



AGENDA
CITY OF LAPEER
LAPEER CITY COMMISSION
576 LIBERTY PARK, LAPEER, MI 48446
APRIL 21, 2025
810-664-5231 * www.ci.lapeer.mi.us

6:30 P.M. CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF APRIL 21, 2025, AGENDA

A. MINUTES:

1. Minutes of the Regular meeting held April 7, 2025.

B. PUBLIC COMMENTS:

1. Lapeer County Commissioner - Brad Haggadone.

C. CONSENT AGENDA:

1. Special Event: Hunger Awareness Week, May 9-10, 2025, 9 am – 3 pm, Nepessing and N. Saginaw; Nepessing and Court; Nepessing and Calhoun; and Millville and Oregon.
2. Special Event: Flint River Clean Up; May 10, 2025, 11 am – 1 pm; various city parks.
3. Special Event: Teen Scavenger Hunt, May 17, 2025, 1 pm – 9 pm; Annrook Park and Downtown Lapeer,
4. Special Event: Heart Warrior 5K run/walk, May 31, 2025, 8 am, at Rowden Park.
5. Special Event: Kiwanis 5K, June 7, 2025, 7:30 am, Rowden Park.

SUGGESTED MOTION:

Approve the Consent Agenda for April 21, 2025.

D. BILL LISTING:

1. Bill Listing for April 21, 2025.

SUGGESTED MOTION: ON A ROLL CALL VOTE.

Approve the Bill Listing for April 21, 2025, in the amount of \$412,546.85

E. PROCLAMATIONS, RECOGNITIONS AND RESOLUTIONS:

1. 2025 Arbor Day Proclamation.

SUGGESTED MOTION:

Adopt the 2025 Arbor Day Proclamation.

F. PUBLIC HEARINGS:

G. ADMINISTRATIVE REPORTS:

1. 2025 Michigan State Housing Development Authority (MSHDA), MI-Neighborhood CDBG Rehab Grant Application (updated).

SUGGESTED MOTION:

Adopt the resolution for the proposed 2025 Michigan State Housing Development Authority (MSHDA), MI-Neighborhood CDBG Rehab Grant application.

H. CITY MANAGER'S REPORT:

1. Special Assessment District – Discussion.
2. Various matters.

I. CITY ATTORNEY'S REPORT:

1. Closed Session – MCL 15.268(h).

SUGGESTED MOTION: ON A ROLL CALL VOTE.

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

2. Various matters.

J. UNFINISHED BUSINESS:

1. Appointments to Boards and Commissions.

K. DEPARTMENTAL COMMUNICATIONS:

1. Monthly Departmental Reports.

L. PUBLIC COMMENTS:

M. CLOSING COMMENTS:

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

N. REMINDER OF MEETINGS:

Next City Commission Meeting: **THURSDAY, APRIL 24, 2025, Special @ 4 p.m.**

O. REMINDER OF PUBLIC HEARINGS:

CLOSED SESSION

ADJOURNMENT

MATERIAL TRANSMITTAL

Notice:

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

**LAPEER CITY COMMISSION
MINUTES OF A REGULAR MEETING
APRIL 7, 2025**

A regular meeting of the Lapeer City Commission was held April 7, 2025, at the Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan. The meeting was called to order at 6:30 p.m.

ROLL CALL

Present: Mayor Marquardt.

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

Absent: None.

City Manager: Mike Womack, present.

City Attorney: T. Allen Francis, present.

Mayor Marquardt led the Pledge of Allegiance.

51 2025 04-07 AGENDA APPROVAL

Moved by Glisman. Seconded by Swindell.

Approve the Agenda for April 7, 2025, with the removal of item C-8 Fixed Asset Disposal from the consent agenda and moved to G-5 for discussion; add discussion items of Special Assessments and Marihuana Tax allocations under City Manager's Reports.

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

Nays: None.

MOTION CARRIED.

PRESENTATION

Matt Wayne, Regional Sales Director with Flock Safety gave a presentation.

52 2025 04-07 MINUTES

Moved by Brady. Seconded by Petrie.

Approve the minutes of the regular meeting held March 17, 2025, as presented.

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

Nays: None.

MOTION CARRIED.

PUBLIC COMMENTS

Mindy Schwab, member of the Downtown Development Authority, updated the Commission events and activities undertaken by the DDA.

John DeAngelis spoke about the Flock Safety System.

Melissa Petrie gave an invocation.

53 2025 04-07 CONSENT AGENDA

Moved by Swindell. Seconded by Atwood.

Approve the consent agenda for April 7, 2025, as follows:

1. Special Event: DDA, Lapeer Car Cruise, Monday's, May 5, 2025, through September 15, 2025, from 5:00 p.m. to 9:00 p.m., Nepessing St. between Mason and Pine.
2. Special Event: DDA, Spring Ladies Night Out, May 9, 2025, from 4:00 p.m. to 9:00 p.m. downtown along Nepessing.
3. Special Event: Lapeer Chamber, Food Truck Fest, May 12; June 9; July 14; September 8, 2025, from 4:00 p.m. to 8:00 p.m., City Lot #5.
4. Special Event: Lapeer High School, Swing Out, June 3, 2025, from 5:00 p.m. to 7:00 p.m. along Nepessing.
5. Special Event: Lapeer Chamber, Annual Fireworks Show, July 12, 2025, to begin at dusk on the grounds of Roland Warner Middle School.
6. Special Event: Lapeer Chamber, Lapeer Days Festival, August 15-17, 2025.
7. Special Event: Lapeer Chamber, Annual Christmas Parade, December 5, 2025, beginning at 6:00 p.m., along Nepessing.
9. 2025 Spring Clean Up – May 5, 2025.
10. MDOT Local Bridge Resolutions – Nepessing Street, Fox Street, and Oregon Street.

CITY OF LAPEER
MUNICIPAL RESOLUTION #2025-04
FOR PREVENTATIVE MAINTENANCE OF THE
NEPESSING STREET BRIDGE THROUGH
MICHIGAN DEPARTMENT OF TRANSPORTATION
LOCAL BRIDGE PROGRAM

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

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

NOW, THEREFORE, BE IT RESOLVED, that the City of Lapeer requests Michigan Department of Transportation Local Bridge Program funding for preventative maintenance of the Nepessing Street bridge for MDOT's Funding Year 2028.

This resolution was adopted on the 7th day of April 2025.

CITY OF LAPEER
MUNICIPAL RESOLUTION #2025-05
FOR PREVENTATIVE MAINTENANCE OF THE
FOX STREET BRIDGE THROUGH
MICHIGAN DEPARTMENT OF TRANSPORTATION
LOCAL BRIDGE PROGRAM

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

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

NOW, THEREFORE, BE IT RESOLVED, that the City of Lapeer requests Michigan Department of Transportation Local Bridge Program funding for preventative maintenance of the Fox Street bridge for MDOT's Funding Year 2028.

This resolution was adopted on the 7th day of April 2025.

CITY OF LAPEER
MUNICIPAL RESOLUTION #2025-06
FOR PREVENTATIVE MAINTENANCE OF THE
OREGON STREET BRIDGE THROUGH
MICHIGAN DEPARTMENT OF TRANSPORTATION
LOCAL BRIDGE PROGRAM

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

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

NOW, THEREFORE, BE IT RESOLVED, that the City of Lapeer requests Michigan Department of Transportation Local Bridge Program funding for preventative maintenance of the Oregon Street bridge for MDOT's Funding Year 2028.

This resolution was adopted on the 7th day of April 2025.

11. MDOT Designation of Street Administrator Resolution.

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

Nays: None.

MOTION CARRIED.

54 2025 04-07 BILL LISTING

Moved by Brady. Seconded by Swindell.

Approve the bill listing for April 7, 2025, in the amount of \$293,781.55.

ON A ROLL CALL VOTE.

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

Nays: None.

MOTION CARRIED.

PROCLAMATION, RECOGNITIONS AND RESOLUTIONS:

None.

ADMINISTRATIVE REPORTS:

55 2025 04-07 ANNUAL FAIR HOUSING RESOLUTION - POSTPONE

Moved by Atwood. Seconded by Brady.

To postpone taking any action on this item until the next regular meeting, April 21, 2025.

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

Nays: None.

MOTION CARRIED.

56 2025 04-07 DOWNTOWN RIGHT-OF-WAY LICENSES

Moved by Swindell. Seconded by Atwood.

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

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

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

Nays: None.

MOTION CARRIED.

57 2025 04-07 DEMILLE BLVD./OAKDALE GROUNDS AND MT. HOPE CEMETERY GROUNDS MOWING AGREEMENT

Moved by Swindell. Seconded by Petrie.

Approve the grounds maintenance agreement for DeMille Blvd./Oakdale Grounds and Mt. Hope Cemetery with Green Meadows Landscape, Inc. for the 2025, 2026 and 2027 seasons, not to exceed \$12,500 annually for DeMille Blvd./Oakdale Ground and \$32,750 annually for Mt. Hope Cemetery, and authorize the Mayor and Director of Parks, Recreation & Cemetery to sign the agreements.

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

Nays: None.

MOTION CARRIED.

58 2025 04-07 GENESEE STREET - MAIN STREET TO SAGINAW STREET - ROAD DIET STUDY AND PEDESTRIAN CROSSING WARRANTS

Moved by Swindell. Seconded by Brady.

Approve the contract with Rowe Professional Services for a Pedestrian Crossing Study in the amount of \$2,900 and Traffic Data Collection and Road diet study in the amount of \$5,800 for Genesee Street, between Main Street and Saginaw Street, and authorize the City Manager to sign all necessary documents.

ON A ROLL CALL VOTE.

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

Nays: None.

MOTION CARRIED.

59 2025 04-07 FIXED ASSET DISPOSAL – 2020 FORD & 2014 FORD

Moved by Brady. Seconded by Glisman.

To approve Fixed Asset Disposal – 2020 Ford Police Interceptor Utility & 2014 Ford Police Interceptor Sedan.

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

Nays: None.

MOTION CARRIED.

CITY MANAGER'S REPORT

City Manager Womack stated he is bringing attention to the Special Assessment Policy and the Marihuana Tax allocations. Continuing that this Commission and the previous Commission have expressed concerns with the current Special Assessment Policy and there has been changes what the Marihuana funds have been used for. He and Commissioner Brady have had discussion about ways to minimize the impact on the citizens and if the marihuana funds can be used to do so.

The City Commission held a lengthy discussion on how to address the Special Assessment Policy and how to allocate the Marihuana Tax funds. It was the consensus of the group that some written policies/proposals be presented to the commissioners for consideration.

City Manager Womack commented that May 17, 2025, is the only date that this Commission had available for everyone. Will bring back some dates for June 2025 to hold the joint meeting. Wants to move the discussion for the joint meeting towards meeting the goals and objectives; how to champion your local community; what do you think your community should be.

The first budget workshop is Monday, April 14, 2025, at 4:00 p.m.

CITY ATTORNEY'S REPORT

None.

UNFINISHED BUSINESS

60 2025 04-07 APPOINTMENT – CEMETERY BOARD

Moved by Glisman. Seconded by Swindell.

To confirm the Mayor's re-appointment of Marge Alexander to the Cemetery Board, for a term to expire April 1, 2030.

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

Nays: None.

MOTION CARRIED.

61 2025 04-07 APPOINTMENTS – DDA CITIZENS DISTRICT COUNCIL

Moved by Swindell. Seconded by Brady.

To appoint Richard Schwab, Kaytlin Bollon, Aaron Dixon, Seaton Grassi, Rex Ziebarth, Ashley House, Amber Atwood, and Zach Gibson to the Downtown Development Citizens District Council for a term which is the length of the plan.

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

Nays: None.

MOTION CARRIED.

62 2025 04-07 APPOINTMENT – ZONING BOARD OF APPEALS

Moved by Brady. Seconded by Atwood.

To reappoint Kenneth Parker to the Zoning Board of Appeals for a term to expire April 1, 2028.
Ayes: Atwood, Brady, Glisman, Petrie, Swindell.
Nays: None.
MOTION CARRIED.

DEPARTMENTAL REPORTS

The DDA Monthly Departmental Report was received into the record.

PUBLIC COMMENTS

Bryan Cloutier commented about W. Genesee Street.

MAYOR/COMMISSIONER COMMENTS

Commissioner Petrie: Thanked Paul Parsch for serving on the Zoning Board of Appeals for many years. Thanked Chief Howe for arranging the presentation on Flock Safety. She shared key insights from the Cap-Con event, noting the many unforeseen challenges that can arise during an emergency. She stated she is currently unaware of the City's Emergency or Disaster Plans and requested clarification on roles and responsibilities during such events. She emphasized her commitment to thoroughly reviewing agenda items and making informed decisions, noting that she was elected by constituents who expect her to act in their best interest. She ran for office to help improve the community and felt a need to step in when she saw the city heading in a direction that many residents did not support. She got involved because she felt the city was going in a direction that a lot of people didn't want it to; insulted by Commissioner Swindell's comments. She is here to make a difference and can only do so if she understands and asks questions. Read an email she received from City Manager Womack relating to marijuana complaints. Stated the email was very unprofessional. She does not besmirch the City Attorney or the City Manager. She was insulted by the email; City Manager Womack works for her, she is one of the people he works for, and she is asking that he never speak to her that way again. It is not right for him to dismiss what she has to say to the constituents that elected her. She is doing what she was elected to do to try and make a difference. She trusts and respects the staff. She asks questions because she wants to make good decisions. She trusts all staff members. She is not here to cause division. She asks that the division and playing one against the other stop here.

Commissioner Brady: As we are getting our feet under us, encourage all of us to have open dialogue. Finds himself in the middle of two-two splits often. Welcomes the conversations and we must get on the same page. We must have good working relationships here. We are doing the best we can, and there are six (6) elected officials.

Commissioner Glisman: Shared a story of Rochester Hills Mayor Bryan Barnett who after serving two terms and reaching his term limit and successfully won three additional elections for Mayor as a write-in candidate. At Cap-Con he gave a great talk about the shooting that happened at the splash pad. Would like to invite him to meet with our department heads and city employees. Requested City Manager Womack provide her a map of the city. Reviewing the new Commissioner's information packet, there is a correction needed; the organizational chart does not reflect the City Charter correctly; specifically, C-4.6 Administrative service. Loves the wonderful photo of the police department in front of the blue Lapeer letters at City Hall, however, she hates the letter in front of the beautiful historic building and would

recommend that they be moved to a different location. On this day in history, Lewis and Clark depart Fort Madden on their expedition. She is a descendant of Lewis.

Commissioner Swindell: Cap-Con was great, learned a lot of new information and new ideas.

Mayor Marquardt: Read a list of local events. Invited the Commissioner to the Community Heart and Soul Meeting on May 6th at 8:00 a.m. at the Doghouse. Social medial is not always the best place to get information out there. There were comments made that Mr. Womack who suggested and hired the Pivot Group to hire the previous library director. That is not true at all.

63 2025 04-07 ADJOURNMENT

Having no further business, the regular meeting was adjourned at 8:44 p.m.

Debbie Marquardt, Mayor

Romona Sanchez, City Clerk

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: 4/10/2025
RE: Special Event Request – Hunger Awareness

STAFF RECOMMENDATION

Approve event.

CURRENT OR NEW INFORMATION

We received a request from the Stone Soup Pantry to hold their annual Hunger Awareness Week Fund Collection on, May 9 and May 10, 2025, from 9:00AM – 3:00PM. 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

Millville and Oregon

See PDF File SE Hunger Awareness 2025.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Annual Event

AGENDA ITEM REVIEW

Meeting Date: April 21, 2025

Consent: X

Administrative:

Public Hearing:

Date Reviewed: April 14, 2025

Reviewed By: City Clerk's Office

City of Lapeer SPECIAL EVENT APPLICATION



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: We will be studying on intersection collecting funds for

Stone Soup Food Bank.

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*

*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: 3/17/2025

Witness: Romona Sanchez Date: 3/17/25

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

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

Normal Event Schedule

(e.g., third weekend in July): 2nd weekend in May

Next Year's specific dates: May 8th / 9th 2025

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

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

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

[Blank line for parking locations]

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

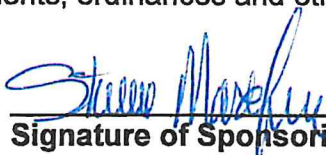
Who holds the Liquor Control Commission license?

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.

3-17-2025
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.

475 South Court Lapeer MI 48446



Attn: City Clerk of Lapeer

RE: Hunger Awareness Event for Stone Soup Food Bank

We are seeking approval for a special fundraising event 'Hunger Awareness' for Stone Soup Food Bank.

We are asking for the dates of Friday May 9th and Saturday May 10th from the hours of 9 am to 4 pm.

We will be soliciting donations from the street crossing of:

Millville and Oregon
Court and Nepessing
North Saginaw and West Nepessing
North Calhoun and West Nepessing

The volunteers of Stone Soup will wear neon yellow safety vests stating 'Stone Soup Volunteer' and we will not pass out any literature or candy.

Thank you for this consideration.

Sincerely

A handwritten signature in blue ink that reads 'Steve MacLeod'.

Steve MacLeod
CEO Stone Soup Food Bank
smacleod@stonesoupfoodpantry.org
Office: 810.245.0500
Cell: 586.337.2480



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): E-MAIL ADDRESS: sbauder@ciainsurance.com FAX (A/C, No):	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: SECURA Insurance Company	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	
INSURED STONE SOUP FOOD PANTRY 475 S Court St Lapeer MI 48446		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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR	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					
GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						GENERAL AGGREGATE \$ 2,000,000
A	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☒ SCHEDULED AUTOS NON-OWNED AUTOS ONLY		A3201409	09/09/2024	09/09/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 510,000
	BODILY INJURY (Per person) \$					
	BODILY INJURY (Per accident) \$					
	PROPERTY DAMAGE (Per accident) \$					
UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						Uninsured motorist \$ 510,000
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			EACH OCCURRENCE \$
						AGGREGATE \$
						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

City of Lapeer
576 Liberty Park

Lapeer MI 48446

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: April 10, 2025
RE: Special Event – Flint River Clean up

STAFF RECOMMENDATION

Approve Event

CURRENT OR NEW INFORMATION

We have received a request from the Flint River Watershed Coalition to hold their annual river and parks cleanup on Saturday, May 10, 2025, from 11:00AM – 1:00PM. No City services have been requested for this event, however the DPW may have additional trash pickup in the area after the event.

See PDF File SE Flint River Cleanup 2025.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

Annual event.

AGENDA ITEM REVIEW

Meeting Date: April 21, 2025

Date Reviewed: April 14, 2025

Consent: X

Administrative:

Reviewed By: City 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) Flint River Watershed Coalition Phone # 810-647-6498

Address 630 Kearsley, Flint, MI 48503

Organization Event Coordinator/Contact Peter McCreedy Phone # 810-647-7594

Event Coordinator/Contact Address 5172 McDowell - Lapeer

Coordinator/Contact Email pmccreedy@charfieldschool.org

Event Name River Cleanup

Purpose of Event Pick trash out of City Parks

Event Location Canton 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 5-10-25 Event Time 11-1

of Event Organizational Team 1 # of Expected Attendees: 70

Describe the activities taking place at your event: pick trash

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: _____

Please check what you request the City to supply:

*See Rules and Regulations

FOR OFFICE USE ONLY:

SPECIAL EVENT REVIEW COMMITTEE APPROVALS

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

RECEIVED

MAR 24 2025

CITY OF LAPEER

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

INDEMNIFICATION AGREEMENT

The Flint River Watershed Coalition 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: Pety M. [Signature] Date: 3-21-25

Witness: _____ Date: _____

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

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

Normal Event Schedule

(e.g., third weekend in July): _____

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] ~~X~~
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)
Being sent direct from Insure Co.
- 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.

3-21-25

Date

Pety Mulvey

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)

3/19/2025

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

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

PRODUCER Al Bourdeau Insurance Agency 3835 Davison Road Flint MI 48506		CONTACT NAME: Dyvonne Morgan PHONE (A/C, No, Ext): (810) 742-3411 FAX (A/C, No): (810) 742-9560 E-MAIL ADDRESS: dyvonnem@albourdeauinsurance.com	
INSURED Flint River Watershed Coalition 630 W Kearsley St Ste 114 Flint MI 48503-2631		INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Mutual Ins Co NAIC # 15350 INSURER B: Accident Fund Insurance Company of Amer 10166 INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** CL24111682451**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:	X		A507916	9/14/2024	9/14/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ Excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS			A507916	9/14/2024	9/14/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	100036115	6/14/2024	6/14/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate Holder is added as Additional Insured for General Liability.

CERTIFICATE HOLDER**CANCELLATION**

City of Lapeer Lapeer City Manager's Office 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 B Bourdeau/MORGAN
--	--

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Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248558532
Oct. 14, 2008 LTR 4168C E0
38-3546239 000000 00 000
00018439
BODC: TE

FLINT RIVER WATERSHED COALITION
432 N SAGINAW ST STE 238
FLINT MI 48502



222200

Employer Identification Number: 38-3546239
Person to Contact: Mr. Lafollette
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Oct. 02, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in August 2000, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: April 10, 2025
RE: SEA – Teen Scavenger Hunt 2025

STAFF RECOMMENDATION

Approve the event.

CURRENT OR NEW INFORMATION

The Calvary Bible Church has requested to host a teen scavenger hunt at Annrook Park/Downtown. The event is being organized by Nathan Bearup. The event is for May 17, 2025. The expected number of attendees is 100. The event time will be from 1 p.m. to 9 p.m. The event will have teenagers competing in a scavenger hunt in groups of 3-5 staying within 1 block north and south of Nepessing St and between the library and the train depot. The event will return back to Annrook for food, games and a speaker.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

This will be an annual event.

AGENDA ITEM REVIEW

Meeting Date: April 21, 2025

Date Reviewed: April 14, 2025

Consent: X

Administrative:

Reviewed By: City 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) Calvary Bible Church Phone # 810-664-4470

Address 923 S Main St, Lapeer

Organization Event
Coordinator/Contact Nathan Bearup Phone # 810-705-0275

Event Coordinator/
Contact Address 923 S Main St, Lapeer

Coordinator/Contact Email nathanbearup@gmail.com

Event Name Teen Scavenger Hunt

Purpose of Event Teen Community Event

Event Location Annrook Park/Downtown 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 5/17/25 Event Time 1pm-9pm including teardown

of Event Organizational Team 7 # of Expected Attendees: approx 100

Describe the activities taking place at your event:

Teens competing in scavenger in groups of 3-5 around downtown staying within 1 block North and South of Nepessing St and between the library and the old train depot (Lapeer Agency). Returning to Annrook for food, games and a speaker. Games to include 2 Bounce houses and others.

Please check what will be part of your event: Food Truck - Kona Ice

☒ 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: Christian Music playing over a speaker system

*See Rules and Regulations

Please check what you request the City to supply:

FOR OFFICE USE ONLY:
SPECIAL EVENT REVIEW COMMITTEE APPROVALS

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

☒	Picnic Tables Qty: <u>10</u>	☒	Electricity Turned on/off	☐	Other:	
☒	Trash Containers Qty:	☐	Road Crossing Guards Qty:			
☐	Road Closures List:	We will have adult staff monitoring teens following cross walk rules				

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

Please check what type of event is this:

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

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

INDEMNIFICATION AGREEMENT

The Calvary Bible Church, Lapeer 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: Nathan Bump Date: 3-26-25

Witness: Recep D. Russell Date: 3-26-25

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

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

Normal Event Schedule

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

3rd Saturday in May

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:

Behind Choice One Bank

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.

3-26-25

Date


Signature of Sponsoring Organization's Agent

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

Be sure to include the following with the application:

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



Nathan Bearup <nathanbearup@gmail.com>

Registration Confirmation and Payment Receipt from City of Lapeer

1 message

RecDesk <noreply@recdesk.com>

Thu, Mar 13, 2025 at 1:31 PM

To: nathanbearup@gmail.com

**** Do NOT respond to this email. This email address is not monitored. ****

Thank you for registering with City of Lapeer through the RecDesk Community portal. The following is a summary of your registration and/or reservation information. Please contact City of Lapeer with any questions.

PaymentTotal Amount Paid: **\$72.02**

Regular Fees: \$70.00

Processing Fee: \$2.02

Payment ID: 194893

Payment Date: 3/13/2025

Payment Method: CC (*****1040)

Payer Info: Nathan Bearup

1895 Greenwood Rd.

Lapeer, MI 48446

Note: (R-****2zM2uc)

Invoice ([View/Pay Online Now](#))Invoice Number: **0177746**Invoice Status: **PAID**

Customer: Nathan Bearup

Invoice Date: 3/13/2025

Due Date: 3/13/2025

Sub Total: \$70.00

Sales Tax: \$0.00

Total Amount: \$70.00

Less Amount Paid: (\$70.00)Balance Due: **\$0.00**

Line Items

<u>Item</u>	<u>Registrant</u>	<u>Amount</u>
Annrook Park Pavilion (Downtown)	Nathan Bearup	\$70.00
Initial Date: 5/17/2025 6:00 AM - 10:30 PM		

Sub Total: **\$70.00**

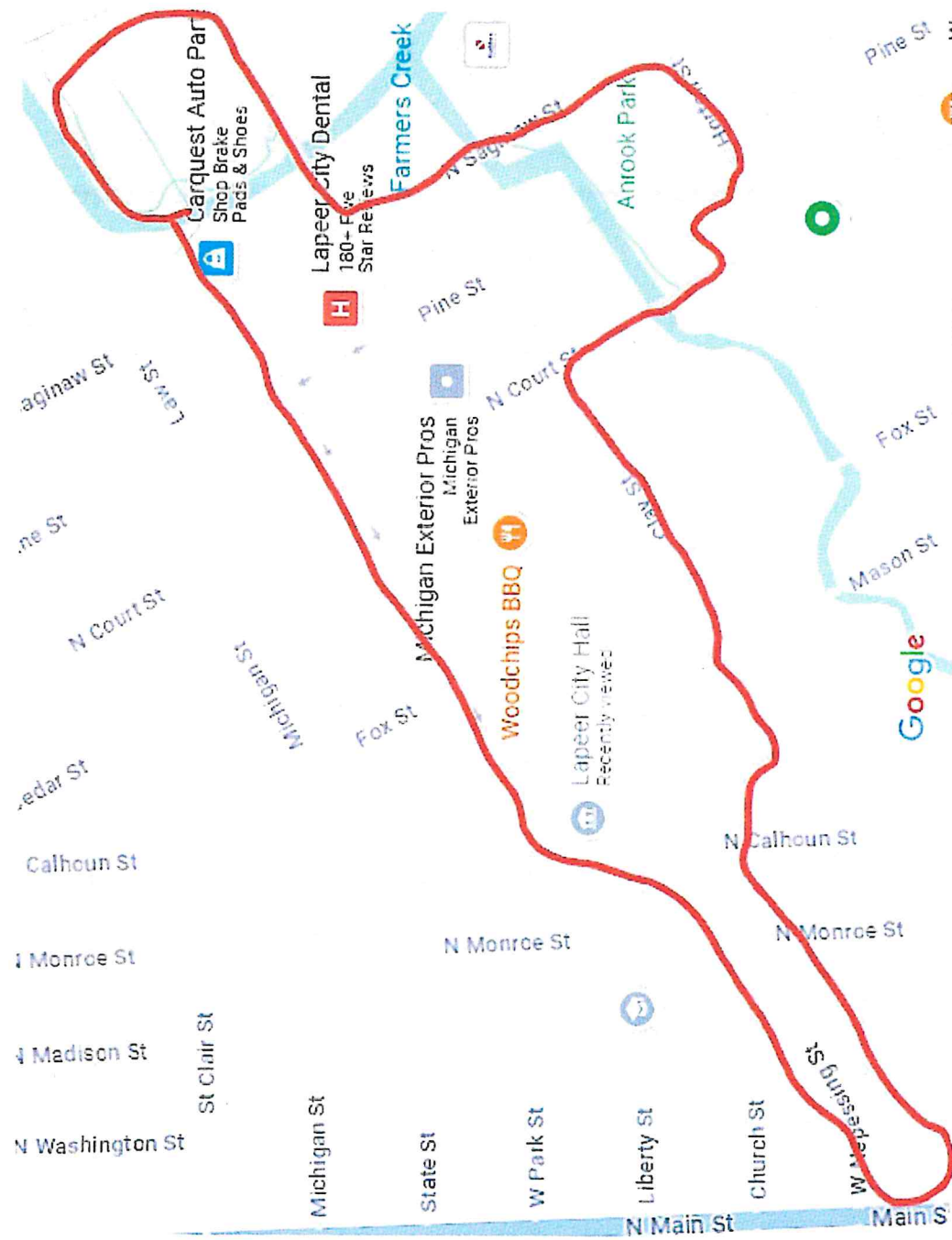
Sales Tax: **\$0.00**

Total Amount: **\$70.00**

Additional Notes

Annrook Park Pavilion (Downtown)

Parking is located in the large lot behind Lakestone Bank and Trust just North of the River or along Horton Street. [View Park Rules & Regulations](#) Print the email reservation confirmation and use it as the Park Permit during your event.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/19/2025

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

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

PRODUCER 810-487-9748 Armor Insurance Agency PO Box 150 Flushing, MI 48433	CONTACT NAME: Tony Mills PHONE (A/C, No, Ext): 810-487-9748 FAX (A/C, No): E-MAIL ADDRESS: tony@armor-agency.com																					
INSURED 810-664-2838 Calvary Bible Church WMPC 1230 AM 923 S Main St Lapeer, MI 48446-3044	<table border="1"><thead><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A:</td><td>BROTHERHOOD MUT INS CO</td><td>13528</td></tr><tr><td>INSURER B:</td><td></td><td></td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	BROTHERHOOD MUT INS CO	13528	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
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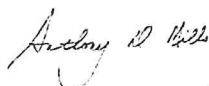
COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC OTHER:	☒		21MLA0499113	05/01/2025	05/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y ☒ N	N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

The city of Lapeer is named as an Additional Insured on policy 21MLA0499113 for the church youth group is using the City Park for the Teen Community Scavenger Hunt on May 17, 2025. Coverage for Additional Insureds is strictly subject to all the terms of the policy.

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

To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: April 10, 2025
RE: Special Event – Heart Warrior – 5K

STAFF RECOMMENDATION

Approve the event.

CURRENT OR NEW INFORMATION

We have received a request from Warrior Grip Fitness Incorporated to hold an annual event titled, “Heart Warrior 5K” on May 31, 2025, starting at 8 a.m. at the Rowden Park. This event is a non-competitive 5k run/walk, see attached map for path location. This event includes music, tents, selling of food and non-acholic drinks, and posted signage. The expected attendance for the event is 200 people.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

This appears to be the annual event conducted by the Warrior Grip Fitness Incorporated.

AGENDA ITEM REVIEW

Meeting Date: April 21, 2025

Date Reviewed: April 14, 2025

Consent: X

Administrative:

Reviewed By: City 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)

Warrior Grip Fitness Incorporated Phone # 810834 1080

Address

4063 Flint River Rd Columbiaville, MI 48421

Organization Event
Coordinator/Contact

Cody Wiggins Phone # Same

Event Coordinator/
Contact Address

Same

Coordinator/Contact Email

Cody@warriorgripfitness.com

Event Name

Heart Warriors 5k

Purpose of Event

To support congenital heart defect research through fundraising.

Event Location

Rowden Park

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

5-31-2025

Event Time

8 AM

of Event

Organizational Team

2a

of Expected

Attendees:

200

Describe the activities

taking place at your event: A non-competitive 5k run/walk.

Please check what will be part of your event:

☒ Music**
☒ Tents

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

☐ Selling of food*
☒ Selling of drinks*

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

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

Speakers with Family Friendly music

*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	☐

RECEIVED

MAR 18 2025

CITY MANAGER

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

INDEMNIFICATION AGREEMENT

The Warrior Grip Fitness Incorporated 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: 3-18-2025

Witness: [Signature] Date: _____

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

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

Normal Event Schedule

(e.g., third weekend in July): Last weekend in May.

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:

Rowden Park

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

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

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

3-18-25
Date


Signature of Sponsoring Organization's Agent

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

Be sure to include the following with the application:

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



Cody Wiggins <cody.wiggins50@gmail.com>

Registration Confirmation and Payment Receipt from City of Lapeer

1 message

RecDesk <noreply@recdesk.com>
To: cody.wiggins50@gmail.com

Mon, Mar 17, 2025 at 9:51 AM

** Do NOT respond to this email. This email address is not monitored. **

Thank you for registering with City of Lapeer through the RecDesk Community portal. The following is a summary of your registration and/or reservation information. Please contact City of Lapeer with any questions.

Payment

Total Amount Paid: \$72.02
Regular Fees: \$70.00
Processing Fee: \$2.02
Payment ID: 195326
Payment Date: 3/17/2025
Payment Method: CC (CP *****0259)
Payer Info: Cody Wiggins
4063 flint river rd
coulmbiaville, MI 48421
Note: (R-****2zM2uc)

Invoice ([View/Pay Online Now](#))

Invoice Number: 0178192
Invoice Status: PAID
Customer: Cody Wiggins
Invoice Date: 3/17/2025
Due Date: 3/17/2025
Sub Total: \$70.00
Sales Tax: \$0.00
Total Amount: \$70.00
Less Amount Paid: (\$70.00)
Balance Due: \$0.00

Line Items

Item	Registrant	Amount
Rowden Park Pavilion (Water Tower)	Cody Wiggins	\$70.00
Initial Date: 5/31/2025 8:00 AM - 9:00 PM		
Sub Total: \$70.00		
Sales Tax: <u>\$0.00</u>		
Total Amount: \$70.00		

Additional Notes

Rowden Park Pavilion (Water Tower)
Parking Lot [View Park Rules & Regulations](#). Print this off and use it as the Park Permit during your event.

CITY OF LAPEER
TRANSACTION DETAILS
PRINT DATE: 3/17/2025 9:50 AM

PIVIT #195326
POST DATE: 3/17/2025

CUSTOMER: Cody Wiggins
STATUS: PAID
PMT. METHOD: CC
CARD #: CP *****0259

ITEM	AMOUNT
1 x Fundraising event	\$70.00
Sub-Total	\$70.00
Tax	\$0.00
Processing Fee	\$2.02
Total	\$72.02

Amount Tendered: \$72.02
Change Due: \$0.00

MSE025M5009

Quote is valid until 5/31/2025

To: **Warrior Grip Fitness Incorporated**

From: Tammy Wiggins

tammy@kcinsurancelapeer.com

Please bind effective: _____
Insured email address: _____
Insured phone number: _____

Confirm optional coverages:

☐ Do not include any optional coverages.

☐ Include the following optional coverages

(Taxes & Fees may apply to optional premium if purchased)

☐ Option 1 - Set-up and/or Take-down Coverage

☐ Option 2 - (add: \$50) - Rain Date Coverage

☐ Option 3 - (add: \$100) - Banner Coverage

☐ Option 4 - Terrorism Coverage

I. PREMIUM AND UNDERWRITING NOTES/REQUIREMENTS

COMMERCIAL LIABILITY POLICY INFORMATION

Carrier: United States Liability Insurance Company
Status: Admitted
A.M. Best Rating: A++ (Superior) - XIV

GENERAL LIABILITY OCCURRENCE/AGGREGATE

GENERAL LIABILITY PREMIUM

☒ \$1,000,000/\$2,000,000	\$250
☐ \$1,000,000/\$3,000,000	\$253
☐ \$2,000,000/\$2,000,000	\$288
☐ \$3,000,000/\$3,000,000	\$311
☐ \$4,000,000/\$4,000,000	\$560
☐ \$5,000,000/\$5,000,000	\$810

ADDITIONAL QUOTE INFORMATION

Policy Minimum Premium: \$195

Personal & Advertising Injury: Same as the Occurrence Limit

Products Aggregate: See L-535

Damages to Premises Rented: \$100,000

Medical Payments: \$1,000

Additional Limit Combinations may be available. Please contact your underwriter.

Refer to Covered Events section for event dates covered

Please contact us with any questions regarding the terminology used or the coverages provided.

****Read the quote carefully, it may not match the coverages requested****

This account is subject to the following - Sections A, B and C:

Underwriter receipt, review and acceptance of the fully completed application. We may modify the terms and/or premiums quoted or rescind this quote if: 1) the information provided in the completed application is different from the original submission, 2) a web search, if completed at our discretion, reveals unsatisfactory results or indications of ineligible factors, or 3) there is a significant change in the risk from the date it was quoted.

A. Prior To Bind Requirements:

- If you have not already provided the mailing address, location address and additional insured information, we will need this information in order to bind coverage.

B. Items Required Within 21 days of the inception of coverage:

- No 21 Day Subject to Notes

C. Underwriting Notes:

- General Liability limits up to \$5M/\$5M may be available upon request.
- Binding order must be received prior to the start of the event or no coverage will be provided.

II. COVERED EVENTS

Event #1 - 1552 N Main St, Lapeer, MI 48446

Entity Type: (5K, 8K, & 10K)

Event Coverages: General Liability

Event	Exposure	Start Date	End Date
Sporting Event / Tournament - Running Events (5K, 8K, & 10K) (applicant is the host of the event) (Liability)	200 Attendees	5/31/2025	5/31/2025

Event Coverages	Exposure	Limit	Premium
Additional Insured - Blanket - Special Events (Liability)	1 Per Additional Insured		Included

Please contact us with any questions regarding the terminology used or the coverages provided.

****Read the quote carefully, it may not match the coverages requested****

III. REQUIRED FORMS & ENDORSEMENTS**General Liability Endorsements**

CG 21 06	(12/23) Exclusion - Access or Disclosure of Confidential or Personal Material or Information	L-472	(07/08) Exclusion - Injury To Performers Or Entertainers
CG0001	(12/07) Commercial General Liability Coverage Form	L-526	(01/15) Absolute War Or Terrorism Exclusion
CG0068	(05/09) Recording And Distribution Of Material Or Information In Violation Of Law Exclusion	L-535	(03/15) Exclusion - Products-Completed Operations Hazard Other Than Food Or Beverage Products
CG0168	(11/20) Michigan Changes	L-536	(09/09) Exclusion - Participation In Athletic Activity, Physical Activity Or Sports
CG2109	(06/15) Exclusion – Unmanned Aircraft	L-599	(10/12) Absolute Exclusion for Pollution, Organic Pathogen, Silica, Asbestos and Lead with a Hostile Fire Exception
CG2136	(03/05) Exclusion - New Entities	L-607	(02/11) Exclusion For Climbing, Rebounding And Interactive Games And Devices
CG2139	(10/93) Contractual Liability Limitation	L-609	(02/11) Animal Exclusion
CG2144	(07/98) Limitation Of Coverage To Designated Premises Or Project	L-610	(11/04) Expanded Definition Of Bodily Injury
CG2147	(12/07) Employment-Related Practices Exclusion	L-656	(02/06) Extension Of Coverage - Committee Members
CG4032	(05/23) Exclusion - Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)	L-686	(10/12) Absolute Exclusion for Liquor and Other Related Liability
IL0017	(11/98) Common Policy Conditions	L-816	(11/18) Amendments of Conditions - Limits of Insurance Under Multiple Coverage Parts
IL0021	(09/08) Nuclear Energy Liability Exclusion Endorsement	L-820	(12/18) Special Events Blanket Additional Insured Endorsement
IL0286	(04/17) Michigan Changes - Cancellation and Nonrenewal	L-835	(10/22) Exclusion - Specific Activities, Operations or Features
Jacket	(07/19) Policy Jacket	LLQ-101	(08/06) Expanded Definition Of Employee
L 427	(01/20) Exclusion for Fireworks and Other Pyrotechnic Devices	LLQ-102	(02/15) Event Vendor, Exhibitor And Contractor Exclusion
L-206	(02/11) Fully Earned Premium Endorsement	LLQ-368	(08/10) Separation Of Insureds Clarification Endorsement
L-224	(10/10) Punitive Or Exemplary Damages Exclusion	SPE 300	(05/09) Special Events Property Damage Amendment
L-387	(03/06) Exclusion - Mechanical Rides	SPE 312	(03/15) Who Is An Insured
L-423	(02/11) Exclusion For Structure Collapse	TRIADN	(12/20) Disclosure Notice of Terrorism Insurance Coverage
L-428	(04/15) Absolute Firearms Exclusion		

IV. OFFER OF OPTIONAL COVERAGE(S)

Based on the information provided, the following additional coverages are available to this applicant but are not currently included in the quotation. The additional premium may be subject to taxes & fees. For a firm final amount please contact us and we will revise the quote.

Coverage	
Option 1	Set-up and/or Take-down Coverage

Important Information

- If this coverage is purchased, add L-563 Set-Up and/or Take-Down Coverage for Special Events
- Set-up and take-down coverage is available. If you wish to purchase, please submit the following with your bind request: dates requested, confirm no heavy machinery used during set-up and take-down (bulldozers, backhoes, excavators and any type of industrial machinery). Note: additional premium will apply.

Please contact us with any questions regarding the terminology used or the coverages provided.

****Read the quote carefully, it may not match the coverages requested****

	Coverage	Additional Premium
Option 2	Rain Date Coverage	\$50

Important Information

- If this coverage is purchased, add L-562 Rain Date Coverage for Special Events
- This pricing is per event.

	Coverage	Additional Premium
Option 3	Banner Coverage	\$100

Important Information

- If this coverage is purchased, add L-788 Banner Coverage For Scheduled Special Events
- This pricing is per event.

	Coverage	Additional Premium
Option 4	Terrorism Coverage	See notes for rate information

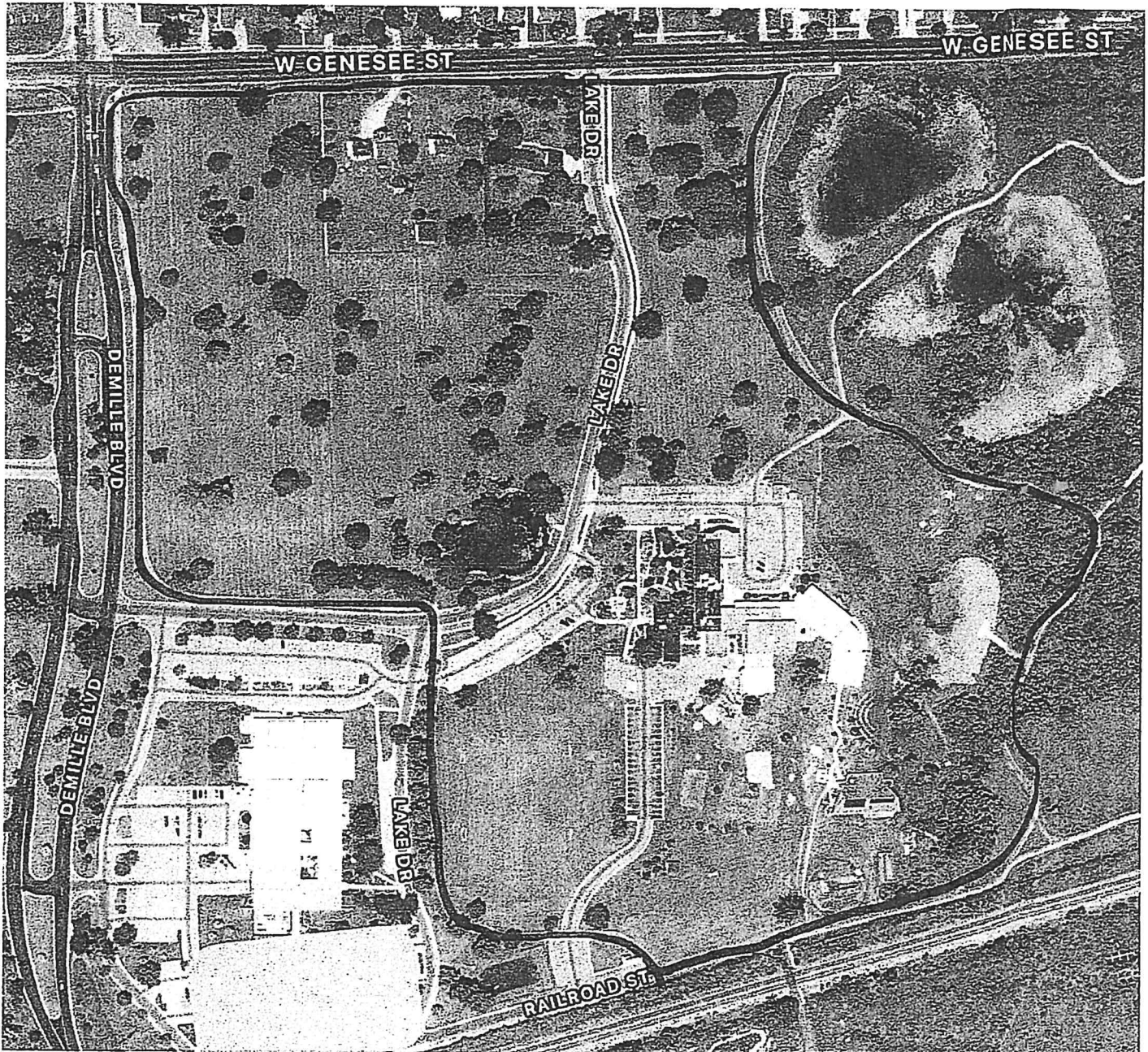
Important Information

- Terrorism coverage, per the Terrorism Risk Insurance Program Reauthorization Act, is available for an additional premium of \$100 or 5.00% of the total applicable premium, whichever is greater. When making your decision to purchase Terrorism Coverage, please be aware that coverage for "insured losses" as defined by the Act is subject to the coverage terms, conditions, amount, and limits in this policy applicable to losses arising from events other than acts of terrorism. If not desired attach TRIADN Disclosure Notice of Terrorism Insurance Coverage or add form NTE Notice of Terrorism Exclusion.
- The Terrorism premium shown above has been calculated as a percentage of the quoted coverages. If any coverages are added or removed at binding, the additional premium shown above is subject to change.

Please contact us with any questions regarding the terminology used or the coverages provided.

****Read the quote carefully, it may not match the coverages requested****

Race Route 
Parking 



To: Mike Womack, City Manager
From: Jeremy Howe, Chief of Police
Date: April 10, 2025
RE: Kiwanis Club of Lapeer 5K

STAFF RECOMMENDATION

Approve the event.

CURRENT OR NEW INFORMATION

The Kiwanis Club of Lapeer would like to have a fundraiser event at Rowden Park Trial and Pavillion. This event is a 5K that is to raise money for children. The event will take place on June 7, 2025, starting at 7:30 a.m. There was no end time listed on the application. Event organizers are hoping for approximately 300 attendees. There will be tents and selling of food and drinks. Enclosed is a detailed map of the starting and ending point of the event. The event organizers will have to have crossing guards at several locations.

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

This will be an annual event.

AGENDA ITEM REVIEW

Meeting Date: April 21, 2025

Date Reviewed: April 14, 2025

Consent: X

Administrative:

Reviewed By: City Clerk's Office

Public Hearing:

City of Lapeer SPECIAL EVENT APPLICATION (SEA)

RECEIVED

MAR 25 2025

CITY MANAGER
LAPEER, MI



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

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

Sponsoring Organization
(Legal Name) Kiwanis Club of Lapeer Phone # 810-240-4542

Address P.O. Box 501, Lapeer, MI 48446

Organization Event
Coordinator/Contact Sallie Morey Phone # 810-240-4542

Event Coordinator/
Contact Address 5335 Vermilya Rd, Columbiaville, MI 48421

Coordinator/Contact Email Sallie@salliesweettreats.com

Event Name Kiwanis 5K 5K 4 the Kids
(Name of race to be announced)

Purpose of Event Fundraiser

Event Location Rowden Park, Trail + Pavilion 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 Sat, June 7, 2025 Event Time at 7:30 AM

of Event Organizational Team 30 # of Expected Attendees: up to 300 (hopefully)

Describe the activities taking place at your event: 5K walk/run

Please check what will be part of your event:

☒ Music** ☐ Animals** (such as a petting zoo) ☒ Selling of food* ☒ Posted Signage of Event* ☐ Liquor/Beer or Wine*

☒ Tents ☐ Wedding ☒ Selling of drinks*

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

Please check what you request the City to supply:

*See Rules and Regulations

FOR OFFICE USE ONLY:

SPECIAL EVENT REVIEW COMMITTEE APPROVALS

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

X	Picnic Tables Qty:	X	Electricity Turned <u>on</u> /off		Other:	
X 6-8	Trash Containers Qty:	X	Road Crossing Guards Qty: <u>to be determined</u>	<u>Using approved route.</u>		
X	Road Closures List: <u>to be determined</u>	<u>Pope, Pine St., Horton, Fox, Clay, Pine</u>				

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

Please check what type of event is this:

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

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

INDEMNIFICATION AGREEMENT

The Kiwanis Club of Lapeer 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: Sallie A. Mory Date: 3-25-25

Witness: Sherry Russell Date: 3-25-25

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

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

Normal Event Schedule

(e.g., third weekend in July): June

2. **AN EVENT MAP** WINNER [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:

Prof. Foot & Angle, Dr. Aratakis, Wright & Phillips, JMC, Rowdin Park.

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

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

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

3-25-25
Date

Jessie M. Mey
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. (see duck dash or Fantasy Forest 8cr doc. |

sallie@salliessweettreats.com

From: RecDesk <noreply@recdesk.com>
Sent: Tuesday, February 11, 2025 8:49 AM
To: sallie@salliessweettreats.com
Subject: Registration Confirmation and Payment Receipt from City of Lapeer

** Do NOT respond to this email. This email address is not monitored. **

Thank you for registering with City of Lapeer through the RecDesk Community portal. The following is a summary of your registration and/or reservation information. Please contact City of Lapeer with any questions.

Payment

Total Amount Paid: **\$72.02**

Regular Fees: \$70.00

Processing Fee: \$2.02

Payment ID: 191609

Payment Date: 2/11/2025

Payment Method: CC (*****9467)

Payer Info: Sallie Morey

5335 Vermilya Road

Lapeer, MI 48446

Note: (R-****2zM2uc)

Invoice ([View/Pay Online Now](#))

Invoice Number: **0174276**

Invoice Status: **PAID**

Customer: Sallie Morey

Invoice Date: 2/11/2025

Due Date: 2/11/2025

Sub Total: \$70.00

Sales Tax: \$0.00

Total Amount: \$70.00

Less Amount Paid: (\$70.00)

Balance Due: **\$0.00**

Line Items

<u>Item</u>	<u>Registrant</u>	<u>Amount</u>
Rowden Park Pavilion (Water Tower)	Sallie Morey	\$70.00

Initial Date: 6/7/2025 6:00 AM - 10:30 PM

Sub Total: **\$70.00**

Sales Tax: **\$0.00**

Total Amount: **\$70.00**

Additional Notes

Rowden Park Pavilion (Water Tower)

Parking Lot [View Park Rules & Regulations](#) Print this off and use it as the Park Permit during your event.

ENDORSEMENT

This endorsement, effective 12:01 AM 11/01/2024

Forms a part of policy no.: 013136005

Issued to: KIWANIS INTERNATIONAL, INC.

By: LEXINGTON INSURANCE COMPANY

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

(Based on CG 2026 04/13)

This endorsement modifies insurance provided by the following:

COMMERCIAL GENERAL LIABILITY POLICY

SCHEDULE

Name of Additional Insured Person(s) or Organization(s)

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

Information required to complete this Schedule, if not shown above, will be shown in the Declarations

- A. **Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

- B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;
whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations

All other terms and conditions of the policy remain the same.



Authorized Representative



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/19/2025

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

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

PRODUCER
Hylant - Indianapolis
10401 North Meridian St, Ste 200
Indianapolis IN 46290

CONTACT
NAME: Lisa ChristensonPHONE
(A/C, No, Ext): 317-817-5172FAX
(A/C, No): 317-817-5151E-MAIL
ADDRESS: kiwaniscert@hylant.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURED
Kiwanis International, All Clubs and Their Members
3636 Woodview Trace
Indianapolis IN 46268

KIWAN03

INSURER A: Lexington Insurance Company

19437

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER: 414253787

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 ☒ Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		013136005	11/1/2024	11/1/2025	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 Liquor Liability \$1,000,000
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY			013136005	11/1/2024	11/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Self-Insured Retention			013136005	11/1/2024	11/1/2025	All Claims \$150,000

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

The Certificate Holder and others as defined in the written agreement are additional insured subject to the terms, conditions, and exclusions on the policy with respect to the General Liability only regarding the following Kiwanis event (setup, take down & rain date(s) during the policy term are included).

June 7, 2025, or any future date(s) during the policy term.
5K Event
Located at Rowden Park
Kiwanis Club of Lapeer

CERTIFICATE HOLDER**CANCELLATION**

City of Lapeer
Attn: Mike Womack
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.

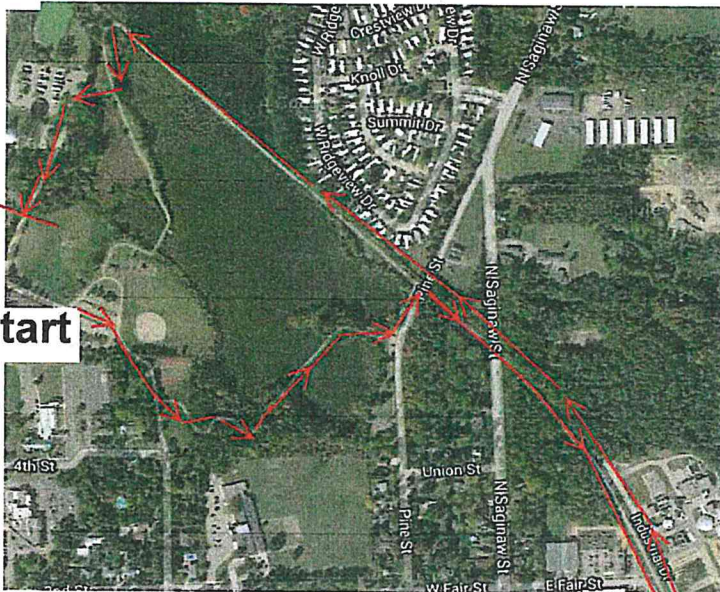
AUTHORIZED REPRESENTATIVE



CITY OF LAPEER 5K - RUN/WALK ROUTE ROWDEN PARK

Finish

Start



CROSSING GUARDS:

1. Pine Street & Walking Path
2. Saginaw Street & Walking Path
3. Oregon & Walking Path
4. Nepessing Street & Walking Path
5. 2 @ Rowden Park - north/south ends of Travel Trailer entrance (*dirt road*)



START: Rowden Parking Lot, center entrance, two parking spots from parking lot west entrance - marked (will run through parking lot to trail, going counter clockwise).

FINISH: Travel Trailer Park Dirt Road, just before road enters back into Rowden Park Parking Lot (marked).

NOTES: Runners will leave park/walking trail after crossing Nepessing Street - shortly after mile marker #1, just before the wood bridge, and run through a residential area and then return to path.

Course enters into Travel Trailer Park - runners will go south down the dirt road that runs parallel to Rowden Park's snow hill, ending just before the road leading back into the park. Miles 1, 2, and 3 are marked.



ITEM D-1

To: Mayor and City Commission
From: Kelly Hanna, Director of Financial Services
Date: April 14, 2025
RE: Bill Listing – April 1, 2025, through April 14, 2025

STAFF RECOMMENDATION

Approve the bill listing as presented.

CURRENT OR NEW INFORMATION

I, Kelly Hanna, Director of Financial Services, have reviewed the bills for April 1, 2025, through April 14, 2025, in the total amount of **\$412,546.85** and find them to be proper charges.

AGENDA ITEM REVIEW

Meeting Date: April 21, 2025	Date Reviewed: April 14, 2025
Consent:	
Administrative:	Reviewed By: City Clerk's Office
Public Hearing:	

CHECK REGISTER FOR CITY OF LAPEER
CHECK DATE FROM 04/01/2025 - 04/14/2025

Check Date	Check	Vendor Name	Amount
04/10/2025	2900(A)	GREAT LAKES WATER AUTHORITY	143,648.10
04/10/2025	2887(E)	BLUE CROSS & BLUE SHIELD OF MI	74,656.65
04/10/2025	598868	GREENLEAF MASONRY & CONCRETE INC.	49,560.00
04/10/2025	2912(A)	ROWE INC	31,965.00
04/10/2025	2916(A)	THE BANK OF NEW YORK MELLON	16,206.25
04/10/2025	2889(E)	CONSUMERS ENERGY	15,636.15
04/03/2025	2886(A)	FEHR GRAHAM & ASSOCIATES, LLC	14,000.00
04/10/2025	2914(A)	SPICER GROUP	9,059.75
04/10/2025	598867	GEORGE BRIKHO JR	6,050.00
04/10/2025	2917(A)	VECTOR TECH GROUP	5,320.00
04/10/2025	598875	RESERVE ACCOUNT	5,000.00
04/10/2025	598889	WHITE'S GARAGE DOOR	4,299.00
04/10/2025	2888(E)	CITY OF LAPEER	3,486.23
04/10/2025	2903(A)	LEGACY ASSESSING SERVICES INC	3,400.00
04/10/2025	2910(A)	POWERVAC OF MICHIGAN LLC	2,500.00
04/10/2025	2893(A)	ABM COMMERCIAL CLEANING	2,360.00
04/10/2025	598869	HIGHSTREET INS. SERV. GR LAKES, INC	2,261.50
04/10/2025	2901(A)	HYDRO CORP	1,989.50
04/10/2025	2904(A)	MAUK, JODI	1,920.00
04/10/2025	2913(A)	SMITH, SHANNON	1,920.00
04/10/2025	2891(E)	METROPOLITAN LIFE INSURANCE COMPANY	1,402.42
04/10/2025	2898(A)	FLETCHER FEALKO SHOUDY & FRANCIS PC	1,347.50
04/10/2025	2918(A)	VIEW NEWSPAPERS	1,178.00
04/10/2025	598887	VERIZON WIRELESS	1,081.49
04/10/2025	2915(A)	TAYLOR, SARAH	1,062.50
04/10/2025	598874	MICHIGAN ROADWAY SOLUTIONS, LLC	995.00
04/10/2025	598864	DELYNN'S DESIGNS, INC	969.50
04/10/2025	2896(A)	D & K TRUCK COMPANY INC.	851.99
04/10/2025	2905(A)	MEI TOTAL ELEVATOR SOLUTIONS	690.39
04/10/2025	2894(A)	CIVES CORPORATION	649.89
04/10/2025	2902(A)	KIRBY BUILT PRODUCTS, INC.	586.30
04/10/2025	2911(A)	RICK RHEIN DISPOSAL	510.88
04/10/2025	598883	T. P. ISRAEL CO INC	480.00
04/10/2025	598863	D & H FIRE SUPPRESSION	459.52
04/10/2025	2895(A)	CRUISERS, INC	455.42
04/10/2025	598873	MGS ELECTRIC INC.	420.00
04/10/2025	2906(A)	NORTH CENTRAL LABS	402.59
04/10/2025	598870	JAY'S SEPTIC	390.00
04/10/2025	598886	USA BLUE BOOK	374.91
04/10/2025	2897(A)	EUROFINS ENVIRONMENT TESTING	307.50

04/10/2025	598885	UNIFIRST CORPORATION	302.13
04/10/2025	598859	ABC HOME & COMMERCIAL SERVICES	295.00
04/10/2025	598872	MARCO TECHNOLOGIES, LLC	285.76
04/10/2025	598866	ECKER MECHANICAL CONTRACTORS, INC	200.00
04/10/2025	2890(E)	INVOICE CLOUD	190.00
04/10/2025	2909(A)	PAYETTE SALES & SERVICE INC.	141.29
04/10/2025	598865	E & L SERVICE, INC	125.00
04/10/2025	2907(A)	ON DUTY GEAR, LLC	119.99
04/10/2025	2908(A)	PARAGON LABORATORIES, INC.	118.00
04/10/2025	598888	VILLAGE PRINTING	113.00
04/10/2025	598876	SANCHEZ, ROMONA	102.00
04/10/2025	598861	CASE CONSTRUCTION COMPANY	100.00
04/10/2025	598871	LIVINGSTON CO. ASSESSORS ASSOC.	100.00
04/10/2025	598884	TRW LANDSCAPES LLC	88.00
04/10/2025	2899(A)	FLINT WELDING SUPPLY CO	84.50
04/10/2025	598878	SHIRLEY'S DRY CLEAN. & ALTERATIONS	74.92
04/10/2025	598877	SCHIMMELPFENNING, KAREN	65.00
04/10/2025	598879	ST CLAIR COUNTY ASSESSORS ASSOC.	50.00
04/10/2025	598880	STATE OF MICHIGAN	50.00
04/10/2025	598881	STATE OF MICHIGAN	50.00
04/10/2025	598862	CHEN, CECILIA	20.00
04/10/2025	598882	STATE OF MICHIGAN	16.00
04/10/2025	2892(E)	STATE OF MICHIGAN	2.33
04/10/2025	598860	AT & T ENTERPRISES, LLC	0.00 V
TOTAL			<u>\$412,546.85</u>

CITY OF LAPEER
ARBOR DAY PROCLAMATION

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

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

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

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

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

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

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

THEREFORE, BE IT RESOLVED that I, Debbie G. Marquardt, Mayor of the City of Lapeer, and the Lapeer City Commission do hereby declare Friday, April 25, 2025, as Arbor Day in the City of Lapeer and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands and urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 21st day of April 2025.



Debbie G. Marquardt, Mayor



Joshua Atwood, Mayor Pro Tem



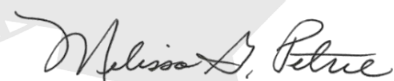
Linda Glisman, Commissioner



Marlana Swindell, Commissioner



Stefan Brady, Commissioner



Melissa Petrie, Commissioner



Mike Womack, City Manager



ITEM G-1

To: Lapeer City Commission, Mayor, City Manager and City Attorney
From: Shelley Lincoln, Housing Grant Administrator
Date: April 14, 2025
RE: MSHDA MI-Neighborhood Grant Application/CDBG Resolution updated

STAFF RECOMMENDATION

Adopt the revised resolution to allow the Housing Department to submit the application for the Michigan State Housing Development Authority (MSHDA) MI-Neighborhood grant in the amount of \$200,000 as required by the Community Development Block Grant (CDBG) application process.

CURRENT OR NEW INFORMATION

On March 17th, 2025, the Commission approved the CDBG application resolution to submit the grant request for \$200,000 to assist up to 5 homeowners in the amount of \$40,000 per home. After submission, MSHDA reviewed the application and requested that we revise our resolution to include the authorization of the Mayor, (Certifying Officer), to sign the Environmental Review documents required for the grant program. The Housing Department updated the resolution verbiage, to include this request.

An Environmental Review is a requirement for this type of CDBG grant and will be completed once the application submission is complete. The first tier will be to complete an entire review of the city of Lapeer, and then once an address is identified, a second tiered review will be conducted to ensure the identified project property meets the grant guidelines. **Resolution requested.**

BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION

N/A

AGENDA ITEM REVIEW

Meeting Date:	April 21, 2025	Date Reviewed:	April 14, 2025
Consent:			
Administrative:	X	Reviewed By:	City Clerk's Office
Public Hearing:			

Michigan State Housing Development Authority (MSHDA),
MI-Neighborhood
Community Development Block Grant
Authorizing Resolution
Resolution #2025-07

At a regular meeting of the Lapeer City Commission of the City of Lapeer, County of Lapeer, Michigan, held in said City on the 21st day of April 2025 there were:

PRESENT:

ABSENT:

MOVED BY:

SECONDED BY:

WHEREAS, the Michigan State Housing Development Authority (MSHDA) invited Units of General Local Government to apply for its MI-Neighborhood, Community Development Block Grant (CDBG) Homeowner Rehabilitation grant application; and

WHEREAS, the City of Lapeer desires to request \$200,000 in CDBG funds to improve five (5) or more existing homeowner-occupied homes within the City of Lapeer; and

WHEREAS, the proposed MI-Neighborhood, Community Development Block Grant (CDBG) Homeowner Rehabilitation grant application is consistent with the local Master plan, Goals and Objectives, and Anti-Displacement policy as described in the Application; and

WHEREAS, the proposed projects will focus on improving permanent residential structures, which are to be occupied by low- or moderate-income households; and

WHEREAS, no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by the CDBG Specialist.

WHEREAS, said Lapeer City Commission authorizes City of Lapeer Housing Improvement Department to submit the application in the amount of \$200,000 for funding through the Michigan State Housing Development Authority's MI-Neighborhood CDBG Grant Program for a City of Lapeer Housing Improvement Grant, authorizes the Mayor to sign grant application forms, grant agreement, grant environmental review, grant attachments, and grant amendments, and authorizes the Director of Housing and Neighborhood Development and the Grant Administrator to sign related grant documents, financial status reports for payment, and other required reports when allowed by MSHDA as required on behalf of the City of Lapeer; and

WHEREAS, said Lapeer City Commission held a public hearing on March 17, 2025, regarding the proposed MI-Neighborhood, Community Development Block Grant (CDBG) Homeowner Rehabilitation grant application; and

THEREFORE, BE IT RESOLVED that the Lapeer City Commission authorizes the City of Lapeer Housing Improvement Department to submit the application in the amount of \$200,000 for funding

through the Michigan State Housing Development Authority's MI-Neighborhood CDBG Grant Program for a City of Lapeer Housing Improvement Grant, authorizes the Mayor to sign grant application forms, grant agreement, grant environmental review, all grant attachments, and grant amendments, and authorizes the Director of Housing and Neighborhood Development and the Grant Administrator to sign related grant documents, financial status reports for payment, and other required reports when allowed by MSHDA as required on behalf of the City of Lapeer.

AYES:

NAYES:

ABSTAIN:

ABSENT:

MOTION CARRIED AND RESOLUTION ADOPTED.

CERTIFICATION:

I, Romona Sanchez, being the duly appointed and qualified Clerk of the City of Lapeer, Lapeer, County, Michigan, do hereby certify and declare that the foregoing is a true and correct copy of the Resolution adopted by the City of Lapeer Commission at a regular meeting held on April 21, 2025.

Romona Sanchez, CMC
City Clerk, City of Lapeer



ITEM J-1

To: Mayor and City Commission
Date: April 14, 2025
RE: Boards & Commissions Appointments

MAYORAL APPOINTMENT

BOARD OR COMMISSION	MEMBER NAME	CURRENT TERM EXPIRES	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
County Center Board	Vacancy	Jan 1, 2026	1 Year		Awaiting Recommendation
EDC/TIFA/ Brownfield Redevelopment Authority	Vacancy	Mar 1, 2031	6 Year		Awaiting Recommendation
Park Board	Vacancy	Apr 1, 2028	3 Year		APPLICATION RECEIVED

COMMISSION APPOINTMENTS

BOARD OR COMMISSION	MEMBER NAME	EXPIRATION	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Board of Review	Vacancy - Alternate	Jan 1, 2026	3 Year		Awaiting Recommendation
DDA Citizens District Council	Crystal High		Length of Plan	End of Plan	Appointment Requested
Lapeer Building Authority	Vacancy	Jun 1, 2027	3 Year		Awaiting Recommendation
Prison Liaison Committee	Vacancy	Apr 1, 2025	3 Year		Awaiting Recommendation
Zoning Board of Appeals	Vacancy Vacancy – Alternate Vacancy – Alternate	Apr 1, 2028 Apr 1, 2027 Apr 1, 2028	3 Year		Awaiting Recommendation

The following residents have applied to a Board or Commission:

Board/Commission:	Name:	Date Application Submitted:
DDA Citizens District Council	Crystal High	Attached
Park Board	Didrik Krogh	Attached: 04/07/2025

AGENDA ITEM REVIEW

Meeting Date: April 21, 2025

Date Reviewed: April 14, 2025

Reviewed By: City Clerk's Office



RECEIVED

APR 7 2025

CITY MANAGER
LAPEER, MI

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 resident in the City of Lapeer and wish to share some of my experience with the Park Board. I was head of maintenance

at Red Rock National Park in Nevada, a 195,000 acre park with a 13 mile scenic loop and a large visitor's center.

My education is a mix of Real Estate and Management Principles that include an Associate Degree in Real Estate, a Bachelor's Degree

in Business Administration, and a Master's Degree in Management. Additionally, I taught courses in Real Estate Principles

and Real Estate Appraisal at The College of Southern Nevada (Part of the University of Nevada) where

I served on the Advisory Committee for the Real Estate Program. I believe that my experience and education

would make me an excellent candidate for this position.

Applicant Information:

Print Name: Didrik (Rik)

(First)

Krogh

(Last)

Street Address:

Home Phone:

Cell Phone:

Email: kroghr

Employer: Retired

Occupation: Retired

Educational Background:

Associates Degree in Real Estate, Bachelor's Degree in Business Administration, Masters Degree in Management

Community Activities and/or Work Experience:

I currently serve on the Board of Review for the City of Lapeer.

Didrik Krogh

Signature

4/7/2025

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

Citizen Advisory Committee

☐ 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've lived in Lapeer most of my life and am committed to the success of Lapeer and its downtown. I think I can provide valuable feedback as a resident ~~at the~~ living within the downtown area, as well as ~~an~~ a different take as a marketer.

Applicant Information:

Print Name:

Chrystal High
 (First) (Last)

Street Address:

Home Phone:

Email:

Employer:

Sky Bird Group

Occupation: *Marketing Supervisor & Graphics*

Educational Background:

BA at Oakland University - Fine Art & Graphic

Community Activities and/or Work Experience:

Work: graphic designer, marketing, web design - 10+ years
Community: 4H leader - 3+ years

Signature

[Signature]

Date

04/03/2025

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



ITEM K-1

To: Mayor and City Commission
Date: April 14, 2025
RE: MONTHLY OPERATIONAL REPORTS

CITY DEPARTMENTS:

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

AGENDA ITEM REVIEW

Meeting Date: April 21, 2025

Date Reviewed: April 14, 2025

Reviewed By: City Clerk's Office

Permit Summary Report

04/10/25

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

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
04/08/2025	Building	Sign	3000 DAVISON RD	\$324.00	ISSUED
03/24/2025	Building	Commercial, Add/Alter/Repair	2396 W GENESEE ST	\$3,298.00	ISSUED
03/19/2025	Building	Commercial, Add/Alter/Repair	235 W NEPESSING ST	\$2,728.00	ISSUED
03/18/2025	Res New Construction	Res New Construction	2855 TREYMORE ST	\$1,621.00	ISSUED
03/18/2025	Res New Construction	Res New Construction	2856 SOMERSET ST	\$1,621.00	ISSUED
03/26/2025	Building	Window Replacement	204 N MONROE ST	\$181.00	ISSUED
03/24/2025	Building	Sign	204 E NEPESSING ST	\$458.00	ISSUED
03/26/2025	Building	Residential Add/Alter/Repair	363 S VILLAGE WEST DR	\$281.00	ISSUED
03/25/2025	Building	Deck	286 ORIOLE AVE	\$324.00	ISSUED
03/25/2025	Building	Residential Add/Alter/Repair	1215 ADAMS ST	\$424.00	ISSUED
04/02/2025	Res Add/Alter/Repair	Res Alteration	261 NIGHTINGALE AVE	\$324.00	ISSUED
03/26/2025	Building	Residential Add/Alter/Repair	2189 VILLAGE WEST DR	\$181.00	ISSUED
03/31/2025	Com Add/Alter/Repair	Com Alteration	69 W NEPESSING ST B	\$674.00	ISSUED
04/10/2025	Window	Replacement	371 S VILLAGE WEST DR	\$181.00	ISSUED
03/31/2025	Window	Replacement	507 N CALHOUN ST	\$196.00	ISSUED
04/10/2025	Building	Demolition	1134 S MAIN ST	\$508.00	ISSUED
04/02/2025	Building	Window Replacement	1217 JEFFERSON ST	\$281.00	ISSUED
04/03/2025	Roof / Siding	Roof	1392 LINCOLN ST	\$262.00	ISSUED
04/03/2025	Roof / Siding	Roof	412 GOLFSIDE DR	\$262.00	ISSUED
04/03/2025	Building	Commercial, Add/Alter/Repair	454 W NEPESSING ST	\$277.00	ISSUED
04/10/2025	Sign	Wall Sign	606 N SAGINAW ST STE H	\$100.00	ISSUED
04/08/2025	Electrical	Electrical	3000 DAVISON RD	\$171.00	ISSUED
03/25/2025	Electrical	Electrical	1435 LUXINGTON DR	\$416.00	ISSUED
03/25/2025	Electrical	Electrical	1437 LUXINGTON DR	\$431.00	ISSUED
03/24/2025	Electrical	Electrical	1040 S MAIN ST	\$971.00	ISSUED
03/20/2025	Electrical	Electrical	2855 TREYMORE ST	\$452.00	ISSUED
03/20/2025	Electrical	Electrical	989 LANCASTER ST	\$452.00	ISSUED
03/20/2025	Electrical	Electrical	2856 SOMERSET ST	\$452.00	ISSUED
03/24/2025	Electrical	Electrical	204 E NEPESSING ST	\$186.00	ISSUED

Permit Summary Report

04/10/25

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

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
03/24/2025	Electrical	Electrical	1356 IMLAY CITY RD	\$192.00	ISSUED
03/25/2025	Electrical	Electrical	1215 ADAMS ST	\$172.00	ISSUED
04/02/2025	Electrical	Electrical	2300 W GENESEE ST	\$0.00	ISSUED
04/10/2025	Electrical	Electrical	339 N MAIN ST	\$185.00	ISSUED
04/10/2025	Electrical	Electrical	1191 LANCASTER ST	\$114.00	ISSUED
04/09/2025	Mechanical	Mechanical	715 S MAIN ST	\$305.00	ISSUED
03/20/2025	Mechanical	Mechanical	1221 DEMILLE RD	\$343.00	ISSUED
03/20/2025	Mechanical	Mechanical	1684 LIBERTY ST	\$250.00	ISSUED
03/26/2025	Mechanical	Mechanical	2300 W GENESEE ST	\$0.00	ISSUED
04/08/2025	Mechanical	Mechanical	612 N MADISON ST	\$190.00	ISSUED
04/10/2025	Mechanical	Mechanical	2791 TREYMORE ST	\$243.00	ISSUED
04/10/2025	Mechanical	Mechanical	347 KYLES PL	\$216.00	ISSUED
04/08/2025	Plumbing	Plumbing	251 DEVONSHIRE DR	\$408.00	ISSUED
04/08/2025	Plumbing	Plumbing	253 DEVONSHIRE DR	\$393.00	ISSUED
04/08/2025	Plumbing	Plumbing	265 DEVONSHIRE DR	\$393.00	ISSUED
04/08/2025	Plumbing	Plumbing	267 DEVONSHIRE DR	\$393.00	ISSUED
04/08/2025	Plumbing	Plumbing	279 DEVONSHIRE DR	\$393.00	ISSUED
03/20/2025	Plumbing	Plumbing	2824 SOMERSET ST	\$465.00	ISSUED
03/20/2025	Plumbing	Plumbing	2791 TREYMORE ST	\$465.00	ISSUED
04/01/2025	R.O.W.	Right of Way	1040 S MAIN ST	\$250.00	ISSUED
03/11/2025	R.O.W.	New Construction Home	2855 TREYMORE ST	\$250.00	ISSUED
03/11/2025	R.O.W.	New Construction Home	2856 SOMERSET ST	\$250.00	ISSUED
03/13/2025	R.O.W.	Sewer Repai	322 TURRILL AVE	\$250.00	ISSUED
03/24/2025	R.O.W.	Right of Way	689 N SAGINAW ST	\$250.00	ISSUED
03/24/2025	R.O.W.	Right of Way	3300 JOHN CONLEY DR	\$250.00	ISSUED
04/03/2025	R.O.W.	Right of Way	327 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	335 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	341 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	349 MANSFIELD DR	\$350.00	ISSUED

Permit Summary Report

04/10/25

Building Department

576 Liberty Park

Lapeer, MI 48446

810-245-9621

DATE ISSUED	PERMIT TYPE	PERMIT CATEGORY	ADDRESS	FEES PAID	STATUS
04/03/2025	R.O.W.	Right of Way	359 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	365 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	373 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	385 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	393 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	399 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	407 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	417 MANSFIELD DR	\$350.00	ISSUED
04/03/2025	R.O.W.	Right of Way	427 MANSFIELD DR	\$350.00	ISSUED
04/09/2025	R.O.W.	Right of Way	118 W NEPESSING ST 21	\$265.00	ISSUED
03/24/2025	Sewer	Sewer	2396 W GENESEE ST	\$4,250.00	ISSUED
03/11/2025	Sewer	Sewer	2855 TREYMORE ST	\$4,000.00	ISSUED
03/11/2025	Sewer	Sewer	2856 SOMERSET ST	\$4,000.00	ISSUED
03/11/2025	Water	Water	2855 TREYMORE ST	\$2,750.00	ISSUED
03/11/2025	Water	Water	2856 SOMERSET ST	\$2,750.00	ISSUED
03/13/2025	Compliance	Temporary Sign/Banner	558 S MAIN ST	\$61.00	ISSUED
04/01/2025	Fence	Fence	711 CEDAR ST	\$81.00	ISSUED
04/03/2025	Compliance	Fence	341 GOLFSIDE DR	\$96.00	ISSUED
04/03/2025	Compliance	Fence	41 BIRMINGALE AVE	\$96.00	ISSUED
04/03/2025	Compliance	Fence	49 BIRMINGALE AVE	\$81.00	ISSUED
04/10/2025	COC Occupancy	Change of Occupancy	15 E GENESEE ST	\$81.00	ISSUED

TOTAL FEES PAID: \$47,718.00

Monthly Rental Certificates

04/10/2025

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

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
56 HUNTERS RILL	CLEAR VIEW MHC HOLDINGS	CR24-0551	Certified	03/27/2025	11/15/2026	231.00
172 SARAH FERN CT	CLEAR VIEW MHC HOLDINGS	CR24-0564	Certified	03/27/2025	11/15/2026	231.00
174 SARAH FERN CT	CLEAR VIEW MHC HOLDINGS	CR24-0565	Certified	03/27/2025	11/15/2026	231.00
185 JACQUALYN DR	CLEAR VIEW MHC HOLDINGS	CR24-0568	Certified	03/27/2025	11/15/2026	231.00
352 CHINKAPIN TRL	CLEAR VIEW MHC HOLDINGS	CR24-0592	Certified	03/27/2025	11/15/2026	231.00
67 BENTLEY ST	MOSAIC PROPERTY SOLUTIO	CR24-0831	Certified	03/26/2025	01/25/2027	312.00
195 HIGGINS ST	CRB DEVELOPMENT LLC	CR25-0050	Certified	03/27/2025	01/30/2027	231.00
65 TURRILL AVE	ADAMS, VIRGIL & ARLENE	CR25-0070	Certified	03/27/2025	03/07/2027	231.00
740 S SAGINAW ST	PEPPERMILL PLACE, LLC	CR25-0227	Certified	03/17/2025	02/13/2027	150.00
742 S SAGINAW ST	PEPPERMILL PLACE, LLC	CR25-0228	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 101	PEPPERMILL PLACE, LLC	CR25-0229	Certified	03/17/2025	02/13/2027	400.00
730 S SAGINAW ST 102	PEPPERMILL PLACE, LLC	CR25-0230	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 103	PEPPERMILL PLACE, LLC	CR25-0231	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 104	PEPPERMILL PLACE, LLC	CR25-0232	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 105	PEPPERMILL PLACE, LLC	CR25-0233	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 106	PEPPERMILL PLACE, LLC	CR25-0234	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 107	PEPPERMILL PLACE, LLC	CR25-0235	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 108	PEPPERMILL PLACE, LLC	CR25-0236	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 109	PEPPERMILL PLACE, LLC	CR25-0237	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 110	PEPPERMILL PLACE, LLC	CR25-0238	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 111	PEPPERMILL PLACE, LLC	CR25-0239	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 112	PEPPERMILL PLACE, LLC	CR25-0240	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 114	PEPPERMILL PLACE, LLC	CR25-0241	Certified	03/17/2025	02/13/2027	50.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
730 S SAGINAW ST 201	PEPPERMILL PLACE, LLC	CR25-0242	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 202	PEPPERMILL PLACE, LLC	CR25-0243	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 203	PEPPERMILL PLACE, LLC	CR25-0244	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 204	PEPPERMILL PLACE, LLC	CR25-0245	Certified	03/19/2025	02/13/2027	50.00
730 S SAGINAW ST 205	PEPPERMILL PLACE, LLC	CR25-0246	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 206	PEPPERMILL PLACE, LLC	CR25-0247	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 207	PEPPERMILL PLACE, LLC	CR25-0248	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 208	PEPPERMILL PLACE, LLC	CR25-0249	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 209	PEPPERMILL PLACE, LLC	CR25-0250	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 210	PEPPERMILL PLACE, LLC	CR25-0251	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 211	PEPPERMILL PLACE, LLC	CR25-0252	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 212	PEPPERMILL PLACE, LLC	CR25-0253	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 214	PEPPERMILL PLACE, LLC	CR25-0254	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 215	PEPPERMILL PLACE, LLC	CR25-0255	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 301	PEPPERMILL PLACE, LLC	CR25-0256	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 302	PEPPERMILL PLACE, LLC	CR25-0257	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 303	PEPPERMILL PLACE, LLC	CR25-0258	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 304	PEPPERMILL PLACE, LLC	CR25-0259	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 305	PEPPERMILL PLACE, LLC	CR25-0260	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 306	PEPPERMILL PLACE, LLC	CR25-0261	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 307	PEPPERMILL PLACE, LLC	CR25-0262	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 308	PEPPERMILL PLACE, LLC	CR25-0263	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 309	PEPPERMILL PLACE, LLC	CR25-0264	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 310	PEPPERMILL PLACE, LLC	CR25-0265	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 311	PEPPERMILL PLACE, LLC	CR25-0266	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 312	PEPPERMILL PLACE, LLC	CR25-0267	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 314	PEPPERMILL PLACE, LLC	CR25-0268	Certified	03/17/2025	02/13/2027	50.00
730 S SAGINAW ST 315	PEPPERMILL PLACE, LLC	CR25-0269	Certified	03/17/2025	02/13/2027	50.00
144 N COURT ST 1	STOUT, MARK	CR25-0270	Certified	03/13/2025	02/07/2027	150.00
48 HIGLEY ST	JCP OUTSTATE MI LLC	CR25-0271	Certified	03/11/2025	02/27/2027	150.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
827 N MONROE ST	JCP OUTSTATE MI LLC	CR25-0272	Certified	03/11/2025	02/27/2027	150.00
2692 BERKSHIRE ST	SWAN ALPHA FIRST LLC	CR25-0274	Certified	03/20/2025	02/23/2027	150.00
2756 BERKSHIRE ST	SWAN ALPHA FIRST LLC	CR25-0275	Certified	03/20/2025	02/23/2027	150.00
634 STATE ST	SWAN, JASON & WOOSTER, C	CR25-0276	Certified	03/27/2025	03/31/2027	150.00
208 E NEPESSING ST	TOTH PROPERTIES LLC	CR25-0277	Certified	03/12/2025	03/03/2027	150.00
210 E NEPESSING ST	TOTH PROPERTIES LLC	CR25-0278	Certified	03/12/2025	03/03/2027	50.00
212 E NEPESSING ST	TOTH PROPERTIES LLC	CR25-0279	Certified	03/12/2025	03/03/2027	50.00
205 N COURT ST 1	EDGERTON, WAYNE & PAULA	CR25-0280	Certified	03/13/2025	02/11/2027	150.00
205 N COURT ST 2	EDGERTON, WAYNE & PAULA	CR25-0281	Certified	03/13/2025	02/11/2027	50.00
207 N COURT ST 1	EDGERTON, WAYNE & PAULA	CR25-0282	Certified	03/13/2025	02/11/2027	50.00
207 N COURT ST 2	EDGERTON, WAYNE & PAULA	CR25-0283	Certified	03/13/2025	02/11/2027	50.00
515 W GENESEE ST	EDGERTON, WAYNE & PAULA	CR25-0284	Certified	03/13/2025	02/11/2027	150.00
139 PINE ST	WERNER LINDA ET AL	CR25-0285	Certified	03/18/2025	02/17/2027	150.00
29 LAW ST	JLK ENTERPRISES LLC	CR25-0286	Certified	03/27/2025	03/29/2027	150.00
220 BENTLEY ST 2	SCHLAUD, DIANA LYNN	CR25-0287	Certified	03/20/2025	02/14/2027	150.00
331 NIGHTINGALE AVE	HLV LLC	CR25-0290	Certified	03/26/2025	03/16/2027	150.00
316 NIGHTINGALE AVE	MKV LLC	CR25-0291	Certified	03/26/2025	03/16/2027	150.00
820 ADAMS ST	McCOMB, CHRISTOPHER	CR25-0292	Certified	03/26/2025	02/21/2027	150.00
708 LIBERTY ST	ZETTLE, ANN MARIE	CR25-0293	Certified	03/26/2025	02/26/2027	150.00
712 LIBERTY ST	ZETTLE, ANN MARIE	CR25-0294	Certified	03/26/2025	02/26/2027	50.00
696 S ELM ST	KOTARKSI, GEORGE & SYDNE	CR25-0307	Certified	04/02/2025	02/26/2027	150.00
282 MANSFIELD DR	ADAM, DUSTIN	CR25-0308	Certified	03/27/2025	03/08/2027	150.00
138 W NEPESSING ST 1	BENTON BUILDING LLC	CR25-0310	Certified	04/03/2025	03/18/2027	200.00
138 W NEPESSING ST 2	BENTON BUILDING LLC	CR25-0311	Certified	04/03/2025	03/18/2027	50.00
60 HARTLEY ST	KISH, JAMES & SAUNDERS, A	CR25-0312	Certified	03/26/2025	02/19/2027	225.00

Total # of Certificates: 78

Total Amount Billed: \$8004.00

Property Address	Holder Name	Certificate Number	Status	Date Issued	Date Expires	Total Amount
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Certificate.Status = Certified AND
 Certificate.DateIssued Between 3/10/2025 12:00:00 AM
 AND 4/10/2025 11:59:59 PM AND
 Certificate.CertType = Rental



Item K-1-2-A

To: Mike Womack, City Manager
C.C. City Board of Commissioners
From: Denise Marinelli, Assessor
Date: April 10, 2025
RE: Monthly Departmental Report

ASSESSING DEPARTMENT CONCENTRATION:

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

Deeds	February	Vacant land	New Construction	Prior Month
Transfers	24	0	2	10
Non-Transfers	10			12
Foreclosure/Redmptn	05			00
Total	39			22

- The March Board of Review met for their required time on March 17 & 18, 2025. The Board signed the L-4037 Assessment Roll Certification on March 20, 2025. A total of 13 Petitions were reviewed. The Petitions included : 4 In-person appointments for value contentions, 1 walk-in appeal, 1 Roll Correction and 7 Personal Property appeals – late filed exemptions/amended statements. The Board's Decisions have been mailed to the petitioners.
- Current March Board of Review Ad Valorem values for 2025 Real and Personal are: Assessed:467,963,300 :Taxable Value is 368,510,681. Special Acts values are: Assessed 2,446,000, and 2,246,847.
- All required reports have been filed with the County, and we are balanced.
- The Personal Property Export has been completed, and the L-4022 has been uploaded to MEG as required by the State.
- We currently have 0 Michigan Tax Tribunal cases.
- As always, please contact me if you have any questions or concerns.



Item # K-1-2-B

To: Mike Womack, City Manager
From: Kelly Hanna, Director of Financial Services
Date: April 9, 2025
RE: Income Tax Monthly Report for March 2025

CITY OF LAPEER
Monthly Financial Statement
Income Tax Department
March 2025

Fiscal Year	Net Monthly Income	Net Total Yr-to-date	Original Budget for year	Current Budget for year	Actual Total for year	Excess (Deficit) Revenue
2014/15	\$46,314	\$2,096,317	\$2,590,000	\$2,590,000	\$2,953,553	\$363,553
2015/16	\$74,676	\$2,197,289	\$2,785,000	\$2,785,000	\$3,069,571	\$284,571
2016/17	\$65,564	\$2,357,520	\$3,065,000	\$3,065,000	\$3,212,298	\$147,298
2017/18	\$31,759	\$2,409,593	\$3,165,000	\$3,165,000	\$3,349,223	\$184,223
2018/19	\$73,691	\$2,414,524	\$3,175,000	\$3,175,000	\$3,520,679	\$345,679
2019/20	\$63,263	\$2,344,194	\$3,265,000	\$3,265,000	\$3,881,826	\$616,826
2020/21	\$70,875	\$2,572,353	\$3,495,000	\$3,495,000	\$3,783,095	\$288,095
2021/22	\$125,658	\$2,851,507	\$3,476,000	\$3,476,000	\$4,527,734	\$1,051,734
2022/23	\$110,621	\$3,032,598	\$4,090,000	\$4,140,076	\$4,984,764	\$844,688
2023/24	\$98,962	\$3,218,183	\$4,833,000	\$4,833,000	\$5,145,549	\$312,549
2024/25	\$145,906	\$3,164,490	\$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: April 14, 2025
RE: Finance Department Report for March 2025

- 1) 165 – accounts payable checks were issued.
- 2) 307 - payroll payments were issued.
- 3) 1,174 - income tax refund checks were issued.
- 4) Records were reviewed with those needing information on burial location. There were three (3) graves purchased (1 resident, 2 non-resident); four (4) full burials; and two (2) burials of cremains.
- 5) Three (3) winter 2024 property tax bills were receipted for \$1,177.43; one (1) summer 2024 property tax bills were receipted for \$200.00; and thirty-five (35) delinquent 2020-2024 personal property tax bills were receipted for \$3,431.83.
- 6) There were 63 additions, and 74 cancellations received regarding the voter registration records.



ITEM K-1-3

To: Mike Womack, City Manager
From: Mike Vogt, Fire Chief
Date: April 7, 2025
RE: March 2025

MONTH SUMMARIZED:

Training: The department conducted a total of eight training sessions (4 days/4 nights). A total of 148.5 personnel-hours were spent on training during the month.

Community Risk Reduction: No activities.

Fire & Life Safety: Four annual inspections, and 10 other types of inspections were completed in the city, with 17 violations being identified. There was one business inspected that was without any fire code violations. One site plan was reviewed for the Planning Department along with three building plans and one fire alarm plan was reviewed for the Building Department for the month of March.

Responses: The department responded to a total of 62 incidents during the month, requiring a total of 555.0 personnel-hours. This is 17 more responses than we had for the same period in 2024. 27% 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 \$148,500, bringing the estimated annual loss for the year to \$727,200. The losses for the month resulted from a semi-tractor fire and a building fire in the City of Lapeer, brush fire in Mayfield Township and a vehicle fire and building fire in Oregon Township.

The number of responses for the month by municipality was: City of Lapeer-24, Lapeer Twp-10, Mayfield Twp-14, Oregon Twp-7, Automatic/Mutual Aid-7.

The average emergency response time (in minutes) to each municipality was: City of Lapeer-2.0, Lapeer Twp-0.0, Mayfield Twp-0.0, Oregon Twp-9.0.

The calendar year's annual percentage of responses by municipality is: City of Lapeer-51.33%, Lapeer Twp-11.33%, Mayfield Twp-20.67%, Oregon Twp-8.67%, Assists-8.00%.

The number of burn permits issued for the month by the municipality was: Lapeer Twp-193, Mayfield Twp-280, Oregon Twp-168.

The breakdown of responses by type is as follows:

Fire Alarm-Malicious	0	Fire Alarm-Unintentional	6
Fire Alarm-Malfunction	3	Fire Alarm-Residential	1
Building Fire-Residential	1	Building Fire-Commercial	0
Building Fire-Other	1	Vehicle Fire	2
Grass/Brush Fire	1	Rescue	0
Good Intent	9	Electrical Related	14
Smoke Investigation	1	Gasoline/Diesel Spill/Leak	0
Natural Gas/Propane Leak	1	Carbon Monoxide (alarm & actual)	3
Other Type Fires	0	Other Type Response	12
Assist to Other Agencies	7	Washdown	0

IT Information:

- Various small hardware items have been ordered and deployed across several departments.
- VTG is expected to complete the first round of PC workstation replacements by the end of the month.
- We are continuing to collaborate with VTG to ensure our workstations transition to Windows 11 before Windows 10 reaches its end of life. This process involves updating some of our existing workstations and replacing those that cannot be upgraded.
- VTG is also actively addressing open support tickets.

Grant Information:

- The City of Lapeer Fire & Rescue were awarded a \$5000.00 safety grant from the 100 Club of Genesee, Shiawassee and Lapeer Counties. This grant will be used to purchase much needed ice rescue equipment and inflatable rescue life jackets. Currently our department does not have the equipment to perform any type of rescue on a frozen body of water. This equipment will allow us the opportunity to keep our personnel safe as well as the ability to rescue a person in distress. The equipment will be the first step, the second step will include training staff to become ice rescue technicians.

City of Lapeer Activities Calendar

City of Lapeer Fire & Rescue						
March						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Incident 25-089 Incident 25-090 Incident 25-091 Incident 25-092
2	3 Incident 25-093 Hose Decking	4	5 Incident 25-094 Incident 25-095	6 Incident 25-096 Incident 25-097	7	8 Incident 25-098
9 Incident 25-099	10 Incident 25-100 Incident 25-101 Incident 25-102 Training	11	12 Event-Little Learners	13 Incident 25-103	14 Incident 25-104 Incident 25-105 Incident 25-106 Incident 25-107	15 Incident 25-108 Incident 25-109 Incident 25-110 Incident 25-111 Incident 25-112 Incident 25-113 Incident 25-114 Incident 25-115
16 Incident 25-116 Incident 25-117 Incident 25-118	17 Incident 25-119 Training	18	19 Department Meeting	20 Incident 25-120	21 Incident 25-121 Incident 25-122	22 Incident 25-123
23 Incident 25-124	24 Training	25 Incident 25-125	26 Incident 25-126 Incident 25-127 Incident 25-128	27 Incident 25-129	28 Incident 25-130	29 Incident 25-131 Incident 25-132
30 Incident 25-133 Incident 25-134 Incident 25-135 Incident 25-136 Incident 25-137 Incident 25-138 Incident 25-139 Incident 25-140 Incident 25-141 Incident 25-142 Incident 25-143 Incident 25-144 Incident 25-145	31 Incident 25-146 Incident 25-147 Incident 25-148 Incident 25-149 Incident 25-150 Training	Notes Incidents (Monthly Total - 62) Training Public Events Meetings Department/Truck Maintenance Public Assistance				



ITEM K-1-4-a

Dept: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: April 22nd, 2025 10 AM (Rescheduled from April 17th)
RE: March 11th, 2025 – April 8th, 2025
copy: Lapeer Housing Commission/Lapeer Riverview Towers, LLC

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

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

1. As of April 4, Riverview Towers is at 100% occupancy.
2. The Riverview waitlist contains a sufficient supply of applicants to fill future vacant units.
3. The residents are busy planning a spring party for mid-April with a game of Name That Tune as the main entertainment.

B. HOUSING CHOICE VOUCHER PROGRAM (HCV)

1. As of April 4, 91 vouchers are under contract.
2. A waitlist purge is underway to obtain updated contact information and Statement of Continued Interest from existing applicants.
3. Pulling applicants from the waitlist will continue as funding allows to fill vacant vouchers.

C. ADMINISTRATION

1. **Attachment #1** Lapeer Housing Commission/Lapeer Riverview Towers, LLC financials.
2. ***Ms. Soldenski would like the board to ratify the previous decision from the 3/20/2025 meeting to switch insurance carriers and bind with HAI effective 4/15/2025 which Ms. Soldenski completed 3/26/2025 via Decker Agency, our insurance agent, who provided two quotes from current carrier Tokio Marine and HAI. Invoices will be provided and payments should be able to be made at the May meeting.***
3. HUD released the 2025 Income Limits for our housing programs effective April 1st, 2025. The LHC had had no instances of income eligibility determination between April 1st, 2025 and the meeting date of April 22nd, 2025 (or had no instances where the family would be negatively impacted by not having 2025 limits established by April 1st, 2025); therefore, ***Ms. Soldenski would like to obtain approval to make the HUD 2025 income limits effective April 22nd, 2025 for both the Housing Choice and Project Based Voucher programs.***

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

Lapeer Co.	HUD 2025 Income Limits							
	Persons in Family							
	1	2	3	4	5	6	7	8
\$								

30% AMI* Extremely Low Income	21,250	24,250	27,300	32,150	37,650	43,150	48,650	54,150
50% AMI* Very Low Income	35,350	40,400	45,450	50,500	54,550	58,600	62,650	66,700
80% AMI* Low Income	56,600	64,650	72,750	80,800	87,300	93,750	100,200	106,700

*AMI = Area Median Income

4. eVMS is a new HUD system for electronic Voucher Management System which tracks the monthly Housing Assistance Payments for the HCV and PBV programs. This new system will allow HUD to automatically capture monthly payments made by Housing Authorities and pay the 1st of the month subsidy payments to cover the expenses. The LHC is included in this “Wave 3” of onboarding and will be attending training throughout the next few months. LHC will continue to submit monthly VMS reports under the standard method until full conversion of the new electronic version.
5. HUD released the Final Rule of the Housing Opportunity Through Modernization Act (HOTMA) of 2016, Sections 102, 103 and 104 on February 14th, 2023. This rule provides for income and asset changes that will affect the HCV and PBV programs. 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 most of HOTMA. Prior to full implementation, staff training and tenant/landlord notifications must take place. *LHC is current with all policy for partial HOTMA requirements effective through 7/1/2025 and adopted use of Nan McKay version of HCV Admin Plan effective 3/20/2025. Date of full HOTMA implementation is unknown.*
6. 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 NSPIRE 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. *Due to the status of the Federal Government, the mandatory conversion to NSPIRE may once again be delayed.*
7. HUD occasionally updates chapters in the “Housing Choice Voucher Program Guidebook”. As the chapters are released, Ms. Soldenski reviews, updates and requests approval for our HCV Administrative Plan, if necessary. *There are no updates to the Guidebook this month that affect policy.*



To: Housing Improvement Department
Submitted To: Mr. Mike Womack, City Manager
From: Denise Soldenski, Director of Housing and Neighborhood Development
Date: April 22nd, 2025, 10AM (Rescheduled)
RE: March 11th, 2025 – April 8th, 2025
copy: Lapeer Neighborhoods Inc.

A. HOUSING IMPROVEMENT DEPARTMENT (HID)

1. **MSHDA MI-HOPE Grant:** Ms. Lincoln is continuing to gather bids and additional documents for each applicant.
 - a. **Project 9 – N. Main St. – Homeowner** – Project in process with asbestos first.
 - b. **Project 11 – 2nd St. – Homeowner** - Windows/Doors/AC – Project in process. Windows are complete. AC unit cannot be installed until the warmer weather.
 - c. **Project 13 – Jefferson St. – Homeowner** – Doors, HVAC, Insulation, Electrical and Appliances – Project in process.
2. **MSHDA MI-Neighborhood Park Enhancement Grant:**
 - a. **Veterans Park Flagpole** – Project has begun, and materials have been ordered. Other Parks Department projects in this grant are also underway with materials being ordered.
3. **MSHDA MI-Neighborhood Grant 2025 application:** Ms. Lincoln received notification that the City of Lapeer has been awarded \$200,000 in Community Development Block Grant (CDBG) funding to service 5 homeowners in the amount of \$40,000 each. MSHDA required another grant application with public hearing specifically for CDBG funds, which was submitted to MSHDA on March 19th, 2025.
4. **MSHDA Housing Choice Vouchers / Section 8**
 - a. MSHDA voucher allocations have been updated recently for the limitations on MSHDA/HUD funding. Effective 12/1/24, Lapeer County allocation is 315 regular Housing Choice Vouchers, 6 Project Based Vouchers, 15 Emergency Housing Vouchers for a total in Lapeer County of 336. Tuscola County allocation is 81 Housing Choice Vouchers, 5 Project Based Vouchers, and 3 Emergency Housing Vouchers for a total of 89 in Tuscola County. Huron County allocation is a total of 43 Housing Choice Vouchers, and 1 Emergency Housing Vouchers for a total of 44. Our total VASH allocation remains at 35, Moving Up is 3, and Balance of State is 7 (only 1 leased). The total allocation as of 12/1/24 is 514. MSHDA is not expecting to allow any waitlist pulls until after receipt of HUD 2025 budget.
 - b. Lease up rate is being waived by MSHDA until 6/30/2025.

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. Continuing to search for potential grant funds or possibly a buyer of the property if the right opportunity becomes available.

C. FINANCE

1. Attachment #1: Financial report.

D. ADMINISTRATION

1. The City of Lapeer has been approved for the free review of our Zoning and Master Plan by the Michigan Association of Planning (MAP). A kick-off meeting is scheduled for April 10th.
2. The National Low Income Housing Coalition released its annual report called "The GAP: A Shortage of Affordable Homes" for March 2025. It shows that no state has enough affordable housing for renters of lowest income. Michigan has 39 affordable available rental units for every 100 extremely low income renters. [https://nlihc.org/gap?utm_source=NLIHC+All+Subscribers&utm_campaign=32becc1404-memo_031725&utm_medium=email&utm_term=0_-41cf60b129-291623753&ct=t\(memo_031725\)](https://nlihc.org/gap?utm_source=NLIHC+All+Subscribers&utm_campaign=32becc1404-memo_031725&utm_medium=email&utm_term=0_-41cf60b129-291623753&ct=t(memo_031725))
3. Ms. Lincoln will be attending the MSHDA Neighborhood Development Division, GATHER-N-2025, Grantees Achieving Transformational Housing in Every Region meeting at Eagle Eye Golf Club in Bath, Michigan on April 23, 2025. This meeting will focus on updates on grant programs as well as trainings on programs offered.

TO: City Planning Commission & Lapeer City Commission
FROM: Planning Department
DATE: April 1, 2025
RE: April 2025 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. Michigan Dept. of Health & Human Services – 1022 W. Genesee St.

General Information – Reoccupation of the 14,704 sq. ft. former Rite Aid location by the State of Michigan Department of Health & Human Services with minor site changes.

Project Status – The site plans were received on March 27, 2025. Staff is currently reviewing the site plan which is scheduled for review at the May 8th Planning Commission meeting.

2. Aspen Dental – 936 S Main St.

General Information – Construction of a 3,500sq. ft. medical office building and related site improvements.

Project Status – The site plans were received on February 18, 2025. Staff comments were provided to the applicant on February 27, 2025. Revised site plans were received March 17, 2025. Comments were provided to the applicant on March 25, 2025. Scheduled for review at the April 10th Planning Commission meeting. City staff is currently waiting on revised plans.

3. Midstate Well Drillers – 1313 Imlay City Rd.

General Information – Reconstruction of a 2,800 sq. ft. commercial building on the same footprint as a previous building destroyed by fire utilizing existing pavement, entrances and parking.

Project Status – The site plans were received on January 7, 2025. Staff comments were provided to the applicant on January 21, 2025. On October 10, 2024 the Planning Commission approved a non-conforming building designation for overhead doors location, side yard greenbelts and front yard parking non-conformities. The Planning Commission gave contingent approval of the Site Plan on February 13, 2025. Revised plans were received March 24, 2025 and are currently being reviewed by staff.

4. Lapeer County Animal Control Addition – 2396 W. Genesee St.

General Information – Construction of a 3,265 sq. ft. addition to the existing 3,500 sq. ft. Animal Control facility owned and operated by Lapeer County.

Project Status – The site plans were received on September 3, 2024. Staff comments were provided to the applicant on Sept. 17, 2024. Revised plans were received Sept. 26, 2024. The site plan was approved with conditions by the Planning Commission on October 10, 2024. Revised plans were received on Nov. 26, 2024. Final approved and signed plans were distributed December 18, 2024. The Building Department issued the building permit on March 24, 2025.

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

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

Project Status – The site plans were received on August 29, 2024. The site plan was approved with conditions by the Planning Commission on September 12, 2024. Revised plans were received January 7, 2025, February 11, 2025 and March 6, 2025. Once the Property Transfer Affidavit is received the plans are ready for staff approval signatures and distribution.

6. 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 is waiting on revised plans.

7. 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 conditions. Confirmation was received on December 12, 2024 that a permit is not required from the Lapeer County Drain Commission. City staff received the final recorded utility easement for water main pipe and revised plans on February 24, 2025. Final approved and signed plans were distributed on March 10, 2025. Building plans have been submitted to the Building Department for review.

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

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

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. The approved and signed Wakkott Road paving agreement was received on December 10, 2024. City staff is waiting for copies of required recorded easement and EGLE Permit. A site plan amendment was received on February 26, 2025 to add 15 ft to the south property line and add an additional stacking lane. Revised plans for the site plan amendment were received on March 25, 2025 and are currently being reviewed by staff.

9. EL Cozumel Restaurant – 1109 S. Main Street

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

Project Status – The site plan was submitted on October 31, 2023 and 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. On November 19, 2024 the Planning Dept. received confirmation of MDOT's approval of the Right-of-Way permit as submitted by the applicant pending submittal of the required bond and certificate of insurance to MDOT. Approved and signed site plans were distributed on December 11, 2024. The applicant is required to provide the final approved MDOT permit and recorded required easements to the Planning Department prior to Building Department's issuance of a Building Permit.

10. 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 January 12 and April 1, 2024. Revised plans received April 10, 2024 were approved and distributed April 26, 2024. Remaining site work has been completed and a Final Certificate of Occupancy was issued by the Building Department on March 26, 2025.

11. 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 Aug. 31st & Oct. 19th 2023. The site plan was approved on Oct. 19, 2023 and final signed plans were distributed Oct. 31, 2023. The applicant indicated final building plans would be submitted in Spring 2024. A one-year site plan approval extension until Aug. 10, 2025 was approved by the Planning Commission on July 11, 2024. The property owner has been in contact with the Building Department regarding building plan submittal.

12. 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. A one-year site plan approval extension until July 13, 2025 was approved by the Planning Commission on July 11, 2024. Building Department has issued permits and construction is underway.

13. 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. The property owner's request for a variance to the fencing requirement on the west side of the property was denied by the ZBA on October 22, 2024. Applicant has been directed to submit current site topography information in order to determine areas of sufficient existing berm height and areas where fencing is required.

14. 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. Planning Department received all approved and recorded easement documents and final approved and signed site plans were distributed on February 3, 2025. Building Department has reviewed and approved the building plans and is waiting on permit application submittals from the General Contractor.

15. 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.

16. 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. Building permits have been issued and a pre-construction meeting was held on January 29, 2025. Tree clearing and land balancing work is underway.

17. 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

E&L Towing Addition – 920 DeMille Rd.

General Information – Construction of a 653 sq. ft. addition to the existing building.

Project Status – The site plans were received and distributed for staff reviews on March 19, 2025, 2025. Site plans are approved for staff signatures and distribution as of March 27, 2025.

Projects on Hold:

HTF Hydraulic Tubes & Fittings – 524 McCormick St.

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

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

**MEMORANDUM****CITY OF LAPEER POLICE DEPARTMENT**

TO: Mike Womack, City Manager

FROM: Jeremy Howe, Chief of Police

DATE: 04/10/2025

RE: Monthly Report; March 1 – March 31, 2025

In the month of March 2025, our Police Department Officers responded to 972 calls for service. Of these 907 calls for service, 127 or approximately 14% were criminal activity reports, of which 42 required submissions to the Michigan Incident Crime Reporting System (MICRS). Our officers made 24 arrests in March, 5 felony crimes and 19 arrests were misdemeanor crimes.

This month our officers made 309 traffic stops, issued 26 citations, and gave 283 verbal warnings. Officers also handled 42 vehicle crashes.

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

Department members attended 117 hours of advanced police training which included the following: Bosch CDR, Command Level 1, CIT Team, Aride-Drug, Domestic Violence, threat Assessment, Crime Prevention Businesses, Cyber Crime, and MILO.

Code Enforcement for the month of March totaled 54 contacts. The majority of the violations were signs, blight and miscellaneous.

The month of March also had 33 hours of overtime. Most of the overtime was contributed to coverage, bereavement, court and investigations.

Lapeer City Police Department			
Monthly Report			
MARCH 2025			
	<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	2886	2723
District Court Fines Received	\$ 1,633.50	\$ 3,180.21	\$ 3,899.28
OUIL-Cost of Prosecution	\$ 750.00	\$ 1,850.00	\$ 1,270.00
Charges for Copies of Police Reports	\$ 160.00	\$ 389.28	\$ 410.90
<u>ACCIDENTS:</u>			
Fatal	0	0	0
Property Damage	21	70	76
Private Property	16	64	44
Personal Injury	3	5	14
<u>ARRESTS:</u>			
Misdemeanor	19	39	53
Felony	5	21	37
<u>HEROIN/OVERDOSE INCIDENTS:</u>			
Heroin Possession/Usage	0	0	0
Overdose	0	0	0
Overdose Deaths	0	0	0



Interoffice Memo

K-1-7-A-C

To: Mike Womack, City Manager
From: Ross Slusher, Director of Public Works
Date: April 10, 2025
RE: Department of Public Works Monthly Report – March 2025

Department of Public Works Division Summary:

Water/Sewer Utilities Division and Streets Division:

In March, The City had above normal temperatures this gave the DPW the opportunity to get a head start on Spring Street sweeping. We had 1 water main break on S. Elm St. and Court St. and a collapsed sewer main on Higgins St. Additionally the DPW had 70 work orders completed, 61 service requests, 25 sewer calls, and 42 water shutoffs.

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

- Ground stumps from tree removals.
- Cleaned up multiple homeless camps.
- Cleanup from windstorm damage.
- Cold patching city wide.
- Cleaned and camera 2,590 feet of storm and sanitary sewer.
- Locating and hydro vac water services.
- Flow testing on First and Second St.
- Repaired street tent anchors downtown.
- School flasher maintenance.
- Water main break area restorations.
- Curb Stop repairs.
- Assist contractor with private water main break at Vidon Plastic.
- Tree removal and trimming throughout the city.

Training and Safety:

- Confined Space Entry class with DPW, WWTP, and Parks.
- Scheduled hearing testing for DPW, WWTP, and Parks employees.
- Safety committee meeting with the DPW, WWTP, and Parks department.
- Take 5 safety meeting – Power Press Safety.

Water/Sewer/Streets Monthly Routine tasks included:

Water sampling at all the wells (back-up water supply); Water samples: bacteria samples, and Water Quality testing of the distribution system; operate wells; meter reading; meter repair; Miss-Dig staking; add material and grade gravel streets; well house maintenance; dump maintenance; haul compost, rotation of PRV's in GLWA LA-02 Meter Pit; barricade placement Downtown

Equipment Maintenance Division:

- Scheduled PMs were conducted as part of routine maintenance.
- One new police Tahoe was upfitted and successfully placed into service.
- Two police vehicles were decommissioned. One was prepared for sale, while the other was reassigned for use by the Building Department.
- Worked with Vactor and MacQueen on specifications and obtaining a quote for a new Vactor truck.
- Worked with the Fire Dept. to review the final specifications for the new rescue truck.
- 58 Work orders completed.

Various repairs were completed on vehicles and equipment, including:

- Tire replacements and repairs.
- Brake system maintenance and replacements.
- Electrical system diagnostics and repairs.
- Air leak inspections and repairs.
- Street sweeper broom replacement and repairs.
- Exhaust leak repairs.

CITY OF LAPEER
STREET DEPARTMENT - MONTHLY REPORT

	HOURS
Tree trimming/removal throughout the city	78
DPW maintenance	128
Sign maintenance	9
Dump maintenance	15
Plow/salt city streets	7
Equipment maintenance	17
Brush/compost	37
Haul sweeper spoils	3
Leaf pick up	9
Storm cleanup	4
Take 5 for Safety - Power Press Safety	1
Salt parking lots	2
Gravel road/shoulder maintenance	16
Repair street anchors on Nepessing St.	2
City Hall building maintenance	6
Tree work for Parks Department	4
Downtown clock and light programming	6
Equipment Operator II testing	4
Sweep city streets	79.5
Parts run for mechanics	2
Cones & barricades	4
Tree complaints and driveway inspection	1
Pick up nails in road	1
School Flasher maintenance	2
Cold patch city streets	61
Stump grinding	28
Salt shed maintenance	1
Confined Space Entry class	32
Order sign post	2
Vehicle maintenance	16
Parts run to Michigan Cat	4
Move rocks at WWTP	4

OVERTIME STREETS MONTHLY REPORT

[illegible]

CITY OF LAPEER
WATER DEPARTMENT - MONTHLY REPORT

	HOURS
Meter reading	4
Service requests	61
Number of work orders, re-reads, water line checks & MXU repairs	70
DPW building/grounds maintenance	67.5
Miss Dig	62
Vactor demo	4
Fill vactor holes with sand	58.5
Vehicle maintenance	2
Pump down hydrants	2
Sidewalk on Nepessing St.	2
Get quotes and crack seal list together	8
Main break restorations	2
Flow test 1st & 2nd St.	2
Dump maintenance	29
Take 5 For Safety - Power Press Safety	1
Confined Space Entry class	24
Locate water services for daylighting water lines	28.5
Curb stop repair	2
Rotate PRV's	2
Main break at Vidon Plastics - private issue	2
Meet with various contractors; lead line replacements & projects	3
Equipment maintenance	4
Safety Committee meeting	2
City Hall building maintenance	3
Repair main break at Court St. & Elm St.	24
Daylight water service lines	102.5
Water service turn ons/turn offs	10.5
Water/Well samples - take to Lansing	15
Inspect water line on Beach St.	0.5
Vactor prep for daylighting	8
Office work	25
Water/sewer inspections	6
Inspection work with the Building Dept.	3
Water Shut offs	34

OVERTIME WATER MONTHLY REPORT

[illegible]

CITY OF LAPEER

SEWER DEPARTMENT - MONTHLY REPORT

	HOURS
DPW maintenance	24
Sewer calls	25
Check trouble areas	13
Vactor maintenance	20
Jet Higgins St. - troubleshoot	5
Clean sanitary on First & Second Streets	44
Take 5 for Safety - Power Press Safety	0.5
Vactor demo	4
Dump maintenance	5
Repair sanitary sewer collapse on Higgins St.	25
Catch basin and manhole maintenance	11
Clean storm lift station on Huron St.	2.5
Confined Space Entry class	16

OVERTIME SEWER MONTHLY REPORT

[illegible]

WWTP MONTHLY REPORT

WWTP	HOURS
AM walk through	46
Wasting	13
Process	98
Headworks	8
Lift Stations	90
Minor repairs	40
Major repairs	16
Greasing	8
Cleaning	10
PM walk through	36
Painting	
Grounds	6
Meetings	46
Equipment	13
Lab	185
Computer	40
IPP	102
Electrical	160

OVERTIME WWTP - MONTHLY REPORT

WWTP	HOURS
AM walk through	8
Wasting	
Process	19
Headworks	
Lift Stations	2
Minor repairs	
Major repairs	
Greasing	
Cleaning	
PM walk through	
Painting	
Grounds	
Meetings	
Equipment	
Lab	8
Computer	
IPP	
Electrical	
Assist Johnson & Wood	0.5

City of Lapeer WWTP

Monthly Report March 2025

April 14th, 2025



No injuries this month. DMR has been submitted.

Key Operating/Compliance Tasks:

- Weekly/Daily samples
- In-house Process control
- IPP PFAS/PFOA

Team members on site:

- Jason Hall, Superintendent
- Jake Mann, Crew Leader
- Lance Medberry, Operator Mechanic
- Eric Gajewski, Electrician
- Ron Canell, Lab Tech
- Gage Robinson, IPP Coordinator
- Brandon Fair, Operator

Plant shift Coverage:

Monday-Friday 7:00am-3:00pm

Weekends 7:00am-10:00am

WWTP 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
- Weekend work schedule
- Holiday 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
- Recon meeting at LP&P
- Submitted Local Limits proposal to EGLE
- Submitted Biosolids report to EGLE
- Submitted Pollutant Minimization Annual report to EGLE

Electrical Work

- Lift station generators checks and repairs
- Repair no start faults at LS generators
- Repair UPS for lab computer
- Troubleshoot Albar LS
- Install streetlight and GFI on downtown pole
- Johnson & Wood (WWTP Boiler Troubleshoot)

Mechanical/Operations

- Pulled pumps at Huron (changed oil)
- Installation of new chain falls in secondary and sludge buildings
- Cleaned and greased Raw and return Pumps
- Removed broken baffle from ox ditch
- Adjustment of seals and bearings
- Replace mech seal PCP #1

Miscellaneous

- Install new progressive cavity pump
- Meeting with Kennedy (pump repair)
- Call-in Prison LS plug pump #2
- Call John Black (muffin monster)
- Meeting with Fehr Grahm (ox ditch process)
- Meeting with EGLE (IPP/Local Limits)

Bio-Solids Disposal Status

- 2-North tanks hold 474,980 gallons /we have 194,980 gallons in storage
- 2-south tanks hold 430,120 gallons/we have 430,120 gallons in storage
- Total – 625,100 gallons in storage

Lab Summary

Summary of effluent or water quality for month, explanations of any exceedances or issues.

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
SURFACE WATER QUALITY DIVISION



Lapeer WWTP

DAILY DISCHARGE MONITORING REPORT

Discharge Number	Permit Number
001A	MI 002 0460

Lapeer WWTP
576 Liberty Park
Lapeer, MI 48446

Monitoring Period
March, 2025

DAY	FLOW MGD	CBOD ₅			SUSPENDED SOLIDS			TOTAL PHOSPHORUS			VSS mg/l	NH ₃ -N		PH SU	D.O. mg/l	F. COLI #/100ml MF	CL RESID mg/l
		mg/l	LBS	% REM	mg/l	LBS	% REM	mg/l	LBS	% REM		mg/l	LBS				
1	1.34																
2	1.26	1	11	99.5	3	32	98.4	0.7	7.4		3						
3	1.31	1	11	99.6	3	33	98.6	0.7	7.6		3			7.9	11.3	78	0.001
4	1.87	1	16	99.5	3	47	98.2	0.6	9.4	88.5	3	0.04	0.62	7.9	10.9	119	0.001
5	2.51	2	42	98.7	3	63	98.1	0.8	16.7	77.1	2			7.9	9.6	88	0.001
6	1.87	2	31	98.7	3	47	97.7	0.8	12.5	76.5	2			7.7	10.2	81	0.001
7	1.49													7.7	11.0	75	0.001
8	1.26																
9	1.24	1	10	99.4	3	31	98.1	1.1	11.4		3						
10	1.20	1	10	99.6	4	40	98.2	1.2	12.0		4			7.5	10.8	81	0.001
11	1.20	2	20	99.1	3	30	98.3	0.9	9.0		3			7.5	10.5	51	0.001
12	1.26	3	32	98.7	5	53	97.1	0.8	8.4		5			7.4	10.6	19	0.001
13	1.19	3	30	98.9	5	50	97.7	0.8	7.9		4			7.7	10.6	43	0.001
14	1.12													7.6	10.5	38	0.001
15	1.21																
16	1.36	4	45	98.3	6	68	97.1	0.7	7.9		4						
17	1.30	3	33	99.1	8	87	96.0	0.6	6.5		6			7.7	10.5	23	0.001
18	1.30	2	22	99.1	5	54	97.3	0.6	6.5		5	0.03	0.33	7.5	10.4	7	0.001
19	1.34	2	22	98.8	4	45	97.8	0.8	8.9		4			7.4	10.2	14	0.001
20	1.50	1	13	99.5	5	63	97.2	1.2	15.0		4			7.5	9.9	5	0.001
21	1.23													7.6	10.3	1	0.001
22	1.18																
23	1.24	1	10	99.5	5	52	96.8	0.7	7.2		4	0.04	0.41				
24	1.33	2	22	99.2	5	55	97.0	0.6	6.7	87.5	5			7.5	10.4	82	0.001
25	1.25	1	10	99.8	6	63	98.6	0.7	7.3		5			7.5	10.4	91	0.001
26	1.16	2	19	99.2	6	58	96.7	0.9	8.7		6			7.5	10.6	80	0.001
27	1.14	2	19	99.2	6	57	97.0	1.0	9.5		5			7.6	10.7	79	0.001
28	1.98													7.6	10.4	72	0.001
29	1.77																
30	2.18	1	18	99.3	6	109	94.3	0.4	7.3	87.1	5	0.56	10.18				
31	1.94	1	16	99.3	6	97	94.2	0.4	6.5		5	0.44	7.12	7.4	9.6	166	0.001
TL	44.53		462			1231			200.4								
ME	1.44	1.8	21	99.2	5	56	97.3	0.8	9.1	83.3	4.1	0.2	3.7	10.4		40	0.001
WA		3.0	32		6.0	77						0.56	10.18			93	
MX	2.51	4.0										0.56		7.90			0.001
MN														7.40	9.6		

I certify under penalty of law that I have personally examined and am familiar with the information submitted herein and based on my inquiry of those individuals immediately responsible for obtaining the information, I believe the submitted information is true, accurate and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment. See 18 U.S.C. 1001 and 33 U.S.C. 1332. (Penalties under these statutes may include fines up to \$10,000 and or maximum imprisonment of between 6 months and 5 years.)

PRINTED NAME AND TITLE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT

SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT

DATE

Jason Hall, Superintendent

Health & Safety

- There were no safety incidents during the month.

Training

- The monthly safety training topic was proper lifting techniques
- Confined space training

Noteworthy Safety Activities

- Monthly facility safety inspection monthly, and daily safety meetings.

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

Item K-1-8

Approved Licenses:				Updated: March 2025
Applicant Name	DBA	Address	License	Status
PROVISIONING CENTERS				
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
Alternative RX, LLC	Xplore Cannabis	824 S Main Street	Facility	App: Exp 10-30-25
TRC Lapeer LLC	The ReLeaf Center of Lapeer	200 E Genesee St	Facility	App: Exp 10-23-25
Ox Tail, Inc.	Heads	111 W Genesee St	Facility	App: Exp 11-19-25
SPMI LLC	Shango Lapeer	224 E Genesee St	Facility	App: Exp 12-12-25
FB Lapeer PRV, LLC	The Jazz Club Center	1333 Imlay City Road	Provisional	App: Exp 02-10-26
GROWER				
Green Thumb Growers	Green Thumb Growers	840 Whitney	<i>Prov – Class A</i>	App: Exp 04-24-25
PROCESSOR				
Berry Green Management, Inc.	Berry Green Management, Inc	1330 Imlay City Road	Facility	App: Exp 08-28-25
Northwest Confections Michigan LLC	WYLD	525 S. Court Street, Suite 110	Facility	App: Exp 10-07-25
Berry Green Management, Inc	Berry Green Management, Inc	1356 Imlay City Road	Facility	App: Exp 12-11-25
SECURE TRANSPORTER				
None.				
SAFETY COMPLIANCE				
FACILITY				
None.				

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

Approved Licenses:				Updated: March 2025
Applicant Name	DBA	Address	License	Status
PROVISIONING CENTERS				
TRC Lapeer LLC	H.O.D.	200 E Genesee St	Facility	App: Exp 12-03-25
The Pure Lapeer, LLC	Pure Lapeer	1330 Imlay City Road Units C&D	Facility	App: Exp 12-03-25
Alternative RX	Xplore	824 S. Main St.	Facility	App: Exp 12-21-25
DNVK Lapeer Inc	The Pier Provisioning Center	2401 W Genesee St	Facility	App: Exp 11-19-25
Ox Tail, Inc.	Heads	111 W Genesee St	Facility	App: Exp 12-16-25
SPMI, LLC	Shango Lapeer	224 E. Genesee St	Facility	App: Exp 12-15-25
GROWER				
Old School Organics, LLC	Old School Organics, LLC	350 County Center Street	Facility – Class C	App: Exp 04-08-25
Ka Ulu Ana LLC #1		244 S. Court St	Facility – Class C	App: Exp 10-15-25
Ka Ulu Ana LLC #2		244 S. Court St	Facility – Class C	App: Exp 10-15-25
SDRK Group, LLC #1		207 S. Saginaw St.	Facility – Class C	App: Exp 12-18-25
SDRK Group, LLC #2		207 S. Saginaw St.	Facility – Class C	App: Exp 12-18-25
Fresh Water Gardens, LLC		L20-83-358-030-00	Prov – Class C	App: Exp 02-03-26
SDRK Group, LLC #3		207 S. Saginaw St.	Facility – Class C	App: Exp 02-10-26
PROCESSOR				
Berry Green Management, Inc.	Berry Green Management, Inc	1330 Imlay City Rd, Ste F-G-H	Facility	App: Exp 08-28-25
Northwest Confections Michigan	WYLD	525 S. Court Street, Suite 110	Facility	App: Exp 10-07-25
Berry Green Management		1356 Imlay City Road	Facility	App: Exp 01-05-26
Atwater Management LLC	Culture Complex	525 S. Court St., Suite 120	Facility	App: Exp 01-25-26
SECURE TRANSPORTER				
None.				
SAFETY COMPLIANCE FACILITY				
None.				

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

N-1

2025 MEETING DATES

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

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

Address of the above locations are as follows:

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

Romona Sanchez, CMC, MiPMCIII
City Clerk

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



MAT. TRANS.

To: City Commission
Date: April 15, 2025
RE: Material Transmittals

1. None