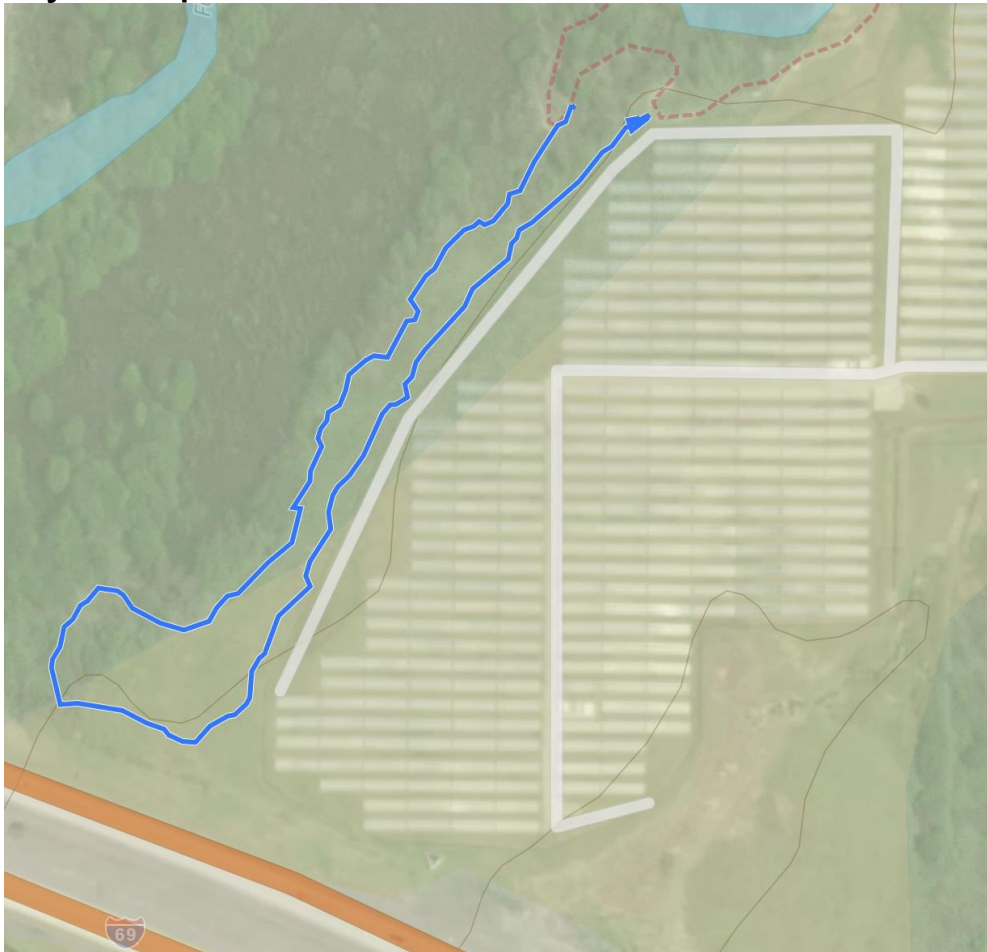
The contractor is to complete advanced design and construction of up to 1.2 miles of blue intermediate shared use trail with MTB focus. Some sections of this loop may include optional technical trail features. Advanced design will be minimal, as corridors are defined, and trails specifications generally follow IMBA standards for tread, corridor, etc. Industry best practices should be expected for drainage, tread construction, spoils, invasive species removal, margin restoration, etc. Drainage demands may be significant

in some areas with some collection and piping expected for solar field runoff across the trail corridor. One short section of puncheon or boardwalk will be required.

Oakdale Trails Introduction

With the completion of the first 9+ mile phases in 2020, the Lapeer Oakdale trail system has become a magnet for trail enthusiasts in the Thumb area and beyond. The system offers something for everyone, including a highly visible and popular jump line in the Demille “Bowl”, with extensions to existing trails and some much-needed connector trails (to M-24 and surrounding neighborhoods to the south and east), the system will become an even more enticing draw for locals and visitors alike. You can learn more about the Oakdale Trail System and view current maps at the following link https://www.ci.lapeer.mi.us/parks_and_recreation/oakdale_trails.php.

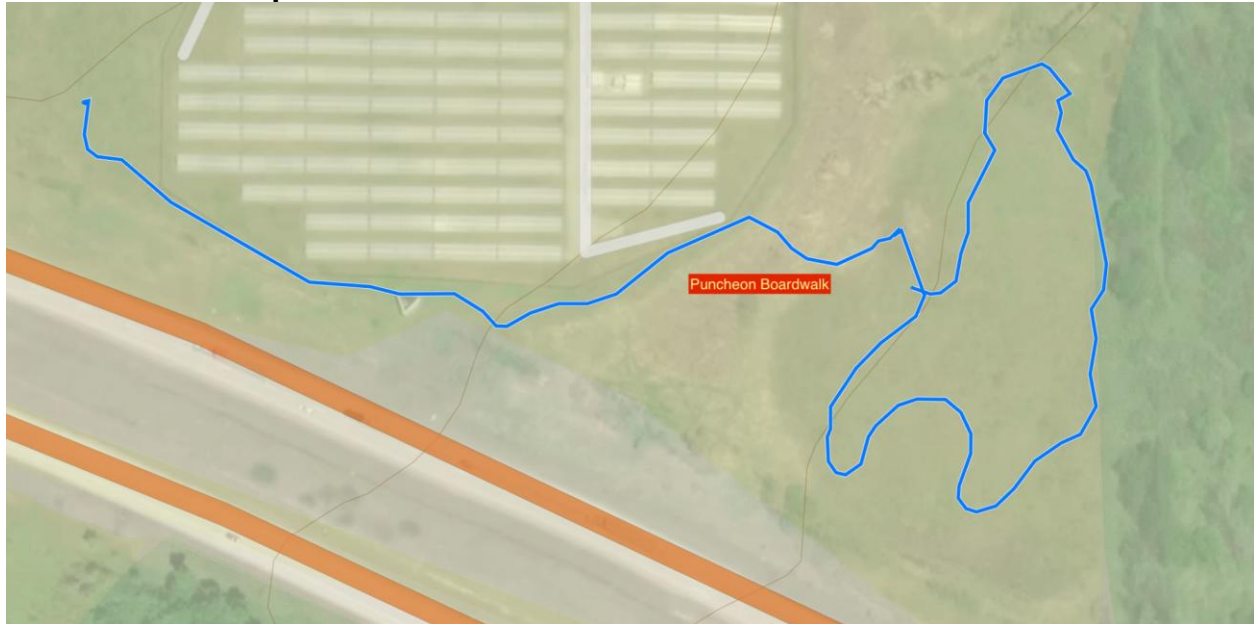
Proposed New Trail Extensions Coyote Loop



Connecting from the southernmost loop (the South Loop) of the Oakdale Trail System, the Coyote Loop continues south toward I-69 on a narrow strip of rolling hillside above Farmer's Creek. Parks and Recreation staff have provided access to the site with some brush hogging of invasive species. The image below shows .51 mile of trail, with .6 likely as a total—some areas of this section are literally impassable due to multiflora rose and dense invasive infestation. Coupled with some planned maintenance and renovation of the South Loop, the Coyote Loop would add some much-needed intermediate trails, with optional technical features and an open, expansive (for Oakdale) viewshed of the solar field and Farmers Creek floodplain. This route also would provide access to the rest of the trail system from the east and south in the short term while the larger South Trails/Solar Field expansion plan is under consideration.

Mileage	.6 to .7 mile
Character	Up to 25 feet of relief, rolling hillside, wildlife and views, remote feel, intermediate trail with optional technical features, social areas
Opportunities	Excellent immediate added mileage, trail variety, connectivity, soils
Challenges	Solar field drainage, severe invasive woody plant infestation,

I-69 Traverse Loop



Lacking the space in the western portion of this segment to build a loop, this spur leaves the Coyote Loop to traverse city property between the solar field and the MDOT right of way. The segment would require a short puncheon boardwalk to cross a narrow, low-lying area that drains into a culvert under I-69. Once past the boardwalk to the east, the trail gains a large open area with some of the best terrain at Oakdale. At .5 mile, the blue extension provides a critical link to improve the connectivity of the Oakdale Trail System to the larger Lapeer community, current and future. Trail users living a short distance from the trails now have to risk sidewalks and busy road crossings to access the trails.

Mileage	.5 mile
Character	Hilly, open views, close to highway
Opportunities	Connectivity, elevation profile, prairie restoration, reforestation with desirable species
Challenges	Short boardwalk required, no forest canopy



Josh McCreedy

4511 Grange Hall Road.
Holly, MI 48442

trailsensemi@gmail.com
810-656-1556

Objective This resumé is intended to document experience and expertise in trail planning, design, construction, and volunteer training and management.

Philosophy I believe in the power of nature—and trails—to transform lives. There has never been a more important time to get people of all backgrounds and abilities connected to the natural world. Investment in trails infrastructure helps economies, communities, and citizens thrive.

Professional Trail Work Experience

Owner/Designer/Builder/Operator, TrailSense, LLC.

2017-Present

2025

Private Trail facility

- Design and build of 2 miles intermediate XC trail in Portland, MI for a future private trails facility

Contact: Ryan Treeweiler

Southwest Michigan Land Conservancy

- Reroutes and repairs at Portman Preserve, Chipman Preserve, and Wolf Tree Nature Trails.

Contact: Dave Brown and Mitch Lettow

Timber Ridge Resort, Traverse City, MI

- Construction of five jump/feature lines for diverse trail audiences.
Contact: Gordon Waggoner, Owner, 231-632-7179

Midland City Forest, Midland, MI, Central Michigan Mountain Bike Association

- Completed construction of IMBA Green/KASA Adaptive Blue flow trail; completed bike skills/terrain park with five gravity trails for beginners to advanced.
Contact: Steve Keely, CMMBA President- 989-400-8656

Kleinstuck Preserve, Kalamazoo, Western Michigan University

- Contracted to complete trails assessment and trail redesign recommendations in an urban preserve
Contact: Steve Webster, Friends of Kleinstuck Preserve, 269-217-7147

Pierce Cedar Creek Preserve

- Contracted to complete trail assessment and maintenance/reroutes for sustainable trail redevelopment
Contact: Mary Parr, Sarah Syswerda, ssyswerda@cedarcreekinstitute.org

2024**Chief Hazy Cloud Park, Ada, Kent County Parks**

- Completed design and flagging for 6+ miles of equestrian trail
Contact: Dan De Looff

Island Lake State Recreation Area, Brighton, MI

- Contracted with Michigan DNR to construct mtb trail on tailings from a creek channelizing project, 4' wide for rescue access, flow trail elements
Contact: Unit Supervisor Andy Haapala, 248-755-0842, 810-229-1733

Timber Ridge Resort, Traverse City, MI

- Construction of 1600 foot green perimeter flow trail in the bike park by Justin Timberlake (a photogenic area in the Iceman Cometh MTB Race 2024); five jump/feature lines to be constructed in 2025
Contact: Gordon Waggoner, Owner, 231-632-7179

Southwest Michigan Land Conservancy, Cass/Kalamazoo Counties

- Maintenance and reroutes of foot trails at four preserves, in four days
- Replaced or repaired several thousand feet of foot-only trail tread for improved sustainability and user experience

Contact: Dave Brown, Stewardship Manager-269-615-1268; Mitch Lettow-
lettow@swmlc.org

Midland City Forest, Midland, MI, Central Michigan Mountain Bike Association

- Ongoing construction of IMBA Green/KASA Adaptive Blue flow trail; bike park coming in late 2024/early 2025

Contact: Steve Keely, CMMBA President- 989-400-8656

Sanborn Park, Port Huron, MI, City of Port Huron Parks and Recreation

- 1 mile of green bike optimized trail in sands soils, clay capped, with five in tread features

Contact: Nancy Winzer, Port Huron Parks and Recreation Director-
winzern@porthuron.org

Vasa Bike Park, Traverse City, MI, Northern Michigan Mountain Bike Association

- Clay-capped pump track with two lines, table top jumps, roll in and climbing trail connectors: Hagen's Hangout, funded by NMMBA, TART, community.
- .2 mile Blue jump line with climbing line, 12-15 foot tables, wood drop, clay capped

Contact: Tim Jenema, NMMBA Board Member, 213-218-2089

Manhattan Park, East Grand Rapids, MI, East Grand Rapids Parks and Recreation

- Completed multi use trail system and phase 1 of bike skills area for the City Parks and Recreation Department

Contact: Derek Melville, Parks and Recreation Director- dmelville@eastgr.org

2023

Midland City Forest Flow Trails, Midland, MI, CMMBA

- Construction underway December 2023-ongoing

Contact: Steve Keely, CMMBA President- 989-400-8656

Manhattan Park, East Grand Rapids, East Grand Rapids Parks and Recreation

- Awarded the contract for 3 miles trail and bike skills area. Construction in August 2023-April 2024.

Contact: Derek Melville, Parks and Recreation Director-
dmelville@eastgr.org

Chevy Commons State Park, Flint, Michigan, contracted by C.S. Mott Foundation

- Paid feasibility study for urban trail system based on ideas from pro bono advocacy, planning, and design work

Contact: Ridgway White, CEO C.S. Mott Foundation, rwhite@mott.org

Vasa Bike Park, Acme Township, Traverse City, Michigan, NMMBA/TART

- Completed redesign for xc/flow trails and will construct new advanced jump line and dirt pump track for the Northern Michigan Mountain Bike Association and TART trails. Construction 2024

Contact: Tim Jenema, NMMBA Board Member, 213-218-2089

Mosquito Creek Trail, Muskegon County, Michigan, Michigan's Edge Mountain Bike Association

- Completed design and construction of 1.2 mile extension of the Saints' Loop with a focus on modern technical trail design and features: hardened tread to amend sands soils; rock and wood technical features, alternating direction by day.
- Design and construction completed of clay/stone capped .7 mile Brannam Ridge trail to eliminate most of the two-way traffic at Mosquito Creek trail system

Contact: Dr. Alex Wagner, Mosquito Creek Trails Project Head, 989-387-5540

Seidman Park, Ada, Michigan, Kent County Parks Department

- Completed revamp of North Country Trail segments and trail system.
- Substantial capping with crushed stone and aggressive drainage in heavy red clay seepages

Contact: Dan De Looff

Leffingwell Corewell Health Campus, Grand Rapids, Michigan

- Completed trail planning and design in support of a four mile trail system, dirt pump track, jump lines, and an asphalt pathway connecting two large facilities. Supported EGLE permitting and worked with other subcontractors around a solar farm and other site developments. Construction cancelled in corporate merger.

Midland City Forest, Midland, Michigan, CMMBA

- Contracted by the Central Michigan Mountain Bike Association to complete design and RFP documents for development of flow trails and a bike park at the heavily used Midland City Forest trail system. Funded by IMBA Trail Accelerator Grant

Contact: Steve Keely, CMMBA President- 989-400-8656

2022

Bald Mountain South Unit, Michigan Department of Natural Resource (Clinton River Area Mountain Bike Association-Funded)

- Completed a trails assessment of Bald Mountain South Unit, Lake Orion, Michigan, a system built by Boy Scout Troops. Provided recommendations for realignment and expansion of this existing MDNR ‘backcountry’ trail system as well as a new section of mountain bike optimized/multiuse trails in the developed recreation area of the park.

Contact: Wade Robbins, CRAMBA Board Chair-248-854-9564; Adam Lepp, MDNR Unit Supervisor

Chief Hazy Cloud Park, Kent County Parks Department; Ada, MI

- Equestrian and MTB/Multiuse trail design for a new Kent County Park featuring four+ miles of Grand River frontage located directly across the river from Amway, Rozelle Park, and downtown Ada.

Contact: Dan De Looff

Charter Township of Orion, Lake Orion, Michigan

- Design and construction of 1.7 miles “MTB Adventure Trail” at Friendship Park to support expanded park programming and access

Contact: Aaron Whatley, Director Parks and Recreation, 248-391-0304 ext. 3501

Oakdale Trails/Crank4ACause, Lapeer, MI

- Design and build (with volunteers and subcontractors) a bike park-style wood deck and roll in and beginner/intermediate jump lines

Contact: Chris Turner, Crank4ACause Board member-810-441-7346

Southwest Michigan Land Conservancy, Armintrout Millbocker Preserve, Allegan, MI

- Design and new construction of one mile of universal access limestone-capped hiking and xc ski trail; renovation of one mile of existing sunken two track to create 8’ wide hardened tread. Utilized Pennsylvania Standards (per SWMLC)

Contact: Dave Brown, Stewardship Manager-269-615-1268; Mitch Lettow-lettow@swmlc.org

Kent County Parks and Recreation, Seidman Park, Ada, MI

- Completed 8000 feet of new hiking trail, including several problematic sections of the North Country Trail that were causing water quality issues in a trout stream; closed and restored 6000’ of unsustainable tread

Contact: Dan De Looff

WMMBA Merrell Trail, Rockford, MI, Western Michigan Mountain Bike Association

- Renovation of the first machine-built trail in the Lower Peninsula; reformatted Wynalda Loop as a sessionable jump line for aggressive riding; rebuilt drainage and eroded technical elements; rebuilt start/finish area to include adaptive riding standards per Kootenay Adaptive Sports Association, contracted for six weeks of work

Contact: Nate Phelps, former WMMBA Board/Trails Chief: 616-990-1402

Sanborn Park Adventure Trails, Port Huron, MI, City of Port Huron Parks and Recreation

- Executed phase 1 of a TrailSense design in the 46 acre Sanborn Park: 1+ mile of bike optimized natural surface trail and a skills area in a dense residential/commercial area of the city.

Contact: Nancy Winzer, Port Huron Parks and Recreation Director-
winzern@porthuron.org

CRAMBA, Riverbends Park, Shelby Township

- Construction complete on Spring Hill Trails: Robbins' Ridge and Spring Hill: aggressive gravity riding focus with many dirt, rock, and wood technical features

2021

Luton Park, Rockford, MI, WMMBA/Kent County

- Renovation of highly-used Yellow Loop (1.1 mile) at Luton Park, Rockford, Michigan

Contact: Nate Phelps, former WMMBA Board/Trails Chief: 616-990-1402

MEMBA/Mosquito Creek Trails Retrofit, Muskegon, MI

- TrailSense retrofitted the completed Mosquito Creek trails with clay/aggregate hardened technical trail features to remediate sandy soils.

Contact: Dr. Alex Wagner, Mosquito Creek Trails Project Head, 989-387-5540

NMMBA/TART Trails/East Bay Township, Traverse City, MI

- Contracted to design and build progressive jump lines, pump track, and retrofit of xc trails in modern style. Developed custom soil mixes to remedy the fine sugar sand soils close to the East Bay.

CRAMBA/Shelby Township Riverbends Park

- Designed just under three miles of progressive trails on the high banks of the Clinton River with green and blue loops and some black diamond features. Construction is complete as of Fall of 2021.

Rowe Professional Services/Genesee County Wolverine Campground Trails

- Worked with Rowe landscape architect team and Genesee County Parks to design a trail system to complement campground development plans on a 400+ acre property for application to MDNR Trust Fund grants

City of Port Huron Parks and Recreation Department, Sanborn Park

- Conducted feasibility study which allowed the parks staff to seek (and win) grant funding from the Ralph Wilson Foundation
Contact: Nancy Winzer, Port Huron Parks and Recreation Director-
winzern@porthuron.org

Seidman Park, Ada, MI, Kent County Parks

- Worked with Kent County Parks Superintendent Dan DeLooff to assess the trail system and develop a repair plan at Seidman Park in Ada, MI, a heavily-used hiking and cross-country ski trail with significant erosion and unsustainable trail conditions, including portions of the North Country Trail

General Squire County Park, Dryden, MI (pro bono), Dryden Downtown Development Authority

- Trails assessment and design for additional trails at General Squire County Park in Dryden, MI. Supported volunteers at presentations to county commission, township, and parks staff.

2020

Various Parks, WMMBA/Kent County Parks/City of Grand Rapids

- November/December 2020: Roving trail repair, renovation, and new construction at various Grand Rapids-area trail systems-- GR Bike Park, Wahlfield Perrin Flow trails, and Luton Park. Functioned primarily as operator but worked with volunteer finishing crews to streamline and improve finish results.
Contact: Nate Phelps, former WMMBA Board/Trails Chief: 616-990-1402

Grand Rapids Ball Perkins City Park Trail Design and Trail Plan

- In the winter of 2020, TrailSense conducted extensive research and field work to design a 5 mile trail system in Grand Rapids' last undeveloped green space, Ball Perkins Park. The highly-regarded Western Michigan Mountain Bike Alliance (WMMBA) has enlisted TrailSense to design a rugged and challenging Blue Square with Black Diamond elements (up to 5 miles)
Contact: Nate Phelps, former WMMBA Board/Trails Chief: 616-990-1402

CMMBA/Mount Pleasant Indian Pines Trail System Design and Trail Plan

- In late fall 2019, TrailSense met with Central Michigan Mountain Bike Association (CMMBA) leadership on a Mount Pleasant city park approved for

recreation development in the form of a 3-mile multi use , bike optimized trail system. TrailSense designed, mapped, and wrote a trail plan to be presented to City administration with the intent of beginning volunteer mechanized trail building training and hybrid (contractor with volunteers)

Contact: Malcolm Fox, CMMBA Board Member, 989-773-8837

Flint, Michigan (pro bono work)

- Designed and presented a five mile trail concept in Mott Park Recreation Area connecting to the Chevy in the Hole/Chevy Commons State Park redevelopment plans.
- Designed two miles at McKinley Park to complement park redevelopment plans with natural and soft surface, multi-use trails.

Lapeer Oakdale Trails, Lapeer, MI, Lapeer City Tax Increment Finance Authority

- 9 miles complete, contracted by city economic development body
- Beginning August 2017, contracted with City of Lapeer, MI to create a trail plan for multi-use, natural surface trail system.
- Construction began August 2017 with 2.65 miles of Green Circle difficulty and 2 miles of Blue Square currently open. System completion in Fall 2020, at 9 miles of natural-surface, multi-use trail. Groomed for fat biking in the winter, the system is heavily bike-optimized with numerous technical trail features on all difficulty levels of trail.

Contact: Rodney Church, Director Parks and Recreation, 810-664-4431

Portland Trails, Portland, MI, Portland Public Schools

- Consulted with Portland Public Schools teacher Andrew Pulling (a Specialized Foundation Riding for Focus grantee) to design a 5 mile trail system on school district and Portland city property. Instructed volunteer leader in mechanized trail building with the Ditch Witch SK range and a four-way 7 Diamond blade.

Mechanical Skills

- Proficient with Ditch Witch SK series, skid steer loaders, mini-excavators, chain saw, all hand tools, clinometer
- Skilled at hand and machine rock work, utility pole bridge construction, puncheon bridges and boardwalks
- Experienced teaching groups of trails in mechanical and manual trail operations in all phases

Volunteer Trail Experience

-2019-2025 Winter trail groomer at Holly State Recreation Area and Lapeer Oakdale trails. Over 500 groomer miles using CRAMBA or TrailSense groomers; TrailSense truck, trailer, and snowmobile; and fuel sponsored by CMS Fueling Station and Craft Beer, Lapeer.

-2019-2020 Trail Coordinator at Seven Lakes State Recreation Area

2014-2016 Led students, staff, and community volunteers in building 3.1 mile multi-use trail at Holly High School, the Foundation Trail.

-2006-2007 President, Holly/Flint Chapter of MMBA (Michigan Mountain Bike Association)

-Attended Trail building 101, Sustainable Trail Principles; Trail Building 201 Trail Crew Chief, both instructed by Dan Harrison, MMBA Trail School Head

-Completed many documented volunteer hours both alone and leading work teams on trail maintenance, technical features, and reroutes at trail systems such as DTE Energy, Holly Recreation Holdridge Lakes Trail and Wilderness Trail, the Rim trail in Fayetteville, West Virginia, Pendergrass Murray Preserve, Kentucky, and more.

Educational Career: Trails Related Projects

Holly High School, Holly, MI

2004-2019

English, SAT Prep, and Spanish Teacher, English Department Head, School Improvement Team

Trail Coordinator

2014-Present

- Completed approval, grant-funding, design and build of Foundation Trails at Holly High School: 1.6 mile beginner trail, 1.5 mile intermediate MTB-optimized stacked loop trail; full bench cut with some hand cut, but mostly machine-built (Ditch Witch SK750 with 6 way blade rented from Noquemenon Trail Network, Marquette, MI-IMBA Bronze-level)

Outdoor Club, Holly High School

2005-2019

- Guided student groups biking, hiking, climbing, camping, and in service
- Led group on spring maintenance of Big Hollow Trail, Mammoth Cave National Park, KY
- Participated in invasive species removal, Muir Valley, Red River Gorge, KY
- Built trail with Kentucky Mountain Bike Association at Pendergrass Murray Preserve
- Led groups in 579 hours of service: Prairie restoration, trail work with National Park Service coordinators, crag cleanups, and erosion control in the New River Gorge, West Virginia

McCreedy Farms, Lapeer, MI

2000-2005

Operator/Laborer

- Operated skid steers, tractors, Toro Dingo, compactors, pulled trailers, etc.
- Labored on rock walls, seeding, landscaping trees and plants, etc.

Kiwanis Summer Camps, Lapeer, MI

2013-2015

Instructor

Co-facilitated survival, ecology, adventure, and service day camps for low-income, at-risk, and general population

Stone Mountain School, Black Mountain, NC

2003

Wilderness Counselor for troubled youth at therapeutic wilderness school

- Guided backpacking, climbing, camping, and rafting trips
- Managed behavioral program in rustic residential setting

Williams High School, Williams, AZ

2000-2002

English and Yearbook Teacher, Rural Trust Coordinator, Outdoor Club

- Led camping, service activities, and climbing trips in Northern Arizona
- Chaperoned Grand Canyon raft trip for local low-income youth

Education

2011-Masters Degree in Reading and Language Arts-Reading Specialist, Oakland University, Rochester Hills, Michigan

2000-Teacher Certification and Student Teaching- English Major, Spanish Minor, Northern Michigan University, Marquette, MI

1997- B.A. from College of Arts and Letters-English Major, Spanish and Psychology Minors, Michigan State University, East Lansing, MI

Mountain Athlete

- Rock and Ice climber since 1991
- Trail runner- recreational and racing up to trail marathon distance
- Mountain biker- racing on gravel and trails up to 100-mile distance
- Backpacking and bikepacking enthusiast

References

Derek Melville, East Grand Rapids Parks and Recreation Director, partner on Manhattan Park Trail Project– dmelville@eastgr.org

Rodney Church, City of Lapeer Director of Parks and Recreation, Cemeteries, and Community Center, land manager for 9-miles Lapeer Oakdale Trails (completed 2020 and ongoing)– 810-664-4431

Tim Jenema, owner Jenema Construction, NMMBA Board Member and VASA Bike Park Project Manager– 231-218-2089



City of Lapeer, Michigan

Oakdale South Trails Extensions

Bid Proposal

TrailSense, LLC.

With the opportunity to expand the Oakdale Trail System to new terrain, the City of Lapeer can offer its residents additional mileage, connectivity, and trail variety—with the return on investment (health outcomes, talent recruiting/retention, and economic benefit) that few other recreational assets can offer. TrailSense, LLC., a locally-owned Michigan company based in Holly, can offer high-quality trail construction as well as a solid warranty and maintenance commitment for long term success. While there are several quality competitors in the Michigan trails industry, it's safe to say that a qualified local contractor is the best choice to create a focus on quality and the best user experience, not to mention value.

Strength of Qualifications

TrailSense has been in business since 2017 and has worked with mountain bike trail associations, land conservancies, varied municipalities, and the Michigan Department of Natural Resources, among many other clients, some on multiple projects over the years. While not a PTBA member at this point, TrailSense certainly meets and exceeds the membership criteria and subcontracts with PTBA member companies. In addition to the following similarly situated projects, a resume is attached.

Manhattan Park Fred Bunn Trails, East Grand Rapids Parks and Recreation, Derek Melville, Director Parks and Recreation

TrailSense won the bid award to construct 3.1 miles of multiuse natural surface trails for the city of East Grand Rapids. The trails included some wider, flatter trail segments for multiuse and cross country team training as well as some more downhill, mountain bike-optimized trail styles. The project also included a kids fun zone with drops, table tops,

and large insloped berms for skills acquisition and adrenaline-focused fun. Despite a horrific invasive species infestation and some of the most challenging soil and hydrologic conditions imaginable, the trails are now being maintained and used by the active local trails community under the West Michigan Mountain Bike Association's guidance.

Timber Ridge Bike Park, Traverse City, Michigan, Gordon Waggoner (owner)

This project demonstrates some of the more challenging aspects of modern trailbuilding: constructing terrain/skills park for a varied trail audience and building technical trail features and warranted tread in pure sand soils through capping with soil blends.

Timber Ridge is a premier 400 site camping and recreation center on the edge of the Pere Marquette State Forest—essentially the heart of trail access in Traverse City. TrailSense built a perimeter trail in the fall of 2024 which was featured on the Iceman race course, and five gravity lines from two “peaks” offering jumps, drops, berms, and rollers. The heavy emphasis was on creating a progressive experience that still protects beginner users from getting in over their heads.

Seidman Park, Ada, Michigan, Kent County Parks and Recreation, Dan De Looff (Superintendent)

Kent County has been a frequent client of TrailSense dating back to 2020, with projects at Wahlfield, Luton Parks, Chief Hazy Cloud, and Seidman Parks. While Wahlfield and Luton are both multiuse with heavy mountain bike use, Seidman is a foot travel only park featuring a beloved trout stream (Honey Creek) and some sections of the North Country Trail, which is headquartered in nearby Lowell, MI. TrailSense was contracted to assess the existing trails several years ago, as they were causing some water quality issues and had some severely eroded unsustainable alignments. TrailSense closed and remediated thousands of feet of problem trails and rebuilt sustainable alignments with a series of visits as recently as May 2025.

Insurance

TrailSense is licensed and insured in the State of Michigan and meets all insurance requirements. Carriers and policy numbers will be provided prior to construction. As is frequently the case, TrailSense will work with Auto Owners to add the City of Lapeer as additional insured, and will provide proof prior to construction if awarded.

References

Dan De Looff, Kent County Parks and Recreation Superintendent,
dan.delooff@kentcountymi.gov

Gordon Waggoner, owner Timber Ridge RV and Recreation Resort,
gordon@timberridgeresort.net

Dave Brown and Mitch Lettow, Southwest Michigan Land Conservancy,
dbrown@swmlc.org, lettow@swmlc.org

Pricing

TrailSense will work with city parks and recreation staff and local trail advocacy leadership to complete what advanced planning/design may be required at no cost, including working with city contractors to consider the one required water crossing in this development. Assessment of this area may have been completed with other projects on site, but also may require a city-backed assessment. TrailSense will construct sustainable trail to IMBA standards and current trail best practices at a price of **\$9/foot**. Technical trail features will be constructed at a flat rate of **\$500/feature**, with a target rate of 4-6 quality features per mile. For the one required water crossing, TrailSense will build puncheon (sometimes called ladder) bridge or elevated tread (depending on required approach) at \$20/foot with materials (wood for crossings or crushed stone/soils for filled tread) funded by the city. With these considerations in mind, TrailSense will commit to a **Not To Exceed of \$65,000** to complete up to 1.2 miles of tread, 6-8 technical features, the water crossing, and any site prep and cleanup.

Furthermore, as a local contractor, there is no need for travel, housing, or daily stipends for trail crews. With this fact in mind, TrailSense is offering a de-escalation clause for this project. TrailSense will beat the price of *qualified* out of state or remote professional trail companies by 5%.

Schedule

Depending on the award schedule and other variables, TrailSense will be available to begin construction in mid-August at the earliest with construction complete around Halloween. The project will not take that long, but there are some important prior commitments to honor. Some flexibility from the city will be required to move construction forward at this late time in the construction season. The best approach will likely include some phasing: first to start with the Coyote Loop and then move to the Traverse along I-69 later this fall.



RFP Support

With some guidance provided by the Oakdale South Extensions and Renovation document, the next steps toward timely advanced design and construction are provided to support City management and Parks and Recreation staff in the following discussion.

- A. **RFP Criteria.** TrailSense has provided three quality exemplars of RFP bidding documents. Language and projections from the Extensions/Renovation document can be used to support RFP development. Equally weighted criteria can be used to vet contractors to achieve timely and quality deliverables. To eliminate unqualified contractors (excavating and landscaping companies, generally) some **strength of qualification** documentation should be front and center, along with accompanying **references** from similar work. **Cost estimates** are based on advanced design (with input from Parks and Recreation, Friends of Oakdale, etc.) and up to 1.2 miles of multi-use, natural surface trails built to specifications (trail width, in tread obstacles, optional features, trail audience, user experience) established in the advanced design process. A **work schedule** for an expedited advanced design and

construction in 2025 should be provided. A **warranty** with clear long-term commitment to the project.

Criteria (not ranked or ordered):

1. Strength of Qualification/References: Provide three similarly situated projects and references involving natural surface, multi use (including bike focused/optimized) trail design and/or construction. PTBA or similar resumé is expected. BMX or Dirt bike/mx tracks are not similarly situated.
2. Cost Estimates: not to exceed and lineal foot figures for advanced design and construction of up to 1.2 miles natural surface trails built to approved specifications.
3. Work Schedule: Timeline for design and construction to be completed in 2025.
4. Warranty

B. Wetland Assessment

One area of the I-69 traverse includes a low-lying area in need of further assessment. The EGLE site shows soils, but not a clear wetland. The city should work with their preferred vendor to delineate wetland (if applicable) and prescribe the proper method (such as puncheon or elevated boardwalk) appropriate for foot and bicycle traffic.

C. Contractors: Far North Trail Company; Rock Solid Trail Contracting; TrailSense, LLC; FlowTrack Trails; and Spectrum Trails are all Michigan companies or companies that work in Michigan on similar projects. With the exception of TrailSense, all of these companies are 5+ hours away and will require significant travel and lodging costs.

Crank 4 A Cause Matching Funds/Trail Expansion

From Christopher Turner <crank4acause@gmail.com>

Date Mon 7/28/2025 5:18 PM

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

Cc Peter McCreedy <pmccreedy@chatfieldschool.org>

Dear Mr. Church,

I am pleased to inform you that Crank 4 A Cause has voted to contribute a matching fund of \$25,000.00 toward the TIFA Board's allocated contribution of \$40,000.00. These funds are designated for the development of the newest addition to the City of Lapeer Oakdale Trail System—specifically, 1.2+- miles of new hiking, biking, and dog walking trails at the southernmost end of the trail network.

The Nonprofit Crank 4 A Cause agrees to make payable a check directly to the trail builder chosen by the City of Lapeer on completion of the work.

This allocation stems directly from the efforts and success of the annual Beaver Dash Bash event held on the Oakdale Trails annually. Crank 4 A Cause is both proud and honored to be a significant supporter in the operation and funding necessary to keep this trail system accessible for residents of Lapeer, Lapeer County, and visitors from surrounding areas. We believe that this project not only enhances local ecotourism but also promotes outdoor recreation and community health.

We look forward to working with you and the City of Lapeer to help bring this exciting project to fruition, further strengthening community partners, and the ecotourism of our city.

Thank you,
Chris Turner
President & Founder
Crank 4 A Cause
810-441-7346
crank4acause@gmail.com



ITEM G-4

To: Mike Womack, City Manager
From: Rodney Church, Director of Parks, Recreation & Cemetery
Date: July 29, 2025
RE: Mural Project CIP#22995

STAFF RECOMMENDATION

To approve the mural project artwork as presented, and authorize the Director of Parks, Recreation & Cemetery to prepare and sign the agreement.

CURRENT OR NEW INFORMATION

At the last commission meeting, the commission approved a budget amendment regarding this project, moving funds from the 24/25 budget to the 25/26 budget and increasing the amount from \$5,000 to \$12,000. There was a discussion that the artwork drafts were currently being worked on in partnership with the DDA and once they approve a rendering it will be brought to the City Commission for their comments and approval. The DDA Board approved the following attached renderings to be painted on the northwest corner of the pocket park behind the stage and on the backside of the PIX Theater facing north. The DDA Board approved the artwork at their July 23, 2025, board meeting.

The City secured a MSHDA grant for \$11,044.57. Total cost for the mural is \$12,000, with the city covering the balance of \$955.43.

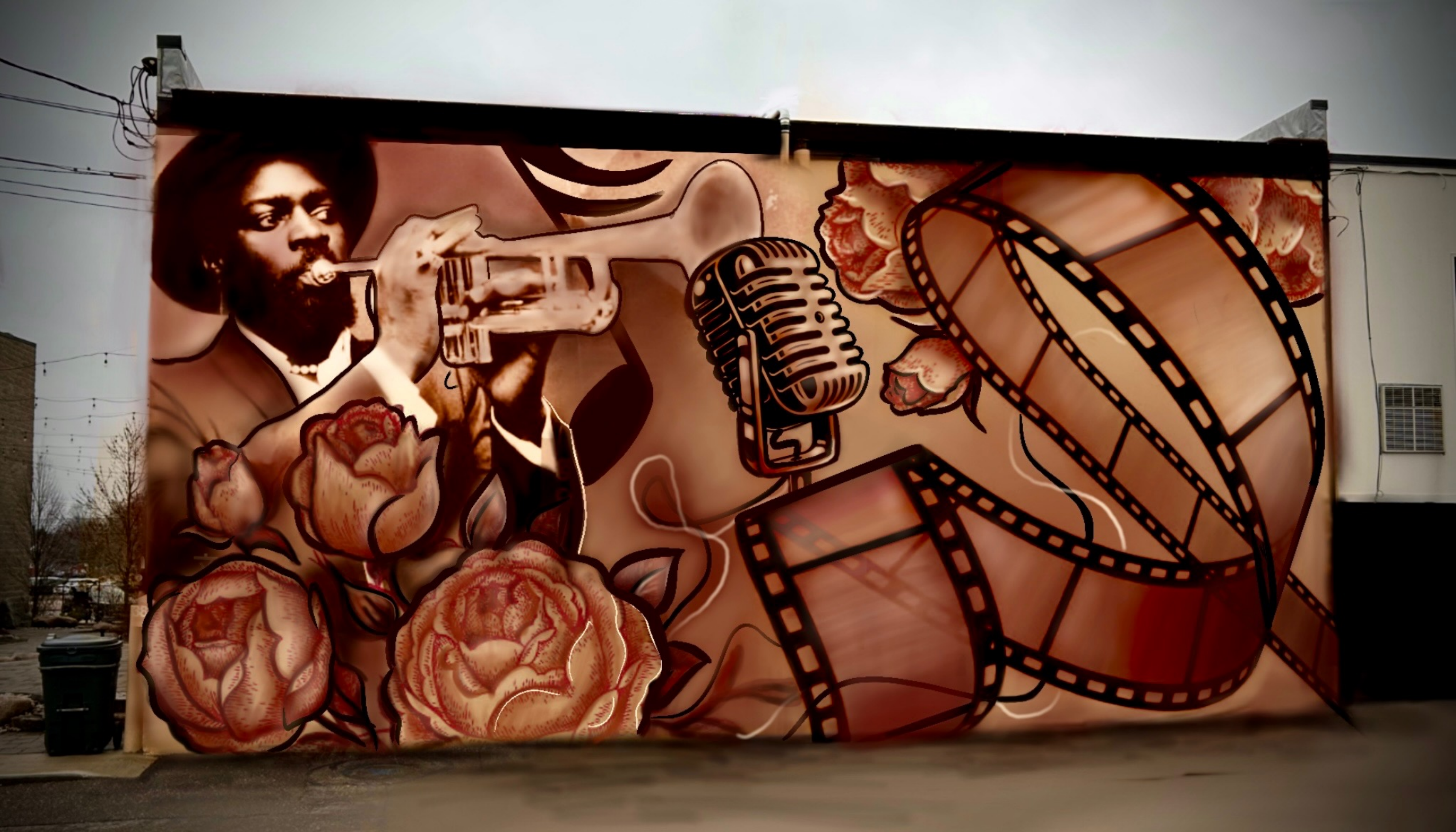
The Parks Department requested proposals from three artists and decided to go with artist Krystal Cooke due to her previous experience, specifically her work on the Anthony Bourdain mural in Flint, which is internationally known. Although Ms. Cooke's bid wasn't the lowest, we chose her because we feel she is a better fit for this project. The bids were as follows:

1. Krystal Cooke - \$12,000
2. Kevin "SCRAPS" Burdick - \$8,000
3. SWood Art Studio - \$17,800

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

AGENDA ITEM REVIEW

Meeting Date:	August 4, 2025	Date Reviewed:	July 29, 2025
Consent:			
Administrative:	X	Reviewed By:	Clerk's Office
Public Hearing:			







MEMORANDUM

To: Rodney Church – Director of Parks, Recreation, and Cemetery
From: James Alt, Executive Director – Lapeer Main Street DDA
Date: July 29, 2025
RE: **Support for PIX Theatre Mural**

Good afternoon Mr. Church,

At the DDA full board meeting on Wednesday, July 23, 2025 The DDA Board of Directors supported and recommended the mural design proposed by artist Krystal Cooke to go on the rear façade of The PIX Theatre and the east wall of The PIX Theatre directly behind the stage area of The Pocket Park. The board also gives permission to the parks department to move forward with the mural on The PIX Theatre.

The board approved the overall design of the mural, however we do anticipate working with the artist and The City to make minor adjustments that could include more color and adjustment to contrast to create more “pop.” The board also liked the addition of the quote “the world is but a canvas to our imagination” from Henry David Thoreau.

I look forward to working with The Parks Department on the completion of this mural for Historic Downtown Lapeer.

Art brings energy, identity, and a sense of place to a downtown—transforming ordinary spaces into destinations that inspire and connect people. It’s equally important to let artists be artists, giving them the freedom to create authentically, allowing true creativity to thrive.

A handwritten signature in black ink, appearing to read 'J. Alt', is positioned at the bottom of the page.

**CITY OF LAPEER
MINUTES OF A REGULAR
DOWNTOWN DEVELOPMENT AUTHORITY
LAPEER MAIN STREET MEETING
JULY 23, 2025**

A regular meeting of the City of Lapeer Downtown Development Authority and Lapeer Main Street was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Wednesday, July 23, 2025 at 8:00 a.m.

Members Present: Chair Catherine Bostick-Tullius, Megan Gillingham, Debbie Marquardt, Chris Herr, Buddy Beyer, Mindy Schwab and Tamara Cutcher.

Absent: Vice Chair Tim Roodvoets, Jason Rogers, Jeff Hogan, Dan Sharkey and Adam Perry.

Also Present: Executive Director James Alt and Center for the Arts Executive Director Jill Lyons.

Chair Bostick-Tullius called the meeting to order at 8:01 a.m.

Agenda Approval

213 2025 7-23 Agenda Approval

Moved by Marquardt. Supported by Beyer.

To approve the agenda for the July 23, 2025 meeting as presented.

Yeas: Members Bostick-Tullius, Gillingham, Marquardt, Beyer, Schwab, Cutcher and Herr.

Nays: None.

Absent: Roodvoets, Hogan, Sharkey, Rogers and Perry.

MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments

CONSENT AGENDA

214 2025 7-23 Consent Agenda

Moved by Schwab. Supported by Gillingham.

To approve the Consent Agenda for July 23, 2025 as follows:

1. Approval of minutes of DDA meeting held on June 25, 2025; and
2. Approval of Treasurer Report and Bill Listing.

Yeas: Members Bostick-Tullius, Gillingham, Marquardt, Beyer, Schwab, Cutcher and Herr.

Nays: None.

Absent: Roodvoets, Hogan, Sharkey, Rogers and Perry.

MOTION CARRIED.

EXECUTIVE COMMITTEE

Chair Bostick-Tullius reported the DDA Development Plan renewal received City Commission approval and the committee will be meeting in August.

COMMITTEE REPORTS / MINUTES

Outreach Committee

Chair Bostick-Tullius reported the committee is continuing to work on the volunteer recognition event to be held at Axcadia.

Business Development Committee

Alt reported the committee is working on having the Downtown Dollars promotion in place by November and a Placemaking grant application due mid-September.

Placemaking Committee

Schwab requested board members submit suggestions for items to include for the new Vibrancy Grant application. Alt stated new the new grant funding range will be \$10,000 - \$20,000.

Events Committee

Cutcher reported the Porch Fest event was a success, that the Sidewalk Sales event will be held July 25th & 26th and that planning is underway for the Back to the Bricks Tune-Up event on August 6th. Alt reported Young's Entertainment will be providing DJ Services at the Back to the Bricks event at a cost of \$3,000 and that plans are being made to accommodate the estimated 1,000 vehicles and 3,000 people anticipated to attend the event.

OTHER REPORTS

There were no additional sub-committee reports or business.

Center for the Arts

CFA Executive Director Jill Lyons updated the board on current and upcoming Gallery 194 exhibits and attendance, art classes, Pix Theatre performances and attendance and bids being solicited for the reconstruction project in Gallery 194.

STAFF REPORT

Executive Director Alt updated the board on the Vibrancy Grant items purchased including dog bowls, dog bandanas and the SeeMyLegacy software program subscription which will assist with managing volunteers, funding, the history walk and other programs. Alt reported the next round of Match on Main grant funding recipients should be announced soon and that he will be providing a testimonial to the Michigan Strategic Committee supporting the Match on Main grant program.

NEW BUSINESS

Board Member Resignation

215 2025 7-23 Board Member Resignation - Fanson

Moved by Marquardt. Supported by Schwab.
To accept the resignation of Ashley Fanson.

Yeas: Members Bostick-Tullius, Gillingham, Marquardt, Beyer, Schwab, Cutcher and Herr.

Nays: None.

Absent: Roodvoets, Hogan, Sharkey, Rogers and Perry.

MOTION CARRIED.

Election of DDA Secretary

216 2025 7-23 DDA Secretary Nomination

Moved by Bostick-Tullius. Supported by Cutcher.

To nominate Mindy Schwab to serve as DDA Secretary.

Yeas: Members Bostick-Tullius, Gillingham, Marquardt, Beyer, Schwab, Cutcher and Herr.

Nays: None.

Absent: Roodvoets, Hogan, Sharkey, Rogers and Perry.

MOTION CARRIED.

217 2025 7-23 DDA Secretary Election

Moved by Gillingham. Supported by Cutcher.

To cast a unanimous ballot for Mindy Schwab to serve as DDA Secretary.

Yeas: Members Bostick-Tullius, Gillingham, Marquardt, Beyer, Schwab, Cutcher and Herr.

Nays: None.

Absent: Roodvoets, Hogan, Sharkey, Rogers and Perry.

MOTION CARRIED.

OLD BUSINESS

Pix Theatre Mural

The board reviewed and provided feedback on a revised draft design of the proposed Pix Theatre wall mural with discussion on the design elements, color scheme, funding timeline requirements, artist availability, removing the human element from the design, messaging, adding a quote to the design, estimated project cost and required City Commission approval.

218 2025 7-23 Pix Mural Design

Moved by Marquardt. Supported by Gillingham.

To support the Pix Mural design as proposed.

Yeas: Members Bostick-Tullius, Gillingham, Marquardt, Beyer, Schwab, Cutcher and Herr.

Nays: None.

Absent: Roodvoets, Hogan, Sharkey, Rogers and Perry.

MOTION CARRIED.

219 2025 7-23 Pix Mural Project Approval

Moved by Marquardt. Supported by Beyer.

That in the event the City Commission does not approve the use of MSHDA grant funds for the Pix Mural project, the DDA will move forward with the project and pay the costs to complete the project in late summer or early fall.

Yeas: Members Bostick-Tullius, Gillingham, Marquardt, Beyer, Schwab, Cutcher and Herr.

Nays: None.

Absent: Roodvoets, Hogan, Sharkey, Rogers and Perry.

MOTION CARRIED.

OTHER BUSINESS

Main Street Accreditation Self-Assessment

The board members completed the Main Street Community Self-Assessment scoring for indicator items in Standard 1 Broad-Based Community Commitment to Revitalization, Standard 2 Inclusive Leadership and Organization Capacity and Standard 3 Diversified Funding and Sustainable Program Operations.

BOARD MEMBER COMMENTS

Alt requested each board member present to list a downtown business they supported within the last month.

Gillingham commented she has received requests to purchase Porch Fest posters and t-shirts and that merchandise should be offered for sale at next year's event.

Discussion was held on the need for a new board member and the preference for the member to be currently serving on a DDA subcommittee.

ADJOURNMENT

It was moved by Beyer to adjourn the meeting at 9:15 a.m.

MEETING ADJOURNED.

Mindy Schwab, Secretary



ITEM H-1

To: Mayor & City Commissioners
From: Mike Womack, City Manager
Date: July 30, 2025
RE: Designation of Voting Delegates

COMMISSION DISCUSSION/CONSENSUS NEEDED ON:

Who among the Commission that will be attending the MML Annual Meeting/Convention on September 17-19, 2025, in Grand Rapids, MI, will be designated the official voting member and the alternate voting member for the City of Lapeer. No motion is needed, just a consensus.

Thank you.

Official Voting Member: _____

Alternate Voting Member: _____

AGENDA ITEM REVIEW

Meeting Date:	August 4, 2025	Date Reviewed:	July 30, 2025
Consent:			
Administrative:	X	Reviewed By:	City Clerk's Office
Public Hearing:			



ITEM J-1

To: Mayor and City Commission
Date: July 28, 2025
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, 2026	1 Year		Awaiting Recommendation
EDC/TIFA/ Brownfield Redevelopment Authority	Vacancy Vacancy	Jun 1, 2027 Mar 1, 2031	6 Year 6 Year		Awaiting Recommendation
Local Finance Development Authority	Vacancy	Aug 1, 2027	4 Year		Awaiting Recommendation
Local Officers Compensation Commission	Vacancy	Oct 1, 2025	5 Year		Awaiting Recommendation

COMMISSION APPOINTMENTS

BOARD OR COMMISSION	MEMBER NAME	EXPIRATION	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Board of Review	Vacancy - Alternate	Jan 1, 2026	3 Year		Awaiting Recommendation
Lapeer Building Authority	Vacancy	Jun 1, 2027	3 Year		Awaiting Recommendation
Prison Liaison Committee	Vacancy	Apr 1, 2028	3 Year		Awaiting Recommendation
Zoning Board of Appeals	Vacancy – Alternate Vacancy – Alternate	Apr 1, 2027 Apr 1, 2028	3 Year 3 Year		Awaiting Recommendation

The following residents have applied to a Board or Commission:

Board/Commission: Planning Commission **Name:** Catherine Bostick-Tullius **Date Application Submitted:** July 9, 2025

RESIGNATION:
Lapeer Downtown
Development Authority Ashley Fanson July 23, 2025

SUGGESTED MOTION:

Accept the resignation of Ashley Fanson from the Lapeer Downtown Development Authority and declare the seat vacant.

AGENDA ITEM REVIEW

Meeting Date: August 4, 2025

Date Reviewed: July 30, 2025

Reviewed By: City Clerk's Office

APPOINTED BY: MAYOR

9 MEMBERS	PLANNING COMMISSION		TERM ENDS	TERM	DATE APPOINTED
CATHERINE BOSTICK-TULLIUS	1041 LANCASTER	LAPEER, MI 48446	AUG 1, 2025	<u>3 YEAR</u>	11-18-19; 07-18-22



Application for Boards and/or Commissions
Please complete, sign and date the application and return to:
City Clerk's Office, 576 Liberty Park, Lapeer, MI 48446
810-664-5231

Email: clerk@ci.lapeer.mi.us

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

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

I currently serve on the City of Lapeer Planning Commission. I have been on the Planning Commission since 2020. I wish to continue to

serve on the Planning Commission to assist in the planning process relating to land use and zoning. I feel my analytical skills in my professional

career assist me in various ways on the Planning Commission whether it is reviewing a rezoning request, site plan or interpreting language in the City's zoning ordinance or master plan.

Applicant Information:

Print Name: CATHERINE

(First)

BOSTICK-TULLIUS

(Last)

Street Address:

Home Phone: N

Email: cl

Employer:

Occupation: Lawyer

Educational Background:

B.S. - Northern Michigan University; J.D. - Thomas M. Cooley Law School

Community Activities and/or Work Experience:

CMH Board Member - 2014 - present; Current CMH Board Chair - 2019/2020; 2023 - current; City of Lapeer Planning Commission 2020 - present;

City of Lapeer Zoning Board of Appeals 2021 - 2024; City of Lapeer DDA-2015-present (current DDA Board Chair - 2024 - present)

MML President 2017-2018; City of Lapeer Commissioner 2009-2019; County of Lapeer Commissioner 2000-2002

Signature

Date

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

From: [Kim Hodge](#)
To: [Romona Sanchez](#); [Dana Jansen](#)
Cc: [James Alt](#)
Subject: DDA Resignation - Fanson
Date: Wednesday, July 23, 2025 12:57:30 PM
Attachments: [image001.png](#)

Romona / Dana – At the DDA meeting held today, July 23rd, the board accepted the resignation of Ashley Fanson.

Please place this vacancy on the next City Commission board vacancy listing. No recommendation for a replacement was made at this time.

Thanks.

Kim Hodge

Office Coordinator



Planning Department

576 Liberty Park, Lapeer, MI 48446

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

James Alt

From: Ashley Fanson <fanasonashley@gmail.com>
Sent: Wednesday, May 21, 2025 2:28 PM
To: James Alt; Catherine Bostick
Subject: DDA Resignation

Hello Jim and Catherine,

With great regret, I am resigning my position on the Lapeer DDA Board. Unfortunately, my new job is not conducive to me being an active and engaged board member, and the DDA deserves board members who can fully commit to the role. If my circumstances change in the future, I would love to join the board again. Please include me in requests for volunteers for events, etc. I would like to continue supporting the DDA in whatever capacity I am able to at this time, and weekend/evening events should be more doable for me. I have enjoyed serving alongside both of you and the entire board. Keep doing great things for our community! The DDA, and Jim in particular, have been vital in the renaissance of our wonderful downtown.

Best wishes,
Ashley Fanson



Downtown Development Authority

July 17, 2025

Lapeer Main Street DDA.

- *Michigan Main Street Program/Michigan Downtown Association*
 - Downtown Development Authority
 1. I've completed the contract for See My Legacy Software. This is part of the vibrancy grant that we received through Michigan Main Street that will help us put together walking tours, like the History Walk we are working on as part of the Vibrancy Grant. We could also use it to highlight public art throughout the downtown. It can also be used for volunteer management and fundraising/donor recognition. The software is a yearly subscription of \$2500 and will be paid as our required match toward the Vibrancy grant. This will be a great opportunity to try the software out and see if it is a good fit for our community.
 - Michigan Main Street
 1. **National Accreditation** – It's time to work on our annual self-evaluation for National Accreditation for the Lapeer Main Street DDA. This is an annual evaluation that we must complete and work on together as a board. Most of you will recall going through this process for the last few years. The evaluations have been emailed to everyone and it is expected that you will work on these prior to the board meeting so that we can make the most efficient use of our time. The reports are due back to National Main Street no later than August 29. We will work on 3 sections at the July Meeting and 3 sections at the August meeting.
 2. Myself, Jill, and Mindy attended the Michigan Main Street Workshop in Coldwater Michigan on June 27th. The focus of this workshop was on Historic Preservation. A key takeaway from this workshop is to remember that Historic Preservation isn't just in restoring/fixing old buildings, it's also in the stories we tell, the way we talk about our community and its history. It's also in the way we plan for future development and progress in the downtown area. For example, working with The City to make sure standards reflect the look and feel of what we want our downtown to be.
 3. **Upcoming Main Street Dates:**
 1. September 29 & 30 – Main Street Fall Directors training in Grosse Pointe
 2. April 12 – 16, 2026 – Main Street NOW, Tulsa Oklahoma

Business Development - Economic Vitality

- Business Recruitment/Retention and Support
 - The Business Development Committee met on July 16th at the DDA Office. The committee started working on a plan to make the Downtown Dollars a permanent addition to our tools to support downtown businesses and generate revenue for the DDA. The committee is looking at having the program ready to go by October (or sooner) to support events like Ladies Night out and Holiday shopping. Downtown Dollars would be available in 3 amounts, \$5, \$10, & \$20 with a 5-year expiration date.

ITEM K-1

- The committee also reviewed a new grant through the MDA and GD Placemaking. The grant is a Destination Business Grant that would provide training and resources to awarded businesses located in MDA communities a year of training on creating a destination business. This would include virtual and in person training, marketing and promotion training and customer engagement training.
 - a. Current Empty storefronts and available properties include:
 - 1. 18 E. Nepessing St. – City Owned property – Empty, not currently for sale
 - 2. 350 N. Court Street – 2nd/3rd Floor office space available
 - 3. 606 N. Saginaw Street – multiple units
 - 4. 10 E. Nepessing St. – Previously Flannagan's
 - 5. 114 Park Street – Located next to the Chamber and Holiday Depot
 - 6. 324 W. Nepessing Street – Under new ownership
 - 7. 404 W. Nepessing Street – Previously Tech Smart – The property owners are currently exploring options for the space.
 - 8. 306 Genesee St. – In front of Gerlach's Bowling Center
 - 9. 279 N. Court Street – Old Register of Deeds
 - b. Businesses Opening
 - i. 240 W. Nepessing St. – Grace and Butter Bakery (Fall opening)
They have requested that the DDA does the Ribbon cutting for their grand opening.
- Business Outreach and Engagement
 - I met with the Lapeer County Property and Grounds committee to talk about ways that the DDA can assist with the sale and recruitment of a business for the Old Register of Deeds building located on Court Street. I am hopeful that this can become an example of County, City, DDA Partnership to attract a contributing business to Historic Downtown Lapeer and activate a currently underutilized building.

Placemaking - Design:

- The placemaking committee met on July 15 to review and discuss updated mural designs for the back façade of The PIX Theatre and behind the stage of the Pocket Park. The committee also spent some time discussing the roll out of the current Vibrancy grant that we have received through Michigan Main Street and also to start discussion about next year's round of Vibrancy Grants.
- I have also had early conversations with The City regarding updating fixtures along Nepessing Street including benches, trash cans, shade trees etc. and what the DDA's roll could be in doing this.

Outreach – Organization & Promo and Marketing:

- The Outreach Committee will be focusing on volunteer engagement and recognition this year, with upcoming dates and times to meet start planning coming soon.
- DDA Online (social media, Website)
 - Social Media – February saw increase/improvements in Instagram interactions and decreases in Facebook interactions.
 - Facebook
 - Followers = 7,554 followers on Facebook
 - Views = 64,440 in the last 28 days
 - Content Shares = 111
 - Reactions = 846
 - 28 New Followers in the last 28 days

ITEM K-1

- Instagram
 - Followers = 1189
 - Views = 1100 in the last 28 days
 - 5 New Followers in the last 28 days.
 - 33 Interactions

Special Events:

- The event committee met on July 8th and will continue to meet monthly throughout the summer. The focus of the conversation was to work toward changing the mindset of needing actual events to be successful and creating an atmosphere where coming downtown is the event. Focusing on our marketing and creating an experience that is Historic Downtown Lapeer. Increased positive messaging and promotion of businesses and activity in the downtown. In addition to our current special events, this will become a focus area of the Event Committee.
- Events in July have included and will include
 - Car Cruise
 - Summer Concert Series
 - The July 10 concert featuring the Lapeer Symphony Orchestra had over 300 attendees. Our largest concert ever.
 - PorchFest – July 19
 - Sidewalk Sales – July 25 & 26
- August Events
 - Back to the Bricks is scheduled for Wednesday, August 6. This will include road closures of Nepessing Street, part of Pine and Court Street as well to accommodate parking. We are anticipating 1000 cars for this event and have been working with police, fire, parks department and DPW.
 - Car Cruise
 - Summer Concert Series
 - Lapeer Days

Partnerships:

- City of Lapeer
 - I attended a community visit with City Manager Mike Womack and some of the City Commissioners to Lake Orion. This included some great discussion with their DDA staff and a walking tour and discussion about some of the challenges and successes they've had in their community.

Administrative:

- I will be out of the office July 25 – August 1st to attend a wedding in Massachusetts followed by my annual trip to Magic week in Colon, MI. I will be at the July 28 Car Cruise and the July 31 Summer Concert

James Alt
Lapeer DDA Executive Director,
810-728-6598
james@lapeerdda.com

CITY OF LAPEER, 576 LIBERTY PARK, LAPEER, LAPEER COUNTY, MICHIGAN 48446

N-1

2025 MEETING DATES

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.

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

Address of the above locations are as follows:

Commission Chambers City Hall, 576 Liberty Park
City Hall - 2nd Floor
Conference Room City Hall, 576 Liberty Park
Mt. Hope Cemetery 1230 Park Street

Romona Sanchez, CMC, MiPMCIII
City Clerk

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



MAT. TRANS.

To: City Commission
Date: August 4, 2025
RE: Material Transmittals

1. Lapeer EMS Report – June 2025.



CCAD - Monthly Incident Count By Agency for Lapeer
Summary By Department By Incident Type

For 06/01/2025 Thru 07/01/2025



RECEIVED

JUL 23 2025

For Cities: LAPEER CITY

CITY MANAGER
LAPEER, MI

Agency Code	Type Code	Num Of Incidents
1E - Lapeer County EMS	AB - ASSAULT & BATTERY	1
	ALARM - MEDICAL ALARM	7
	AMB - AMBULANCE CALL MEDICAL	154
	CITI ASSIST - ASSIST CITIZEN	1
	DOMESTIC - DOMESTIC/ASSAULT	2
	DOS - DEATH ON SCENE	4
	FAMILY DIST - DOMESTIC/NO ASSAULT	2
	FIGHT - FIGHT	2
	HAZARD - ROAD HAZARD	1
	ILLEGAL - ILLEGAL FIRE	1
	MENTAL - PERSON WITH MENTAL PROBLEMS	1
	PDA - PROPERTY DAMAGE ACCIDENT	2
	PIA - PERSONAL INJURY ACCIDENT	6
	PTTRANS - PATIENT TRANSFER MEDICAL	4
	STAB - STABBING	1
	STRUCTURE - STRUCTURE FIRE	3
	SUICIDAL - SUICIDAL PERSON	5
	SUSP - SUSPICIOUS PERSON/VEH/CIRCUMSTANCE	1
	WELFAR - WELFARE CHECK	5
Total Incidents for 1E - Lapeer County Ems		203

Sum:

203



Incident Count by Agency per Municipality June 2025



	EMS calls	LCEMS	MEDSTAR	MARLETTE	LCEMS %
Almont Township	19	19	0	0	100.00%
Almont Village	30	30	0	0	100.00%
Arcadia Township	20	20	0	0	100.00%
Attica Township	22	22	0	0	100.00%
Burlington Township	5	4	0	1	80.00%
Burnside Township	7	7	0	0	100.00%
Clifford Village	2	2	0	0	100.00%
Columbiaville Village	9	9	0	0	100.00%
Deerfield Township	26	26	0	0	100.00%
Dryden Township	19	19	0	0	100.00%
Dryden Village	7	7	0	0	100.00%
Elba Township	40	40	0	0	100.00%
Goodland Township	9	9	0	0	0.00%
Hadley Township	10	10	0	0	100.00%
Imlay city	61	61	0	0	100.00%
Imlay Township	21	21	0	0	100.00%
Lapeer City *	203	203	0	0	100.00%
Lapeer Township	40	40	0	0	100.00%
Marathon Township	19	19	0	0	100.00%
Mayfield Township	67	67	0	0	100.00%
Metamora Township	36	36	0	0	100.00%
Metamora Village	1	1	0	0	100.00%
North Branch Township	22	22	0	0	100.00%
North Branch Village	17	17	0	0	100.00%
Oregon Township	35	35	0	0	100.00%
Otter Lake Village	4	4	0	0	100.00%
Rich Township(Mayville)	16	9	0	7	56.25%
Totals	767	759	0	8	98.96%
Emergency Calls (less transfers)	763	755	0	Percentage of E-Call Lapeer County	98.95%
Lapeer City transfers *	4	4	0		
Lapeer E-Calls *	199	199	0	Percentage of E-Call Lapeer City	100.00%

Lapeer City
North Branch
Imlay City
Elba (HQ)
Mayfield
Metamora
Burnside
Dryden

Echo 1 Echo 1

Station	Call Volume	Transports	Transport % of Volume
Alpha 10	195	121	62.05%
Alpha 20	79	56	70.89%
Alpha 30	98	70	71.43%
Alpha 40	133	96	72.18%
Alpha 50	108	66	61.11%
Alpha 60	63	39	61.90%
Bravo 70	30	16	53.33%
Alpha 80	85	56	65.88%
Totals	791	520	
	Average Transport % per call		65.74%
Wheelchair Va	12		
TOTAL	834	Including Echo	

Lapeer County Incidents	759
Other Activity (transfers)	3
	762

June 25 Station Volume

