



**AGENDA
CITY OF LAPEER
CITY COMMISSION
576 LIBERTY PARK, LAPEER, MI 48446
SEPTEMBER 16, 2024**

6:30 P.M. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

SWEARING IN - PATROL OFFICER ROBERT BARRON

APPROVAL OF SEPTEMBER 16, 2024, AGENDA

A. MINUTES:

1. Minutes of the Regular meeting held September 3, 2024.

B. PUBLIC COMMENTS:

1. Lapeer County Commissioner - Brad Haggadone.

C. CONSENT AGENDA:

1. Special Event: Lapeer Buried History, September 28, 2024, 3 p.m. – 8 p.m., Mt. Hope Cemetery.
2. Special Event: Stone Soup Food Bank - Hunger Awareness Week – October 4-5, 2024, 9 a.m. – 2 p.m., Downtown Intersections.
3. Fixed Asset Disposal – 2008 GMC 1500.

SUGGESTED MOTION:

Approve the Consent Agenda for September 16, 2024.

D. BILL LISTING: FOR SEPTEMBER 16, 2024.

1. Bill Listing for September 16, 2024.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the Bill Listing for September 16, in the amount of \$872,101.17.

E. PROCLAMATIONS, RECOGNITIONS AND RESOLUTIONS:

1. Proclamation – National See Tracks? Think Train ® Week.

SUGGESTED MOTION:

Adopt the National See Tracks? Think Train ® Week Proclamation.

F. PUBLIC HEARINGS:

G. ADMINISTRATIVE REPORTS:

1. McCormick Pump Station Capacity Study – Engineering.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the Rowe engineering contract for the McCormick Pump Station Capacity Study not to exceed \$21,000 and authorize the Director of Public Works to sign all necessary documents.

2. Commitment to Purchase – Altech Industries.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the commitment to purchase with Altech Industries, for the purchase of Altech Model LR8-60E70RM, a bucket truck, 2025-26 CIP Project #22862.

3. Change in Business Hours – Adam & Eve.

SUGGESTED MOTION:

Approve the change in hours as requested for the Adam & Eve store, as presented.

4. Ordinance Amendment – Chapter 9 Housing.

SUGGESTED MOTION: INTRODUCTION

Introduce an ordinance amendment to Chapter 9, Housing, Article IV Administration, Enforcement and Penalty, § 9-66 and § 9-67, of the General Ordinance of the City of Lapeer.

H. CITY MANAGER’S REPORT:

1. Rules of Procedure for Public Comment – Discussion.
2. Various matters.

I. CITY ATTORNEY’S REPORT:

1. Various matters.

J. UNFINISHED BUSINESS:

1. Appointments to Boards and Commissions.

K. DEPARTMENTAL COMMUNICATIONS:

1. Monthly Department Reports

L. PUBLIC COMMENTS:

M. CLOSING COMMENTS:

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

N. REMINDER OF MEETINGS:

Next City Commission Meeting:

MONDAY, OCTOBER 7, 2024, Regular

O. REMINDER OF PUBLIC HEARINGS:

ADJOURNMENT

MATERIAL TRANSMITTAL

Notice:

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

**LAPEER CITY COMMISSION
MINUTES OF A REGULAR MEETING
SEPTEMBER 3, 2024**

A regular meeting of the Lapeer City Commission was held on September 3, 2024, at the Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan. The meeting was called to order at 6:30 p.m.

ROLL CALL

Present: Mayor Marquardt.

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

Absent: None.

City Manager: Mike Womack, absent.

City Attorney: T. Allen Francis, present.

Mayor Marquardt led the Pledge of Allegiance.

200 2024 09-03 AGENDA APPROVAL

Moved by Petrie. Seconded by Glisman.

Approve the Agenda for September 3, 2024, with moving Item C-1 Change in Business Hours – Adam & Eve, to Item G-2 for discussion.

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

Nays: None.

MOTION CARRIED.

201 2024 09-03 MINUTES

Moved by Brady. Seconded by Glisman.

Approve the minutes of the regular meeting held on August 19, 2024, as presented.

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

Nays: None.

MOTION CARRIED.

PUBLIC COMMENTS

Dave Klafter gave an invocation.

Brenda McCummins gave an invocation.

Carol Carney spoke about the Adam & Eve store.

202 2024 09-03 CONSENT AGENDA

Moved by Glisman. Seconded by Swindell.

Approve the consent agenda for September 3, 2024, as presented:

2. Special Event: Oktoberfest–Tilted Axis Brewery– September 28, 2024, Noon – 10 p.m.

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

Nays: None.

MOTION CARRIED.

203 2024 09-03 BILL LISTING

Moved by Brady. Seconded by Petrie.

Approve the bill listing for September 3, 2024, in the amount of \$552,249.72.

ON A ROLL CALL VOTE.

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

Nays: None.

MOTION CARRIED.

PROCLAMATION, RECOGNITIONS, AND RESOLUTIONS:

None.

ADMINISTRATIVE REPORTS:

204 2024 09-03 MDOT STATE TRUNKLINE MAINTENANCE CONTRACT

Moved by Glisman. Seconded by Petrie.

Adopt the Resolution, Michigan Department of Transportation Contract #2024 -0345 for State Trunkline Maintenance effective for the period of October 1, 2024, through September 30, 2029, and authorize the DPW Director to sign the contract.

**CITY OF LAPEER
RESOLUTION #2024-19
MICHIGAN DEPARTMENT OF TRANSPORTATION
FOR MUNICIPAL TRUNKLINE MAINTENANCE
CONTRACT #2024-0345**

BE IT RESOLVED THAT the Municipal Trunkline Maintenance Contract #2024-0345 between the Michigan Department of Transportation and the City of Lapeer, in effect from October 1, 2024, through September 30, 2029, as stated in Section 27, TERM OF CONTRACT, is hereby accepted; and

BE IT RESOLVED THAT Jeff Graham is designated as Contract Administrator per Section 4 as responsible for the budget and administration of the contract and that Ross Slusher and Chad Wineman are designated as Maintenance Superintendents and Contacts per Section 5 as responsible for supervising all work covered by the contract.

BE IT FURTHER RESOLVED THAT City officials Mike Womack, City Manager, and Jeff Graham, Director of Public Works, are authorized to sign the said maintenance contract.

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

Nays: None.

MOTION CARRIED.

The Lapeer City Commission held a discussion regarding the request to extend the business hours of the Adam & Eve store.

203 2024 09-03 BUSINESS HOURS – ADAM & EVE

Moved by Glisman. Seconded by Brady.

To postpone the change in business hours of Adam & Eve to the meeting of September 16, 2024.

Ayes: Atwood, Brady, Glisman, Petrie.

Nays: Swindell.

MOTION CARRIED.

CITY MANAGER'S REPORT

None.

CITY ATTORNEY'S REPORT

None.

UNFINISHED BUSINESS

204 2024 09-03 APPOINTMENT – EDC/TIFA/BROWNFIELD

Moved by Swindell.

To confirm the Mayor's appointment of Ashley Fanson to the EDC/TIFA/BROWNFIELD for a term to expire on March 1, 2025.

MOTION DIED DUE TO LACK OF SUPPORT.

205 2024 09-03 APPOINTMENT – LOCAL OFFICERS COMPENSATION COMMISSION

Moved by Brady. Seconded by Petrie.

To confirm the Mayor's appointment of Jannice Ferdon to the Local Officers Compensation Commission for a term to expire on October 1, 2026.

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

Nays: None.

MOTION CARRIED.

206 2024 09-03 APPOINTMENT – PLANNING COMMISSION

Moved by Swindell.

To confirm the Mayor's appointment of Anissa Buffin to the Planning Commission for a term to expire on August 1, 2027.

MOTION DIED DUE TO LACK OF SUPPORT.

207 2024 09-03 APPOINTMENT – INCOME TAX BOARD OF REVIEW

Moved by Brady. Seconded by Petrie.

To appoint Jannice Ferdon to the Income Tax Board of Review for a term to expire on December 1, 2027.

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

Nays: None.

MOTION CARRIED.

DEPARTMENTAL REPORTS

The DDA Monthly Departmental Report was received into the record.

PUBLIC COMMENTS

Dwayne Burda spoke about appointments to the Planning Commission.

MAYOR/COMMISSIONER COMMENTS

Commissioner Glisman: Excited for the fall season and getting the kids back to school and raised properly. She is proud of the City; proud of the Police and Fire Departments and everything they are doing. Have a safe and wonderful autumn.

Commissioner Swindell: Happy to see the school buses and the kids back to school. Keep your eyes out for the kids getting on and off the buses. Many businesses are open on Sundays, Sunday is not only a family day. Completely embarrassed how this Commission does not support the Mayoral appointments; these seats are non-partisan, yet the politics playing is not for the betterment of this City. These decisions are making huge impacts.

Commissioner Petrie: We are supposed to ask questions, and she takes all the issues in front of the commission seriously. She is very aware of the vacancies of the Planning Commission and yes, we are in a fix, and we all have our opinions about who should be appointed. Each Commissioner has one vote. Expressed her condolences to the Shoults family for the loss of Barry Shoults, a former mayor who recently passed away.

Commissioner Atwood: Spent the weekend in Sault Ste. Marie; enjoys looking around at the other towns he visits. Has a meeting with Michigan State Extension for the conference coming to Lapeer next year in May.

Mayor Marquardt: Expressed condolences to the Barry Shoults family. Read the list of current events.

208 2024 09-03 ADJOURNMENT

Having no further business, Mayor Marquardt adjourned the meeting at 7:25 p.m.

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: September 9, 2024
RE: Special Event – Lapeer’s Buried History

STAFF RECOMMENDATION

Approve Event.

CURRENT OR NEW INFORMATION

This event will be held on September 28, 2024, at Mt. Hope Cemetery. The event will be held from 3:00 p.m. to 8:00 p.m. with approximately 100 people attending. Jill Lyons from the Center of the Arts of Greater Lapeer will be the event coordinator. The purpose of the event is to tour the final resting place of some of Lapeer’s prominent pioneers. This event is also covered by liability Insurance.

AGENDA ITEM REVIEW

Meeting Date: September 19, 2024

Date Reviewed: September 9, 2024

Consent: X

Administrative:

Reviewed By: Clerk’s Office

Public Hearing:

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) Center for the Arts of Greater Lapeer, Inc Phone # 810-664-4824

Address 194 W Nepessing St

Organization Event
Coordinator/Contact Jill Lyons Phone # 810-664-4824

Event Coordinator/
Contact Address 194 W Nepessing St

Coordinator/Contact Email info@pixlapeer.org

Event Name Lapeer's Buried History - A Living Tour of the Past

Purpose of Event Historic walking tour, with actors telling the story of Lapeer's pioneers

Event Location Mt. Hope Cemetery 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 28, 2024 Event Time 3:00pm-8:00pm

of Event Organizational Team 18 # of Expected Attendees: 100

Describe the activities taking place at your event: Tours of Mt. Hope cemetery with actors telling the story of some of Lapeer's prominent pioneer families. There is a QR code at each featured family plot, allowing patrons to see photos of the family and or their home.

Please check what will be part of your event:

☐ Music**	☐ Animals** (such as a petting zoo)	☐ Selling of food*	☒ Posted Signage of Event*
☐ Tents	☐ Wedding	☐ Selling of drinks*	☐ 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:		

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

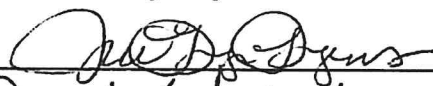
Please check what type of event is this:

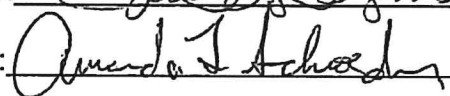
A description of the type of event can be found on page 4, B.1-5.

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

INDEMNIFICATION AGREEMENT

The Center for the Arts of Greater Lapeer, Inc 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:  Date: 8-28-24

Witness:  Date: 8/28/24

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): The last Saturday 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]

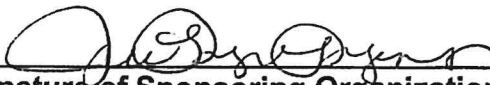
If yes, list the lots or locations where free parking is requested:

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.

8.28.24
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. |



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/29/2024

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

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	CONTACT NAME: Mary Berger
The Lapeer Agency	PHONE (A/C, No, Ext): (810)664-2966
145 E. Nepessing St	FAX (A/C, No): (810)664-1102
Lapeer, MI 48446	E-MAIL: mary@lapeeragency.com
	ADDRESS:
	INSURER(S) AFFORDING COVERAGE
	INSURER A: U.S. Liability Insurance Co.
	INSURER B: Accident Fund of Michigan
	INSURER C: Conifer Insurance Company
	INSURER D:
	INSURER E:
	INSURER F:

INSURED

Center for the Arts of Greater Lapeer, Inc
172 W Nepessing St
Lapeer, MI 48446

COVERAGES

CERTIFICATE NUMBER: 00000695-897024

REVISION NUMBER: 3

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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY		NPP1597889C	09/03/2024	09/03/2025	EACH OCCURRENCE \$ 1,000,000
	☐ CLAIMS-MADE ☒ OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
						MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ Included
						\$
	GEN'L AGGREGATE LIMIT APPLIES PER:					
	☒ POLICY ☐ PRO-JECT ☐ LOC					
	OTHER:					
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO					BODILY INJURY (Per person) \$
	OWNED AUTOS ONLY	SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	HIRED AUTOS ONLY	NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB	OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	CLAIMS-MADE				AGGREGATE \$
	DED RETENTION \$					\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		100054816	09/03/2024	09/03/2025	☒ PER STATUTE ☐ OTH-ER \$ 100,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N				E.L. EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Liquor Liability		CILL016949	09/03/2024	09/03/2025	\$ 1,000,000

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

EVENT DATE 9.28.24

CERTIFICATE HOLDER

City of Lapeer
576 Liberty Park
Lapeer, MI

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

(MMB)

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: September 10, 2024
RE: Special Event Request – Hunger Awareness

STAFF RECOMMENDATION

Approve event. Approval subject to compliance with any Governor, Health Department or other Governmental Agency (State or Federal) Order.

CURRENT OR NEW INFORMATION

We received a request from the Stone Soup Pantry to hold their annual Hunger Awareness Week Fund Collection on October 4-5, 2024, from 9:00AM – 2:00PM. This event will utilize several intersections within the City of Lapeer. Safety cones and traffic vests will be required for persons out in the intersections collecting funds. This event does not require assistance from any City of Lapeer department.

The following intersections will be used:

Nepessing and N Saginaw

Nepessing and Court St.

Nepessing and Calhoun St

Nepessing and Mason St.

See PDF File SE Hunger Awareness 2024.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Annual Event

AGENDA ITEM REVIEW

Meeting Date: September 16, 2024

Date Reviewed: September 10, 2024

Consent: X

Administrative:

Reviewed By: City Clerk's Office

Public Hearing:

City of Lapeer SPECIAL EVENT APPLICATION

RECEIVED

AUG 27 2024

CITY MANAGER
LAPEER, MI



DIRECTIONS: Complete this application in accordance with the City of Lapeer Special Events Ordinance and Regulations, and return it to the City Manager's Office at least 30 Calendar days prior to the starting date of the event.

If your requested event is to take place in a CITY PARK, YOU MUST CONTACT the Parks & Rec. Dept at (810) 664-4431 for scheduling park facilities before submittal to the City Manager's Office.

Sponsoring Organization
(Legal Name)

Phone #

Address

Organization Event
Coordinator/Contact

Phone #

Event Coordinator/Contact
Address

Coordinator/Contact Email

Event Name

Purpose of Event

Event Location

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

Event Time

of Event

Organizational Team

of Expected

Attendees:

Describe the activities

taking place at your 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*

*See Rules and Regulations

Please check what you request the City to supply:

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

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

What type of event is this:

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

INDEMNIFICATION AGREEMENT

The Stone Soup Food Bank 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: 8-27-24

Witness: Tracey S. Russell Date: 8-27-24

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): 2nd Week in October

Next Year's specific dates: 10-10-25 / 10-11-25

2. **AN EVENT MAP [IS] [IS NOT]** attached. If your event will use streets and/or sidewalks (for a parade, run, etc.), or will use multiple locations, please attach a complete map showing the assembly and dispersal locations and the route plan. Also show streets or parking lots that you are requesting to be blocked off. **Crossing Guards are required if crossing any roads.**
3. **FREE PARKING:** Are you requesting free parking (see the Rules and Regulations)? [YES] [NO]

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

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

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

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

12.27.2024
Date


Signature of Sponsoring Organization's Agent

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

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/23/2024

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

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 CIA Insurance & Risk Management 45600 Village Boulevard Shelby Township MI 48315		CONTACT NAME: Stefanie Bauder PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: sbauder@ciainsurance.com	
INSURED STONE SOUP FOOD PANTRY 475 S Court St Lapeer MI 48446		INSURER(S) AFFORDING COVERAGE INSURER A: SECURA Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 22543	

COVERAGES**CERTIFICATE NUMBER:** 2024-25 Master Cert**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 ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		CP3183507	09/09/2024	09/09/2025	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
	MED EXP (Any one person) \$ 10,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			A3201409	09/09/2024	09/09/2025	GENERAL AGGREGATE \$ 2,000,000
	PRODUCTS - COMP/OP AGG \$ 2,000,000						
	Exclusion Amusement \$						
	COMBINED SINGLE LIMIT (Ea accident) \$ 510,000						
	UMBRELLA LIAB EXCESS LIAB ☐ OCCUR ☐ CLAIMS-MADE DED \$ RETENTION \$						BODILY INJURY (Per person) \$
	BODILY INJURY (Per accident) \$						
	PROPERTY DAMAGE (Per accident) \$						
	Uninsured motorist \$ 510,000						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	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)

The Certificate Holder is included as Additional Insured with respect to General Liability for work performed by the Named Insured when required by written contract or agreement.

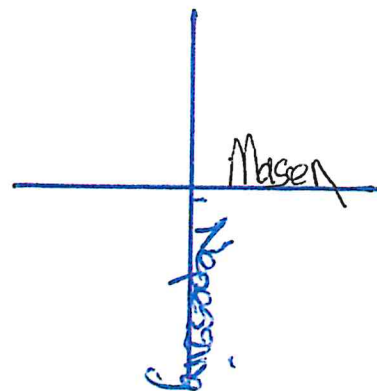
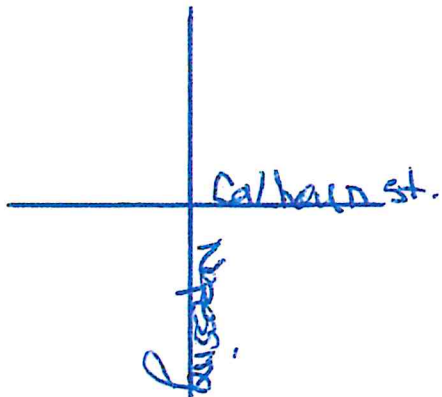
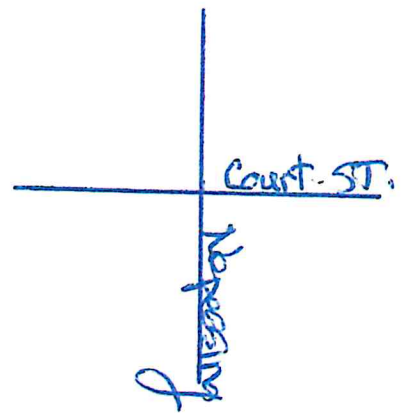
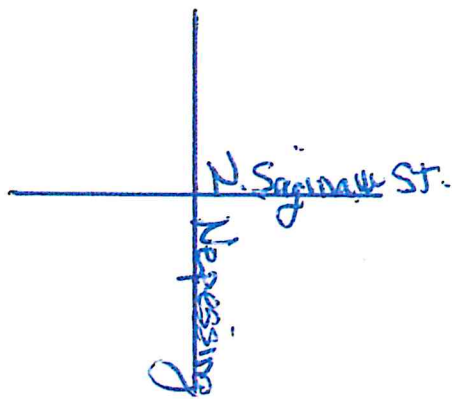
CERTIFICATE HOLDER**CANCELLATION**

City of Lapeer 576 Liberty Park 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
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Stone Soup Food Bank
Hunger Awareness Week

Intersection downtown Lapeer, MI



N



ITEM C-3

To: Mike Womack, City Manager
From: Jeff Graham Public Works Director
Date: September 10, 2024
RE: Fixed Asset Disposal - Parks Department Truck - 2008 GMC 1500

STAFF RECOMMENDATION

I recommend City Commission approval to disposal of a 2008 GMC Parks Department Truck 1500 4x2 through the auction site Govdeals.com

CURRENT OR NEW INFORMATION

We would like to sell a 2008 GMC Parks Department Truck on Govdeals.com. This is the worst truck the Park Department has in its fleet. It is getting rusty and will need several repairs. It was replaced with Truck #28 which was transferred from the Department of Public Works. We estimate the value to be approximately \$5,000-dollar.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

The City is always trying to keep the fleet up to date with the best looking vehicles with the least equipment repairs needed to result in as little as possible down time with equipment. Due to the age and needed repairs this vehicle it is near the end of its life and has already been replaced with a truck being transferred from DPW.

Equipment: Vehicle #604

Department: Parks and Recreation

Year: 2008 GMC 4x2 Pickup Truck

VIN : 1GTEC14X98Z141568

AGENDA ITEM REVIEW

Meeting Date:	September 16, 2024	Date Reviewed:	September 10, 2024
Consent:	X	Reviewed By:	City Clerk's Office
Administrative:			
Public Hearing:			



ITEM D-1

To: Mayor and City Commission
From: Kelly Hanna, Director of Financial Services
Date: September 10, 2024
RE: Bill Listing – September 16, 2024

STAFF RECOMMENDATION

Approve the bill listing as presented.

CURRENT OR NEW INFORMATION

I, Kelly Hanna, Director of Financial Services, have reviewed the bills for August 30, 2024, through September 12, 2024, in the total amount of **\$872,101.17** and find them to be proper charges.

AGENDA ITEM REVIEW

Meeting Date: September 16, 2024	Date Reviewed: September 10, 2024
Consent:	
Administrative: X	Reviewed By: City Clerk's Office
Public Hearing:	

CHECK REGISTER FOR CITY OF LAPEER
CHECK DATE FROM 08/30/2024 - 09/12/2024

Check Date	Check	Vendor Name	Amount
09/12/2024	2401(A)	US BANK TRUST COMPANY, N A	460,520.63
09/12/2024	598213	LAPEER CO TREASURER	87,393.06
09/12/2024	598214	LAPEER TOWNSHIP	72,866.97
09/12/2024	2404(E)	BLUE CROSS & BLUE SHIELD OF MI	70,472.52
09/12/2024	598216	MAYFIELD TOWNSHIP	25,613.00
09/12/2024	598201	ELBA TOWNSHIP	22,302.39
09/12/2024	2391(A)	MICHIGAN MUNICIPAL WORKERS	18,813.00
09/12/2024	598200	DIAMOND TIER CONSTRUCTION LLC	14,808.00
09/12/2024	2397(A)	ROWE INC	9,355.00
09/12/2024	2376(A)	ABM COMMERCIAL CLEANING	7,580.00
09/12/2024	2381(A)	FLETCHER FEALKO SHOUDY & FRANCIS PC	6,897.50
09/12/2024	2402(A)	VECTOR TECH GROUP	6,551.20
09/12/2024	2405(E)	CONSUMERS ENERGY	6,020.27
09/12/2024	598195	ALLEN EDWIN HOMES	6,000.00
09/12/2024	598207	IMMACULATE CONCEPTION CHURCH	5,250.00
09/12/2024	598219	MLR ENGINEERING	5,100.00
09/12/2024	2377(A)	CORRIGAN OIL II, INC.	4,521.73
09/12/2024	2387(A)	LEGACY ASSESSING SERVICES INC	3,400.00
09/12/2024	2383(A)	GEBJ	3,000.00
09/12/2024	2378(A)	DEE CRAMER	2,889.00
09/12/2024	2384(A)	GR LAKES DIRECT. BORING & TRENCHING	2,400.00
09/12/2024	598232	VERIZON WIRELESS	2,346.10
09/12/2024	2385(A)	HYDRO CORP	1,989.50
09/12/2024	2403(A)	VIEW NEWSPAPERS	1,830.20
09/12/2024	2388(A)	MAUK, JODI	1,807.70
09/12/2024	2399(A)	SMITH, SHANNON	1,807.70
09/12/2024	598230	TYSON, CALVIN & MARYLOUISE	1,730.06
09/12/2024	2407(E)	METROPOLITAN LIFE INSURANCE COMPANY	1,545.21
09/12/2024	598229	TRW LANDSCAPES LLC	1,305.90
09/12/2024	598203	GRAINGER	1,194.82
09/12/2024	2400(A)	TAYLOR, SARAH	1,000.00
09/12/2024	598217	MGS ELECTRIC INC.	960.00
09/12/2024	598227	T. P. ISRAEL CO INC	900.00
09/12/2024	2398(A)	S. J. CHAIN & WIRE ROPE INC	896.25
09/12/2024	598237	WHITE'S GARAGE DOOR	862.90
09/12/2024	598204	GREAT LAKES ENVIRONMENTAL TEST. LLC	850.00
09/12/2024	2390(A)	MEI TOTAL ELEVATOR SOLUTIONS	785.60
09/12/2024	2394(A)	ON DUTY GEAR, LLC	704.95
09/12/2024	598233	VERSALIFT MIDWEST, LLC	667.00
09/12/2024	2392(A)	NORTH CENTRAL LABS	663.22
09/12/2024	598208	JAY'S SEPTIC	540.00
09/12/2024	2396(A)	RICK RHEIN DISPOSAL	496.00
09/12/2024	598215	MARCO TECHNOLOGIES, LLC	454.53

09/12/2024	2389(A)	MAURER'S TEXTILE RENTAL SERVICES	393.70
09/12/2024	598211	LAPEER CO PARKS	368.00
09/12/2024	2393(A)	NYE UNIFORM CO	316.78
09/12/2024	2379(A)	EASTERN OIL COMPANY	291.95
09/12/2024	2386(A)	KEITH BRACE INC.	275.00
09/12/2024	598197	AT & T SERVICES	250.00
09/12/2024	598199	CHARTER COMMUNICATIONS	250.00
09/12/2024	598222	PRO SOURCE UTILITY GROUP	250.00
09/12/2024	598224	SIGMA TECHNOLOGIES	250.00
09/12/2024	598226	STEVE'S PLUMBING & HEATING	250.00
09/12/2024	598206	HOLLAND SUPPLY, INC.	203.67
09/12/2024	598234	VILLAGE PRINTING	154.00
09/12/2024	598210	LAPEER CO FIREFIGHTERS ASSOC	140.00
09/12/2024	598218	MICHIGAN CAT	138.50
09/12/2024	598221	POSTMASTER	136.49
09/12/2024	598220	PINE TREE HEATING & AIR	134.00
09/12/2024	598196	ARNOLD'S AUTO WASH	128.00
09/12/2024	2395(A)	PARAGON LABORATORIES, INC.	118.00
09/12/2024	2406(E)	INVOICE CLOUD	115.00
09/12/2024	598205	GROUP RESOURCES	112.00
09/12/2024	598194	A-1 MECHANICAL	100.00
09/12/2024	598202	GOYETTE MECHANICAL	100.00
09/12/2024	598235	VORTEX HEATING & AIR CONDITIONING	100.00
09/12/2024	598236	WARREN SYSTEMS, INC	100.00
09/12/2024	2382(A)	FLINT WELDING SUPPLY CO	81.25
09/12/2024	598225	STATE OF MICHIGAN	75.00
09/12/2024	598223	SHIRLEY'S DRY CLEAN. & ALTERATIONS	67.95
09/12/2024	2380(A)	FASTENAL COMPANY	30.75
09/12/2024	598212	LAPEER CO REGISTER OF DEEDS	30.00
09/12/2024	598228	TRI-COUNTY ASSESSORS ASSOC	25.00
09/12/2024	598209	KORABIK, MICHAEL & MARGARET	11.00
09/12/2024	598198	BULLINGER, DAVID	5.73
09/12/2024	598231	UPS	5.67
09/12/2024	2408(E)	STATE OF MICHIGAN	1.82
TOTAL			<u><u>\$872,101.17</u></u>

CITY OF LAPEER
PROCLAMATION

NATIONAL SEE TRACKS? THINK TRAIN® WEEK

WHEREAS *See Tracks? Think Train®* Week is to be held across the U.S. from September 23 to 29, 2024;

WHEREAS, 2,192 rail grade crossing collisions resulted in 765 personal injuries and were responsible for 248 fatalities in the United States during 2023; and

WHEREAS, 1,378 pedestrian trespassing casualties have occurred in the United States resulting in 663 pedestrians being killed and another 715 injured while trespassing on railroad property rights of way during 2023; and

WHEREAS, educating and informing the public about rail safety (reminding the public that railroad right of ways are private property, enhancing public awareness of the dangers associated with highway rail grade crossings, ensuring pedestrians and motorists are looking and listening while near railways, and obeying established traffic laws) will reduce the number of avoidable fatalities and injuries caused by incidents involving trains and citizens; and

WHEREAS, the International Association of Chiefs of Police, National Operation Lifesaver Inc., United States Department of Transportation, and all local, state, county, and railroad law enforcement officers, first responders, and railroad corporations commit to partnering together in an effort to educate at a national level all aspects of railroad safety, to enforce applicable laws in support of National *See Tracks? Think Train®* Week;

NOW, THEREFORE, BE IT RESOLVED that, I Debbie Marquardt, Mayor of the City of Lapeer and the Lapeer City Commission, declare September 23 to 29, 2024, National *See Tracks? Think Train®* Week and I encourage all citizens to recognize the importance of rail safety education.

Dated this 16th day of September 2024.



Debbie G. Marquardt, Mayor



Joshua Atwood, Mayor Pro Tem



Linda Glisman, Commissioner



Marlana Swindell, Commissioner



Stefan Brady, Commissioner



Melissa Petrie, Commissioner



Mike Womack, City Manager



ITEM G-1

To: Mike Womack, City Manager
From: Jeff Graham Public Works Director
Date: September 9, 2024
RE: McCormick Pump Station Capacity Engineering

STAFF RECOMMENDATION

Approve the Rowe Engineering Contract for the McCormick Pump Station Capacity Study for lift station flow analysis and pump station capacity work in the amount of \$21,000 and authorize the Director of Public Works to sign all necessary documentation.

CURRENT OR NEW INFORMATION

The City has budgeted \$75,000 for the project's engineering in this year's CIP Project #22961.

Within the last five years, interest in commercial development has increased and some commercial properties are now under construction. The McCormick Sanitary Sewer Pump Station, located on the southside of McCormick Drive between Calhoun Street and Court Street, has been identified as a point of concern. If development proceeds as planned in the south end of the City, this station may not have the capacity to adequately service this area unless upgrades and improvements are planned and implemented. We have also had the floor in this lift station spring a leak and we were able to fix this structure for now but there is no telling when we will have another structure failure. (This lift station was put in around 1984)

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

A capacity upgrade at the station may qualify for a loan and or grant from the Rural Development Division (USDA), however, without this information we are unable to apply for this grant at this time. We are estimating \$20,000 to \$30,000 in costs for engineering, application and plans to be drawn up for this project. Overall construction cost for this project could be around the \$800,000 range or more. This is just an estimate from my past experience with lift stations. But once engineering is completed, we will have a better idea of the construction cost.

AGENDA ITEM REVIEW

Meeting Date:	September 16, 2024	Date Reviewed:	September 10, 2024
Consent:			
Administrative:	X	Reviewed By:	City Clerk's Office
Public Hearing:			



July 15, 2024

Mr. Jeff Graham
Director of Public Works
City of Lapeer
217 Bentley Street
Lapeer, MI 48446

RE: McCormick Pump Station Capacity Study

Dear Mr. Graham,

As you know, approximately 20 years ago, the City of Lapeer's municipal boundary was extended south to incorporate the properties in the vicinity of the I-69 and M-24 intersection. Public water and sanitary sewer facilities were extended into these areas to facilitate future development. Within the last five years, interest in commercial development has increased, and some commercial properties are now under construction. The McCormick Sanitary Sewer Pump Station, located on the south side of McCormick Drive between Calhoun Street and Court Street, has been identified as a point of concern. If development proceeds as planned on the south end of the city, this station may not have the capacity to adequately service this area unless upgrades and improvements are planned and implemented.

A capacity upgrade at the McCormick Pump Station may qualify for a loan and/or grant from the Rural Development Division of the United States Department of Agriculture (USDA). As the first step to prepare for a loan application, the city must first identify the current capacity of the station and forecast the future needs for its service area.

ROWE proposes to provide the following Phase One services as detailed below for the following fee:

Flow Analysis	\$ 8,500
<u>Pump Station Analysis</u>	<u>\$12,500</u>
Total	\$21,000

Once the city has this information, if it chooses to proceed, a full project plan will have to be developed as part of the USDA loan application. The city should expect that a full project plan will cost in the range of \$20,000 to \$30,000, to be finalized once the full scope of the project has been defined.

SINCE 1962

Mr. Jeff Graham
July 15, 2024
Page 2

SCHEDULE:

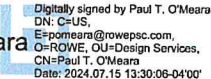
In order to complete the studies listed above, ROWE will need to collect various data and information from the City of Lapeer. Understanding that such data collection can take time, ROWE estimates that the total time to pull the various components will be three months from the time of authorization.

ROWE appreciates the opportunity to provide this proposal and is looking forward to assisting you with this study. 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.

Should you have any questions or comments, please do not hesitate to contact me on my cell phone at (248) 318-1492.

Sincerely,
ROWE Professional Services Company

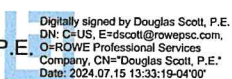
Paul T. O'Meara



Digitally signed by Paul T. O'Meara
DN: C=US,
E=pomeara@rowepsc.com,
O=ROWE, OU=Design Services,
CN=Paul T. O'Meara
Date: 2024.07.15 13:30:06-04'00'

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

Douglas Scott, P.E.



Digitally signed by Douglas Scott, P.E.
DN: C=US, E=dscott@rowepsc.com,
O=ROWE Professional Services
Company, CN=Douglas Scott, P.E.
Date: 2024.07.15 13:33:19-04'00'

Douglas A. Scott, PE, LEED® AP
Senior Project Manager

Attachments:
Exhibit A
Contract

R:\Projects\2400002\Docs\Proposal and Contract\McCormick Pump Station\Proposal McCormick Pump Station Study.docx

EXHIBIT A MCCORMICK PUMP STATION EXPANSION STUDY

SCOPE OF WORK:

The overall scope of work for this project includes an analysis of the existing McCormick Pump Station capacity in contrast to both the existing and potential future flows into the station that are anticipated from future development. The existing station conveys all the sewage from the south side of Lapeer. ROWE understands that it is currently operating near capacity and requires upgrades to maintain both its capacity and reliability. The City of Lapeer anticipates that several currently vacant properties may be developed in the foreseeable future. The Department of Public Works (DPW) wishes to incorporate sufficient additional capacity to accommodate these service areas in any pump station upgrades.

Our scope of work will consist of two parts – Flow Analysis and Pump Station Analysis. The Flow Analysis will generally include a review of the flows from the existing service area, potential development within the service area and possible expansions adjacent to the service area. The goal will be to forecast both current and future flows into the pump station. The Pump Station Analysis will generally include a review of the existing station capacity, remaining service life of existing components, and potential upgrade options to accommodate the forecasted future flows. In order to complete this project, we anticipate the following tasks will be necessary:

Flow Analysis

1. Meet with the City of Lapeer to review the current pump station service area and fully understand the potential service areas. Gather existing drawings that reflect the service area including pipe sizes, slopes, etc.
2. Prepare an overall service area map which will delineate currently developed parcels and identify undeveloped parcels that will likely be developed in the future. This map will include any areas outside of the existing service area that the city believes may be added to the service area in the future.
3. Review existing flow information and prepare an average flow per acre for the current service area. This flow rate will be used to estimate flows from the undeveloped area.
4. Prepare a report summarizing the current flows and anticipated flows from undeveloped areas within the service area and areas that may be added to the service area. This report will be used to determine the required capacity upgrades to the pump station.

Pump Station Analysis

1. Meet on site with the City of Lapeer to review the current pump station condition. The investigation will include a visual review of the existing wet well, valve vault, controls, electrical system, structures, etc. The investigation will be limited to readily accessible areas only. ROWE will not enter confined space areas. ROWE will also interview DPW staff to gather operations information such as pump issues, control issues, etc. The goal of this investigation is to document specific pump station needs such as hatch replacement, crack repair, electrical upgrades, etc.
2. Determine the capacity of the existing pump station. ROWE will gather the existing pump information and determine the overall station firm capacity. This information will be compared with the current flow through the system to identify any remaining station capacity.

3. Prepare recommendations for improvements to the pump station. ROWE will utilize the information gathered to prepare a list of proposed station improvements for both the current flows and potential expansions. ROWE will strive to provide options that include maximizing station capacity using existing structures, complete station replacement, etc. These recommendations will be discussed with the City of Lapeer prior to finalizing the report.
4. Prepare a final report summarizing the findings. The report will include proposed options for maintaining the existing capacity as well as options to meet the anticipated service expansions. Conceptual cost opinions will be provided for each option. The final report will be submitted to the City of Lapeer. ROWE will be available to present the report at a council meeting if desired. We have included one public meeting in the scope of work.

This proposal is based on the following:

1. Service area and flow information will be readily available. Flow metering is not included in the scope of work.
2. The City of Lapeer has already generally identified potential expansion areas.
3. The scope of work is limited to pump station upgrades and does not include identifying gravity sewer expansion needs.
4. Confined space entries are not included in the scope of work. All investigations will be completed above grade.
5. No survey work is included in the scope of work.

Contract for Engineering Services

McCormick Pump Station Capacity Study Lapeer, MI

THIS AGREEMENT, entered into this _____ day of _____, 2024, 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": As stated in the attached proposal.

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

Section 1 – Basic Services of the Consultant

A. Scope of Service:

The Consultant will perform the services described in the Consultant's Proposal, dated July 15, 2024 (hereinafter the "Services"). A copy of the Proposal is attached and incorporated into this Agreement as Exhibit A.

B. General:

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

Section 2 – Additional Services of the Consultant

A. General:

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

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

Section 3 – Client's Responsibilities

A. General:

1. Provide full information as to its requirements for the Project.
2. Assist the Consultant by placing at the Consultant's disposal all available information pertinent to the Project, including previous reports and any other data relative to the Services of the Project.
3. Provide access for the Consultant to enter upon lands as required for the Consultant to be able to perform the Services.
4. Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by the Consultant and shall render in writing decisions pertaining thereto within a reasonable time so as not to delay the Services or the Project. The Consultant will assist the Client

in preparing applications and documents to secure approvals and permits. The Client is responsible for payment of permit application fees and charges.

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

Section 4 – Period of Service

A. General:

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

Section 5 – Payments to the Consultant

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

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

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

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

C. General:

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

Section 6 – General Conditions

A. Termination:

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

B. Ownership:

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

C. Insurance:

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

D. Successors and Assigns:

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

E. Independent Contractor:

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

F. Non-Discrimination:

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

G. Mediation:

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

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

H. Jobsite Safety:

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

I. Limitation of Liability:

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

J. Standard of Care:

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

K. Project Information:

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

L. Submittals:

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

M. Applicable Law:

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

Section 7 – Special Provisions

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

NONE.

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

Client:
City of Lapeer

Consultant:
ROWE Professional Services Company

Signature

Typed Name and Title

Paul T. O'Meara

Signature

Paul T. O'Meara, P.E. – Senior Project Manager
Typed Name and Title

Digitally signed by Paul T. O'Meara
DN: C=US, E=pomeara@rowepsc.com,
O=ROWE, OU=Design Services,
CN=Paul T. O'Meara
Date: 2024.07.15 13:29:44-04'00'



ITEM G-2

To: Mike Womack, City Manager
From: Jeff Graham Public Works Director
Date: September 9, 2024
RE: Commit to Purchase with Altech Industries

STAFF RECOMMENDATION

Approve the commitment to purchase with Altech Industries, for the purchase of Altech Model LR8-60E70RM, a bucket truck, 2025-26 CIP Project #22862.

CURRENT OR NEW INFORMATION

The new bucket truck is a MI Deal quote and has come in under our \$270,000 budget for the 2025-26 CIP at approximately \$251,000 with an additional \$2,000 for lights and other safety equipment as described in the attached quote from Altec Industries. Placing our commitment to purchase now will guarantee we have the new bucket within 15-18 months after receipt of order.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Within the last month our bucket truck has broken down and was in for repairs that our mechanics were not able to perform and had to be sent out to Altec for a cost of approximately \$700. In the near future the truck will need to have the hydraulic hoses replaced. The truck is a 1998 and has served its life expectancy. Over the last several years this truck has continued to need expensive repairs.

AGENDA ITEM REVIEW

Meeting Date:	September 16, 2024	Date Reviewed:	September 10, 2024
Consent:			
Administrative:	X	Reviewed By:	City Clerk's Office
Public Hearing:			



May 9, 2024
Our 95th Year

Ship To:

CITY OF LAPEER (MI)
217 BENTLEY ST
LAPEER, MI 48446
US

Bill To:

CITY OF LAPEER (MI)
576 LIBERTY PARK
LAPEER, MI 48446
United States

Attn: ROB UNDERHILL
Phone: 810-6644711
Email: runderhill@ci.lapeer.mi.us

Altec Quotation Number: 1488083 - 2
Account Manager: Nathan Alan Guetzko
Technical Sales Rep: Emily E Barneycastle

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	<u>Unit</u>		
1.	ALTEC Model LR8-60E70RM Articulating Overcenter Aerial Device with an insulating lower boom, insulating upper boom and the Altec ISO-Grip insulating system at the boom tip. For installation over the rear axle and to include the following features: A. Ground to Bottom of Platform Height: 70.3 feet (21.4 meters). B. Working Height: 75.3 feet (23.0 meters). C. Maximum reach to edge of platform with Upper Boom Non- overcenter (working position): 44.8 feet (13.6 meters) at platform height of 38.7 feet (11.8 meters). D. Maximum reach to edge of platform with Upper Boom Overcenter: 48.4 feet (14.8 meters) at platform height of 19.8 feet (6.0 meters). E. Continuous Rotation. F. Lower Boom: Articulation is from 0 to 125 degrees. Insulator provides 15 inches of isolation in the lower boom. G. Insulating Upper Boom: Articulation is from 0 to 270 degrees. The round filament wound fiberglass section provides a minimum of 19 feet (5.79 meters) of isolation. H. Chain and Rod Leveling: Platform automatically maintains level during boom articulation by means of a high strength chain and fiberglass rods in the booms to maintain dielectric integrity. Lifetime system requires no major preventative maintenance. Platform level adjustment is easily accessible from external location on lower pivot. I. Altec Patented walking link system features uniform speed, smooth and continuous articulation and low maintenance operation. J. Maintenance Free Elbow: nitrided to prevent rust, increase hardness and eliminates the need for grease at the elbow. K. Side-by-Side Boom Stow offers low travel height and easy platform access. L. The INSULATING UPPER CONTROL SYSTEM includes a single handle controller incorporating high electrical resistance components that are dielectrically tested to 40 kV AC with no more than 400 microamperes of leakage. The control handle is green in color to differentiate it from other non-tested controllers. M. The INSULATING SECONDARY CONTROL SYSTEM includes control handles incorporating high electrical resistance components that are dielectrically tested to 40 kV AC with no more than 400 microamperes of leakage. These control	1	

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Item	Description	Qty	Price
	handles are green in color to differentiate it from other non-tested controllers.		
N.	Platform capacity: 400 lbs. (181 kilograms) standard.		
O.	Small Boom Tip Profile.		
P.	Hydraulic system: Open center (full pressure), maximum flow of 6.0 to 6.5 gpm (22.7 to 24.6 lpm), maximum operating pressure of 3,000 psi.		
Q.	Diagnostic pressure test port is located at the lower control station to allow a technician to quickly and easily attach a test gauge to verify system and tool circuit pressure.		
R.	Unit is painted with a powder coat paint process which provides a finish-painted surface that is highly resistant to chipping, scratching, abrasion and corrosion. Paint is electrostatically applied to the inside as well as outside of fabricated parts then high temperature cured prior to assembly ensuring maximum coverage and protection.		
S.	Unit meets or exceeds ANSI 92.2 standards.		
2.	Manual Upper Boom Stow Securing System with support cradle and tie down strap.	1	
3.	Elevator Pedestal	1	
4.	Single, One (1) Man, Fiberglass Platform; fixed side mounted. 24 x 24 x 39 inches.	1	
	Altec Patented ISO-Grip Insulating, Proportional Speed, Upper Control Handle - with safety interlock and interlock guard. Located on the side of the platform nearest the upper boom, mounted on the shaft. Forward/back operates lower boom down/up, tiller operates rotation CW/CCW, and up/down operates upper boom up/down.		
5.	One (1) Platform Step - located on the side of the platform nearest the elbow in the stowed position	1	
6.	Platform Cover - Soft vinyl 24 x 24 inch (610 x 610 mm)	1	
7.	Platform Liner, 24 x 24 x 39 inches (610 x 610 x 991 mm), 70 kV Rating	1	
8.	Hydraulic Tool Circuit at Platform: Two (2) sets of tool couplers for open center tools, one (1) set located on each side of the platform.	1	
9.	Tool Circuit System Relief Pressure to be set to 2250 PSI	1	
10.	Secondary Stowage System: 12 VDC powered motor and pump assembly for temporary operation of the unit in a situation wherein the primary hydraulic source fails. Electric motor is powered by the chassis battery. Control is operated with an air plunger at the platform and a momentary switch located at the lower controls and the outrigger controls. This feature allows the operator to completely stow the booms, platform, and outriggers.	1	
11.	Slip Ring: Required for engine start/stop, secondary stowage system, and throttle control options	1	
12.	Primary A-Frame Outriggers with 5-degree swivel shoe. For installation on a 36 to 40 inch chassis frame height.	1	
A.	Maximum Spread: 140 inches to the outer edge of shoes		
B.	Ground Penetration: 7 to 11 inches depending on chassis frame height		
C.	Outrigger/Unit Selector Valve: reduces the potential for inadvertent outrigger movement during machine operation if outrigger controls are bumped		
D.	Outrigger Control Valves: located on the outrigger legs		

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	E. Outrigger Interlocks: will not allow the unit to be operated until the outriggers have been at least partially deployed		
	F. Outrigger Motion Alarms		
13.	Auxiliary A-Frame Outriggers with 5-degree swivel shoe. For installation on a 36 to 40 inch chassis frame height.	1	
	A. Maximum Spread: 140 inches to the outer edge of shoes		
	B. Ground Penetration: 7 to 11 inches depending on chassis frame height		
	C. Outrigger Interlocks: will not allow the unit to be operated until the outriggers have been at least partially deployed		
	D. Outrigger Motion Alarms		
14.	Hydraulic Outrigger Control Valves	1	
15.	Insulating Aerial Device, ANSI Category C, 46kV and Below	1	
16.	Altec Unit Powder Painted White	1	
<u>Unit & Hydraulic Acc.</u>			
17.	Subbase	1	
18.	Hydraulic Reservoir, 30 Gallon, Rectangular	1	
19.	Sight Gauge for Hydraulic Reservoir, Reservoir Mounted	1	
20.	Hydraulic Oil HVI-22 with Dye (Standard)	35	
21.	Standard Pump For PTO	1	
22.	Hot shift PTO for automatic transmission	1	
23.	Standard Altec PTO/Machine Functionality: PTO won't engage until parking brake is set.-Once parking (holding) brake is set, PTO and machine functions are enabled.-If parking (holding) brake is disengaged, both PTO and machine functions are disabled.	1	
24.	Standard PTO/Transmission Functionality for Automatic Transmissions -If chassis is in gear, and PTO switch is activated, PTO will not engage. Chassis will remain in gear. Once the chassis is shifted back into gear the PTO will disengage. For some truck configurations the PTO switch must be turned off to allow the transmission to shift into gear.	1	
<u>Body</u>			
25.	140 inch Flatbed, suitable for installing on any 4x2 or 4x4 chassis with an approximate clear CA dimension of 106-121 inches, built to the following specifications:	1	
	A. Basic flatbed fabricated from hot rolled steel.		
	B. Steel treated for improved primer bond and rust resistance.		
	C. Primer applied to exterior of flatbed.		
	D. Automotive underseal applied to entire underside of flatbed.		
	E. Flatbed finish paint color - Jet Black.		
	F. All steel flatbed, 140 inches long x 96 inches wide.		

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	G. Floor made from 10 gauge galvalume. H. Frame built with 4 inch high structural channel. I. 3 inch high rail installed around perimeter of flatbed. J. 3 inch high pivot rail installed at sides and rear of flatbed. K. Light channels installed at curbside and streetside rear. L. LED FMVSS lights and rear strobes. M. 25 inch high u-shaped grab handle installed at rear of flatbed. N. Toe step installed at curbside rear. O. Platform rest assembly installed at curbside rear. P. Mounting provisions for E-Z step provided at the rear of flatbed. Q. Mounting provisions for bolt-on control stand. R. Steel elevator guard, 90 inch long x 40 inch wide x 42 inch high.		
26.	Altec T-40 Thru Box tool compartment 40 inches wide x 50 inches high x 96 inches long (1016 x 1270 x 2438 mm) with 26.5 inch (673 mm) deep curb- and streetside compartments with the following compartmentation: A. Curbside: Single, vented compartment with two (2) vertical barn-style doors. Left side has two (2) fixed shelves. Right side has three (3) unequal transverse compartments open to streetside. Compartment bottom has 0.125 inch (3.175 mm) rubber liner. B. Streetside: Single compartment with two (2) vertical barn-style doors. Left side has three(3) unequal transverse compartments open to curbside. Top center has two (2) fixed shelves. Top right has three (3) swivel rope hooks (0-0-3). Compartment bottom has .125 inch (3.175 mm) rubber. C. Center compartment: Top-opening compartment with Flat Plate-lined lid. Punched-metal face. Interior of compartment total volume of up to 40"W x 30"D x 29"H W/O floor. D. Standard features: Bolt-on door locks. Gas shock door holders. Door locks are three-point t-handle latches with lock cylinders. Finish paint interior compartments the same as exterior. Front master locking handle. Integrated locking system installed. E. Automotive undercoating applied to entire underside of body. F. Painted White	1	
<u>Body and Chassis Accessories</u>			
27.	Cab Guard, 140" L, 12 GA Sheet Metal With Non-Skid Surface And Expanded Metal Section At Front, Black Gator Hyde Coating A. Cab Guard Mounting Kit B. Front Supports For Cab Guard	1	
28.	ICC (Underride Protection) Bumper Installed At Rear	1	
29.	Rigid Style Pintle Hitch (30,000 LB MGTW with 6,000 LB MVL), 4-Bolt Face Mount, Buyers PH15 (T-60 Style) (Forestry Applications)	1	
30.	Set Of D-Rings for Trailer Safety Chain, installed one each side of towing device mount.	1	
31.	Cab Guard Access Stirrup Step(s) With Grab Handle(s) At Curbside Rear Of Cab Guard	1	
32.	Compartment Top Access Step from Body Floor	1	

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
33.	Retractable Ladder Step, Two Rungs, Textured Flat Black, Installed at Rear	1	
34.	Platform Access Ladder from Flatbed with Grab Handle	1	
35.	Platform Rest, Rigid with Rubber Tube	1	
36.	No Automatic Lower Boom Stow Securing System	1	
37.	Lower Boom Rest Weldment	1	
38.	Wood Outrigger Pad, 19.5" x 19.5" x 1.88", With Fluorescent Orange Steel Band Around The Outer Edges And Chain Handle	4	
39.	Outrigger Pad Holder, 20" L x 20" W x 3.5" H, Fits 19.5" x 19.5" x 2.25" And Smaller Pads, Bolt-On, Bottom Washout Holes, 3/4" Lip Retainer	4	
40.	Mud Flaps With Altec Logo (Pair)	1	
41.	Wheel Chocks, Rubber, 9.75" L x 7.75" W x 5.00" H, with 4" L Metal Hairpin Style Handle (Pair)	1	
42.	Wheel Chock Holders (Pair), For Installation Under Flatbed Or Dump Body	1	
43.	U-Shaped Grab Handle	1	
44.	Small Grab Handle Installed At Rear	1	
45.	Slope Indicator Assembly (Pair) For Machine With Outriggers	1	
46.	Cone Holder, Horizontal Style with Vertical Pivot (Un-folds Upwards), For Mounting On Front Bumper (Holds up to four 15"x15" large cones)	1	
47.	Safety Harness & 4.5 FT Lanyard (Medium To X-large)	1	
48.	Driveaway Safety Kit	1	
49.	Vinyl manual pouch for storage of all operator and parts manuals	1	
50.	Modify Chassis Clear CA to 121 inches	1	

Electrical Accessories

51.	Lights and reflectors in accordance with FMVSS #108 lighting package. (Complete LED, including LED reverse lights)	1	
52.	4-Corner Strobe Lighting, Amber LED, Two (2) Round Lights in Front Corners of Cab Guard and Two (2) Round Lights at Rear	1	
53.	Strobe Lights Wired Battery Hot	1	
54.	Dual Tone Back-Up With Outrigger Motion Alarm	1	
55.	PTO Hour Meter, Digital, with 10,000 Hour Display	1	
56.	6-Way Trailer Receptacle (Pin Type) Installed At Rear	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
57.	Electric Trailer Brake Controller (Tekonsha Voyager #9030)	1	
58.	Altec Modular Panel System (AMPS) - Includes Mounting Panel and Accessory Switches	1	
59.	Install secondary stowage system.	1	
60.	Install Outrigger Interlock System	1	
61.	Heavy Duty Secondary Stowage Pump	1	
62.	No Upper Boom Out of Stow Indicator	1	
63.	No Lower Boom Out of Stow Indicator	1	
64.	PTO Indicator Light Installed In Cab	1	
<u>Finishing Details</u>			
65.	Powder Coat Unit Altec White	1	
66.	Finish Paint Body Accessories Above Body Floor Altec White	1	
67.	Altec Standard; Components mounted below frame rail shall be coated black by Altec. i.e. step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, etc. Components mounted to under side of body shall be coated black by Altec. i.e. Wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps, and ladders.	1	
68.	Vehicle Height Placard, Installed In Cab	1	
69.	Apply Non-Skid Coating to all walking surfaces	1	
70.	English Safety And Instructional Decals	1	
71.	Placard, HVI-22 Hydraulic Oil	1	
72.	Dielectric test unit according to ANSI requirements.	1	
73.	Stability test unit according to ANSI requirements.	1	
74.	Focus Factory Build	1	
75.	Delivery Of Completed Unit	1	
76.	Inbound Freight	1	
77.	As Built Electrical And Hydraulic Schematics To Be Included In The Manual Pouch	1	
78.	Stock Unit	1	
79.	Stock Unit Sold To Customer	1	

Chassis

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
80.	Altec Supplied Chassis	1	
81.	Altec Stock Chassis	1	
	A. 2026 Model Year		
	B. Freightliner M2-106 Plus		
	C. Regular Cab		
	D. 4x2 Drivetrain		
	E. Chassis Color - White		
	F. Cummins B6.7 Engine		
	G. 240 HP Engine Rating		
	H. Allison 3500 RDS Automatic Transmission		
	I. Air Brakes		
	J. Clear Cab to Axle Length - 139 inches Actual Cab to Axle Length - 142 inches		
	K. 33,000 LBS Gross Vehicle Weight Rating (GVWR)		
	L. 13,220 LBS Front Axle Weight Rating (FAWR)		
	M. 21,000 LBS Rear Axle Weight Rating (RAWR)		
	N. 016-1C3 - Freightliner Horizontal Exhaust (Right-Horizontal-Behind Cab-Horizontal)		
	O. Driver Controlled Locking Differential		
	P. Park Brake In Rear Wheels		
	Q. 204-215 Freightliner 50 Gallon Fuel Tank (Left Hand Under Cab)		
	R. Freightliner - Pre-Wire Chassis with No Cab Backwall Pass-Thru (33U-011)		
	S. No Idle Engine Shut-Down Required		
	T. Air Conditioning		
	U. AM/FM Radio		

Additional Pricing

82.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1	
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Additional Options (Estimates only, will be finalized closer to build date)	
- Ext Warranty, Travel, Labor, Material and Expense, 5 Year Total - Add \$7,460	
- Ext Warr, Chassis, 5 Years/150k Miles, Freightliner (M2-106) - Add \$1,855	
- Engine Extended Warranty, Cummins Protection Plan 1, B6.7 Non-CARB Engine, 5 Years/150k Miles - Add \$1,170	
- Ext Warr, Transmission, 5 Years/Unlimited Miles, Allison, Freightliner (3000-3500 RDS) - Add \$540	
- Engine Aftertreatment Extended Warranty, Cummins B6.7 Non-CARB Engine, 5 Years/150k Miles - Add \$670	

Unit / Body / Chassis Total	250,663.00
FET Total	0.00
Total	250,663.00

**Pricing for State of Michigan
MIDeal contract # 240000000160**

Altec Industries, Inc.

BY _____

Emily E Barneycastle

Notes:

1

Altec will make every effort to honor this quotation, subject to the following provisions. Prices for equipment with production start dates 12 months and beyond are budgetary only due to irregular cost inflation and market volatility. These prices will be reviewed based on market conditions and confirmed closer to the production date.

2

For a quoted chassis model year beyond the current open order bank, chassis model year, specifications and price should be considered estimates only and subject to change. Chassis model year, specifications and price will be reviewed and confirmed when specific model year information becomes available from the OEM.

Estimated Delivery: 15-18 months after receipt of order PROVIDING:

A. Customer supplied chassis (if applicable) is received a minimum of sixty (60) days before scheduled delivery.

B. Customer approval drawings are returned by requested date.

C. Customer supplied accessories are received by date necessary for compliance with scheduled delivery.

D. Customer expectations are accurately captured prior to major components being ordered (body, chassis) and line set date. Unexpected additions or changes made after this time or at a customer inspection will delay the delivery of the vehicle.

Estimated Delivery is based on information at time of quote and is subject to change.

Altec reserves the right to change suppliers in order to meet customer delivery requirements, unless specifically identified, by the customer, during the quote and or ordering process.



May 9, 2024
Our 95th Year

Ship To:

CITY OF LAPEER (MI)
217 BENTLEY ST
LAPEER, MI 48446
US

Bill To:

CITY OF LAPEER (MI)
576 LIBERTY PARK
LAPEER, MI 48446
United States

Attn: ROB UNDERHILL
Phone: 810-6644711
Email: runderhill@ci.lapeer.mi.us

Altec Quotation Number: 1488083 - 2
Account Manager: Nathan Alan Guetzko
Technical Sales Rep: Emily E Barneycastle

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	<u>Unit</u>		
1.	ALTEC Model LR8-60E70RM Articulating Overcenter Aerial Device with an insulating lower boom, insulating upper boom and the Altec ISO-Grip insulating system at the boom tip. For installation over the rear axle and to include the following features: A. Ground to Bottom of Platform Height: 70.3 feet (21.4 meters). B. Working Height: 75.3 feet (23.0 meters). C. Maximum reach to edge of platform with Upper Boom Non- overcenter (working position): 44.8 feet (13.6 meters) at platform height of 38.7 feet (11.8 meters). D. Maximum reach to edge of platform with Upper Boom Overcenter: 48.4 feet (14.8 meters) at platform height of 19.8 feet (6.0 meters). E. Continuous Rotation. F. Lower Boom: Articulation is from 0 to 125 degrees. Insulator provides 15 inches of isolation in the lower boom. G. Insulating Upper Boom: Articulation is from 0 to 270 degrees. The round filament wound fiberglass section provides a minimum of 19 feet (5.79 meters) of isolation. H. Chain and Rod Leveling: Platform automatically maintains level during boom articulation by means of a high strength chain and fiberglass rods in the booms to maintain dielectric integrity. Lifetime system requires no major preventative maintenance. Platform level adjustment is easily accessible from external location on lower pivot. I. Altec Patented walking link system features uniform speed, smooth and continuous articulation and low maintenance operation. J. Maintenance Free Elbow: nitrided to prevent rust, increase hardness and eliminates the need for grease at the elbow. K. Side-by-Side Boom Stow offers low travel height and easy platform access. L. The INSULATING UPPER CONTROL SYSTEM includes a single handle controller incorporating high electrical resistance components that are dielectrically tested to 40 kV AC with no more than 400 microamperes of leakage. The control handle is green in color to differentiate it from other non-tested controllers. M. The INSULATING SECONDARY CONTROL SYSTEM includes control handles incorporating high electrical resistance components that are dielectrically tested to 40 kV AC with no more than 400 microamperes of leakage. These control	1	

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Item	Description	Qty	Price
	handles are green in color to differentiate it from other non-tested controllers.		
N.	Platform capacity: 400 lbs. (181 kilograms) standard.		
O.	Small Boom Tip Profile.		
P.	Hydraulic system: Open center (full pressure), maximum flow of 6.0 to 6.5 gpm (22.7 to 24.6 lpm), maximum operating pressure of 3,000 psi.		
Q.	Diagnostic pressure test port is located at the lower control station to allow a technician to quickly and easily attach a test gauge to verify system and tool circuit pressure.		
R.	Unit is painted with a powder coat paint process which provides a finish-painted surface that is highly resistant to chipping, scratching, abrasion and corrosion. Paint is electrostatically applied to the inside as well as outside of fabricated parts then high temperature cured prior to assembly ensuring maximum coverage and protection.		
S.	Unit meets or exceeds ANSI 92.2 standards.		
2.	Manual Upper Boom Stow Securing System with support cradle and tie down strap.	1	
3.	Elevator Pedestal	1	
4.	Single, One (1) Man, Fiberglass Platform; fixed side mounted. 24 x 24 x 39 inches.	1	
	Altec Patented ISO-Grip Insulating, Proportional Speed, Upper Control Handle - with safety interlock and interlock guard. Located on the side of the platform nearest the upper boom, mounted on the shaft. Forward/back operates lower boom down/up, tiller operates rotation CW/CCW, and up/down operates upper boom up/down.		
5.	One (1) Platform Step - located on the side of the platform nearest the elbow in the stowed position	1	
6.	Platform Cover - Soft vinyl 24 x 24 inch (610 x 610 mm)	1	
7.	Platform Liner, 24 x 24 x 39 inches (610 x 610 x 991 mm), 70 kV Rating	1	
8.	Hydraulic Tool Circuit at Platform: Two (2) sets of tool couplers for open center tools, one (1) set located on each side of the platform.	1	
9.	Tool Circuit System Relief Pressure to be set to 2250 PSI	1	
10.	Secondary Stowage System: 12 VDC powered motor and pump assembly for temporary operation of the unit in a situation wherein the primary hydraulic source fails. Electric motor is powered by the chassis battery. Control is operated with an air plunger at the platform and a momentary switch located at the lower controls and the outrigger controls. This feature allows the operator to completely stow the booms, platform, and outriggers.	1	
11.	Slip Ring: Required for engine start/stop, secondary stowage system, and throttle control options	1	
12.	Primary A-Frame Outriggers with 5-degree swivel shoe. For installation on a 36 to 40 inch chassis frame height.	1	
A.	Maximum Spread: 140 inches to the outer edge of shoes		
B.	Ground Penetration: 7 to 11 inches depending on chassis frame height		
C.	Outrigger/Unit Selector Valve: reduces the potential for inadvertent outrigger movement during machine operation if outrigger controls are bumped		
D.	Outrigger Control Valves: located on the outrigger legs		

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	E. Outrigger Interlocks: will not allow the unit to be operated until the outriggers have been at least partially deployed		
	F. Outrigger Motion Alarms		
13.	Auxiliary A-Frame Outriggers with 5-degree swivel shoe. For installation on a 36 to 40 inch chassis frame height.	1	
	A. Maximum Spread: 140 inches to the outer edge of shoes		
	B. Ground Penetration: 7 to 11 inches depending on chassis frame height		
	C. Outrigger Interlocks: will not allow the unit to be operated until the outriggers have been at least partially deployed		
	D. Outrigger Motion Alarms		
14.	Hydraulic Outrigger Control Valves	1	
15.	Insulating Aerial Device, ANSI Category C, 46kV and Below	1	
16.	Altec Unit Powder Painted White	1	
<u>Unit & Hydraulic Acc.</u>			
17.	Subbase	1	
18.	Hydraulic Reservoir, 30 Gallon, Rectangular	1	
19.	Sight Gauge for Hydraulic Reservoir, Reservoir Mounted	1	
20.	Hydraulic Oil HVI-22 with Dye (Standard)	35	
21.	Standard Pump For PTO	1	
22.	Hot shift PTO for automatic transmission	1	
23.	Standard Altec PTO/Machine Functionality: PTO won't engage until parking brake is set.-Once parking (holding) brake is set, PTO and machine functions are enabled.-If parking (holding) brake is disengaged, both PTO and machine functions are disabled.	1	
24.	Standard PTO/Transmission Functionality for Automatic Transmissions -If chassis is in gear, and PTO switch is activated, PTO will not engage. Chassis will remain in gear. Once the chassis is shifted back into gear the PTO will disengage. For some truck configurations the PTO switch must be turned off to allow the transmission to shift into gear.	1	
<u>Body</u>			
25.	140 inch Flatbed, suitable for installing on any 4x2 or 4x4 chassis with an approximate clear CA dimension of 106-121 inches, built to the following specifications:	1	
	A. Basic flatbed fabricated from hot rolled steel.		
	B. Steel treated for improved primer bond and rust resistance.		
	C. Primer applied to exterior of flatbed.		
	D. Automotive underseal applied to entire underside of flatbed.		
	E. Flatbed finish paint color - Jet Black.		
	F. All steel flatbed, 140 inches long x 96 inches wide.		

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	G. Floor made from 10 gauge galvalume. H. Frame built with 4 inch high structural channel. I. 3 inch high rail installed around perimeter of flatbed. J. 3 inch high pivot rail installed at sides and rear of flatbed. K. Light channels installed at curbside and streetside rear. L. LED FMVSS lights and rear strobes. M. 25 inch high u-shaped grab handle installed at rear of flatbed. N. Toe step installed at curbside rear. O. Platform rest assembly installed at curbside rear. P. Mounting provisions for E-Z step provided at the rear of flatbed. Q. Mounting provisions for bolt-on control stand. R. Steel elevator guard, 90 inch long x 40 inch wide x 42 inch high.		
26.	Altec T-40 Thru Box tool compartment 40 inches wide x 50 inches high x 96 inches long (1016 x 1270 x 2438 mm) with 26.5 inch (673 mm) deep curb- and streetside compartments with the following compartmentation: A. Curbside: Single, vented compartment with two (2) vertical barn-style doors. Left side has two (2) fixed shelves. Right side has three (3) unequal transverse compartments open to streetside. Compartment bottom has 0.125 inch (3.175 mm) rubber liner. B. Streetside: Single compartment with two (2) vertical barn-style doors. Left side has three(3) unequal transverse compartments open to curbside. Top center has two (2) fixed shelves. Top right has three (3) swivel rope hooks (0-0-3). Compartment bottom has .125 inch (3.175 mm) rubber. C. Center compartment: Top-opening compartment with Flat Plate-lined lid. Punched-metal face. Interior of compartment total volume of up to 40"W x 30"D x 29"H W/O floor. D. Standard features: Bolt-on door locks. Gas shock door holders. Door locks are three-point t-handle latches with lock cylinders. Finish paint interior compartments the same as exterior. Front master locking handle. Integrated locking system installed. E. Automotive undercoating applied to entire underside of body. F. Painted White	1	
<u>Body and Chassis Accessories</u>			
27.	Cab Guard, 140" L, 12 GA Sheet Metal With Non-Skid Surface And Expanded Metal Section At Front, Black Gator Hyde Coating A. Cab Guard Mounting Kit B. Front Supports For Cab Guard	1	
28.	ICC (Underride Protection) Bumper Installed At Rear	1	
29.	Rigid Style Pintle Hitch (30,000 LB MGTW with 6,000 LB MVL), 4-Bolt Face Mount, Buyers PH15 (T-60 Style) (Forestry Applications)	1	
30.	Set Of D-Rings for Trailer Safety Chain, installed one each side of towing device mount.	1	
31.	Cab Guard Access Stirrup Step(s) With Grab Handle(s) At Curbside Rear Of Cab Guard	1	
32.	Compartment Top Access Step from Body Floor	1	

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
33.	Retractable Ladder Step, Two Rungs, Textured Flat Black, Installed at Rear	1	
34.	Platform Access Ladder from Flatbed with Grab Handle	1	
35.	Platform Rest, Rigid with Rubber Tube	1	
36.	No Automatic Lower Boom Stow Securing System	1	
37.	Lower Boom Rest Weldment	1	
38.	Wood Outrigger Pad, 19.5" x 19.5" x 1.88", With Fluorescent Orange Steel Band Around The Outer Edges And Chain Handle	4	
39.	Outrigger Pad Holder, 20" L x 20" W x 3.5" H, Fits 19.5" x 19.5" x 2.25" And Smaller Pads, Bolt-On, Bottom Washout Holes, 3/4" Lip Retainer	4	
40.	Mud Flaps With Altec Logo (Pair)	1	
41.	Wheel Chocks, Rubber, 9.75" L x 7.75" W x 5.00" H, with 4" L Metal Hairpin Style Handle (Pair)	1	
42.	Wheel Chock Holders (Pair), For Installation Under Flatbed Or Dump Body	1	
43.	U-Shaped Grab Handle	1	
44.	Small Grab Handle Installed At Rear	1	
45.	Slope Indicator Assembly (Pair) For Machine With Outriggers	1	
46.	Cone Holder, Horizontal Style with Vertical Pivot (Un-folds Upwards), For Mounting On Front Bumper (Holds up to four 15"x15" large cones)	1	
47.	Safety Harness & 4.5 FT Lanyard (Medium To X-large)	1	
48.	Driveaway Safety Kit	1	
49.	Vinyl manual pouch for storage of all operator and parts manuals	1	
50.	Modify Chassis Clear CA to 121 inches	1	

Electrical Accessories

51.	Lights and reflectors in accordance with FMVSS #108 lighting package. (Complete LED, including LED reverse lights)	1	
52.	4-Corner Strobe Lighting, Amber LED, Two (2) Round Lights in Front Corners of Cab Guard and Two (2) Round Lights at Rear	1	
53.	Strobe Lights Wired Battery Hot	1	
54.	Dual Tone Back-Up With Outrigger Motion Alarm	1	
55.	PTO Hour Meter, Digital, with 10,000 Hour Display	1	
56.	6-Way Trailer Receptacle (Pin Type) Installed At Rear	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
57.	Electric Trailer Brake Controller (Tekonsha Voyager #9030)	1	
58.	Altec Modular Panel System (AMPS) - Includes Mounting Panel and Accessory Switches	1	
59.	Install secondary stowage system.	1	
60.	Install Outrigger Interlock System	1	
61.	Heavy Duty Secondary Stowage Pump	1	
62.	No Upper Boom Out of Stow Indicator	1	
63.	No Lower Boom Out of Stow Indicator	1	
64.	PTO Indicator Light Installed In Cab	1	
<u>Finishing Details</u>			
65.	Powder Coat Unit Altec White	1	
66.	Finish Paint Body Accessories Above Body Floor Altec White	1	
67.	Altec Standard; Components mounted below frame rail shall be coated black by Altec. i.e. step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, etc. Components mounted to under side of body shall be coated black by Altec. i.e. Wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps, and ladders.	1	
68.	Vehicle Height Placard, Installed In Cab	1	
69.	Apply Non-Skid Coating to all walking surfaces	1	
70.	English Safety And Instructional Decals	1	
71.	Placard, HVI-22 Hydraulic Oil	1	
72.	Dielectric test unit according to ANSI requirements.	1	
73.	Stability test unit according to ANSI requirements.	1	
74.	Focus Factory Build	1	
75.	Delivery Of Completed Unit	1	
76.	Inbound Freight	1	
77.	As Built Electrical And Hydraulic Schematics To Be Included In The Manual Pouch	1	
78.	Stock Unit	1	
79.	Stock Unit Sold To Customer	1	

Chassis

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
80.	Altec Supplied Chassis	1	
81.	Altec Stock Chassis	1	
A.	2026 Model Year		
B.	Freightliner M2-106 Plus		
C.	Regular Cab		
D.	4x2 Drivetrain		
E.	Chassis Color - White		
F.	Cummins B6.7 Engine		
G.	240 HP Engine Rating		
H.	Allison 3500 RDS Automatic Transmission		
I.	Air Brakes		
J.	Clear Cab to Axle Length - 139 inches Actual Cab to Axle Length - 142 inches		
K.	33,000 LBS Gross Vehicle Weight Rating (GVWR)		
L.	13,220 LBS Front Axle Weight Rating (FAWR)		
M.	21,000 LBS Rear Axle Weight Rating (RAWR)		
N.	016-1C3 - Freightliner Horizontal Exhaust (Right-Horizontal-Behind Cab-Horizontal)		
O.	Driver Controlled Locking Differential		
P.	Park Brake In Rear Wheels		
Q.	204-215 Freightliner 50 Gallon Fuel Tank (Left Hand Under Cab)		
R.	Freightliner - Pre-Wire Chassis with No Cab Backwall Pass-Thru (33U-011)		
S.	No Idle Engine Shut-Down Required		
T.	Air Conditioning		
U.	AM/FM Radio		

Additional Pricing

82.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1	
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Additional Options (Estimates only, will be finalized closer to build date)	
- Ext Warranty, Travel, Labor, Material and Expense, 5 Year Total - Add \$7,460	
- Ext Warr, Chassis, 5 Years/150k Miles, Freightliner (M2-106) - Add \$1,855	
- Engine Extended Warranty, Cummins Protection Plan 1, B6.7 Non-CARB Engine, 5 Years/150k Miles - Add \$1,170	
- Ext Warr, Transmission, 5 Years/Unlimited Miles, Allison, Freightliner (3000-3500 RDS) - Add \$540	
- Engine Aftertreatment Extended Warranty, Cummins B6.7 Non-CARB Engine, 5 Years/150k Miles - Add \$670	

Unit / Body / Chassis Total	250,663.00
FET Total	0.00
Total	250,663.00

**Pricing for State of Michigan
MIDeal contract # 240000000160**

Altec Industries, Inc.

BY _____

Emily E Barneycastle

Notes:

1

Altec will make every effort to honor this quotation, subject to the following provisions. Prices for equipment with production start dates 12 months and beyond are budgetary only due to irregular cost inflation and market volatility. These prices will be reviewed based on market conditions and confirmed closer to the production date.

2

For a quoted chassis model year beyond the current open order bank, chassis model year, specifications and price should be considered estimates only and subject to change. Chassis model year, specifications and price will be reviewed and confirmed when specific model year information becomes available from the OEM.

Estimated Delivery: 15-18 months after receipt of order PROVIDING:

A. Customer supplied chassis (if applicable) is received a minimum of sixty (60) days before scheduled delivery.

B. Customer approval drawings are returned by requested date.

C. Customer supplied accessories are received by date necessary for compliance with scheduled delivery.

D. Customer expectations are accurately captured prior to major components being ordered (body, chassis) and line set date. Unexpected additions or changes made after this time or at a customer inspection will delay the delivery of the vehicle.

Estimated Delivery is based on information at time of quote and is subject to change.

Altec reserves the right to change suppliers in order to meet customer delivery requirements, unless specifically identified, by the customer, during the quote and or ordering process.



ITEM G-3

To: City Commission
From: Mike Womack-City Manager
Date: September 1, 2024
RE: Adam and Eve store hours modification request

STAFF RECOMMENDATION

Approve of the requested hours from the store owner/operator Angela Bollman and consider modifying Ord. 7-13.07 to more narrowly focus on the health, safety, and welfare of the public at large for the future.

CURRENT OR NEW INFORMATION

Ms. Bollman has made a clearer and more specific request for the changes that she is seeking for her store operations hours. Ms. Bollman's request is to keep her current store hours the same on Monday-Thursday (10 am to 8 pm) but to modify the hours on Friday, Saturday and Sunday to increase their availability to their customers. The request is to change the business hours on Friday and Saturday, which is currently 10 am – 8 pm, to 10 am - 10 pm, and from currently being closed on Sunday to being open between the hours of 12N-6 pm.

While the City has serious and significant interest in maintaining a clean, safe, and orderly business community, the Adam and Eve store does not appear to have created any increased blight, deterioration, downgrading of the area's property values, criminal activity or other municipal disorder during the time that it has been open. Without specific and articulable reasons or evidence of the above, the request does not appear to be unreasonable. While investigating the store-front and surrounding area, several instances of minor blight were identified at other nearby storefronts which will be referred to the code enforcement official for follow-up.

From a business friendliness perspective, something that the City is interested in developing a reputation for, I think that the City can improve on by limiting or eliminating these types of burdensome ordinances that can result in a negative interaction between the City government and the business community.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

The City's ordinance regarding Adult Entertainment Uses authorizes the City Commission to set the hours of operation for such regulated uses. The ordinance also indicates that the reasons for the ordinance, including the setting of the business hours, is to prevent adverse effects in the community such as increased blight, downgraded property values, increased criminal activity, and other municipal disorders.

As discussed at the previous meeting, while not relevant under the ordinance, several other nearby businesses are also open until 10 pm on Friday and Saturday including E.G. Nicks, Xplore Cannabis, Checkers, Dairy Queen, O'Reilly Auto Parts, Dollar Tree, etc. Also, several other retail stores sell sexual wellness products including Walmart, Meijer, Walgreens etc.

AGENDA ITEM REVIEW

Meeting Date:	September 16, 2024	Date Reviewed:	September 11, 2024
Consent:			
Administrative:	X	Reviewed By:	City Clerk's Office
Public Hearing:			

Bollman Retail LLC
Adam & Eve Lapeer

807 East Street, Lapeer, MI 48446
(810) 660-7922
bollmanretail@gmail.com

September 5, 2024

To whom it may concern:

The current hours of operation at Adam & Eve are:

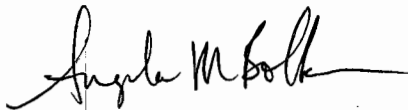
Monday 10:00 am-8:00 pm
Tuesday 10:00 am-8:00 pm
Wednesday 10:00 am-8:00 pm
Thursday 10:00 am-8:00 pm
Friday 10:00 am-8:00 pm
Saturday 10:00 am-8:00 pm
Sunday Closed

We would like to ask for permission to adjust our hours to the following beginning October 1, 2024 (changes are bolded):

Monday 10:00 am-8:00 pm
Tuesday 10:00 am-8:00 pm
Wednesday 10:00 am-8:00 pm
Thursday 10:00 am-8:00 pm
Friday 10:00 am-10:00 pm
Saturday 10:00 am-10:00 pm
Sunday 12:00 pm-6:00pm

Feel free to reach out to me at any time at bollmanretail@gmail.com or on my cell phone at (810) 656-0830. I appreciate your consideration and your approval of this request!

Sincerely,



Angela Bollman



ITEM G-4

To: City Commission
From: Mike Womack-City Manager
Date: September 11, 2024
RE: Amend Chapter 9 Housing § 9-66 and 9-67

STAFF RECOMMENDATION

Introduce an amendment to Chapter 9, Housing, Article IV Administration, Enforcement and Penalty, §9-66 and §9-67, of the General Ordinances of the City of Lapeer.

CURRENT OR NEW INFORMATION

Delete and remove §9-66 and modify §9-67 to read as presented.

The City's Building Department has had difficulty recently with a number of rental landlords who are unwilling or unable to cooperate with the City's rental inspection ordinance. The rental inspection ordinance is important for ensuring that the rentals our citizens live in are sanitary and safe and without its effective enforcement, unscrupulous landlords might take advantage of unsuspecting tenants. The City's rental ordinance presently makes non-compliance with the rental ordinance a criminal offense, as you know criminal offenses are treated very seriously and are complex and expensive to prosecute.

Due to the complexity and expense related to criminal prosecution, staff believe that we can more effectively enforce the rental inspection ordinances if the punishment for non-compliance is changed from criminal prosecution to a civil infraction, which is what these proposed changes accomplish. The proposed language being presented for change under 9-67 is identical to language in other ordinances and sets the punishment as a civil infraction as permitted under Chapter 62, Civil Infractions of the Code of Ordinances.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

The Commission has previously been informed on an informal basis of the City's desire to make this change but this is the first time that it has been brought before the Commission on a formal basis.

AGENDA ITEM REVIEW

Meeting Date:	September 16, 2024	Date Reviewed:	September 11, 2024
Consent:			
Administrative:	X	Reviewed By:	City Clerk's Office
Public Hearing:			

CITY OF LAPEER
LAPEER COUNTY, MICHIGAN

Ordinance #:2024-07

An ordinance to amend City of Lapeer housing ordinance by amending Chapter 9 Housing, Article IV Administration, Enforcement and Penalty, § 9-66 to § 9-67.

THE CITY OF LAPEER, LAPEER COUNTY, MICHIGAN ORDAINS:

ARTICLE I.

That § 9-66 Delaying or terminating prosecution, of the Lapeer Code of Ordinances is deleted and removed entirely:

~~§ 9-66 Delaying or terminating prosecution.~~

~~Nothing in this article shall delay or be cause for terminating the criminal prosecution of a responsible party for violation of this Housing Ordinance.~~

ARTICLE II.

That § 9-67 Violations and penalties, of the Lapeer Code of Ordinances, is modified to read in its entirety as follows:

§ 9-67 Violations and penalties. Except as otherwise provided in other sections or articles of this chapter, a violation of any section, article or provision shall be considered a civil infraction and subject to the provisions of Chapter 62, Civil Infractions, of the Code of the City of Lapeer.

ARTICLE IV. SEVERABILITY

This ordinance and its various articles, paragraphs and clauses thereof are hereby declared to be severable. If any article, paragraph or clause is adjudged unconstitutional or invalid, the remainder of this amendatory ordinance shall not be affected thereby.

ARTICLE V. CONFLICT

All ordinances and provisions of ordinances of the City of Lapeer in conflict herewith are hereby repealed.

ARTICLE VI. ADOPTION

This amendatory ordinance shall be published as required by law and shall take effect 7 days after publication.

CERTIFICATION

The foregoing ordinance is hereby certified to be the authentic record of the ordinance which was duly adopted by the City Commission of the City of Lapeer on the [REDACTED] 2024, and published on the [REDACTED], 2024.

YEAS:

NAYS:

ABSENT:

STATE OF MICHIGAN)) SS
COUNTY OF LAPEER)

I, the undersigned, the fully qualified and acting Clerk of the City of Lapeer, Lapeer County, Michigan, do hereby certify that the foregoing is a true and complete Copy of an ordinance adopted at a regular meeting of the City Commission of the City of Lapeer, Michigan, held on the _____, 2024, the original of said meeting was given to and in compliance with Act 267, Public Acts of Michigan, 1976.

I further certify that on the _____, 2024, I caused a notice of such adoption to be published in the County Press, a newspaper circulated in the City of Lapeer, and that said Ordinance and the record of publication was duly recorded in the Municipal Code of the City of Lapeer and is available for public use and inspection at the offices of the City of Lapeer Clerk.

IN WITNESS WHEREOF, I have hereunto fixed my official signature on this _____, 2024.

Romana Sanchez, Clerk
City of Lapeer

§ 9-66. Delaying or terminating prosecution.

Nothing in this article shall delay or be cause for terminating the criminal prosecution of a responsible party for violation of this Housing Ordinance.

§ 9-67. Violations and penalties.

Whoever violates or fails to comply with any such provision shall be fined not more than \$500 or imprisoned not more than 90 days, or both, for each offense. A separate offense shall be deemed committed each day during or on which a violation or noncompliance occurs or continues, unless otherwise provided.

2. Length of Presentation:

Members of the public at the meeting shall not speak unless recognized by the presiding officer. Members of the public shall be limited to speaking for a maximum of three (3) minutes during any public hearing or public comment. A person representing a defined group and speaking on behalf of same shall be allowed up to ten (10) minutes to address the Commission with permission of the presiding officer. Other speakers not representing a defined group may not yield their time to other speakers.

3. Persons Addressing the Commission:

Prior to addressing the Commission, members of the public shall come before the public podium, state their name, address and, if appropriate, group affiliation. Members of the public shall have a reasonable opportunity to be heard on any matter under the City's jurisdiction.

5. Requests to Speak during Public Comments:

Any person who wishes to speak on a matter under the City's jurisdiction, may speak at this time.

7. Disorderly Conduct at Meetings:

Person(s) addressing the Commission shall make responsible comments and shall refrain from making attacks against the conduct or character of a person that is unrelated to the manner in which he or she performs his or her duties or qualifications for the job; slanderous remarks; threats of violence, or profane remarks, defined as explicit or offensive references to sex or bodily functions, that cause a disruption to the meeting. The presiding officer may call to order any person who is being disorderly by speaking when not recognized by the presiding officer or otherwise disrupting the proceeding by failing to be germane or by speaking longer than the allotted time. Such persons shall thereupon be seated until the presiding officer shall have determined whether the person is in order. If a person so engaged in presentation shall be out of order, he or she will not be permitted to speak at the same meeting, except upon special leave by the Commission. If the person shall continue to be disorderly and disrupt the meeting, the presiding officer may order the Police Chief or Police Department to remove the person from the meeting.

(REF: Charter: Chapter 4, Section 4.5 and Chapter 6, Section 6.6; PA 267 of 1976: Open Meetings Act, Section 3(6);-

E. CITIZEN PARTICIPATION

1. General:

Each Commission meeting agenda shall provide for reserve time for audience participation, as requested, known as Public Comments.

(REF: Charter: Chapter 6, Section 6.4; PA 267 of 1976: Open Meetings Act, Section 3(5);-)

2. Length of Presentation:

Members of the public at the meeting shall not speak unless recognized by the presiding officer. Members of the public shall be limited to speaking for a maximum of three (3) minutes during any public hearing or public comment. A person representing a subdivision group and speaking on behalf of same shall be allowed ten (10) minutes to address the Commission.

3. Persons Addressing the Commission:

Prior to addressing the Commission, members of the public shall come before the public podium, state their name, address and, if appropriate, group affiliation. The Commission may in its discretion limit public comments to new information or matters not fully addressed at any previous meeting regarding the agenda item at issue.

4. Requests to Speak during Public Hearings:

- a. For the purpose of public participation during public hearings, every speaker, after being recognized by the presiding officer, is to approach the public podium and give his/her name prior to speaking on the public hearing issue. Each speaker will be allowed three (3) minutes maximum to address the Commission. A speaker representing a subdivision association or group will be allowed ten (10) minutes to address the Commission.
- b. City officials and employees should not speak in explanation or rebuttal, but save comments until the public portion of the hearing is over, unless authorized by the presiding officer.
- c. City officials and employees shall speak after the public participation is over in explanation or rebuttal of matters discussed at the hearing when recognized by the presiding officer. The public should not be heard from at this time.

5. Requests to Speak during Public Comments:

Any person who wishes to speak on a subject may speak at this time.

6. Requests by Citizen(s) to be placed on Agenda:

Any person(s) who wishes to be placed on the agenda to address the City Commission shall submit written request with all necessary supporting data as outlined under section F. AGENDA, Item 3. Such request shall be allowed fifteen (15) minutes to address the Commission.

7. Disorderly Conduct at Meetings:

Person(s) addressing the Commission shall make responsible comments and shall refrain from making personal, slanderous, or profane remarks. The presiding officer may call to order any person who is being disorderly by speaking when not recognized by the presiding officer or otherwise disrupting the proceeding by failing to be germane, by speaking longer than the allotted time, or by speaking vulgarities. Such persons shall thereupon be seated

until the presiding officer shall have determined whether the person is in order. If a person so engaged in presentation shall be out of order, he or she will not be permitted to speak at the same meeting, except upon special leave by the Commission. If the person shall continue to be disorderly and disrupt the meeting, the presiding officer may order the Police Chief or Police Department to remove the person from the meeting.

(REF: Charter: Chapter 4, Section 4.5 and Chapter 6, Section 6.6; PA 267 of 1976: Open Meetings Act, Section 3(6);-)



ITEM J-1

To: Mayor and City Commission
Date: September 9, 2024
RE: Boards & Commissions Appointments

MAYORAL APPOINTMENT

BOARD OR COMMISSION	MEMBER NAME	CURRENT TERM EXPIRES	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
County Center Board	Vacancy	Jan 1, 2025	1 Year		
Downtown Development Authority	Vacancy	Jan 1, 2028	4 Year		
EDC/TIFA/Brownfield	Vacancy	Mar 1, 2025	6 Year		
Planning Commission	Vacancy Vacancy	Aug 1, 2027 Aug 1, 2027	3 Year 3 Year		

COMMISSION APPOINTMENTS

BOARD OR COMMISSION	MEMBER NAME	EXPIRATION	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Board of Review	Vacancy	Jan 1, 2026	3 Year		
Prison Liaison Committee	Vacancy	Apr 1, 2025	3 Year		
Zoning Board of Appeals	Vacancy – Alternate	Apr 1, 2027	3 Year		

The following residents have applied to a Board or Commission:

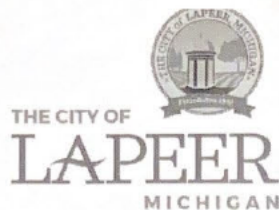
Board/Commission:	Name:	Date Submitted:
Planning Commission	Audrey Brady	August 12, 2024
Planning Commission	Mackey White	August 16, 2024
Planning Commission	Jannice Ferdon	August 20, 2024
EDC/TIFA/Brownfield	Jannice Ferdon	August 20, 2024

RESIGNATIONS:
Downtown Development Authority Tom La Magna

MOTION:
Accept the resignation of Tom LaMagna from the Downtown Development Authority and declare the seat vacant.

AGENDA ITEM REVIEW

Meeting Date: September 16, 2024 Date Reviewed: September 9, 2024
Reviewed By: City Clerk's Office



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 like to consider the big-picture plan in every situation and thoughtfully make decisions that support the overall strategy or mission of a group. I have experience working with various teams of people at local churches to accomplish desired outcomes and events. I will bring thoughtfulness and thoroughness to the planning commission.

Applicant Information:

Print Name:

Audrey
(First)

Brady
(Last)

Street Address:

West Genesee Street

Home Phone:

Cell Phone:

Email:

@gmail.com

Employer:

Lapeer Community Schools

Occupation:

Virtual Partnership Classroom Mentor

Educational Background:

Associates Degree in Applied Science: Interior Design from Baker College

Community Activities and/or Work Experience:

Lapeer Community Church Student Ministries
Faith Christian Family Church Children's Ministry
Chaffield School Teacher Assistant Sub
Beautiful U Salon + Spa Reception Manager

Signature

Audrey Brady

Date

8-11-24

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.



RECEIVED

Application for Boards and/or Commissions

Please complete, sign and date the application and return to:

AUG 16 2024

City Clerk's Office, 576 Liberty Park, Lapeer, MI 48446

810-664-5231

CITY MANAGER
LAPEER, MI

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 believe it is right and necessary for citizens of a community to sacrifice and take responsibility for the welfare of that community. As a resident of the City of Lapeer, I want to give my time and effort to help keep this place great. I know the Planning Commission has an opening and that it is an important part of our city government. With my training in philosophy, theology, and teaching, I am able to study, learn, and understand the City's Master Plan and Zoning Ordinances which will allow me to be a successful commissioner. My training in the Marines, likewise, has prepared me for working in a team, as well as using tact to engage with people of different personalities and temperaments. Altogether, I will be able to contribute to the success of the Planning Commission and to the success of the City of Lapeer.

Applicant Information:

Print Name: Mackey (First) White (Last)

Street Address: [REDACTED] N. Calhoun St. Lapeer

Home Phone: WHA Cell Phone: [REDACTED]

Email: [REDACTED]@gmail.com

Employer: Powers Catholic High School Occupation: Teacher

Educational Background:

Bachelor's Degree in Philosophy & Theology

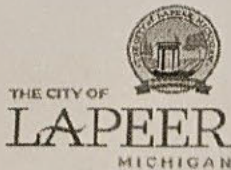
Community Activities and/or Work Experience:

*Knights of Columbus Fundraisers *United States Marine Corps
*Support the Downtown *Teacher
*Immaculate Conception Church *Participant in City events & activities

[Signature]
Signature

8/16/24
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.



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 am a strategic, creative, compliance-focused, integrity-driven Human Resource Generalist and leader of three in collaborative planning and execution of strategic business initiatives and the implementation of new and approved processes. I welcome the challenge of problem-solving and working through obstacles that hinder progress. I am an advocate for the employee and employer, I am energized by coaching and mentoring at all professional levels for organizational excellence.

Applicant Information:

Print Name: Jannice Feldon
(First) (Last)

Street Address: Lincoln St Lapeer

Home Phone: [REDACTED] Cell Phone: [REDACTED]

Email: [REDACTED]@yahoo.com

Employer: Hutchinson Corporation Occupation: HR Generalist

Educational Background: Certification - American Society of Employees Human Resource Generalist. 10 years Human Resource experience

Community Activities and/or Work Experience: Volunteer for Habitat for Humanity 3 yrs
Leader and First Responder of the Safety & Sustainability Committee
Certified CPR/AED First Aid including Stop the Bleed
Member of Faith Christian Family Church

Signature

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.

147 2024 2-28 DDA Office Repainting

Moved by Sharkey. Supported by Gillingham.

To authorize expenditure of up to \$350 for materials to repaint the new DDA office.

Yeas: Members Bostick-Tullius, Roodvoets, Fanson, Hogan, Beyer, Sharkey, Gillingham, Herr and Moffitt.

Nays: None.

Absent: Marquardt, Rogers and Schwab.

MOTION CARRIED.

Alt reported the DDA Administrative Assistant Jill Bristow is working on updating the DDA website with the intention to discontinue the contract with Webcentre in March and that samples of the new proposed wayfinding signage will be presented to the full board for review when available.

NEW BUSINESS

Board Resignation

Discussion was held regarding the resignation of Tom LaMagna from the DDA board and the recommendation from Michigan Main Street to appoint new board members who have already served on a DDA subcommittee.

148 2024 2-28 Board Resignation - LaMagna

Moved by Roodvoets. Supported by Beyer.

To accept the resignation of Tom LaMagna from the DDA Board.

Yeas: Members Bostick-Tullius, Roodvoets, Fanson, Hogan, Beyer, Sharkey, Gillingham, Herr and Moffitt.

Nays: None.

Absent: Marquardt, Rogers and Schwab.

MOTION CARRIED.

149 2024 2-28 DDA Board Member Appointment Policy

Moved by Gillingham. Supported by Fanson.

To adopt a policy that new members recommended to be appointed to the DDA board have previously served on a DDA sub-committee.

Yeas: Members Bostick-Tullius, Roodvoets, Fanson, Hogan, Beyer, Sharkey, Gillingham, Herr and Moffitt.

Nays: None.

Absent: Marquardt, Rogers and Schwab.

MOTION CARRIED.

Fundraising Committee

Discussion was held on the possibility of establishing a standalone Fundraising Committee including the structure, purpose and membership of the committee. It was the consensus of the board for each of the current sub-committees to discuss the matter for input and to revisit establishing the committee at the March meeting.

DDA Events

Alt reviewed the proposed 2024 DDA Events which include: Monday Night Car Cruise; Spring Ladies Night Out; Summer Concert Series; Porch Fest; Michigan Downtown Day;



ITEM K-1

To: Mayor and City Commission
Date: September 10, 2024
RE: MONTHLY OPERATIONAL REPORTS

CITY DEPARTMENTS:

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

AGENDA ITEM REVIEW

Meeting Date: September 16, 2024

Date Reviewed: September 10, 2024

Reviewed By: City Clerk's Office

Permit Summary Report

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

ITEM K-1-1

09/09/24

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
08/12/2024	Building	Single Family Home	347 KYLES PL	\$1,703.00	ISSUED
08/21/2024	Building	Roof	605 TURRILL AVE	\$277.00	ISSUED
08/13/2024	Building	Mobile Home Set-Up	26 HUNTERS RILL	\$402.00	ISSUED
08/13/2024	Building	Mobile Home Set-Up	72 HUNTERS RILL	\$387.00	ISSUED
08/13/2024	Building	Mobile Home Set-Up	154 PHEASANT RUN	\$387.00	ISSUED
09/05/2024	Building	Single Family Home	407 GOLFSIDE DR	\$1,477.00	ISSUED
08/29/2024	Building	Commercial, Add/Alter/Repair	766 S MAIN ST	\$358.00	ISSUED
08/19/2024	Building	Residential Add/Alter/Repair	339 N MAIN ST	\$424.00	ISSUED
08/21/2024	Building	Residential Add/Alter/Repair	1109 W GENESEE ST	\$324.00	ISSUED
08/21/2024	Building	Residential Add/Alter/Repair	413 TURRILL AVE	\$424.00	ISSUED
08/20/2024	Building	Residential Add/Alter/Repair	726 W PARK ST	\$181.00	ISSUED
08/23/2024	Building	Window Replacement	429 MOCKINGBIRD TRL	\$181.00	ISSUED
08/27/2024	Building	Sign	128 W NEPESSING ST	\$262.00	ISSUED
08/26/2024	Building	Roof	205 PARK WAY	\$262.00	ISSUED
08/28/2024	Building	Window Replacement	1 PARTRIDGE CR	\$181.00	ISSUED
08/29/2024	Building	Window Replacement	33 BIRMINGALE AVE	\$181.00	ISSUED
09/04/2024	Building	Demolition	838 S SAGINAW ST	\$243.00	ISSUED
09/05/2024	Building	Window Replacement	264 DEVONSHIRE DR	\$181.00	ISSUED
08/29/2024	Electrical	Electrical	766 S MAIN ST	\$236.00	ISSUED
08/20/2024	Electrical	Electrical	323 KYLES PL	\$470.00	ISSUED
08/26/2024	Electrical	Electrical	3142 JOHN CONLEY DR SOUTH	\$582.00	ISSUED
08/26/2024	Electrical	Electrical	395 GOLFSIDE DR	\$90.00	ISSUED
08/26/2024	Electrical	Electrical	3123 JOHN CONLEY DR	\$618.00	ISSUED
08/28/2024	Electrical	Electrical	2792 SOMERSET ST	\$171.00	ISSUED
08/28/2024	Electrical	Electrical	72 HUNTERS RILL	\$146.00	ISSUED
08/28/2024	Electrical	Electrical	26 HUNTERS RILL	\$131.00	ISSUED
08/28/2024	Electrical	Electrical	154 PHEASANT RUN	\$131.00	ISSUED
09/03/2024	Electrical	Electrical	1234 RUTHERFORD ST	\$452.00	ISSUED
08/13/2024	Mechanical	Mechanical	72 HUNTERS RILL	\$146.00	ISSUED

Permit Summary Report

09/09/24

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

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
08/13/2024	Mechanical	Mechanical	154 PHEASANT RUN	\$131.00	ISSUED
08/13/2024	Mechanical	Mechanical	26 HUNTERS RILL	\$131.00	ISSUED
08/19/2024	Mechanical	Mechanical	359 S VILLAGE WEST DR	\$217.00	ISSUED
08/26/2024	Mechanical	Mechanical	395 GOLFSIDE DR	\$90.00	ISSUED
08/28/2024	Mechanical	Mechanical	353 CHINKAPIN TRL	\$90.00	ISSUED
08/28/2024	Mechanical	Mechanical	685 ROLLING HILLS LN 1	\$200.00	ISSUED
08/28/2024	Mechanical	Mechanical	2792 SOMERSET ST	\$163.80	ISSUED
08/28/2024	Mechanical	Mechanical	363 CHINKAPIN TRL	\$185.00	ISSUED
09/04/2024	Mechanical	Mechanical	1444 SHERMAN CT	\$226.00	ISSUED
09/09/2024	Mechanical	Mechanical	323 KYLES PL	\$215.00	ISSUED
08/13/2024	Plumbing	Plumbing	72 HUNTERS RILL	\$146.00	ISSUED
08/13/2024	Plumbing	Plumbing	154 PHEASANT RUN	\$131.00	ISSUED
08/13/2024	Plumbing	Plumbing	26 HUNTERS RILL	\$131.00	ISSUED
08/19/2024	Plumbing	Plumbing	950 LANCASTER ST	\$456.00	ISSUED
08/19/2024	Plumbing	Plumbing	1013 LANCASTER ST	\$483.00	ISSUED
08/21/2024	Plumbing	Plumbing	413 TURRILL AVE	\$90.00	ISSUED
08/20/2024	Plumbing	Plumbing	891 BALDWIN RD	\$312.00	ISSUED
08/27/2024	Plumbing	Plumbing	2676 BEDFORD ST	\$124.00	ISSUED
08/26/2024	Plumbing	Plumbing	395 GOLFSIDE DR	\$189.00	ISSUED
09/09/2024	Plumbing	Plumbing	323 KYLES PL	\$375.00	ISSUED
08/12/2024	R.O.W.	Right of Way	347 KYLES PL	\$250.00	ISSUED
08/27/2024	R.O.W.	Right of Way	1030 BALDWIN RD	\$265.00	ISSUED
09/03/2024	R.O.W.	Right of Way	814 W NEPESSING ST	\$250.00	ISSUED
08/29/2024	R.O.W.	Right of Way	351 WILDFLOWER LN	\$265.00	ISSUED
09/05/2024	R.O.W.	Right of Way	407 GOLFSIDE DR	\$250.00	ISSUED
09/03/2024	R.O.W.	Right of Way	321 S ELM ST	\$265.00	ISSUED
09/04/2024	R.O.W.	Right of Way	838 S SAGINAW ST	\$250.00	ISSUED
09/09/2024	R.O.W.	Right of Way	1439 W GENESE ST	\$265.00	ISSUED
08/12/2024	Sewer	Sewer	347 KYLES PL	\$4,000.00	ISSUED

Permit Summary Report

09/09/24

Building Department

576 Liberty Park

Lapeer, MI 48446

810-245-9621

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
08/27/2024	Sewer	Sewer	1030 BALDWIN RD	\$4,250.00	ISSUED
09/05/2024	Sewer	Sewer	407 GOLFSIDE DR	\$4,000.00	ISSUED
08/12/2024	Water	Water	347 KYLES PL	\$2,750.00	ISSUED
09/05/2024	Water	Water	407 GOLFSIDE DR	\$2,750.00	ISSUED
08/27/2024	COMPLIANCE PERMIT	Fence	1108 LIBERTY ST	\$81.00	ISSUED
09/05/2024	COMPLIANCE PERMIT	Fence	522 S ELM ST	\$81.00	ISSUED
09/05/2024	COMPLIANCE PERMIT	Porch	227 N CALHOUN ST	\$177.00	ISSUED

TOTAL FEES PAID: \$35,242.80

Monthly Rental Certificates

09/09/2024

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

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
608 N SAGINAW ST 2	NEIGHBORS OF LAPEER OFFI	CR23-0018	Certified	08/28/2024	11/10/2024	121.00
65 SUZANNE DR A	SUZANNE APARTMENTS LLC	CR23-0331	Certified	08/27/2024	03/08/2025	286.00
69 SUZANNE DR B	SUZANNE APARTMENTS LLC	CR23-0372	Certified	09/03/2024	03/08/2025	40.00
1035 JEFFERSON ST	ROLLS INVESTMENTS LLC	CR23-1402	Certified	08/22/2024	10/30/2025	206.00
809 WASHINGTON ST	ROLLS INVESTMENTS LLC	CR23-1404	Certified	08/28/2024	10/30/2025	121.00
915 STATE ST 1	K & K HOUSING LLC	CR23-1405	Certified	08/28/2024	10/30/2025	206.00
429 N MAIN ST	NBRNE RE LLC	CR23-1445	Certified	09/03/2024	11/24/2025	202.00
431 N MAIN ST	NBRNE RE LLC	CR23-1446	Certified	09/03/2024	11/24/2025	202.00
334 N MAIN ST	334 N MAIN LLC	CR24-0332	Certified	08/14/2024	04/19/2026	268.50
336 N MAIN ST	334 N MAIN LLC	CR24-0333	Certified	08/14/2024	04/19/2026	141.00
340 N MAIN ST	334 N MAIN LLC	CR24-0334	Certified	08/14/2024	04/19/2026	141.00
809 CEDAR ST	MARQUARDT, DANIEL	CR24-0364	Certified	08/12/2024	07/24/2026	150.00
626 ST CLAIR ST	MARQUARDT, DANIEL	CR24-0366	Certified	08/12/2024	07/24/2026	150.00
6 LAW ST	MARQUARDT, DANIEL	CR24-0367	Certified	08/12/2024	07/24/2026	150.00
746 N MAIN ST	MAY, JAMES & SUE	CR24-0371	Certified	08/22/2024	07/01/2026	231.00
617 ADAMS ST 1	RODER REAL ESTATE LLC	CR24-0373	Certified	08/28/2024	07/24/2026	150.00
617 ADAMS ST 2	RODER REAL ESTATE LLC	CR24-0374	Certified	08/28/2024	07/24/2026	50.00
1008 PINE ST 2	EGERER, MICHAEL J	CR24-0380	Certified	08/20/2024	07/30/2026	150.00
1008 PINE ST 3	EGERER, MICHAEL J	CR24-0381	Certified	08/20/2024	07/30/2026	50.00
523 N MADISON ST 2	HUTCHINS, WILLIAM J & STE	CR24-0383	Certified	08/14/2024	06/26/2026	50.00
228 HOWARD ST	CALHOUN APARTMENTS LLC	CR24-0384	Certified	08/14/2024	08/15/2026	150.00
232 HOWARD ST	CALHOUN APARTMENTS LLC	CR24-0385	Certified	08/14/2024	08/15/2026	50.00
76 HOWARD ST	ARNOLD, RUSSELL C TRUST	CR24-0388	Certified	08/19/2024	07/24/2026	150.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
80 HOWARD ST	ARNOLD, RUSSELL C TRUST	CR24-0389	Certified	08/19/2024	07/24/2026	50.00
266 HOWARD ST	LUISIER, JAMES B	CR24-0390	Certified	08/15/2024	07/24/2026	150.00
268 HOWARD ST	LUISIER, JAMES B	CR24-0391	Certified	08/15/2024	07/24/2026	50.00
1264 SECOND ST	SWAN GAGER, JENNIFER & S	CR24-0392	Certified	08/14/2024	07/23/2026	150.00
706 N MONROE ST	DND REAL ESTATE PROPRTI	CR24-0393	Certified	08/22/2024	07/19/2026	225.00
632 MICHIGAN ST	DND REAL ESTATE PROPRTI	CR24-0394	Certified	08/22/2024	07/19/2026	75.00
1209 ADAMS ST	NIELSEN, LEE & PATRICIA	CR24-0410	Certified	08/26/2024	08/19/2026	150.00
527 N MONROE ST	HOTZHOUSE, IRVIN & JANET	CR24-0411	Certified	09/04/2024	08/22/2026	150.00
585 LOUIS C CRAMTON ST	AVERY, BEVERLEY	CR24-0412	Certified	08/27/2024	08/26/2026	150.00

Total # of Certificates: 32

Total Amount Billed: \$4565.50

Population: All Records

Certificate.CertType = Rental AND

Certificate.DateIssued Between 8/12/2024 12:00:00 AM

AND 9/9/2024 11:59:59 PM AND

Certificate.Status = Certified



ITEM K-1-2-A

To: Mike Womack, City Manager
C.C. City Board of Commissioners
From: Denise Marinelli, Assessor
Date: September 10, 2024
RE: Monthly Departmental Report

ASSESSING DEPARTMENT CONCENTRATION:

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

Deeds	August	Vacant land	New Construction	Prior Month
Transfers	16	1	0	28
Non-Transfers	14			6
Forcl/Redmptn	0			1
Total	30			35

- As of September 2024, we have granted 23 Disabled Veteran Exemptions for 2024 amounting to \$1,701,275 in taxable value. Disabled Veterans have until December 30, 2024, to apply for this tax year.
- The Assessing staff continues to be out in the field conducting our permit & parcel reviews or the 2025 assessment roll.
- The department continues to investigate, correct, and update property description discrepancies, omissions, errors, and changes. We assist departments, property owners, realtors and appraisers with questions and concerns as well as processing address and lot split requests
- We currently have one Small Claims MTT.
- As always, please contact me if you have any questions or concerns.



Item # K-1-2-B

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: September 5, 2024
RE: Income Tax Monthly Report for August 2024

CITY OF LAPEER
Monthly Financial Statement
Income Tax Department
August 2024

<u>Fiscal Year</u>	<u>Net Monthly Income</u>	<u>Net Total Yr-to-date</u>	<u>Original Budget for year</u>	<u>Current Budget for year</u>	<u>Actual Total for year</u>	<u>Excess (Deficit) Revenue</u>
2014/15	\$320,033	\$606,028	\$2,590,000	\$2,590,000	\$2,953,553	\$363,553
2015/16	\$313,091	\$596,056	\$2,785,000	\$2,785,000	\$3,069,571	\$284,571
2016/17	\$378,316	\$611,857	\$3,065,000	\$3,065,000	\$3,212,298	\$147,298
2017/18	\$130,622	\$640,583	\$3,165,000	\$3,165,000	\$3,349,223	\$184,223
2018/19	\$313,019	\$653,572	\$3,175,000	\$3,175,000	\$3,521,027	\$346,027
2019/20	\$331,378	\$649,481	\$3,265,000	\$3,265,000	\$3,228,023	-\$36,977
2020/21	\$283,992	\$697,402	\$3,495,000	\$3,495,000	\$3,783,095	\$288,095
2021/22	\$362,364	\$725,593	\$3,476,000	\$3,528,934	\$4,527,734	\$998,800
2022/23	\$414,068	\$768,872	\$4,090,000	\$4,140,076	\$4,941,930	\$801,854
2023/24	\$463,636	\$815,592	\$4,833,000	\$4,833,000	\$5,428,000	\$595,000
2024/25	\$513,671	\$851,687	\$5,428,000	\$5,428,000		

Original Budget and Current Year Budget columns for FYE 2013- 2023 adjusted to include budgeted p&l & prosecution



Item # K-1-2-C

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: September 11, 2024
RE: Finance Department Report for August 2024

- 1) 236 – accounts payable checks were issued.
- 2) 503 - payroll payments were issued (there were 3 pays in August).
- 3) No income tax refund checks were issued.
- 4) Records were reviewed with those needing information on burial location. There were four (4) graves purchased (1-resident/ 3-non-resident); one (1) full burial (on a Saturday); one (1) burial of cremains; and four (4) foundations were purchased (for a total of \$875.20).
- 5) 198 summer 2024 property tax bills were receipted for \$380,946.18; one (1) delinquent 2023 personal property tax bill was receipted for \$58.44; one (1) delinquent 2020 personal property tax bill was receipted for \$34.17; and two (2) delinquent 2019 personal property tax bills were receipted for \$265.83.
- 6) There were 80 additions and 69 cancellations received regarding the voter registration records.



ITEM K-1-3

To: Mike Womack, City Manager
From: Mike Vogt, Fire Chief
Date: September 6, 2024
RE: August 2024

MONTH SUMMARIZED:

Training: The department conducted a total of four training sessions (2 day/2 night). A total of 77.5 personnel-hours were spent in training during the month.

Community Risk Reduction: The department participated in four public education events during the month. Three took place in the City of Lapeer and one in Imlay City which included 209 children and 117 adults. Our personnel also participated in the City of Lapeer's annual Lapeer Days Festival.

Fire & Life Safety: Six annual inspections, nine re-inspections, two other types of inspections, and 17 site visits were completed in the city, with 20 violations being identified. There were two businesses inspected that were without any fire code violations. Two revised plans, one remodel plan and one fire alarm plan were reviewed for the Building Department and one revised site plan was reviewed for the Planning Department for the month of August.

Responses: The department responded to a total of 41 incidents during the month, requiring a total of 231.5 personnel-hours. This is 11 more responses than we had for the same period in 2023. 56% of these responses occurred Monday-Friday between the hours of 6:00 am and 6:00 pm. The estimated dollar loss for the month was \$26,900, bringing the estimated annual dollar loss for the year to \$943,736. The losses for the month resulted from a residential building fire, vehicle fire and battery fire in the City of Lapeer, and a vehicle fire in Mayfield Township.

The number of responses for the month by municipality was: City of Lapeer-24, Lapeer Twp-4, Mayfield Twp-6, Oregon Twp-4, Automatic/Mutual Aid-3.

The average emergency response time (in minutes) to each municipality was: City of Lapeer-8.3, Lapeer Twp-0.0, Mayfield Twp-0.0, Oregon Twp-0.0.

The calendar year annual percentage of responses by municipality is: City of Lapeer-55.63%, Lapeer Twp-12.19%, Mayfield Twp-16.88%, Oregon Twp-8.13%, Assists-7.19%.

The number of burn permits issued for the month by the municipality was: Lapeer Twp-44, Mayfield Twp-42, Oregon Twp-34.

The breakdown of responses by type is as follows:

Fire Alarm-Malicious	0	Fire Alarm-Unintentional	8
Fire Alarm-Malfunction	1	Fire Alarm-Residential	1
Building Fire-Residential	1	Building Fire-Commercial	0
Building Fire-Other	0	Vehicle Fire	2
Grass/Brush Fire	0	Rescue	1
Good Intent	5	Electrical Related	5
Smoke Investigation	1	Gasoline/Diesel Spill/Leak	0
Natural Gas/Propane Leak	0	Carbon Monoxide (alarm & actual)	2
Other Type Fires	1	Other Type Response	10
Assist to Other Agencies	3	Washdown	0

City of Lapeer Activities Calendar

City of Lapeer Fire & Rescue						
August 2024						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Incident 24-280 Incident 24-281 Incident 24-282	2 Incident 24-283	3 Incident 24-284 Incident 24-285 LEAF Live Event
4 Incident 24-286 Incident 24-287	5	6 Incident 24-288 Incident 24-289	7 Incident 24-290 St. Paul Presentation	8	9	10 Parade Summerfest
11 Incident 24-291 Incident 24-292	12 Training	13 Incident 24-293 Incident 24-294	14 Incident 24-295	15 Incident 24-296 Incident 24-297 Lapeer Days-Barrels	16 Incident 24-298 Lapeer Days	17 Incident 24-299 Lapeer Days
18 Incident 24-300 Incident 24-301 Lapeer Days	19 Incident 24-302 Home School Pres.	20 Incident 24-303 Incident 24-304 Incident 24-305	21 Incident 24-306 Incident 24-307 Dept. & Officer Mtg	22	23 Incident 24-308	24 Incident 24-309
25	26 Incident 24-310 Incident 24-311 Incident 24-312 Training	27 Incident 24-313 Incident 24-314 Incident 24-315 Incident 24-316	28 Incident 24-317 New Hire Process	29 Incident 24-318 Incident 24-319 Incident 24-320	30	31
		Notes Incidents (Monthly Total - 41) Training Public Events Meetings/ Department Work New Hiring Process Public Assistance				

Dept: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: September 19th, 2024
RE: August 7th, 2024 – September 10th, 2024
copy: Lapeer Housing Commission/Lapeer Riverview Towers, LLC

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

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

1. As of September 9, Riverview Towers has one vacant unit which is expected to be filled on 10/1/2024.
2. The Riverview waitlist contains a sufficient supply of applicants to fill future vacant units.

B. HOUSING CHOICE VOUCHER PROGRAM (HCV)

1. As of September 9, 94 vouchers are under contract.
2. Pulling applicants from the waitlist will continue as funding allows to fill vacant vouchers.

C. ADMINISTRATION

1. **Attachment #1** Lapeer Housing Commission/Lapeer Riverview Towers, LLC financials. – To be distributed at meeting.
2. ***Ms. Soldenski would like approval from the board to update the HCV Administrative Plan effective 9/4/24 to include language in both the oral briefing as well as the briefing packet for a description of reasonable accommodation, the LHC RA policy, and specifically reasonable accommodation for an increase in payment standard.*** Required compliance by 9/4/24 in packets and oral briefings which has been done. HUD is allowing, per HOTMA, delayed inclusion for HCV Admin Plans.
3. ***Ms. Soldenski would like approval from the board to update the HCV Administrative Plan effective 9/19/24 to include the mandatory establishment of Payment Standards via HUD's Small Area Fair Market Rents (SAFMR) by 1/1/2025 for the City of Lapeer.*** LHC will not use SAFMR for Project Based Vouchers or the Housing Choice Vouchers in Genesee County.
4. ***Ms. Soldenski would like approval from the board for the following 2025 Payment Standards based on 110% of HUD's 10/1/24 release of 2025 Small Area Fair Market Rents effective 1/1/2025 for Lapeer & 2025 Fair Market Rents for Genesee Counties effective 1/1/2025:***

Lapeer
County

	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
2025 SAFMR	\$ 860	\$ 940	\$ 1,190	\$ 1,460	\$ 1,580	\$ 1,817
2025 PS @ 110%	\$ 946	\$ 1,034	\$ 1,309	\$ 1,606	\$ 1,738	\$ 1,998
2024 PS @ 110%	\$1,012	\$1,120	\$1,420	\$1,754	\$1,890	\$2,173

Genesee
County

	0 Bed	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed
2025 FMR	\$ 691	\$ 806	\$ 986	\$ 1,215	\$ 1,397	\$ 1,606
2025 PS @ 110%	\$ 760	\$ 886	\$ 1,084	\$ 1,336	\$ 1,536	\$ 1,766
2024 PS @ 110%	\$ 814	\$ 939	\$1,167	\$1,448	\$1,588	\$1,826

FOR LAPEER - LHC will need to hold existing payment standards for families as long as they are in the same unit and have no family changes that result in a subsidy size change. LHC is mandated as part of the Detroit Metropolitan to establish payment standards based on Small Area Fair Market Rents (SAFMR) vs. Fair Market Rents (FMR) effective 1/1/2025. SAFMRs are based on Zip Code vs. County.

5. ***Ms. Soldenski would like approval from the board for the updated Utility Allowance Study and the resulting Utility Allowance Schedule to be effective Jan. 1st, 2025, for the City of Lapeer and City of Davison (electric utilities only) for the Housing Choice Voucher program.*** See attached copies of the Utility Allowance Schedules.
6. ***Ms. Soldenski would like approval from the board for contractor selection for tuckpointing/window repair at Riverview Towers.*** A bid comparison sheet will be provided at the meeting for the FYE 6/30/2025 Reserve for Replacement (capital) expense.
7. The next meeting in October is the LHC/LRT annual meeting which will be held at a local restaurant. Please stay tuned for the location in the next meeting packet.
8. Riverview Towers will be having the City of Lapeer's rental inspection in the upcoming month. The current rental registration expires on 10/16/2024.
9. The conversion to the cellular line via Johnson Controls for the two panic and one knox box alarm with a new panel was completed on 8/21/24.
10. The conversion to the updated medical pendant system (LifeStation) for cellular communication was completed 9/9. After this update is proven to operate properly, our last POTS/analog telephone line will be eliminated.
11. HUD released the Final Rule of the Housing Opportunity Through Modernization Act (HOTMA) of 2016, Sections 102, 103 and 104 on February 14th, 2023. This rule provides for income and asset changes that will affect the HCV and PBV programs. HUD released PIH Notice 2023-27 which provides implementation guidance. *On 4/24/24 HUD released PIH Notice 2024-12 that covers "Housing Information Portal (HIP) Implementation"; however, that notice was officially rescinded by HUD on 7/3/24 with further guidance pending.* LHC must be on-boarded to the new HUD HIP prior to implementing HOTMA. As long as the HIP conversion takes place, LHC compliance date will be on or before Jan. 1st, 2025. Prior to full implementation, staff training and tenant/landlord notifications must take place. *LHC HCV Admin Plan has been modified for HOTMA Sections 102 & 104 yet cannot be approved for use until HIP implementation is completed; therefore, HOTMA most likely will be delayed past 1/1/2025.*
12. HUD has changed the process/standard for Housing Quality Standard Inspections (HQS) to National Standards for the Physical Inspection of Real Estate (NSPIRE). The new standard is an inspection model that is now common across the various HUD programs. HUD has issued PIH Notice 2023-28 for implementation guidance and administrative procedures for HCV/PBV. *On 6/14/24, HUD announced that they have delayed the mandatory conversion to NPSIRE until October 1st, 2025 due to the burden*

on PHAs with so many other HUD changes in progress. The LHC will need to use a HUD NSPIRE cell phone application which has not yet been released.

13. HUD is moving forward with a more clear proposed rule for Affirmatively Furthering Fair Housing. HUD's intent is to "affirmatively further fair housing by creating strong, sustainable, inclusive communities and quality affordable housing for all." More information to come as this proposed rule approaches final rule.
14. HUD has been releasing updated chapters in the "Housing Choice Voucher Program Guidebook". As the chapters are released, Ms. Soldenski reviews, updates and requests approval for our HCV Administrative Plan, if necessary. *There are no updates to the Guidebook this month that affect policy.*



To: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: September 19th, 2024
RE: August 7th, 2024 – September 10th, 2024
copy: Lapeer Neighborhoods Inc.

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

1. **MSHDA NEP – MSHDA Round 9 Grant Program:** This grant is now open and accepting applications.
 - a. **Project 1 - Annrook Park:** - Project underway.
 - b. **Project 3 – W. Genesee St. – Homeowner** – Roof Replacement – Roof has been completed and in final stage of completion.
 - c. **Project 4 – Adams St. – Rental** – Exterior Work – Placed on waitlist due to funding.
 - d. **Project 5 – W. Genesee St. - Homeowner** – Driveway/Stairs – Project scheduled to start on September 10.
 - e. **Project 6 – Adams St. – Homeowner** – Driveway – Placed on waitlist due to funding.
2. **MSHDA MI-HOPE Grant:** Ms. Lincoln is working on gathering bids and additional documents to start the process for each applicant.
 - a. **Project 1 – S. Elm St. – Homeowner** - Roof Replacement – Project Complete.
 - b. **Project 2 - Lincoln St. – Homeowner** – Project Complete.
 - c. **Project 3 – Dewey St. – Homeowner** – Bids received and contractor being chosen by homeowner.
 - d. **Project 5 – N. Monroe St. – Rental** – Project in process.
 - e. **Project 6 – Hartley St. – Homeowner** - Furnace/Air and Water Heater – Awaiting contractor documentation for set up of project.
 - f. **Project 7 – Park Way – Homeowner** - Roof and Insulation – Project in process.
 - g. **Project 8 – Law St. – Homeowner** - Roof, HVAC and AC – Project complete.
 - h. **Project 9 – N. Main St. – Homeowner** - Windows, Appliances and HVAC – One bid has been received. Awaiting second bid to determine project components.
 - i. **Project 10 – First St. – Rental** – Insulation, Doors and Windows – Contractors has been selected and project moving to contract signing.
 - j. **Project 11 – 2nd St. – Homeowner** - Windows/Doors – Need one more bid for comparison prior to selecting a contractor.
 - k. **Project 12 – N. Monroe St. – Rental** - Roof/Windows/Doors/Insulation – Awaiting final bid prior to selecting a contractor.
 - l. **Project 13 – Jefferson St. – Homeowner** – Doors, HVAC, Insulation, Electrical and Appliances – Project out for bid.
3. **MSHDA MI Neighborhood** – Application has been submitted to MSHDA. Determination of awards is anticipated soon. Unfortunately, Ms. Lincoln was contacted by MSHDA who informed her that they would not be able to include the sidewalk

component to the grant. Ms. Lincoln is currently in the process of possibly revising the grant application to include another enhancement component. Current components are Farmer's Market pavilion upgrades, wayfinding signs, murals and artwork, Veteran's Memorial Park flagpole replacement, bathroom upgrades at Rowden Park.

4. MSHDA Housing Choice Vouchers / Section 8

- a. Lapeer County's voucher allocation is 342 regular Housing Choice Vouchers, 6 Project Based Vouchers, 17 Emergency Housing Vouchers for a total in Lapeer County of 366. Tuscola County allocation is 88 Housing Choice Vouchers, 5 Project Based Vouchers, and 3 Emergency Housing Vouchers for a total in Tuscola County of 96. Huron County allocation is a total of 47 Housing Choice Vouchers, and 2 Emergency Housing Vouchers for a total of 49. Our total VASH allocation remains at 35, Moving Up is 3, and Balance of State is 1. MSHDA has discontinued reporting the allowable over-allocation of 4% maximum. The total allocation is 549.
- b. Current lease up rate is at 99.41%, as MSHDA is waiving lease up for everything except the PBV while waitlist pulls are on hold currently.
- c. Due to budget constraints from HUD, MSHDA will not be releasing any new vouchers for the foreseeable future. They have closed HCV waitlists effective July 1st, including Homeless waitlists and will not be recertifying applicants currently on the homeless waitlists. This budget issue does not affect the Project Based Voucher, VASH or Stability Voucher programs. Any client in need of housing will be referred to the local Housing Assessment and Resource Agency (HARA), Human Development Commission, for assistance. MSHDA will notify as soon as waitlists can again be populated.

B. LAPEER NEIGHBORHOODS INCORPORATED (LNI)

1. Projects –

- a. 405 S. Elm: Vacant: Board has decided to hold on to this property for a future new build. The survey and topography have been completed, so ownership of boundary fences and vegetation are defined.

C. FINANCE

1. Attachment #1: Financial report.

D. ADMINISTRATION

1. The demolition of 838 S. Saginaw St. will begin 9/6/2024 with the abatement of asbestos, then demolition beginning on 9/10/24.
2. The next meeting in October is the LNI annual meeting which will be held at a local restaurant. Please stay tuned for the location in the next meeting packet.
3. Ms. Lincoln will update the members on the LNI Contest results and discussion for next year.

TO: Lapeer City Planning Commission
FROM: Planning Department
DATE: September 3, 2024
RE: **September 2024 Development Activities Report**



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

Site Plans Reviewed by Planning Commission

1. Lapeer Cultivation (#3) – John Conley Dr. Parcel #L20-83-358-030-00

General Information – Construction of a new 11,480 sq. ft. marihuana grow facility.

Project Status – The site plans were received on August 29, 202. City staff is currently reviewing the site plan scheduled to be considered by the Planning Commission September 12, 2024.

2. Urgent Design Addition – 3123 John Conley Dr.

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

Project Status – The site plans were received on July 1 and August 5, 2024 and approved with conditions at the August 8, 2024 Planning Commission meeting. City staff is currently waiting on revised plans.

3. Farley Commercial Building – DeMille Blvd.

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

Project Status – The 2nd full review submission of the site plan was received on June 28, 2024 and revised plans were received on July 25, 2024. The site plan was approved at the August 8, 2024 Planning Commission meeting with the condition of receiving confirmation whether a permit is required from the Lapeer County Drain Commission.

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

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

Project Status – The 2nd full review submission of the site plan was received on May 31, 2024 and revised plans were received on June 24, 2024. Site plan was approved with conditions at the July 11, 2024 Planning Commission meeting and the applicant is working on the required easement, EGLE Permit and Wakkott Road paving agreement.

5. EL Cozumel Restaurant – 1109 S. Main Street

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

Project Status – The site plan was submitted on October 31, 2023 and was conditionally approved at the December 14, 2023 Planning Commission meeting. Site plan submission #3 was received on May 3, 2024. Submission #4 received on July 29, 2024 are ready for approval pending receipt of MDOT Permit and recorded easements.

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

General Information – Construction of a 3,438 sq. ft. credit union facility with 4 drive through lanes.

Project Status – The site plan was submitted on August 31, 2023. Revised plans were submitted on September 27, 2023 and approved with conditions by the Planning Commission on October 12, 2023. Revised plans were submitted on January 12 and April 1, 2024. Revised plans received April 10, 2024 were approved, signed and distributed April 26, 2024. Construction is underway.

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

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

Project Status – The site plan was submitted on April 3, 2023 and revised plans were received on April 26th, June 9th July 21st. The Planning Commission approved the site plan with conditions on August 10, 2023. Revised plans were received on August 31st and October 19th 2023. The site plan was approved on October 19, 2023 and final signed plans were distributed October 31, 2023. The applicant previously indicated final building plans would be submitted in Spring 2024. A one-year site plan approval extension until August 10, 2025 was approved by the Planning Commission on July 11, 2024.

8. Sunoco Station – 715 S. Main St.

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

Project Status – The site plan was submitted on April 3, 2023 and conditionally approved on July 13, 2023. Final plans were approved on September 14, 2023 and signed copies were distributed on September 29, 2023. A one-year site plan approval extension until July 13, 2025 was approved by the Planning Commission on July 11, 2024. Building Department is currently reviewing construction plans.

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

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

Project Status – Site plan was received on Jan. 6, 2023 and received conditional approval on Feb. 9, 2023. The applicant re-submitted a variance request concerning exterior building materials on which action was postponed by the ZBA on October 23, 2023 pending a determination by the Planning Commission. On November 9, 2023 the Planning Commission determined the proposed metal siding was not an appropriate predominant building material and directed the Planning Dept to explore alternative options with the applicant. On February 8, 2024 a site plan extension was approved until February 9, 2025. On July 2, 2024 the applicant notified the City the project would not be moving forward at this location due to development agreement issues with the property owner. Sanitary sewer and water main plans submitted by the property owner Lapeer Crossing are being reviewed by Rowe Engineering. This project will be removed from the next report.

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

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

Project Status – The site plan was originally submitted and approved in 2019. An amended site plan was received July 26, 2022 and approved on August 11, 2022. Construction of the clubhouse and pool is planned for future Phases (3 and 4). The applicant's request for a waiver from landscaping buffer requirements to not construct a perimeter privacy fence was denied at the November 2023 Planning Commission meeting. The City requested final as-built site plan prior to building plan review given the number of changes to the site with various phases and minor changes to exterior improvements. The applicant submitted a revised performance bond to the Planning Department for remaining work items, a Final C of O has been issued for Buildings #1-4 and temporary occupancy has been issued for buildings 5, 6 and 7.

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

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

Project Status – Site plans originally received in May 3, 2022 and contingently approved on June 9, 2022 have expired. A new site plan submittal was received on June 12, 2024 and approved with conditions at the July 11, 2024 Planning Commission meeting. Building Department has reviewed and approved the building plans and is waiting on permit application submittals from the General Contractor.

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

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

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

13. Popeye’s – Drive-Through Facilities – 1040 S. Lapeer Rd.

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

Project Status – The site plan for Phase 1 was received on November 1, 2021. Special land use was approved December 9, 2021 and the site plan received contingent approval on January 13, 2022. MDOT required changes to the access drive location on M-24. A site plan extension was approved until January 13, 2024. Revised plans were received on March 24, June 14 and August 9 and September 27, 2023. Recorded Easement agreements have been received and EGLE permits have been issued. Final site plans were approved on February 21, 2024. Signed plans were distributed March 13, 2024. Demolition of the existing structures has been completed.

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

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

Project Status – The site plan was received on May 17, 2021. The Planning Commission approved the special land use on July 8, 2021. The site plan was approved with conditions by the Planning Commission on January 13, 2022. Revised plans were received March 30, April 29, July 11, and July 14, 2022. Site improvements have been completed as required and a Final Certificate of Occupancy has been issued. This project will be removed from the next report.

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

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

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

Administrative Review Site Plans in Process

None at this time.

Projects on Hold:

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

General Information – Construction of a new electrical substation and control building.

Project Status – The site plan was submitted on October 27, 2023 and approved with conditions at the January 11, 2024 Planning Commission meeting. On February 26, 2024 the ZBA approved a variance to allow a gravel drive and vehicle maneuvering area and revised plans were received March 14, 2024. Revised plans received April 12, 2024 were approved, signed and distributed on April 26, 2024. The applicant has informed the Building Dept. the project is on hold until next year.

HTF Hydraulic Tubes & Fittings – 524 McCormick St.

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

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



MEMORANDUM

CITY OF LAPEER POLICE DEPARTMENT

TO: Mike Womack, City Manager
FROM: Jeremy Howe, Chief of Police
DATE: 09/09/24

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

In the month of August 2024, our Police Department Officers responded to 972 calls for service. Of these 972 calls for service, 101 or approximately 16% were criminal activity reports, of which 36 required submissions to the Michigan Incident Crime Reporting System (MICRS). Our officers made 16 arrests in August, 5 felony crimes and 11 misdemeanor crimes.

This month our officers made 263 traffics stops, issued 24 citations, and gave 239 verbal warnings. Officers also handled 51 vehicle crashes.

No overdose cases were reported in the month of August, there were no fatalities.

Officers participated in the annual Special Event of Lapeer Days. Officers worked 205 hours of overtime during the event at a cost of approximately \$10,500 dollars, a slight decrease from last year. The event went very well with the Officers making only 1 arrest related directly to the event and responding to numerous medical assists. Officers also participated during the events of Bike Night downtown and worked on the parks and paths within the City for extra patrol.

August training consisted of Officers attending a total amount of 104 hours of training. These courses included Emergency Vehicle Operations and RAIDER Instructor school which will give us police officers on staff that would be capable of training our personnel in Active Shooter Response.

Code Enforcement for the month of August had 63 grass enforcements, 3 blight enforcement and 42 sign violations and numerous other enforcements that totaled 116.

As a police department we have been down several officers throughout the summer due to injuries and retirements. We did start Officer Robert Barron this month, which was much needed for our staffing. We hope to get everyone healthy in the next few weeks!

Lapeer City Police Department			
Monthly Report			
AUGUST 2024			
	<u>Current</u>	<u>Calendar Year</u>	<u>Previous Year</u>
	<u>Month</u>	<u>To Date</u>	<u>To Date</u>
Complaints Received and Investigated	972	6782	7535
District Court Fines Received	\$ 986.37	\$ 9,437.67	\$ 9,984.48
OUIL-Cost of Prosecution	\$ 500.00	\$ 3,120.00	\$ 3,625.00
Charges for Copies of Police Reports	\$ 167.00	\$ 1,259.95	\$ 2,161.50
<u>ACCIDENTS:</u>			
Fatal	0	0	1
Property Damage	23	208	178
Private Property Damage	22	142	145
Personal Injury	6	29	41
<u>ARRESTS:</u>			
Misdemeanor	11	144	117
Felony	5	75	44
<u>HEROIN/OVERDOSE INCIDENTS:</u>			
Heroin Possession/Usage	0	1	2
Overdose	0	0	6
Overdose Deaths	0	0	0



Interoffice Memo

To: Mike Womack, City Manager
From: Jeff Graham, Director of Public Works
Date: September 9, 2024
RE: Public Works Monthly Report – August 2024

Department of Public Works Division Summary:

Water/Sewer Utilities Division and Streets Division:

In August the DPW continued locating unknown water services and replacing lead service lines as well as prepping the downtown area for Lapeer Days festival.

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

- Repair storm sewer at Annrook Park.
- Quarterly sanitary sewer cleaning.
- Repair water service leak and catch basin on Church St.
- Camera Sanitary sewer on Oregon St.
- Hang signs downtown for DDA.
- Mow road shoulders.
- Tree trimming and removal throughout the City.
- Cold patch all downtown parking lots and local streets.
- Barricade repair and painting.
- Gravel road maintenance.
- Sweeping local streets.
- Lapeer Days prep and cleanup.
- Election setup and take down.

Training and Safety:

- Safety Meeting: Safe work habits
- Mini Excavator training

Water/Sewer/ Streets Monthly Routine Task included:

- Water Samples: Bacteria samples, Water Quality testing of distribution system
- Operate Wells and well house maintenance.
- Meter Reading and Meter Repair
- Miss Dig Staking
- Routine water samples (backup water supply)
- Rotation of PRV's in GLWA LA-02 Meter pit
- Barricade placement Downtown.
- Dump maintenance, haul compost.
- Brush Pickup

Wastewater Treatment Plant Summary:

Waste Treatment

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

NPDES/IPP

- Daily Laboratory Analysis
- Monthly PFAS sampling for WWTP effluent and biosolids
- NPDES monthly Selenium sampling
- Monitor weekly PFAS sampling via LP&P
- PFAS file updates
- Submitted monthly NPDES PFAS POTW effluent monitoring report via MiEnviro
- Submitted monthly DMR via MiEnviro
- Monitored flows at Hospital
- Inspected catch baskets at County Jail

Electrical Work

- Lift station generators checks and repairs
- Ongoing troubleshooting, repair, and evaluation of computer and SCADA issues
- Electrical for DPW air Conditioning
- Checked power and replaced breaker at campground
- Replaced pool pump at Community Center
- Checked power at Fire Department
- Call in comm fail McCormick lift station
- Re-set I-69 lift station UPS fault

Mechanical/Operations

- Lube Pump repair
- Welded patch on McCormick lift station can
- Call in McCormick lift station power failure
- Remove weeds from rotors
- Inspected knuckles on Progressive Cavity pumps
- Changed oil on Return screw pumps
- Replaced gear reducer on return screw pumps
- Call in Saginaw lift station high level

City of Lapeer

Page 3

- I-69 lift station pumps fluid change
- Community Center pump rebuild and installation
- Call in power failure

Miscellaneous

- Paint WWTP exterior doors
- Painted Secondary building pump bases
- Mow lift stations

Safety/Training

- IT computer training
- Annual Fire Extinguisher inspection
- Ron Canell Maintenance 1 Class
- Jake Mann Fundamentals liquid treatment

Bio-Solids Disposal Status /Loads Hauled out

- 2-North tanks hold 474,980 gallons /we have 427,500 gallons in storage
- 2-south tanks hold 430,120 gallons/we have 408,614 gallons in storage
- Total – 836,114 gallons in storage

CITY OF LAPEER

SEWER DEPARTMENT - MONTHLY REPORT

	HOURS
DPW maintenance	10
Sewer issue calls	2
Clear catch basins - heavy rain	2
Vac down manhole on Baldwin Rd.	8
Repair catch basin on Church St.	19
Take 5 for Safety - Safe Work Habits	0.5
Repair storm sewer at Annrook Park	4
Storm sewer issues	2
Sinkhole repair on Oregon Rd.	4
Camera sewer on Oregon Rd.	38.5
Clear catch basins & Parks & Rec.	4
Vactor maintenance	8

OVERTIME SEWER MONTHLY REPORT

[illegible]

CITY OF LAPEER
STREET DEPARTMENT - MONTHLY REPORT

	HOURS
Tree trimming/removal throughout the city	24
DPW maintenance	125
Lapeer Days prep	102
Gravel road maintenance	3
Brush/compost	125
Sweep city streets	9
Lapeer Days clean up	54
DOT Physical	2
Mini excavator training	3
Signs for DDA	14
Take 5 for Safety - Safe Work Habits	1
Election set up	4
Walk path inspection	2
City Hall building maintenance	4
3M crosswalk at Millville Rd. and McCormick Dr.	12
Sweep downtown for Lapeer Days	7
School Flasher maintenance	1
Trim trees for Parks Dept.	36
Cold patch downtown	8
Take Bucket truck # 98 to repair shop	9
Crack seal Genesee Street Bridge	6
Mow shoulders	21
Tree inspections	2
Lane shift on Genesee St.	4
Storm damage clean up	10
Pick up new chains	2
Downtown lights	12
Vehicle maintenance	7

OVERTIME STREETS MONTHLY REPORT

[illegible]

CITY OF LAPEER
WATER DEPARTMENT - MONTHLY REPORT

	HOURS
Meter reading	5
Service requests	68
Number of work orders, re-reads and MXU repairs	88
DPW building/grounds maintenance	145
Miss Dig	60
Clear catch basins - heavy rain event	1
Dump maintenance	1
Daylight water service lines	181
Bacti samples for Lapeer Days	4
Locate and mark services for daylighting	295
Replace water service line at 360 Raven St.	46.5
Restorations of water service line sites and daylighting	2
Mini excavator training	14
Take 5 For Safety - Safe Work Habits	1
Election set up	4
Water service line repair 252 Calhoun St.	2
Repair drainage on Baldwin Rd.	2
Rotate PRV's	0.5
Fill in vac holes from daylighting	71
Flush hydrant at Walmart	2
Repair water line at 720 W Nepessing St.	48
Vehicle maintenance	3
Equipment maintenance	5
Lapeer Days prep	18
City Hall building maintenance	4.5
Replace water service line at 720 Church St.	23
Locate missing curb stops	6.5
Assist mechanic	4
Lane shift on Genesee St. for bridge repair	2
Water service turn ons/turn offs	10
Water/Well samples - take to Lansing	37.5
Meet with Lapeer Armory contractor; multiple job inspections	9
Office work	3
Prep for water service line replacements	15
Water/sewer inspections	2
Inspection work with the Building Dept.	16
Water Shut offs	33

OVERTIME WATER MONTHLY REPORT

WATER O.T.

HOURS

[illegible]

WWTP MONTHLY REPORT

WWTP	HOURS
AM walk through	44
Wasting	33
Process	131
Headworks	
Lift Stations	104
Minor repairs	28
Major repairs	9
Greasing	15
Cleaning	36
PM walk through	42
Painting	25
Grounds	4
Meetings	10
Equipment	28
Lab	176
Computer	34
IPP	31
Electrical	150

OVERTIME WWTP - MONTHLY REPORT

WWTP	HOURS
AM walk through	11
Wasting	
Process	12
Headworks	
Lift Stations	9
Minor repairs	
Major repairs	
Greasing	
Cleaning	
PM walk through	
Painting	
Grounds	
Meetings	
Equipment	3
Lab	11
Computer	
IPP	
Electrical	

2024 LAPEER DAYS FESTIVAL - DPW COST SUMMARY

TOTAL EVENT COST SUMMARY SHEET

<u>Date</u>	<u>STRAIGHT TIME</u>	<u>OVER TIME</u>	<u>TOTAL LABOR COST</u>	<u>TOTAL LABOR HOURS</u>	<u>EQUIP COST</u>	<u>TOTAL DAILY COST</u>	
Monday, July 29, 2024	\$310.99	\$0.00	\$310.99	11.00	\$310.84	\$621.83	Cold patch parking lots downtown and sweep
Tuesday, July 30, 2024	\$400.74	\$0.00	\$400.74	16.00	\$134.96	\$535.70	Downtown sidewalk walk thru for trip hazards
Friday, August 2, 2024	\$191.64	\$0.00	\$191.64	8.00	\$93.84	\$285.48	Cold patch downtown streets
Tuesday, August 6, 2024	\$250.44	\$0.00	\$250.44	8.00	\$12.27	\$262.71	Water spigot connections/flush
Wednesday, August 7, 2024	\$218.86	\$0.00	\$218.86	8.00	\$114.80	\$333.66	Downtown bacti samples
Thursday, August 8, 2024	\$158.37	\$0.00	\$158.37	6.00	\$79.20	\$237.57	Downtown bacti samples
Monday, August 12, 2024	\$415.40	\$0.00	\$415.40	16.00	\$134.96	\$550.36	Blow downtown, repair sidewalks downtown per repair list
Tuesday, August 13, 2024	\$532.56	\$0.00	\$532.56	15.00	\$376.11	\$908.67	Finish sidewalks, barricades
Wednesday, August 14, 2024	\$388.80	\$0.00	\$388.80	18.00	\$160.50	\$549.30	Barricades
Thursday, August 15, 2024	\$722.24	\$254.88	\$977.12	32.00	\$478.09	\$1,455.21	Trash barrels, barricades, span wire, close streets
Friday, August 16, 2024	\$914.17	\$320.97	\$1,235.14	51.00	\$402.16	\$1,637.30	Trash barrels, barricades, span wire, close streets
Saturday, August 17, 2024	\$0.00	\$1,649.82	\$1,649.82	42.00	\$684.82	\$2,334.64	Lapeer Days
Sunday, August 18, 2024	\$0.00	\$1,658.01	\$1,658.01	39.00	\$819.65	\$2,477.66	Lapeer Days
Monday, August 19, 2024	\$1,207.99	\$309.06	\$1,517.05	49.00	\$1,078.33	\$2,595.38	Lapeer Days clean up
Action Municipal Supply - Trash can liners, caution tape, nitrile gloves						\$629.10	
Jim's Recycling - 10 yard dumpster						\$425.00	
Assorted credit card charges						\$68.85	
Water Samples						\$96.00	
TOTALS:	\$5,712.20	\$4,192.74	\$9,904.94	319.00	\$4,880.53	\$16,004.42	

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

ITEM K-1-8

Approved Licenses:				Updated: August 2024
Applicant Name	DBA	Address	License	Status
PROVISIONING CENTERS				
TRC Lapeer LLC	The ReLeaf Center of Lapeer	200 E Genesee St	Facility	App: Exp 10-23-24
Alternative RX, LLC	Xplore Cannabis	824 S Main Street	Facility	App: Exp 10-30-24
Ox Tail, Inc.	Heads	111 W Genesee St	Facility	App: Exp 11-19-24
SPMI LLC	Shango Lapeer	224 E Genesee St	Facility	App: Exp 12-12-24
FB Lapeer PRV, LLC	The Jazz Club Center	1333 Imlay City Road	Provisional	App: Exp 10-26-24
DNVK Lapeer Inc	The Pier Provisioning Center	2401 W Genesee St	Facility	App: Exp 06-11-25
The Pure Lapeer, LLC	Pure Lapeer	1330 Imlay City Road Units C&D	Facility	App: Exp 06-21-25
GROWER				
Green Thumb Growers	Green Thumb Growers	840 Whitney	Prov – Class A	App: Exp 10-24-24
PROCESSOR				
Northwest Confections Michigan LLC	WYLD	525 S. Court Street, Suite 110	Facility	App: Exp 10-07-24
Berry Green Management, Inc	Berry Green Management, Inc	1356 Imlay City Road	Facility	App: Exp 12-11-24
Berry Green Management, Inc.	Berry Green Management, Inc	1330 Imlay City Road	Facility	App: Exp 08-28-25
SECURE TRANSPORTER				
None.				
SAFETY COMPLIANCE FACILITY				
None.				

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

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

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

N-1

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

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

Address of the above locations are as follows:

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

Romona Sanchez, CMC
City Clerk

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



MAT. TRANS.

To: City Commission
Date: September 10, 2024
RE: Material Transmittals

1. EMS Incident Count by Agency per Municipality – July 2024.



Incident Count by Agency per Municipality

Jul-24



	EMS calls	LCEMS	MEDSTAR	MARLETTE	LCEMS %
Almont Township	13	13	0	0	100.00%
Almont Village	29	29	0	0	100.00%
Arcadia Township	17	17	0	0	100.00%
Attica Township	39	36	3	0	92.31%
Burlington Township	6	3	0	3	50.00%
Burnside Township	18	1	17	0	5.56%
Clifford Village					#DIV/0!
Columbiaville Village	14	14	1	0	100.00%
Deerfield Township	50	45	5	0	90.00%
Dryden Township	12	12	0	0	100.00%
Dryden Village	9	9	0	0	100.00%
Elba Township	36	36	0	0	100.00%
Goodland Township	7	6	0	1	85.71%
Hadley Township	17	16	1	0	94.12%
Imlay city	56	56	0	0	100.00%
Imlay Township	13	13	0	0	100.00%
Lapeer City *	405	168	235	0	41.48%
Lapeer Township	35	19	16	0	54.29%
Marathon Township	18	18	0	0	100.00%
Mayfield Township	91	59	32	0	64.84%
Metamora Township	18	18	0	0	100.00%
Metamora Village	3	3	0	0	100.00%
North Branch Township	10	10	0	0	100.00%
North Branch Village	4	4	0	0	100.00%
Oregon Township	43	42	1	0	97.67%
Otter Lake Village	5	5	0	0	100.00%
Rich Township(Mayville)	12	10	1	1	83.33%
					0.00%
Totals	980	662	312		67.55%
Emergency Calls (less transfers)	793	658	129	Lapeer County	82.98%
Lapeer City transfers *	187	4	183		
Lapeer E-Calls *	218	164	52	Percentage of E-Call Lapeer City	75.23%

RECEIVED

SEP 3 2024

CITY MANAGER
LAPEER, MI



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

For 07/01/2024 Thru 08/01/2024



For Cities: LAPEER CITY

Agency Code	Type Code	Num Of Incidents
1E - Lapeer County EMS	911WRLESSH/U - 911 WIRELESS H/U	1
	ALARMM - MEDICAL ALARM	20
	AMB - AMBULANCE CALL MEDICAL	119
	CITI ASSIST - ASSIST CITIZEN	1
	DOMESTIC - DOMESTIC/ASSAULT	1
	DOS - DEATH ON SCENE	1
	JUV - JUVENILE COMPL	3
	MENTAL - PERSON WITH MENTAL PROBLEMS	2
	NEIGH - NEIGHBOR TROUB	1
	ODOR - ODOR INVESTIGATION FIRE	1
	PDA - PROPERTY DAMAGE ACCIDENT	2
	PIA - PERSONAL INJURY ACCIDENT	1
	PTTRANS - PATIENT TRANSFER MEDICAL	4
	STRUCTURE - STRUCTURE FIRE	2
	SUICIDAL - SUICIDAL PERSON	2
	SUSP - SUSPICIOUS PERSON/VEH/CIRCUMSTANCE	1
	TSTOP - TRAFFIC STOP	1
	WARR - WARRANT ARREST	1
	WELFAR - WELFARE CHECK	4
Total Incident for 1E - Lapeer County Ems		168

Sum:

168