



**AGENDA  
CITY OF LAPEER  
CITY COMMISSION  
576 LIBERTY PARK, LAPEER, MI 48446  
OCTOBER 2, 2023**

**6:30 P.M. CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF OCTOBER 2, 2023, AGENDA**

**A. MINUTES:**

1. Minutes of the Regular meeting held September 18, 2023.

**B. PUBLIC COMMENTS:**

**C. CONSENT AGENDA:**

1. Special Event: Lapeer's Buried History – A Living Tour of the Past - October 20, 2023.
2. Permanent Water Line Easement – L20-94-902-040-10 & L20-94-902-040-20.
3. Permanent Sewer Line Easement - L20-94-902-040-10 & L20-94-902-040-20.

***SUGGESTED MOTION:***

*Approve the Consent Agenda for October 2, 2023.*

**D. BILL LISTING FOR OCTOBER 2, 2023.**

***SUGGESTED MOTION:***

*Approve the Bill Listing for October 2, 2023, in the amount of \$1,959,869.71.*

**E. PROCLAMATIONS, RECOGNITIONS AND RESOLUTIONS:**

**F. PUBLIC HEARINGS:**

**G. ADMINISTRATIVE REPORTS:**

1. Ordinance Amendment – Chapter 7 Zoning Ordinance – Electric Vehicle Charging Stations.

***SUGGESTED MOTION: INTRODUCTION BY ONE COMMISSIONER.***

*Introduce an ordinance amendment to Chapter 7 (Zoning Ordinance), Section 7-16.09 and Section 7-24.03, of the General Ordinance of the City of Lapeer.*

2. Ordinance Amendment – Chapter 7 Zoning Ordinance – Metal Halide Lighting.

***SUGGESTED MOTION: INTRODUCTION BY ONE COMMISSIONER.***

*Introduce an ordinance amendment to Chapter 7 (Zoning Ordinance), Section 7-15.05.D, of the General Ordinance of the City of Lapeer.*

3. Capital Asset Policy - Amended.

**SUGGESTED MOTION:**

*Approve the amended Capital Asset Policy as presented.*

4. Special Event – Hunger Awareness Week.

**SUGGESTED MOTION:**

*Approve the additional locations for collections for Stone Soup Food Bank, as presented.*

5. Repaving Outdoor Basketball Courts – Community Center.

**SUGGESTED MOTION:**

*Allocate \$35,196. in funds to the Community Center for asphaltting and redeveloping the existing outdoor basketball courts and authorize the Director of Parks, Recreation and Cemetery to sign all necessary documentation.*

**H. CITY MANAGER’S REPORT:**

1. 18 E. Nepessing – Discussion.
2. Various matters.

**I. CITY ATTORNEY’S REPORT:**

1. None.

**J. UNFINISHED BUSINESS:**

1. Appointments to Boards and Commissions.

**K. DEPARTMENTAL COMMUNICATIONS:**

1. Downtown Development Authority Monthly Report.

**L. PUBLIC COMMENTS:**

**M. CLOSING COMMENTS:**

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

**N. REMINDER OF MEETINGS:**

Next City Commission Meeting: **MONDAY, October 16, 2023, Regular**

**O. REMINDER OF PUBLIC HEARINGS:**

**ADJOURNMENT**

**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](mailto:clerk@ci.lapeer.mi.us) at least two working days in advance of the meeting. An attempt will be made to provide reasonable accommodations.

**LAPEER CITY COMMISSION  
MINUTES OF A REGULAR MEETING  
SEPTEMBER 18, 2023**

A regular meeting of the Lapeer City Commission was held September 18, 2023, 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, Cattane, Pattison, Stroh, Swindell.

Absent: None.

City Manager: Mike Womack, present.

Mayor Marquardt led the Pledge of Allegiance.

**215 2023 09-18 AGENDA APPROVAL**

Moved by Cattane. Seconded by Stroh.

Approve the agenda for September 18, 2023, with the addition of J-2 Resignation of Bailey RaCosta from the Downtown Development Authority and remove C-2 Stone Soup Food Bank from the Consent Agenda to allow for discussion.

Ayes: Atwood, Cattane, Pattison, Stroh, Swindell.

Nays: None.

MOTION CARRIED.

**216 2023 09-18 MINUTES**

Moved by Cattane. Seconded by Swindell.

Approve the minutes of the Joint meeting held August 14, 2023, and the minutes of the Regular meeting held September 5, 2023.

Ayes: Atwood, Cattane, Pattison, Stroh, Swindell.

Nays: None.

MOTION CARRIED.

**PUBLIC COMMENTS**

Brad Haggadone, Lapeer County Commissioner provided an update to the Commission regarding the Lapeer County Board of Commissioners proceedings.

Melissa Petrie gave an invocation.

**217 2023 09-18 CONSENT AGENDA**

Moved by Cattane. Seconded by Stroh.

Approve the consent agenda for September 18, 2023:

1. Special Event: Lapeer High School – Homecoming Parade – Oct. 6, 2023.

3. Special Event: VFW Post 4139 – Oktoberfest – Sept. 23, 2023.

Ayes: Atwood, Cattane, Pattison, Stroh, Swindell.

Nays: None.

MOTION CARRIED.

**218 2023 09-18 BILL LISTING**

Moved by Stroh. Seconded by Cattane.

Approve the bill listing for September 18, 2023, in the amount of \$1,112,480.31.

ON A ROLL CALL VOTE:

Ayes: Atwood, Cattane, Pattison, Stroh, Swindell.

Nays: None.

MOTION CARRIED.

**ADMINISTRATIVE REPORTS:**

**219 2023 09-18 ZONING ORDINANCE – TEXT AMENDMENT**

Moved by Pattison. Seconded by Cattane.

Adopt the ordinance amendment to Chapter 7 (Zoning Ordinance), Section 7-24.03 Definitions, Essential Services, of the General Ordinance of the City of Lapeer.

**ORDINANCE NO. 2023-03**

THE CITY OF LAPEER ORDAINS:

*Changes to Chapter 7 (Zoning):*

*Section 7-24.03 Definitions.*

**Essential Services.**

The erection, construction, alteration, or maintenance by public or quasi-public utilities or municipal departments or commissions of underground, surface, or overhead gas, electrical, steam, or water transmission or distribution systems, collection, communication, supply or disposal systems. These may include, but are not necessarily limited to: mains, drains, sewers, pipes, conduits, wires, cables, fire alarm boxes, traffic signals, hydrants, towers, poles, and other similar equipment, and accessories in connection therewith reasonably necessary for the furnishing of adequate service by such public utilities or quasi-public utilities or municipal departments or commissions or for the public health or general welfare. Essential services shall not include buildings other than control buildings or such buildings that are primarily enclosures or shelters of the above essential service equipment. Cellular telephone or communications towers as defined by this article shall not be considered essential services.

Ayes: Atwood, Cattane, Pattison, Stroh, Swindell.

Nays: None.

MOTION CARRIED.

**220 2023 09-18 SPECIAL EVENT – STONE SOUP FOOD BANK**

City Manager Womack commented that he has some concerns about two of the intersections chosen to be used during this event, DeMille and Genesee and DeMille and Harrison, as one intersection is in the construction zone and the other is the detour route for the construction. He further suggested that the organization may seek two different intersections if they should wish to do so.



Moved by Cattane. Seconded by Stroh.

Approve the Special Event Application for Stone Soup Food Bank, Hunger Awareness Week, October 13 -14, 2023; without the use of the intersections located at DeMille and Harrison and Genesee and DeMille.

Ayes: Atwood, Cattane, Pattison, Stroh, Swindell.

Nays: None.

MOTION CARRIED.

### **CITY MANAGER'S REPORT**

#### **221 2023 09-18 ANDREW'S RIVER ESTATES NO. 2 – SPECIAL ASSESSMENT DISTRICT**

Moved by Cattane. Seconded by Pattison.

Adopt Resolution #1 preparing reports regarding the Andrew's River Estates No. 2 Street Improvements, Special Assessment District #2024-01.

Resolution #1

**CITY OF LAPEER  
SPECIAL ASSESSMENT  
RESOLUTION 2023-29  
Andrew's River Estates No. 2  
Street Improvement  
Special Assessment District #2024-01**

WHEREAS, pursuant to provisions of Chapter 11 of the City Charter and Chapter 64 (Special Assessment Ordinance) of the General Ordinances of the City of Lapeer, the Lapeer City Commission may commence proceedings for the making of local public improvements within the City and determine the tentative necessity thereof without a petition; and

WHEREAS, the Lapeer City Commission deems it in the public interest, health and welfare to make certain public improvements in the City.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Manager is directed to investigate and prepare a report in accordance with the provisions of Chapter 64 (Special Assessment Ordinance), Section 64.03 of the General Ordinances of the City of Lapeer for the Calhoun Street Improvements.
2. When the aforesaid report is completed, the City Manager shall file the same with the City Clerk for presentation to the City Commission.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Ayes: Atwood, Cattane, Pattison, Stroh, Swindell.

Nays: None.

MOTION CARRIED. RESOLUTION DECLARED ADOPTED.

### **CITY ATTORNEY'S REPORT**

None.

## **UNFINISHED BUSINESS**

### **222 2023 09-18 RESIGNATION FROM LOCAL OFFICERS COMPENSATION COMMISSION**

Moved by Cattane. Seconded by Swindell.

To accept the resignation of Ed Jamison from the Local Officers Compensation Commission and declare the seat vacant.

Ayes: Atwood, Cattane, Pattison, Stroh, Swindell.

Nays: None.

MOTION CARRIED.

### **223 2023 09-18 RESIGNATION FROM DOWNTOWN DEVELOPMENT AUTHORITY**

Moved by Stroh. Seconded by Swindell.

To accept the resignation of Bailey RaCosta from the Downtown Development Authority and declare the seat vacant.

Ayes: Atwood, Cattane, Pattison, Stroh, Swindell.

Nays: None.

MOTION CARRIED.

## **DEPARTMENTAL REPORTS**

The Monthly Departmental Reports and Monthly Marihuana update were received into the record.

## **PUBLIC COMMENTS**

None.

## **MAYOR/COMMISSIONER COMMENTS**

Commissioner Cattane: Rubber Duck Dash at Cramton Park last weekend was a huge success; thanked the community for their support; enjoys this event. Michigan State University will be sharing the results of the First Impressions Tourism Assessment of Lapeer tomorrow at 6 p.m. at The Pix. Applauds Stones Throw Theater for a great show.

Commissioner Atwood: Believes that people can register at the door for the First Impressions Tourism Assessment. Lots of things happening this weekend including the Beaver Dash Bash. Asked why the number of misdemeanors has increased. Thanked all the officers for all the hard work they do.

Commissioner Stroh: Wonderful weekend at Stones Throw Theater; will be having a retrospective art show featuring the late Ruth Lyons; Center for the Arts will be announcing their upcoming 2024 concerts. Michigan State University First Impression Tourism Assessment is like having a secret shopper come through our community.

Commissioner Swindell: Will be a busy weekend here in Lapeer; the disc golf course open house is taking place this Sunday; ribbon cutting ceremony is at 10 a.m.

Commissioner Pattison: Happy that fall begins this weekend.

City Manager Womack: Monroe Street bridge work beginning this week; Genesee Street is moving along. Spent time working on 18 Nepessing today; White Junior High Property has been getting a lot of interest; a lot of interest in the I-69 property again as well. Working on a parking lot at the fire station. Six-month review will be taking place sometime in October.

Mayor Marquardt: Read the list of events. Attended the show at Stones Throw Theater which was fabulous. Looking forward to the unveiling of the First Impressions Tourism Assessment. Thankful that our firefighters are dedicated to our community.

**224 2023 09-18 ADJOURNMENT**

Having no further business, Mayor Marquardt adjourned the regular meeting at 7:06 p.m.

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Debbie Marquardt, Mayor

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Romona Sanchez, City Clerk

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**To:** Mike Womack, City Manager  
**From:** Jeremy Howe, Chief of Police  
**Date:** September 22nd, 2023  
**RE:** Special Event – Lapeer’s Buried History

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**STAFF RECOMMENDATION**

Approve Event.

**CURRENT OR NEW INFORMATION**

This event will be held on October 20, 2023, at Mt. Hope Cemetery. The event will be held from 5:00 p.m. to 8:00 p.m. with approximately 100 people attending. Jill Lyons from the Center of the Arts of Greater Lapeer will be the event coordinator. The purpose of the event is to tour the final resting place of some of Lapeer’s prominent pioneers. This event is also covered by liability Insurance.

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**AGENDA ITEM REVIEW**

Meeting Date: 10/2/2023  
Consent: X  
Administrative:  
Public Hearing:

Date Reviewed: September 26, 2023  
Reviewed By: R. Sanchez, City Clerk

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# City of Lapeer

## SPECIAL EVENT APPLICATION (SEA)



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

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

Sponsoring Organization  
(Legal Name)

Center for the Arts of Greater Lapeer, Inc

Phone # 810-664-4824

Address

194 W Nepessing Street

Organization Event  
Coordinator/Contact

Jill Lyons

Phone # 810-664-4824

Event Coordinator/Contact  
Address

194 W Nepessing Street

Coordinator/Contact Email

info@pixlapeer.org

Event Name

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

Purpose of Event

Living history program by the Center for the Arts

Event Location

Mt. Hope Cemetery

Have you  
reserved your  
park/pavilion?

Yes / No

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

Date of Event

Oct. 20, 2023

Event Time

5:00 pm - 8:00 pm

# of Event

Organizational Team

5

# of Expected

Attendees:

5 groups of 20 people

Describe the activities

taking place at your event: A tour of the final resting place of some of Lapeer's prominent pioneers, Blocks 5-10, and Block C. The Whites, Harts, Williams, Turrill, Rich,

Please check what will be part of your event:

☐  
☐

Music\*\*

Tents

☐  
☐

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

☐  
☐

Selling of food\*

Selling of drinks\*

☒  
☐

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

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

\*See Rules and Regulations

Please check what you request the City to supply:

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

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

What type of event is this:

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

### INDEMNIFICATION AGREEMENT

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

Signature:  Date: 9.5.23

Witness:  Date: 9/5/23

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

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

**Normal Event Schedule**

(e.g., third weekend in July): Third week-end October

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)? **[NO]** ~~[YES]~~

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

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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.

9.5.23  
Date

  
Signature of Sponsoring Organization's Agent

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

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



# CERTIFICATE OF LIABILITY INSURANCE

Fax: (810)664-2610

DATE (MM/DD/YYYY)

09/13/2023

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

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

PRODUCER  <b>The Lapeer Agency</b> <b>145 E. Nepessing St</b> <b>Lapeer, MI 48446</b>	CONTACT NAME: <b>Pam Little</b>	
	PHONE (A/C, No, Ext): <b>(810)664-2966</b>	FAX (A/C, No): <b>(810)664-1102</b>
	E-MAIL ADDRESS: <b>Pam@lapeeragency.com</b>	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: <b>U. S. Liability Insurance Co.</b>	
INSURED  <b>Center for the Arts of Greater Lapeer, Inc</b> <b>172 W Nepessing St</b> <b>Lapeer, MI 48446</b>	INSURER B: <b>Accident Fund of Michigan</b>	<b>10166</b>
	INSURER C: <b>Conifer Insurance Company</b>	
	INSURER D:	
	INSURER E:	
	INSURER F:	

**COVERAGES**

CERTIFICATE NUMBER: 00000695-754009

REVISION NUMBER: 1

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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		NPP1597889 C	09/03/2023	09/03/2024	EACH OCCURRENCE \$ <b>1,000,000</b>
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b>
						MED EXP (Any one person) \$ <b>5,000</b>
						PERSONAL & ADV INJURY \$ <b>1,000,000</b>
						GENERAL AGGREGATE \$ <b>2,000,000</b>
	GEN'L AGGREGATE LIMIT APPLIES PER:					PRODUCTS - COMP/OP AGG \$ <b>Included</b>
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					\$
	OTHER:					\$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED	RETENTION \$				\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	AF WCP 100054816	09/03/2023	09/03/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)					E.L. EACH ACCIDENT \$ <b>100,000</b>
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ <b>100,000</b>
						E.L. DISEASE - POLICY LIMIT \$ <b>500,000</b>
C	Liquor Liab		CILL016949	08/05/2022	08/05/2023	Occurrence <b>1,000,000</b>

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

The City of Lapeer is an additional insured with respect to the General Liability policy.

Event: In Mt. Hope on October 20, 2023

**CERTIFICATE HOLDER****CANCELLATION**

<b>City of Lapeer</b> <b>576 Liberty Street</b> <b>Lapeer, MI 48446</b>	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  <i>Pam Little</i> (CER)





## ITEM C-2

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**To:** Mike Womack, City Manager  
**From:** Jeff Graham, Director of Public Works  
**Date:** September 27, 2023  
**RE:** Permanent Water Line Easement Agreement

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### **STAFF RECOMMENDATION**

Recommend the approval of Permanent Water Line Easement Agreement for Construction and Maintenance for Selective Real Estate, LLC., Parcel No. L20-94-902-040-10 and Rustic Drive, LLC., Parcel No. L20-94-202-040-20.

### **CURRENT OR NEW INFORMATION**

Currently the sewer line is privately owned. Approval of this easement will allow for the City to maintain and make any necessary repairs to the sewer lines that service the residents of Lapeer Villas. Also, this will provide a better service to the residents of these apartments and for future development of adjacent properties.

### **BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION**

None.

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### **AGENDA ITEM REVIEW**

<b>Meeting Date:</b>	<b>October 2, 2023</b>	<b>Date Reviewed:</b>	<b>September 27, 2023</b>
<b>Consent:</b>	<b>X</b>		
<b>Administrative:</b>		<b>Reviewed By:</b>	<b>R. Sanchez, City Clerk</b>
<b>Public Hearing:</b>			

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**PERMANENT WATER LINE EASEMENT AGREEMENT FOR  
CONSTRUCTION AND MAINTENANCE**

**KNOW ALL MEN BY THESE PRESENTS:** that SELECTIVE REAL ESTATE, LLC and RUSTIC DRIVE, LLC, whose address is 3260 Collins Rd., Oakland, MI 48363 (collectively, "Grantor"), does hereby grant, convey and release in perpetuity to the CITY OF LAPEER, whose address is 576 Liberty Park, Lapeer, MI 48446 ("Grantee"), a permanent easement for water lines and appurtenances for the purposes to construct, operate, maintain, repair and/or replace water lines over, across, under and through the following parcel of land upon the terms and conditions set forth herein in the form of this easement and easement agreement governing the terms and conditions under which this conveyance is made, as regards the property described hereinafter.

**RECITALS:**

The facts underlying the execution of this Easement are as follows:

A. Grantor is the owner of the following described parcels of land (collectively, the "Property") which is located in the City of Lapeer, Michigan:

- i) Selective Real Estate, LLC as to Parcel No. L20-94-902-040-10 (the legal description for which is identified in the attached Exhibit); and
- ii) Rustic Drive, LLC as to Parcel No. L20-94-902-040-20 (the legal description for which is identified in the attached Exhibit).

B. Grantee desires an easement under and across the described portion of the Property (the "Easement Premises") which is to be located approximately as follows and as more specifically shown and described on the attached Exhibit:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7 AND PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 8, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, DESCRIBED AS A 15 FOOT WIDE WA TERMAIN EASEMENT BEGINNING AT A POINT ON THE WESTERLY LINE OF BALDWIN ROAD THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST- WEST 1/4 LINE OF SECTION 7, AS OCCUPIED AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16

FEET ALONG SAID WESTERLY LINE OF BALDWIN ROAD; THENCE NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 267.00 FEET AND NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 15.72 FEET FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE NORTH 87 DEGREES 40 MINUTES 06 SECONDS WEST 4.18 FEET; THENCE NORTH 63 DEGREES 36 MINUTES 46 SECONDS WEST 59.70 FEET; THENCE NORTH 66 DEGREES 05 MINUTES 29 SECONDS WEST 53.92 FEET; THENCE NORTH 54 DEGREES 35 MINUTES 29 SECONDS WEST 72.79 FEET; THENCE NORTH 43 DEGREES 05 MINUTES 29 SECONDS WEST 68.71 FEET TO POINT A; THENCE NORTH 43 DEGREES 05 MINUTES 29 SECONDS WEST 31.70 FEET; THENCE NORTH 20 DEGREES 35 MINUTES 29 SECONDS WEST 57.16 FEET; THENCE NORTH 43 DEGREES 05 MINUTES 29 SECONDS WEST 104.56 FEET TO POINT B; THENCE NORTH 01 DEGREE 04 MINUTES 59 SECONDS EAST 302.93 FEET TO POINT C; THENCE SOUTH 88 DEGREES 55 MINUTES 01 SECOND EAST 21.67 FEET TO POINT D; THENCE SOUTH 88 DEGREES 54 MINUTES 20 SECONDS EAST 160.41 FEET; THENCE SOUTH 00 DEGREES 07 MINUTES 34 SECONDS EAST 288.58 FEET; THENCE SOUTH 45 DEGREES 06 MINUTES 38 SECONDS EAST 44.52 FEET; THENCE SOUTH 89 DEGREES 34 MINUTES 24 SECONDS EAST 105.93 FEET TO THE POINT OF ENDING; THENCE FROM SAID POINT A NORTH 88 DEGREES 41 MINUTES 03 SECONDS WEST 384.48 FEET TO A POINT OF ENDING; THENCE FROM SAID POINT B NORTH 73 DEGREES 27 MINUTES 36 SECONDS WEST 363.24 FEET TO A POINT OF ENDING; THENCE FROM SAID POINT C NORTH 88 DEGREES 54 MINUTES 20 SECONDS WEST 354.40 FEET TO A POINT OF ENDING; THENCE FROM SAID POINT D NORTH 01 DEGREE 04 MINUTES 59 SECONDS EAST 38.93 FEET TO A POINT OF ENDING.

C. Grantee desires to obtain and Grantor desires to grant to Grantee an easement over, across and under the Easement Premises, for the purpose of constructing, installing, repairing, replacing, operating, inspecting, and/or maintaining a public water lines and related appurtenances (collectively the "Facilities").

D. Grantor, for the consideration of the benefits accruing to Grantor from the construction and operation of the Facilities grants to Grantee, its successors and assigns, an easement on the terms and conditions set forth herein.

**Now, therefore, in consideration of the mutual covenants contained herein, the parties agree as follows:**

1) **Grant of Easement.** Grantor does hereby grant and convey to the Grantee, a perpetual and exclusive easement over, across and under the Easement Premises for the purposes of constructing, installing, repairing, replacing, operating, inspecting, and/or maintaining the Facilities (the "Easement"). This Easement is subject to all easements and restrictions of record that affect or encumber the Easement Premises.

2) **Limitations.** Subject to the limitations herein, Grantor reserves the right to grant or convey any use, access, tenancy or other right, title and interest of Grantor in and to the Easement Premises, which are not contrary to Grantee's rights to the Easement Area. Additionally, Grantor shall not and cannot grant or convey: (a) any right of co-location in the Easement Premises to other utility providers (including, but not limited to cable television, fiber



optic cable or other digital transmission lines); or (b) any right or interest that interferes with or obstructs Grantee's right to use the Easement Premises for the purposes detailed herein. Further, Grantor or its assigns shall not have the right to construct, install, or maintain any permanent or temporary improvements in or on any portion of the Easement Premises, including, but not limited to, paving, fences, parking lots, structures, or buildings.

3) **Temporary Easement and Construction.** In addition to the right to use the Easement Premises for the purposes provided herein, Grantor grants to Grantee the non-exclusive right to temporarily utilize other areas of the Property as Grantee deems reasonably necessary to install, construct, reconstruct, repair, replace, operate, inspect, and/or maintain the Facilities, including, but not limited to, for the following purposes: (a) storage of materials, supplies, spoils and/or equipment; (b) staging of equipment or workers; (c) parking for equipment, workers, labors, suppliers or contractors; (d) ingress and egress to and from the Easement Premises; (e) ingress/egress for the purpose of making connections to the Facilities and/or for other functions related to operation of the City of Lapeer municipal water system. Any installation, construction, reconstruction, repair, replacement, operation, inspection, and/or maintenance performed by the Grantee or its agents or contractors pursuant to this Easement Agreement shall be performed by a qualified contractor or employee of the Grantee and shall be performed in a workmanlike manner free from liens or encumbrances. All construction activities performed on the Easement Premises shall be in compliance with all applicable laws, rules, regulations, orders, and ordinances of the city, county, state, and federal government and any department or agency of those entities having jurisdiction. Grantee shall, at its sole cost and expense, restore or cause the restoration of existing (meaning existing at the time this agreement is executed) fixtures or improvements of any kind located on the Property but outside the Easement Premises that are damaged as a result of Grantee's use of the Easement Premises.

Grantee shall provide reasonable advance notice to the Grantor of any non-emergency work performed under this Section 3.

4) **Binding Effect.** This Easement Agreement shall run with the Property, and inure to the benefit of the parties hereto and their respective successors, heirs, tenants and assigns. Grantee may record this Easement with Lapeer County Register of Deeds.

5) **Miscellaneous.** This Easement Agreement shall be governed by the laws of the State of Michigan. This Easement Agreement represents the entire and integrated agreement between the parties and supersedes and cancels any prior or contemporaneous arrangements, understandings or agreements, whether written or oral, by and between the parties relative to the subject matter hereof.

This transaction is exempt from transfer tax pursuant to MCL 207.505(h) and MCL 207.526(h).

6) **Authority to Sign.** The below signors represent and warrant they are authorized to sign this agreement on behalf of the respective properties. The below signors for Grantor represent and warrant that Grantor owns the Property and that Grantor has authority to bind the Property on the terms and conditions herein without further approval or signatures.

**EXECUTORY SIGNATURES AND ACKNOWLEDGEMENTS APPEAR ON THE FOLLOWING PAGE**

The below signatures represent agreement to and acceptance of the terms and execution of this easement agreement

**CITY OF LAPEER, a Michigan (GRANTEE)**  
**A municipal corporation**

By: \_\_\_\_\_

Print Name: Mike Womack

Print Title: City Manager, City of Lapeer

**SELECTIVE REAL ESTATE LLC and**  
**RUSTIC DRIVE LLC (collectively**  
**GRANTOR), Limited Liability Companies**

By: \_\_\_\_\_

Print Name: GJON BERISHAJ

Print Title: OWNER

STATE OF MICHIGAN                    )  
  )  
ss COUNTY OF Lapeer                )

The foregoing instrument was acknowledged before me this 26<sup>th</sup> day of Sept., 2023, by Mike Womack the City Manager, a person known to me, of the City of Lapeer, a Michigan municipal corporation, on behalf of said municipal corporation.

Notary Name: Marcie Ann Lebo  
Notary public, State of Michigan, County of Lapeer  
My commission expires: March 30, 2026  
Acting in the County of Lapeer



STATE OF MICHIGAN                    )  
  )  
ss COUNTY OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2023, by GJON BERISHAJ the OWNER, a person known to me, of SELECTIVE REAL ESTATE LLC and RUSTIC DRIVE LLC, a Michigan corporation, on behalf of said companies.

Notary Name: \_\_\_\_\_

Notary public, State of Michigan, County of \_\_\_\_\_

My commission expires: \_\_\_\_\_

Acting in the County of \_\_\_\_\_

Drafted by:

T. Allen Francis  
1411 3rd St. - Suite F  
Port Huron, MI 48060

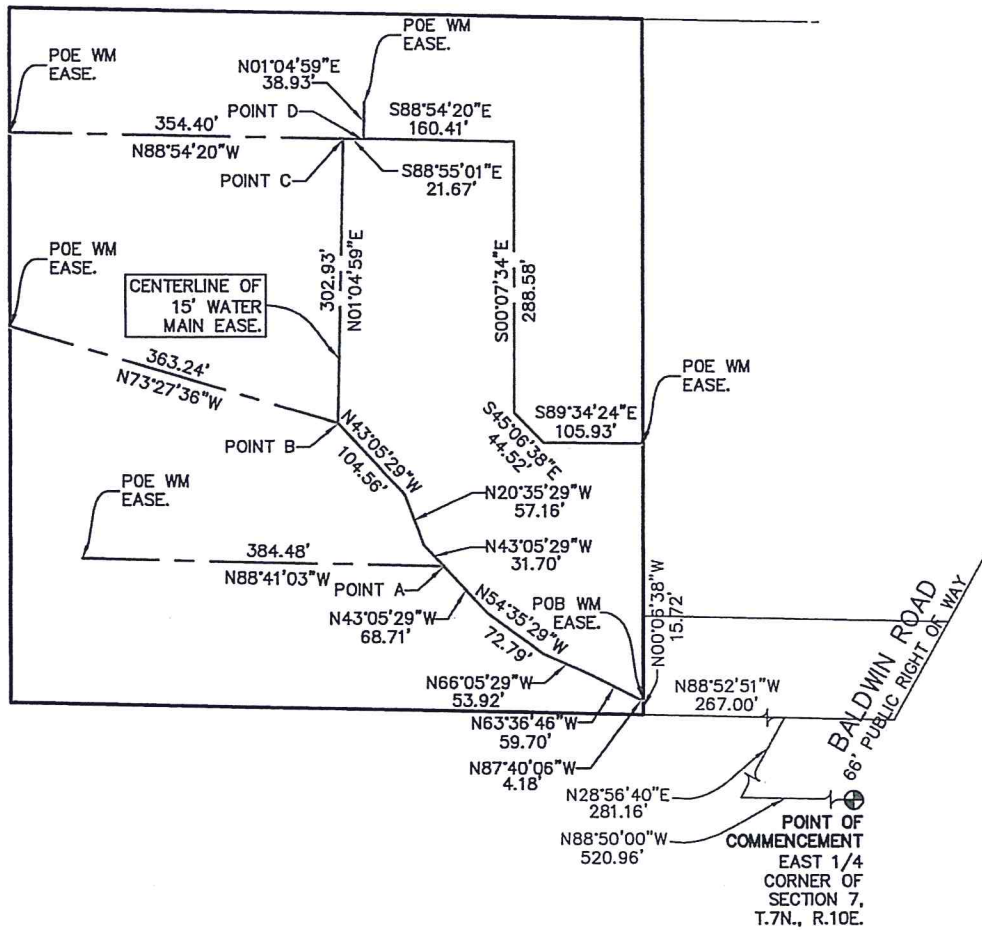
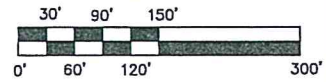
Return To:

City of Lapeer  
ATTN: Romona Sanchez, City Clerk  
576 Liberty Park, Lapeer, MI 48446

# EXHIBIT



SCALE: 1"=150'



REVISED: 07/11/23 - REVISED PER REVIEW COMMENTS

REVISED: 05/16/23 - REVISED PER REVIEW COMMENTS



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PREPARED FOR: DESIGNHAUS ARCHITECTURE	
FIELD SURVEY: N/A	DATE: JULY 07, 2022
DRAWN BY: JDM	SHEET: 3 OF 4
SCALE: 1" = 150'	JOB NO.: 19-00586



## EXHIBIT

### WATERMAIN EASEMENT DESCRIPTION:

A 15 FT WIDE WATER MAIN EASEMENT SITUATED IN THE CITY OF LAPEER, COUNTY OF LAPEER, STATE OF MICHIGAN, IS DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, DESCRIBED AS A 15 FOOT WIDE WATER MAIN EASEMENT, THE CENTERLINE BEING DESCRIBED AS BEGINNING AT A POINT THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST-WEST 1/4 LINE OF SECTION 7, AS OCCUPIED, AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16 FEET ALONG THE WESTERLY LINE OF BALDWIN ROAD AND NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 267.00 FEET AND NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 15.72 FEET FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE NORTH 87 DEGREES 40 MINUTES 06 SECONDS WEST 4.18 FEET; THENCE NORTH 63 DEGREES 36 MINUTES 46 SECONDS WEST 59.70 FEET; THENCE NORTH 66 DEGREES 05 MINUTES 29 SECONDS WEST 53.92 FEET; THENCE NORTH 54 DEGREES 35 MINUTES 29 SECONDS WEST 72.79 FEET; THENCE NORTH 43 DEGREES 05 MINUTES 29 SECONDS WEST 68.71 FEET TO POINT A; THENCE NORTH 43 DEGREES 05 MINUTES 29 SECONDS WEST 31.70 FEET; THENCE NORTH 20 DEGREES 35 MINUTES 29 SECONDS WEST 57.16 FEET; THENCE NORTH 43 DEGREES 05 MINUTES 29 SECONDS WEST 104.56 FEET TO POINT B; THENCE NORTH 01 DEGREE 04 MINUTES 59 SECONDS EAST 302.93 FEET TO POINT C; THENCE SOUTH 88 DEGREES 55 MINUTES 01 SECOND EAST 21.67 FEET TO POINT D; THENCE SOUTH 88 DEGREES 54 MINUTES 20 SECONDS EAST 160.41 FEET; THENCE SOUTH 00 DEGREES 07 MINUTES 34 SECONDS EAST 288.58 FEET; THENCE SOUTH 45 DEGREES 06 MINUTES 38 SECONDS EAST 44.52 FEET; THENCE SOUTH 89 DEGREES 34 MINUTES 24 SECONDS EAST 105.93 FEET TO THE POINT OF ENDING; THENCE FROM SAID POINT A NORTH 88 DEGREES 41 MINUTES 03 SECONDS WEST 384.48 FEET TO A POINT OF ENDING; THENCE FROM SAID POINT B NORTH 73 DEGREES 27 MINUTES 36 SECONDS WEST 363.24 FEET TO A POINT OF ENDING; THENCE FROM SAID POINT C NORTH 88 DEGREES 54 MINUTES 20 SECONDS WEST 354.40 FEET TO A POINT OF ENDING; THENCE FROM SAID POINT D NORTH 01 DEGREE 04 MINUTES 59 SECONDS EAST 38.93 FEET TO A POINT OF ENDING.

REVISED: 07/11/23 - REVISED PER REVIEW COMMENTS

REVISED: 05/16/23 - REVISED PER REVIEW COMMENTS

### NOTE:

A CURRENT TITLE POLICY HAS NOT BEEN FURNISHED AT TIME OF SURVEY, THEREFORE EASEMENTS AND/OR ENCUMBRANCES AFFECTING SUBJECT PARCEL MAY NOT BE SHOWN.



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PREPARED FOR: DESIGNHAUS ARCHITECTURE

FIELD SURVEY: N/A

DATE: JULY 07, 2022

DRAWN BY: JDM

SHEET: 4 OF 4

SCALE: N/A

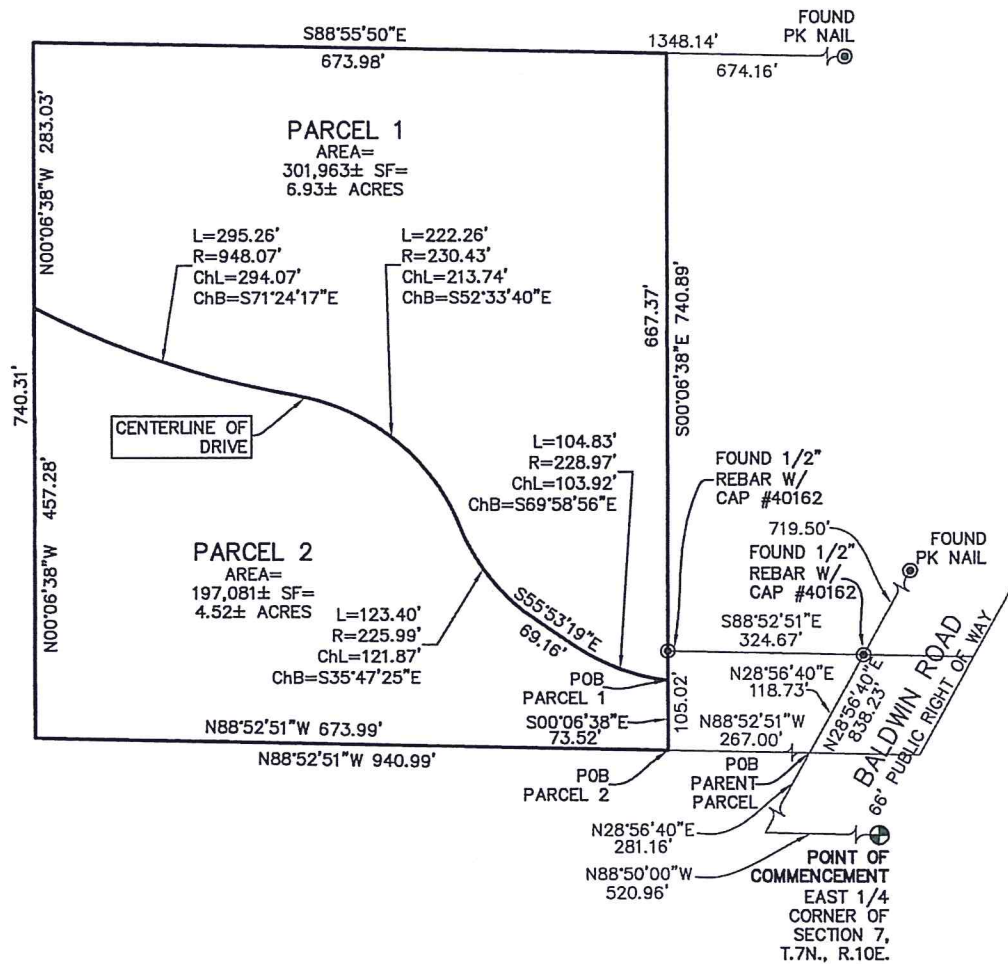
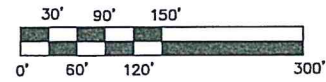
JOB NO.: 19-00586



# EXHIBIT



SCALE: 1"=150'



REVISED: 07/11/23 - REVISED PER REVIEW COMMENTS  
REVISED: 05/16/23 - REVISED PER REVIEW COMMENTS  
REVISED: 03/29/23 - REVISED SAN. ESMT



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[www.kemtecagroupofcompanies.com](http://www.kemtecagroupofcompanies.com)

PREPARED FOR: DESIGNHAUS ARCHITECTURE

FIELD SURVEY: N/A

DATE: JULY 07, 2022

DRAWN BY: JDM

SHEET: 1 OF 4

SCALE: 1" = 150'

JOB NO.: 19-00586

## EXHIBIT

### PROPERTY DESCRIPTION PARENT PARCEL:

THE LAND SITUATED IN THE CITY OF LAPEER, COUNTY OF LAPEER, STATE OF MICHIGAN, IS DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7 AND PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 8, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, DESCRIBED AS BEGINNING AT A POINT ON THE WESTERLY LINE OF BALDWIN ROAD THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST-WEST 1/4 LINE OF SECTION 7, AS OCCUPIED AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16 FEET ALONG SAID WESTERLY LINE OF BALDWIN ROAD FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE CONTINUING ALONG SAID WESTERLY LINE OF BALDWIN ROAD, NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 838.23 FEET; THENCE NORTH 88 DEGREES 55 MINUTES 50 SECONDS WEST 1348.14 FEET; (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 55 MINUTES 54 SECONDS WEST 1348.06 FEET); THENCE SOUTH 00 DEGREES 06 MINUTES 38 SECONDS EAST (PREVIOUSLY RECORDED AS SOUTH 00 DEGREES 05 MINUTES 24 SECONDS EAST) 740.31 FEET; ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, AS OCCUPIED; THENCE SOUTH 88 DEGREES 52 MINUTES 51 SECONDS EAST 940.99 FEET (PREVIOUSLY RECORDED AS SOUTH 88 DEGREES 53 MINUTES 00 SECONDS EAST 941.17 FEET) PARALLEL WITH SAID EAST-WEST 1/4 LINE, AS OCCUPIED TO THE POINT OF BEGINNING, EXCEPT: PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, LAPEER COUNTY, MICHIGAN DESCRIBED AS FOLLOWS: COMMENCING AT THE EAST 1/4 CORNER OF SECTION 7; THENCE NORTH 88 DEGREES 48 MINUTES 27 SECONDS WEST ALONG THE EAST-WEST 1/4 LINE OF SECTION 7 (AS OCCUPIED) 520.58 FEET (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET) TO A POINT ON THE WESTERLY LINE OF BALDWIN ROAD; THENCE NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST ALONG SAID WESTERLY LINE OF BALDWIN ROAD 281.16 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE LEAVING SAID WESTERLY LINE NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 53 MINUTES 00 SECONDS WEST) 267.00 FEET; THENCE NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 105.02 FEET; THENCE SOUTH 88 DEGREES 52 MINUTES 51 SECONDS EAST 324.67 FEET TO A POINT ON THE WESTERLY LINE OF BALDWIN ROAD; THENCE SOUTH 28 DEGREES 56 MINUTES 40 SECONDS WEST ALONG SAID WESTERLY LINE 118.73 FEET TO THE POINT OF BEGINNING, ALSO EXCEPT: PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, AND PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 8, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, LAPEER COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE EAST 1/4 CORNER OF SECTION 7; THENCE NORTH 88 DEGREES 48 MINUTES 27 SECONDS WEST ALONG THE EAST-WEST 1/4 LINE OF SECTION 7 (AS OCCUPIED) 520.58 FEET (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET) TO A POINT ON THE WESTERLY LINE OF BALDWIN ROAD; THENCE NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST ALONG SAID WESTERLY LINE OF BALDWIN ROAD 399.89 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUING ALONG SAID WESTERLY LINE OF BALDWIN ROAD NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 719.50 FEET; THENCE LEAVING SAID WESTERLY LINE NORTH 88 DEGREES 55 MINUTES 50 SECONDS WEST (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 55 MINUTES 54 SECONDS WEST) 674.16 FEET; THENCE SOUTH 00 DEGREES 06 MINUTES 38 SECONDS EAST 635.87 FEET; THENCE SOUTH 88 DEGREES 52 MINUTES 51 SECONDS EAST 324.67 FEET TO THE POINT OF BEGINNING.

### PROPERTY DESCRIPTION PARCEL 1:

THE LAND SITUATED IN THE CITY OF LAPEER, COUNTY OF LAPEER, STATE OF MICHIGAN, IS DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, DESCRIBED AS BEGINNING AT A POINT THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST-WEST 1/4 LINE OF SECTION 7, AS OCCUPIED AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16 FEET ALONG SAID WESTERLY LINE OF BALDWIN ROAD AND NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 267.00 FEET AND NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 73.52 FEET FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE 104.83 FEET ALONG A CURVE TO THE RIGHT, RADIUS 228.97 FEET, CHORD BEARING NORTH 69 DEGREES 58 MINUTES 56 SECONDS WEST 103.92 FEET; THENCE NORTH 55 DEGREES 53 MINUTES 19 SECONDS WEST 69.16 FEET; THENCE 123.40 FEET ALONG A CURVE TO THE RIGHT, RADIUS 225.99 FEET, CHORD BEARING NORTH 35 DEGREES 47 MINUTES 25 SECONDS WEST 121.87 FEET; THENCE 222.26 FEET ALONG A CURVE TO THE LEFT, RADIUS 230.43 FEET, CHORD BEARING NORTH 52 DEGREES 33 MINUTES 40 SECONDS WEST 213.74 FEET; THENCE 295.26 FEET ALONG A CURVE TO THE RIGHT, RADIUS 948.07 FEET, CHORD BEARING NORTH 71 DEGREES 24 MINUTES 17 SECONDS WEST 294.07 FEET; THENCE NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 283.03 FEET ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, AS OCCUPIED; THENCE SOUTH 88 DEGREES 55 MINUTES 50 SECONDS EAST 673.98 FEET; THENCE SOUTH 00 DEGREES 06 MINUTES 38 SECONDS EAST 667.37 FEET TO THE POINT OF BEGINNING.

### PROPERTY DESCRIPTION PARCEL 2:

THE LAND SITUATED IN THE CITY OF LAPEER, COUNTY OF LAPEER, STATE OF MICHIGAN, IS DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, DESCRIBED AS BEGINNING AT A POINT THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST-WEST 1/4 LINE OF SECTION 7, AS OCCUPIED AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16 FEET ALONG SAID WESTERLY LINE OF BALDWIN ROAD AND NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 267.00 FEET FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE CONTINUING NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 673.99 FEET; THENCE NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 457.28 FEET ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, AS OCCUPIED; THENCE 295.26 FEET ALONG A CURVE TO THE LEFT, RADIUS 948.07 FEET, CHORD BEARING SOUTH 71 DEGREES 24 MINUTES 17 SECONDS EAST 294.07 FEET; THENCE 222.26 FEET ALONG A CURVE TO THE RIGHT, RADIUS 230.43 FEET, CHORD BEARING SOUTH 52 DEGREES 33 MINUTES 40 SECONDS EAST 213.74 FEET; THENCE 123.40 FEET ALONG A CURVE TO THE LEFT, RADIUS 225.99 FEET, CHORD BEARING SOUTH 35 DEGREES 47 MINUTES 25 SECONDS EAST 121.87 FEET; THENCE SOUTH 55 DEGREES 53 MINUTES 19 SECONDS EAST 69.16 FEET; THENCE 104.83 FEET ALONG A CURVE TO THE LEFT, RADIUS 228.97 FEET, CHORD BEARING SOUTH 69 DEGREES 58 MINUTES 56 SECONDS EAST 103.92 FEET; THENCE SOUTH 00 DEGREES 06 MINUTES 38 SECONDS EAST 73.52 FEET TO THE POINT OF BEGINNING.

REVISED: 07/11/23 - REVISED PER REVIEW COMMENTS  
REVISED: 05/16/23 - REVISED PER REVIEW COMMENTS  
REVISED: 03/29/23 - REVISED SAN. ESMT

### NOTE:

A CURRENT TITLE POLICY HAS NOT BEEN FURNISHED AT TIME OF SURVEY, THEREFORE EASEMENTS AND/OR ENCUMBRANCES AFFECTING SUBJECT PARCEL MAY NOT BE SHOWN.



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PREPARED FOR: DESIGNHAUS ARCHITECTURE

FIELD SURVEY: N/A

DATE: JULY 07, 2022

DRAWN BY: JDM

SHEET: 2 OF 4

SCALE: N/A

JOB NO.: 19-00586



## ITEM C-3

---

**To:** Mike Womack, City Manager  
**From:** Jeff Graham, Director of Public Works  
**Date:** September 27, 2023  
**RE:** Permanent Sewer Line Easement Agreement

---

### **STAFF RECOMMENDATION**

Recommend the approval of Permanent Sewer Line Easement Agreement for Construction and Maintenance for Selective Real Estate, LLC., Parcel No. L20-94-902-040-10 and Rustic Drive, LLC., Parcel No. L20-94-202-040-20.

### **CURRENT OR NEW INFORMATION**

Currently the sewer line is privately owned. Approval of this easement will allow for the City to maintain and make any necessary repairs to the sewer lines that service the residents of Lapeer Villas. Also, this will provide a better service to the residents of these apartments and for future development of adjacent properties.

### **BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION**

None.

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### **AGENDA ITEM REVIEW**

<b>Meeting Date:</b>	<b>October 2, 2023</b>	<b>Date Reviewed:</b>	<b>September 27, 2023</b>
<b>Consent:</b>	<b>X</b>		
<b>Administrative:</b>		<b>Reviewed By:</b>	<b>R. Sanchez, City Clerk</b>
<b>Public Hearing:</b>			

---



**PERMANENT SEWER LINE EASEMENT  
AGREEMENT FOR CONSTRUCTION AND MAINTENANCE**

**KNOW ALL MEN BY THESE PRESENTS:** that SELECTIVE REAL ESTATE, LLC and RUSTIC DRIVE, LLC, whose address is 3260 Collins Rd., Oakland, MI 48363 (collectively, "Grantor"), does hereby grant, convey and release in perpetuity to the CITY OF LAPEER, whose address is 576 Liberty Park, Lapeer, MI 48446 ("Grantee"), a permanent easement for sewer lines and appurtenances for the purposes to construct, operate, maintain, repair and/or replace sewer lines over, across, under and through the following parcel of land upon the terms and conditions set forth herein in the form of this easement and easement agreement governing the terms and conditions under which this conveyance is made, as regards the property described hereinafter.

**RECITALS:**

The facts underlying the execution of this Easement are as follows:

A. Grantor is the owner of the following described parcels of land (collectively, the "Property") which is located in the City of Lapeer, Michigan:

- i) Selective Real Estate, LLC as to Parcel No. L20-94-902-040-10 (the legal description for which is identified in the attached Exhibit); and
- ii) Rustic Drive, LLC as to Parcel No. L20-94-902-040-20 (the legal description for which is identified in the attached Exhibit).

B. Grantee desires an easement under and across the described portion of the Property (the "Easement Premises") which is to be located approximately as follows and as more specifically shown and described on the attached Exhibit:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7 AND PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 8, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, A 15 FOOT WIDE SANITARY SEWER EASEMENT, THE CENTERLINE BEING DESCRIBED AS BEGINNING AT A POINT ON THE WESTERLY LINE OF BALDWIN ROAD THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST-WEST 1/4 LINE OF SECTION 7, AS OCCUPIED AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16 FEET ALONG SAID WESTERLY LINE OF

BALDWIN ROAD; THENCE NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 267.00 FEET AND NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 105.64 FEET FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE NORTH 89 DEGREES 43 MINUTES 51 SECONDS WEST 57.89 FEET; THENCE NORTH 62 DEGREES 11 MINUTES 19 SECONDS WEST 60.59 FEET TO POINT A; THENCE NORTH 45 DEGREES 11 MINUTES 03 SECONDS WEST 222.00 FEET TO POINT B; THENCE NORTH 07 DEGREES 44 MINUTES 30 SECONDS WEST 303.34 FEET; THENCE NORTH 88 DEGREES 39 MINUTES 48 SECONDS WEST 365.07 FEET TO THE POINT OF ENDING; THENCE FROM SAID POINT A NORTH 88 DEGREES 37 MINUTES 13 SECONDS WEST 486.46 FEET TO POINT C; THENCE CONTINUING NORTH 88 DEGREES 37 MINUTES 13 SECONDS WEST 0.14 FEET; THENCE NORTH 41 DEGREES 48 MINUTES 25 SECONDS WEST 114.22 FEET TO THE POINT OF ENDING; THENCE FROM SAID POINT B SOUTH 89 DEGREES 24 MINUTES 17 SECONDS EAST 142.32 FEET TO THE POINT OF ENDING; THENCE FROM SAID POINT C NORTH 01 DEGREE 04 MINUTES 07 SECONDS EAST 157.35 FEET TO THE POINT OF ENDING.

C. Grantee desires to obtain and Grantor desires to grant to Grantee an easement over, across and under the Easement Premises, for the purpose of constructing, installing, repairing, replacing, operating, inspecting, and/or maintaining a public sewer line and related appurtenances (collectively the "Facilities").

D. Grantor, for the consideration of the benefits accruing to Grantor from the construction and operation of the Facilities grants to Grantee, its successors and assigns, an easement on the terms and conditions set forth herein.

**Now, therefore, in consideration of the mutual covenants contained herein, the parties agree as follows:**

1) **Grant of Easement.** Grantor does hereby grant and convey to the Grantee, a perpetual and exclusive easement over, across and under the Easement Premises for the purposes of constructing, installing, repairing, replacing, operating, inspecting, and/or maintaining the Facilities (the "Easement"). This Easement is subject to all easements and restrictions of record that affect or encumber the Easement Premises.

2) **Limitations.** Subject to the limitations herein, Grantor reserves the right to grant or convey any use, access, tenancy or other right, title and interest of Grantor in and to the Easement Premises, which are not contrary to Grantee's rights to the Easement Area. Additionally, Grantor shall not and cannot grant or convey: (a) any right of co-location in the Easement Premises to other utility providers (including, but not limited to cable television, fiber optic cable or other digital transmission lines); or (b) any right or interest that interferes with or obstructs Grantee's right to use the Easement Premises for the purposes detailed herein. Further, Grantor or its assigns shall not have the right to construct, install, or maintain any permanent or temporary improvements in or on any portion of the Easement Premises, including, but not limited to, paving, fences, parking lots, structures, or buildings.

3) **Temporary Easement and Construction.** In addition to the right to use the Easement Premises for the purposes provided herein, Grantor grants to Grantee the non-exclusive right to temporarily utilize other areas of the Property as Grantee deems reasonably necessary to install, construct, reconstruct, repair, replace, operate, inspect, and/or maintain the Facilities, including, but not limited to, for the following purposes: (a) storage of materials, supplies, spoils and/or equipment; (b) staging of equipment or



workers; (c) parking for equipment, workers, labors, suppliers or contractors; (d) ingress and egress to and from the Easement Premises; (e) ingress/egress for the purpose of making connections to the Facilities and/or for other functions related to operation of the City of Lapeer municipal sewer system. Any installation, construction, reconstruction, repair, replacement, operation, inspection, and/or maintenance performed by the Grantee or its agents or contractors pursuant to this Easement Agreement shall be performed by a qualified contractor or employee of the Grantee and shall be performed in a workmanlike manner free from liens or encumbrances. All construction activities performed on the Easement Premises shall be in compliance with all applicable laws, rules, regulations, orders, and ordinances of the city, county, state, and federal government and any department or agency of those entities having jurisdiction. Grantee shall, at its sole cost and expense, restore or cause the restoration of existing (meaning existing at the time this agreement is executed) fixtures or improvements of any kind located on the Property but outside the Easement Premises that are damaged as a result of Grantee's use of the Easement Premises.

The Grantee shall provide reasonable advance notice to the Grantor of any non-emergency work performed under this Section 3.

4) **Binding Effect.** This Easement Agreement shall run with the Property, and inure to the benefit of the parties hereto and their respective successors, heirs, tenants and assigns. Grantee may record this Easement with Lapeer County Register of Deeds.

5) **Miscellaneous.** This Easement Agreement shall be governed by the laws of the State of Michigan. This Easement Agreement represents the entire and integrated agreement between the parties and supersedes and cancels any prior or contemporaneous arrangements, understandings or agreements, whether written or oral, by and between the parties relative to the subject matter hereof.

This transaction is exempt from transfer tax pursuant to MCL 207.505(h) and MCL 207.526(h).

6) **Authority to Sign.** The below signors represent and warrant they are authorized to sign this agreement on behalf of the respective properties. The below signors for Grantor represent and warrant that Grantor owns the Property and that Grantor has authority to bind the Property on the terms and conditions herein without further approval or signatures.

**EXECUTORY SIGNATURES AND ACKNOWLEDGEMENTS  
APPEAR ON THE FOLLOWING PAGES**

The below signatures represent agreement to and acceptance of the terms and execution of this easement agreement

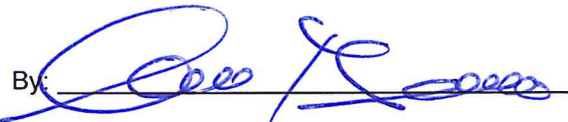
**CITY OF LAPEER, a Michigan (GRANTEE)**  
**A municipal corporation**

By: \_\_\_\_\_

Print Name: Mike Womack

Print Title: City Manager, City of Lapeer

**SELECTIVE REAL ESTATE LLC and**  
**RUSTIC DRIVE LLC (collectively**  
**GRANTOR), Limited Liability Companies**

By: 

Print Name: GJON BERISHAJ

Print Title: OWNER

STATE OF MICHIGAN                    )  
  )  
ss COUNTY OF Lapeer            )

The foregoing instrument was acknowledged before me this 26<sup>th</sup> day of Sept., 2023, by Mike Womack the City Manager, a person known to me, of the City of Lapeer, a Michigan municipal corporation, on behalf of said municipal corporation.

Notary Name: Marcie Ann Lebo  
Notary public, State of Michigan, County of Lapeer  
My commission expires March 30, 2026  
Acting in the County of Lapeer



STATE OF MICHIGAN            )  
  )  
ss COUNTY OF \_\_\_\_\_)

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2023, by GJON BERISHAJ the OWNER, a person known to me, of SELECTIVE REAL ESTATE LLC and RUSTIC DRIVE LLC, a Michigan corporation, on behalf of said companies.

Notary Name: \_\_\_\_\_

Notary public, State of Michigan, County of \_\_\_\_\_

My commission expires \_\_\_\_\_

Acting in the County of \_\_\_\_\_

Drafted by:

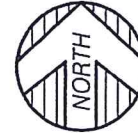
T. Allen Francis  
1411 3rd St. - Suite F  
Port Huron, MI 48060

Return To:

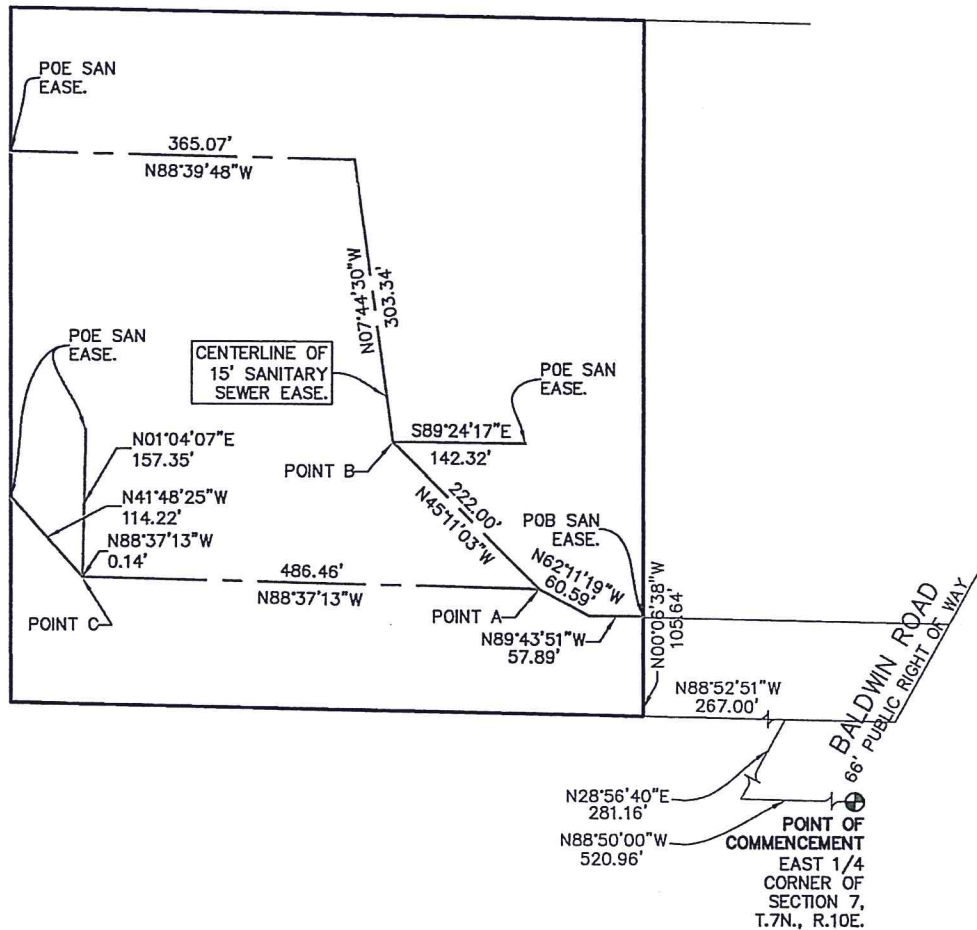
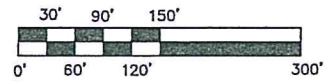
City of Lapeer  
ATTN: Romona Sanchez, City Clerk  
576 Liberty Park, Lapeer, MI 48446



# EXHIBIT



SCALE: 1"=150'



REVISED: 07/11/23 - REVISED PER REVIEW COMMENTS  
 REVISED: 05/16/23 - REVISED PER REVIEW COMMENTS  
 REVISED: 03/29/23 - REVISED SAN. ESMT



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[www.kemtecagroupofcompanies.com](http://www.kemtecagroupofcompanies.com)

PREPARED FOR: DESIGNHAUS ARCHITECTURE

FIELD SURVEY: N/A

DATE: JULY 07, 2022

DRAWN BY: JDM

SHEET: 3 OF 4

SCALE: 1" = 150'

JOB NO.: 19-00586

## EXHIBIT

### SANITARY SEWER EASEMENT DESCRIPTION:

A 15 FT WIDE SANITARY SEWER EASEMENT SITUATED IN THE CITY OF LAPEER, COUNTY OF LAPEER, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, A 15 FOOT WIDE SANITARY SEWER EASEMENT, THE CENTERLINE BEING DESCRIBED AS BEGINNING AT A POINT THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST-WEST 1/4 LINE OF SECTION 7, AS OCCUPIED, AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16 FEET ALONG THE WESTERLY LINE OF BALDWIN ROAD AND NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 267.00 FEET AND NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 105.64 FEET FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE NORTH 89 DEGREES 43 MINUTES 51 SECONDS WEST 57.89 FEET; THENCE NORTH 62 DEGREES 11 MINUTES 19 SECONDS WEST 60.59 FEET TO POINT A; THENCE NORTH 45 DEGREES 11 MINUTES 03 SECONDS WEST 222.00 FEET TO POINT B; THENCE NORTH 07 DEGREES 44 MINUTES 30 SECONDS WEST 303.34 FEET; THENCE NORTH 88 DEGREES 39 MINUTES 48 SECONDS WEST 365.07 FEET TO THE POINT OF ENDING; THENCE FROM SAID POINT A NORTH 88 DEGREES 37 MINUTES 13 SECONDS WEST 486.46 FEET TO POINT C; THENCE CONTINUING NORTH 88 DEGREES 37 MINUTES 13 SECONDS WEST 0.14 FEET; THENCE NORTH 41 DEGREES 48 MINUTES 25 SECONDS WEST 114.22 FEET TO THE POINT OF ENDING; THENCE FROM SAID POINT B SOUTH 89 DEGREES 24 MINUTES 17 SECONDS EAST 142.32 FEET TO THE POINT OF ENDING; THENCE FROM SAID POINT C NORTH 01 DEGREE 04 MINUTES 07 SECONDS EAST 157.35 FEET TO THE POINT OF ENDING.

REVISED: 07/11/23 - REVISED PER REVIEW COMMENTS  
REVISED: 05/16/23 - REVISED PER REVIEW COMMENTS  
REVISED: 03/29/23 - REVISED SAN. ESMT

### NOTE:

A CURRENT TITLE POLICY HAS NOT BEEN FURNISHED AT TIME OF SURVEY, THEREFORE EASEMENTS AND/OR ENCUMBRANCES AFFECTING SUBJECT PARCEL MAY NOT BE SHOWN.



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[www.kemtecagroupofcompanies.com](http://www.kemtecagroupofcompanies.com)

PREPARED FOR: DESIGNHAUS ARCHITECTURE

FIELD SURVEY: N/A

DATE: JULY 07, 2022

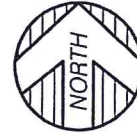
DRAWN BY: JDM

SHEET: 4 OF 4

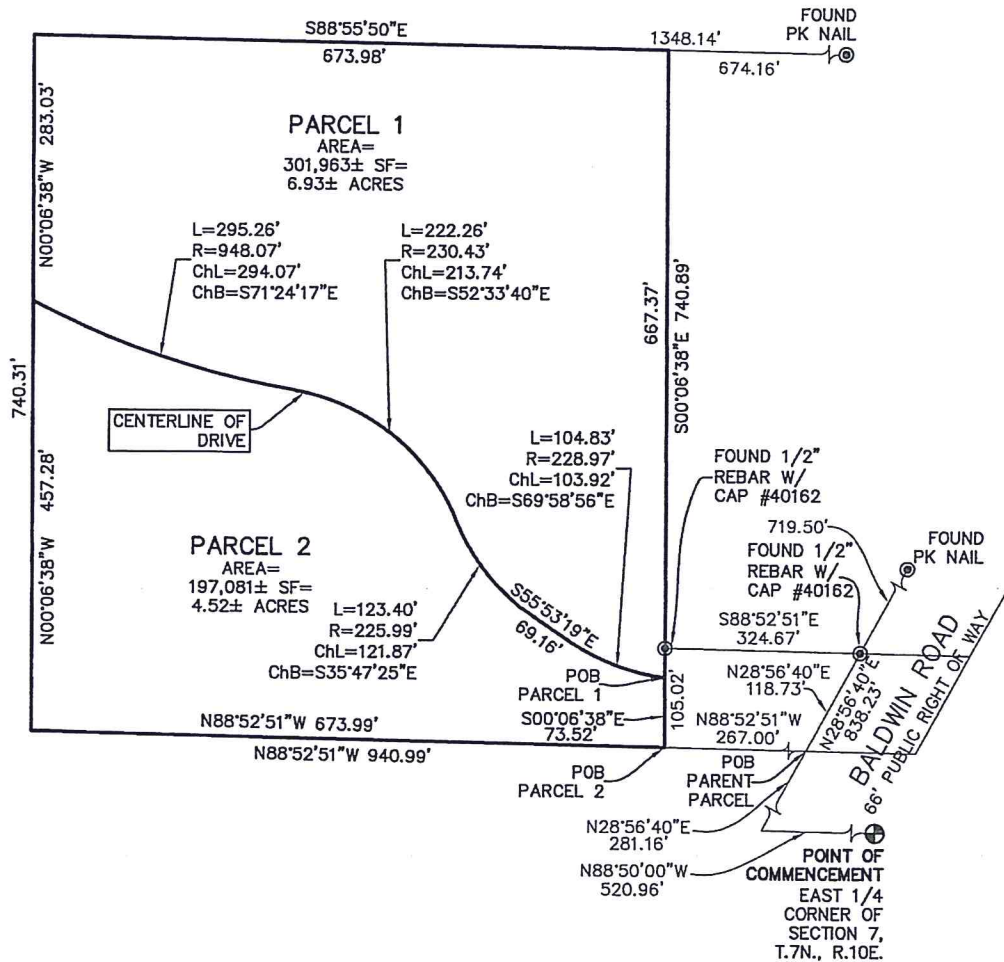
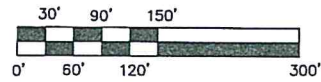
SCALE: N/A

JOB NO.: 19-00586

# EXHIBIT



SCALE: 1"=150'



REVISED: 07/11/23 - REVISED PER REVIEW COMMENTS  
REVISED: 05/16/23 - REVISED PER REVIEW COMMENTS



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PREPARED FOR: DESIGNHAUS ARCHITECTURE

FIELD SURVEY: N/A

DATE: JULY 07, 2022

DRAWN BY: JDM

SHEET: 1 OF 4

SCALE: 1" = 150'

JOB NO.: 19-00586



## EXHIBIT

### PROPERTY DESCRIPTION PARENT PARCEL:

THE LAND SITUATED IN THE CITY OF LAPEER, COUNTY OF LAPEER, STATE OF MICHIGAN, IS DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7 AND PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 8, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, DESCRIBED AS BEGINNING AT A POINT ON THE WESTERLY LINE OF BALDWIN ROAD THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST-WEST 1/4 LINE OF SECTION 7, AS OCCUPIED AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16 FEET ALONG SAID WESTERLY LINE OF BALDWIN ROAD FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE CONTINUING ALONG SAID WESTERLY LINE OF BALDWIN ROAD, NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 838.23 FEET; THENCE NORTH 88 DEGREES 55 MINUTES 50 SECONDS WEST 1348.14 FEET; (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 55 MINUTES 54 SECONDS WEST 1348.06 FEET); THENCE SOUTH 00 DEGREES 06 MINUTES 38 SECONDS EAST (PREVIOUSLY RECORDED AS SOUTH 00 DEGREES 05 MINUTES 24 SECONDS EAST) 740.31 FEET; ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, AS OCCUPIED; THENCE SOUTH 88 DEGREES 52 MINUTES 51 SECONDS EAST 940.99 FEET (PREVIOUSLY RECORDED AS SOUTH 88 DEGREES 53 MINUTES 00 SECONDS EAST 941.17 FEET) PARALLEL WITH SAID EAST-WEST 1/4 LINE, AS OCCUPIED TO THE POINT OF BEGINNING, EXCEPT: PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, LAPEER COUNTY, MICHIGAN DESCRIBED AS FOLLOWS: COMMENCING AT THE EAST 1/4 CORNER OF SECTION 7; THENCE NORTH 88 DEGREES 48 MINUTES 27 SECONDS WEST ALONG THE EAST-WEST 1/4 LINE OF SECTION 7 (AS OCCUPIED) 520.58 FEET (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET) TO A POINT ON THE WESTERLY LINE OF BALDWIN ROAD; THENCE NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST ALONG SAID WESTERLY LINE OF BALDWIN ROAD 281.16 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE LEAVING SAID WESTERLY LINE NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 53 MINUTES 00 SECONDS WEST) 267.00 FEET; THENCE NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 105.02 FEET; THENCE SOUTH 88 DEGREES 52 MINUTES 51 SECONDS EAST 324.67 FEET TO A POINT ON THE WESTERLY LINE OF BALDWIN ROAD; THENCE SOUTH 28 DEGREES 56 MINUTES 40 SECONDS WEST ALONG SAID WESTERLY LINE 118.73 FEET TO THE POINT OF BEGINNING, ALSO EXCEPT: PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, AND PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 8, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, LAPEER COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE EAST 1/4 CORNER OF SECTION 7; THENCE NORTH 88 DEGREES 48 MINUTES 27 SECONDS WEST ALONG THE EAST-WEST 1/4 LINE OF SECTION 7 (AS OCCUPIED) 520.58 FEET (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET) TO A POINT ON THE WESTERLY LINE OF BALDWIN ROAD; THENCE NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST ALONG SAID WESTERLY LINE OF BALDWIN ROAD 399.89 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE CONTINUING ALONG SAID WESTERLY LINE OF BALDWIN ROAD NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 719.50 FEET; THENCE LEAVING SAID WESTERLY LINE NORTH 88 DEGREES 55 MINUTES 50 SECONDS WEST (PREVIOUSLY RECORDED AS NORTH 88 DEGREES 55 MINUTES 54 SECONDS WEST) 674.16 FEET; THENCE SOUTH 00 DEGREES 06 MINUTES 38 SECONDS EAST 635.87 FEET; THENCE SOUTH 88 DEGREES 52 MINUTES 51 SECONDS EAST 324.67 FEET TO THE POINT OF BEGINNING.

### PROPERTY DESCRIPTION PARCEL 1:

THE LAND SITUATED IN THE CITY OF LAPEER, COUNTY OF LAPEER, STATE OF MICHIGAN, IS DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, DESCRIBED AS BEGINNING AT A POINT THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST-WEST 1/4 LINE OF SECTION 7, AS OCCUPIED AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16 FEET ALONG SAID WESTERLY LINE OF BALDWIN ROAD AND NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 267.00 FEET AND NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 73.52 FEET FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE 104.83 FEET ALONG A CURVE TO THE RIGHT, RADIUS 228.97 FEET, CHORD BEARING NORTH 69 DEGREES 58 MINUTES 56 SECONDS WEST 103.92 FEET; THENCE NORTH 55 DEGREES 53 MINUTES 19 SECONDS WEST 69.16 FEET; THENCE 123.40 FEET ALONG A CURVE TO THE RIGHT, RADIUS 225.99 FEET, CHORD BEARING NORTH 35 DEGREES 47 MINUTES 25 SECONDS WEST 121.87 FEET; THENCE 222.26 FEET ALONG A CURVE TO THE LEFT, RADIUS 230.43 FEET, CHORD BEARING NORTH 52 DEGREES 33 MINUTES 40 SECONDS WEST 213.74 FEET; THENCE 295.26 FEET ALONG A CURVE TO THE RIGHT, RADIUS 948.07 FEET, CHORD BEARING NORTH 71 DEGREES 24 MINUTES 17 SECONDS WEST 294.07 FEET; THENCE NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 283.03 FEET ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, AS OCCUPIED; THENCE SOUTH 88 DEGREES 55 MINUTES 50 SECONDS EAST 673.98 FEET; THENCE SOUTH 00 DEGREES 06 MINUTES 38 SECONDS EAST 667.37 FEET TO THE POINT OF BEGINNING.

### PROPERTY DESCRIPTION PARCEL 2:

THE LAND SITUATED IN THE CITY OF LAPEER, COUNTY OF LAPEER, STATE OF MICHIGAN, IS DESCRIBED AS FOLLOWS:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWN 7 NORTH, RANGE 10 EAST, CITY OF LAPEER, COUNTY OF LAPEER, MICHIGAN, DESCRIBED AS BEGINNING AT A POINT THAT IS NORTH 88 DEGREES 50 MINUTES 00 SECONDS WEST 520.96 FEET ALONG THE EAST-WEST 1/4 LINE OF SECTION 7, AS OCCUPIED AND NORTH 28 DEGREES 56 MINUTES 40 SECONDS EAST 281.16 FEET ALONG SAID WESTERLY LINE OF BALDWIN ROAD AND NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 267.00 FEET FROM THE EAST 1/4 CORNER OF SECTION 7; THENCE CONTINUING NORTH 88 DEGREES 52 MINUTES 51 SECONDS WEST 673.99 FEET; THENCE NORTH 00 DEGREES 06 MINUTES 38 SECONDS WEST 457.28 FEET ALONG THE WEST LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, AS OCCUPIED; THENCE 295.26 FEET ALONG A CURVE TO THE LEFT, RADIUS 948.07 FEET, CHORD BEARING SOUTH 71 DEGREES 24 MINUTES 17 SECONDS EAST 294.07 FEET; THENCE 222.26 FEET ALONG A CURVE TO THE RIGHT, RADIUS 230.43 FEET, CHORD BEARING SOUTH 52 DEGREES 33 MINUTES 40 SECONDS EAST 213.74 FEET; THENCE 123.40 FEET ALONG A CURVE TO THE LEFT, RADIUS 225.99 FEET, CHORD BEARING SOUTH 35 DEGREES 47 MINUTES 25 SECONDS EAST 121.87 FEET; THENCE SOUTH 55 DEGREES 53 MINUTES 19 SECONDS EAST 69.16 FEET; THENCE 104.83 FEET ALONG A CURVE TO THE LEFT, RADIUS 228.97 FEET, CHORD BEARING SOUTH 69 DEGREES 58 MINUTES 56 SECONDS EAST 103.92 FEET; THENCE SOUTH 00 DEGREES 06 MINUTES 38 SECONDS EAST 73.52 FEET TO THE POINT OF BEGINNING.

REVISED: 07/11/23 - REVISED PER REVIEW COMMENTS

REVISED: 05/16/23 - REVISED PER REVIEW COMMENTS

### NOTE:

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[www.kemtecagroupofcompanies.com](http://www.kemtecagroupofcompanies.com)

PREPARED FOR: DESIGNHAUS ARCHITECTURE

FIELD SURVEY: N/A

DATE: JULY 07, 2022

DRAWN BY: JDM

SHEET: 2 OF 4

SCALE: N/A

JOB NO.: 19-00586



# ITEM D-1

---

**To:** Mayor and City Commission  
**From:** Kelly Hanna, Director of Financial Services  
**Date:** September 27, 2023  
**RE:** Bill Listing – September 15, 2023, through September 28, 2023

---

## **STAFF RECOMMENDATION**

Approve the bill listing as presented.

## **CURRENT OR NEW INFORMATION**

I, Kelly Hanna, Director of Financial Services, have reviewed the bills for September 15, 2023, through September 28, 2023, in the total amount of **\$1,959,869.71** and find them to be proper charges.

---

## **AGENDA ITEM REVIEW**

<b>Meeting Date:</b>	<b>October 2, 2023</b>	<b>Date Reviewed:</b>	<b>September 27, 2023</b>
<b>Consent:</b>			
<b>Administrative:</b>	<b>X</b>	<b>Reviewed By:</b>	<b>R. Sanchez, City Clerk</b>
<b>Public Hearing:</b>			

---

CHECK REGISTER FOR CITY OF LAPEER  
CHECK DATE FROM 09/15/2023 - 09/28/2023

Check Date	Check	Vendor	Vendor Name	Amount
09/21/2023	596908	206	COOPER EXCAVATING	1,000,432.80
09/28/2023	1634(A)	000129	MTECH COMPANY	379,899.99
09/28/2023	1628(A)	009409	GREAT LAKES WATER AUTHORITY	156,603.73
09/28/2023	1650(E)	000234	DTE ENERGY	69,477.40
09/28/2023	596941	000261	LAPEER CO TREASURER	69,201.53
09/28/2023	1624(A)	009889	BANDIT INDUSTRIES, INC.	56,192.00
09/28/2023	1630(A)	000507	LOCAL DEV FINANCE AUTH	46,242.88
09/25/2023	1623(E)	007245	FIRST NATIONAL BANK	45,797.43
09/28/2023	596927	000259	DOWNTOWN DEVELOPMENT AUTHORITY	11,607.80
09/28/2023	596962	000250	STATE OF MICHIGAN	9,320.22
09/28/2023	1627(A)	000191	GABRIEL, ROEDER, SMITH & COMPANY	9,000.00
09/28/2023	596920	000375	CITY OF LAPEER	8,315.42
09/28/2023	1629(A)	009935	HIGHLAND PRODUCTS GROUP, LLC	8,109.51
09/28/2023	596949	000416	MOTOROLA	6,100.40
09/28/2023	596929	000064	ETNA SUPPLY	5,120.00
09/28/2023	596963	000107	T. P. ISRAEL CO INC	5,100.00
09/28/2023	1648(A)	000005	VC3, INC.	4,923.33
09/28/2023	596966	000224	THE ROSSOW GROUP	4,500.00
09/28/2023	596951	010050	POMP'S TIRE SERVICE, INC.	4,182.07
09/28/2023	1642(A)	000279	ROWE INC	4,025.00
09/28/2023	596925	000058	DELYNN'S DESIGNS, INC	3,964.55
09/28/2023	1647(A)	000258	TIFA 3	3,857.81
09/28/2023	1646(A)	000257	TIFA 2	3,531.23
09/28/2023	1626(A)	000210	FLETCHER FEALKO SHOUDY & FRANCIS PC	3,522.50
09/28/2023	596936	000053	JACK DOHENY SUPPLIES INC	3,384.25
09/28/2023	596942	000260	LAPEER COMMUNITY SCHOOLS	2,350.48
09/28/2023	1631(A)	009081	MAUK, JODI	1,750.00
09/28/2023	1644(A)	009245	SMITH, SHANNON	1,750.00
09/28/2023	596910	008643	ACE-SAGINAW PAVING CO.	1,703.70
09/28/2023	596931	MISC-TAX	FMCNA (FRESENIUS MEDICAL CARE)	1,694.22
09/28/2023	596946	010052	MGS ELECTRIC INC.	1,608.00
09/28/2023	596968	008196	TOWN & COUNTRY POOLS, INC	1,500.00
09/28/2023	596970	006019	TRW LANDSCAPES LLC	1,460.75
09/28/2023	1635(A)	007468	NORTH CENTRAL LABS	1,116.28
09/28/2023	596918	009805	CARQUEST OF LAPEER	1,085.88
09/28/2023	596974	007894	VERIZON WIRELESS	1,046.53
09/28/2023	596944	009739	MARCO TECHNOLOGIES, LLC	1,029.35
09/28/2023	596930	008101	FELTON'S BODY SHOP	1,017.80
09/28/2023	1651(E)	009671	WINDSTREAM	1,008.79
09/28/2023	596957	MISC-BDG	SIGMA TECHNOLOGIES	1,000.00
09/28/2023	1640(A)	000012	R & R FIRE TRUCK REPAIR	984.30
09/28/2023	1645(A)	008345	TAYLOR, SARAH	971.16

09/28/2023	596937	000970	JAY'S SEPTIC	830.00
09/28/2023	1636(A)	004953	NYE UNIFORM CO	823.87
09/28/2023	596975	001824	VILLAGE PRINTING	794.00
09/28/2023	1637(A)	010094	ON DUTY GEAR, LLC	782.92
09/28/2023	596969	008152	TRI COUNTY EQUIPMENT	768.88
09/28/2023	596921	MISC-BDG	CONSUMERS ENERGY COMPANY	750.00
09/28/2023	1633(A)	009788	MEI TOTAL ELEVATOR SOLUTIONS	716.00
09/28/2023	596911	001067	ACTION MUNICIPAL SUPPLY, LLC	662.00
09/28/2023	1641(A)	008978	RIGHT TOUCH LANDSCAPING INC	550.00
09/15/2023	596907	000265	U.S. POSTMASTER	500.00
09/28/2023	596912	MISC-BDG	AGP OF LAPEER	500.00
09/28/2023	596961	MISC-BDG	SPRINGFIELD, INC	500.00
09/28/2023	596945	MISC-UB	MEDSTAR AMBULANCE	476.53
09/28/2023	596909	000226	71A DISTRICT COURT	425.00
09/28/2023	1639(A)	000065	PERFECT PEACE MEMORIALS, LLC	400.00
09/28/2023	1632(A)	009382	MAURER'S TEXTILE RENTAL SERVICES	390.49
09/28/2023	596972	004089	USA BLUE BOOK	372.41
09/28/2023	596932	005988	FOSTER OIL CO	368.85
09/28/2023	596956	000097	SHIRLEY'S DRY CLEAN. & ALTERATIONS	251.30
09/28/2023	596914	MISC-BDG	BENNETT ASPHALT PAVING, INC	250.00
09/28/2023	596948	MISC-BDG	MOORS MASONRY	250.00
09/28/2023	596967	MISC-BDG	TIMBERGATE CONSTRUCTION	250.00
09/28/2023	596917	009859	BUSSURE, JEFFREY E	210.00
09/28/2023	596953	MISC-BDG	ROOTS HEATING & COOLING	200.00
09/28/2023	596922	009372	COUSINEAU, DANIEL J M	178.50
09/28/2023	596935	006805	GROUP RESOURCES	148.00
09/28/2023	1638(A)	007285	PARAGON LABORATORIES, INC.	118.00
09/28/2023	596919	010039	CHARTER COMMUNICATIONS HOLDINGS LLC	111.73
09/28/2023	1643(A)	009923	SHORELINE INVESTMENT SERV. INC.	108.95
09/28/2023	596913	MISC-BDG	ALLIED SIGNS, INC	100.00
09/28/2023	596923	MISC-BDG	COVELL, DAVE & KATRINA	100.00
09/28/2023	596926	MISC-BDG	DENNY'S HEATING, COOLING & REFRIGER	100.00
09/28/2023	596938	MISC-BDG	JL CUSTOM BUILDERS	100.00
09/28/2023	596939	MISC-BDG	KONIECZKA HEATING & COOLING, INC	100.00
09/28/2023	596947	MISC-BDG	MOORE, DEAN K & ARDIS K	100.00
09/28/2023	596950	MISC-BDG	MRJ SIGN COMPANY, LLC	100.00
09/28/2023	596952	MISC-BDG	POSTILL ELECTRIC	100.00
09/28/2023	596954	MISC-BDG	SANDOR, MARCIA	100.00
09/28/2023	596958	MISC-BDG	SIGNS BY CRANNIE, INC	100.00
09/28/2023	596959	MISC CC	SMITH, KALYNE	100.00
09/28/2023	596964	MISC-UB	TERRY PASCHKE	93.65
09/28/2023	596940	000654	LAPEER CO REGISTER OF DEEDS	90.00
09/28/2023	596965	000041	THE COUNTY PRESS	85.00
09/28/2023	1625(A)	008540	FASTENAL COMPANY	58.23
09/28/2023	596924	MISC-UB	CUMMINGHAM, TARA	50.00
09/28/2023	596928	MISC CC	ELLEN FRANCIS	40.00
09/28/2023	596943	MISC CC	LOWE, BERNADETTE	28.00

09/28/2023	596960	MISC-UB	SMITH, RICHARD	26.33
09/28/2023	596955	MISC-UB	SCHENKEL, MIKAL	25.48
09/28/2023	1649(A)	000124	ZACHARY HILLMAN DO PLLC	25.00
09/28/2023	596934	MISC-UB	GENESIS BUILDING & DEVELOPMENT	22.18
09/28/2023	596973	MISC-TAX	VAN SIPE, REN	13.72
09/28/2023	596933	MISC-UB	GENESIS BUILDING & DEVELOPMENT	10.32
09/28/2023	596915	MISC-TAX	BOMMARITO, CHRISTINE	9.80
09/28/2023	596916	MISC-TAX	BRELINSKI, JEFFREY	9.80
09/28/2023	596971	008511	UPS	5.68
				<hr/>
				\$1,959,869.71
				<hr/>





# ITEM G-1

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**To:** Mayor and City Commission  
**From:** Jason Ball AICP, City Planning Consultant  
**Date:** September 26, 2023  
**RE:** Zoning Ordinance Text Amendment – Electric Vehicle Charging Stations

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## **STAFF RECOMMENDATION**

Please introduce an ordinance amendment to Sections 7-16.09 and 7-24.03 to provide for electric vehicle charging stations.

Based on the recommendation of the Planning Commission, City Staff recommends approval of the proposed text amendment.

## **CURRENT OR NEW INFORMATION**

During the September 2023 meeting, the Planning Commission held a public hearing and made a motion to recommend a text amendment to provide for electric vehicle charging stations in the City of Lapeer. The City has been regulating electric vehicle charging stations as an accessory structure, but that prohibits their location in a front yard and creates other challenges for effectively locating them on existing parcels.

Key considerations of the Planning Commission in drafting this text amendment were:

1. Permitting installation of electric vehicle charging stations in a manner that is consistent with the master plan objective of enhancing the image of heavily traveled business corridors.
2. Ensuring that electric vehicle chargers are effectively maintained and do not present a risk of becoming blighted.
3. In addition to just permitting electric vehicle charging stations, providing incentives and requiring installation of “electric vehicle ready” spaces for new developments with large parking areas.
4. Establishing standards for commercial installation of electric vehicle charging infrastructure intended for public use, but leaving installation of private residential charging stations to the building code and existing standards for accessory structures.
- 5.

The proposed amendment, as recommended by the Planning Commission is attached to this memo. The amendment modifies Section 7-24.03 Definitions and creates a new Section 7-16.09 to provide for electric vehicle charging.

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## **AGENDA ITEM REVIEW**

<b>Meeting Date:</b>	<b>October 2, 2023</b>	<b>Date Reviewed:</b>	<b>September 26, 2023</b>
<b>Consent:</b>			
<b>Administrative:</b>	<b>X</b>	<b>Reviewed By:</b>	<b>R. Sanchez, City Clerk</b>
<b>Public Hearing:</b>			

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**ORDINANCE NO. 2023-04**  
**City of Lapeer**  
Electric Vehicle Charging Text Amendment

***All text is new.***

**Article 24 Terminology Use Requirements**

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**Sec. 7-24.03 Definitions**

**Electric Vehicle (EV), Plug-In.**

Any vehicle that operates on electrical energy derived from an off-board source that is stored in the vehicle's batteries. This term includes fully electric vehicles as well as hybrid vehicles that run on both batteries and fuel but can be charged by plugging in to a compatible electrical outlet.

**Electric Vehicle Charging.**

When an electric vehicle is parked at an electric vehicle charging station and is connected to the charging station equipment, it is considered to be charging.

**Electric Vehicle Charging Space.**

A parking space located adjacent to an electric vehicle charging station and reserved for the charging of electric vehicles.

**Electric Vehicle Charging Station.**

Equipment for the transfer of electric energy by conductive or inductive means to a battery or other storage device located onboard an electric vehicle. Charging stations shall be either for public use (accessible to all vehicle users during posted hours), or for restricted use (for certain specified users such as residents, fleet vehicles, or employees). Typical electric vehicle charging levels and specifications are:

1. Level 1. Alternating current slow battery charging. Voltage is 120 volts.
2. Level 2. Alternating current medium battery charging. Voltage is between 120 and 240 volts.
3. Level 3. Direct current fast or quick battery charging. Voltage is greater than 240 volts.

**Electric Vehicle-Capable**

An installed electrical panel capacity with dedicated branch circuit(s) and cable/raceway that is capped for future electric vehicle charging stations.

**Electric Vehicle-Ready**

An installed electrical panel capacity with a dedicated branch circuit(s) including conductor in a raceway or direct buried, terminated in an approved method in a junction box, for an electric vehicle charging station(s).

## Article 16 Parking, Loading, Access and Circulation Requirements

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### Sec. 7-16.09 Electric Vehicle Infrastructure

This section provides standards for the installation of electric vehicle charging infrastructure, electric vehicle charging spaces, and associated equipment.

#### A. Electric Vehicle Parking Use Standards

- 1) **Residential:** Electric vehicle charging stations are a permitted accessory use within Single-Family Residential zoning districts if the station is contained entirely within a building. If the station is located outside of a building, it must meet standards for accessory structures in a residential zoning district. See Section 13.10.
- 2) **Commercial, Industrial, and Multi-Family:** Electric vehicle charging stations are a permitted accessory use within any off-street parking area in Multi-Family, Business, CBD, Industrial, and PUD zoning districts. However, the charging stations are subject to the standards listed in this section, not accessory use standards in Section 7-13.10.
- 3) **Electric Vehicle Charging as a Primary Use:** If the primary use of a parcel is the retail charging of electric vehicles, then the use shall be considered an automobile service station. Installation of charging stations shall be subject to special land use approval and located in zoning districts which permit gasoline service stations. A parcel on which a parking lot is the primary use shall not be subject to this standard unless more than 50 percent of the parking spaces are designated as electric vehicle charging spaces.

#### B. Relationship to Parking Requirements

- 1) An electric vehicle charging space is included in the calculation for minimum required parking spaces in accordance with Section 7-16.02.
  - a) The minimum number of parking spaces required may be reduced by 1 space for each electric vehicle charging space provided, up to a maximum reduction of 10 percent of the required spaces. For example, if a development is required to have a minimum of 20 spaces, but provides 2 electric vehicle charging spaces, the minimum number of spaces is 18 (16 standard spaces, 2 electric vehicle spaces, and a reduction of 2 spaces).
  - b) Any new parking lot proposed as part of an application for site plan review or special land use with more than 50 parking spaces must provide at least 2 Electric-Vehicle Ready charging spaces per 50 parking spaces.
- 2) Public electric vehicle charging stations are reserved for parking and charging electric vehicles only. Electric vehicles may be parked in any space designated for public parking, subject to the restrictions that would apply to any other vehicle that would park in that space.

#### C. Design Standards

- 1) Electric vehicle charging stations shall be sized the same as a standard parking space.
- 2) Charging station outlets and connector devices shall be no less than 36 inches and no higher than 48 inches from the ground or pavement surface where mounted, and shall contain a retraction device and/or a place to hang permanent cords and connectors a sufficient and safe distance above the ground or pavement surface. Equipment mounted on pedestals, lighting posts, bollards, or other devices shall be designated and located as to not impede pedestrian travel or create trip hazards on sidewalks.

- 3) Adequate charging station equipment protection, such as concrete filled steel bollards, shall be used. Non-mountable curbing may be used in lieu of bollards, if the charging station is set back a minimum of 24 inches from the face of the curb.
- 4) Electric infrastructure serving the charging station shall be located underground.
- 5) Associated mechanical equipment, like transformers, may be located within a front yard, but must meet all other standards of the zoning ordinance for screening in Section 7-15.07.
- 6) Canopies are permitted but not required. Canopies shall cover only the electric vehicle charging space or spaces. Canopies must provide a clearance height of not less than 14 feet. If canopies are included, the charging stations must be located in a side or rear yard.

**D. Accessibility**

- 1) Developments with three or more electric vehicle charging spaces, including public parking lots, shall provide at least one barrier-free electric vehicle charging space. Additional barrier-free spaces are required according to the number of spaces listed in Table 7-16.2. Specifications for barrier-free electric vehicle charging spaces shall be based on the most recent guidance from the U.S. Access Board.
- 2) Where charging station equipment is provided within a pedestrian circulation area, such as a sidewalk or other accessible route to a building entrance, the charging station equipment shall be located so as not to interfere with accessibility requirements of the Michigan accessibility code or other applicable accessibility standards.

**E. Lighting.** Site lighting shall be provided where an electric vehicle charging station is installed. Lighting shall be consistent with the standards of Section 7-15.05.

**F. Signage and Notification**

- 1) Notification shall be placed on the unit to identify voltage and amperage levels, time of use, fees, safety information and other pertinent information.
- 2) Each electric vehicle charging station space shall provide signage indicating the space is only for electric vehicle charging purposes.
- 3) Signs for electric vehicle charging stations and parking shall not exceed 3 square feet with no more than one sign per electric vehicle charging space.

**G. Installation and Maintenance.**

- 1) All necessary building and electrical permits must be obtained.
- 2) Electric vehicle charging stations shall be maintained in all respects, including the functioning of the equipment. A phone number or other contact information shall be provided on the equipment for reporting when it is not functioning or other problems are encountered.
- 3) If an electric vehicle charging station is out of operation for a period exceeding 90 days, it shall be removed at the cost of the property owner.

## **Ordinance No. 2023-04**

At a regular meeting of the Lapeer City Commission on Monday, October 2, 2023, at 6:30 p.m. in the Lapeer City Commission Chambers of Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan, Commissioner\_\_\_\_\_ introduced the following amendment to Chapter 7 (Zoning) of the General Ordinances of the City of Lapeer.

Pursuant to Public Act 279 of 1909, MCL 117.3 a summary of the regulatory effect of the ordinance is published below. A copy of the full text of the ordinance may be inspected or obtained at the office of the City Clerk, Lapeer City Hall, 576 Liberty Park, Lapeer, MI 48446 between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday or via the City's website at [http://www.ci.lapeer.mi.us/legal\\_notices\\_and\\_bids/legal\\_notices.php](http://www.ci.lapeer.mi.us/legal_notices_and_bids/legal_notices.php).

THE CITY OF LAPEER ORDAINS:

### ***Summary of Changes to Chapter 7 (Zoning Ordinance):***

#### **Article 16 Parking , Loading, Access and Circulation Requirements**

Section 7-16.09 Electric Vehicle Infrastructure

#### **Article 24 Terminology**

Section 7-24.03 Definitions

The proposed amendment creates a new Section 7-16.09 to provide for electric vehicle charging and modifies Section 7-24.03 Definitions.

Introduced: 10/02/23      Published:

Ordinance Effective Date: Shall take effect 7 days after publication, unless given immediate effect by City Commission.



## ITEM G-2

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**To:** Mayor and City Commission  
**From:** Jason Ball AICP, City Planning Consultant  
**Date:** September 26, 2023  
**RE:** Zoning Ordinance Text Amendment – Metal Halide Lighting

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### **STAFF RECOMMENDATION**

Please introduce an ordinance amendment to Section 7-15.05.D of the zoning ordinance.

Based on the recommendation of the Planning Commission, City Staff recommends approval of the proposed text amendment.

### **CURRENT OR NEW INFORMATION**

During the September 2023 meeting, the Planning Commission held a public hearing and made a motion to recommend a text amendment to remove reference to “high pressure sodium” and “metal halide” lighting in the zoning ordinance. Nearly all outdoor lighting regulated by the zoning ordinance has moved to LED technology at this time. With this amendment, the ordinance is now technology neutral, eliminating the potential need for similar amendments in the future. The proposed amendment as approved by the Planning Commission is attached to this memorandum. The amendment modifies portions of Section 7-15.05.D of the zoning ordinance.

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### **AGENDA ITEM REVIEW**

<b>Meeting Date:</b>	<b>October 2, 2023</b>	<b>Date Reviewed:</b>	<b>September 26, 2023</b>
<b>Consent:</b>			
<b>Administrative:</b>	<b>X</b>	<b>Reviewed By:</b>	<b>R. Sanchez, City Clerk</b>
<b>Public Hearing:</b>			

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**ORDINANCE NO. 2023-05**

**City of Lapeer**

**Lighting Text Amendment**

**Article 15 General Site Development Requirements**

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**Sec. 7-15.05.D**

**D.** Lighting standards. Unless granted a variance under the provisions of § **7-23.04**, all lighting must comply with the following standards:

1) All lighting.

[Added 12-19-2022<sup>[1]</sup>]

- a) Lighting intensities shall average one footcandle measured at the surface of the parking area. Service drives shall have a lower intensity averaging 0.5 footcandle measured at the ground surface.
- b) The intensity of light within a site shall not exceed 10 footcandles within any site or one footcandle at any property line, except where it abuts a service drive or other public right-of-way.
- c) Lighting abutting a residential district or use can be a maximum intensity of 0.5 footcandle at the property line.
- d) Lighting intensity within 20 feet of a dumpster enclosure shall be appropriately illuminated.

*[1] Editor's Note: This ordinance also redesignated former Subsections D(1) and D(2) as subsections D(2) and D(3), respectively.*

2) Freestanding pole lighting.

- a) All parking lots shall be illuminated. No wiring shall be exposed. Wiring shall be UL listed for wet locations.
- b) Exterior lighting shall be fully shielded and directed downward to prevent off-site glare. Fixed (not adjustable), downward directed, shoebox fixtures shall be used in an effort to maintain a unified lighting standard throughout the City and prevent "sky glow."
- c) (Reserved)<sup>[2]</sup>

*[2] Editor's Note: Former Subsection D(2)(c), regarding lighting intensities average, was repealed 12-19-2022 by Ord. No. 2022-05.*

- d) The Planning Commission may approve decorative light fixtures as an alternative to shielded fixtures when it can be proven that there will be no off-site glare and the proposed fixtures are necessary to preserve the intended character of the site.
  - e) The maximum height of parking lot light fixtures shall be 20 feet, except that the Planning Commission may permit a maximum height of 30 feet within commercial, industrial, and office zoning districts and for institutional uses in residential districts when the poles are no closer than 150 feet to a residential district or use.
  - f) Parking lot poles shall be located in parking lot islands or in the periphery parking lot area. Light poles shall be prohibited in parking spaces.
- 3) Building-mounted lighting.

- a) Commercial and industrial buildings are required to have adequate lighting at sides of the building with entries and exits.
- b) Building-mounted lighting shall be fully shielded and directed downward to prevent off-site glare. Fixed (not adjustable), downward-directed, fixtures shall be used in an effort to maintain a unified lighting standard throughout the City and prevent "sky glow."
- c) (Reserved)<sup>[3]</sup>

*[3]Editor's Note: Former Subsection D(3)(c), regarding intensity of light, was repealed 12-19-2022 by Ord. No. 2022-05.*

- d) The Planning Commission may approve decorative light fixtures as an alternative to shielded fixtures when it can be proven that there will be no off-site glare and the proposed fixtures will improve the appearance of the site.
  - e) Luminous tube and exposed bulb fluorescent lighting is prohibited as an architectural detail on all buildings, such as along roof eaves and around windows, etc. The Planning Commission may approve internally illuminated architectural bands when it can be shown that the treatment will enhance the appearance of the building or is necessary for security purposes.
- 4) Window lighting.
- a) Any light fixtures visible through a window must be shielded to prevent glare at the property line.
  - b) Luminous tube and exposed bulb fluorescent lighting (visible from the property line) is prohibited unless it is part of a sign that meets the requirements of Article **XVII**, Signs.
- 5) Residential streetlighting.
- a) In residential developments, substantial completion of streetlighting shall be constructed once 50% of build-out has occurred.
  - b) The developer may be required to furnish a surety in an acceptable form (cash, bond, etc.) in an amount determined by the City to ensure completion of streetlight installation.
- 6) Other lighting.
- a) The internal illumination of building-mounted canopies is prohibited.
  - b) Indirect illumination of signs, canopies and buildings is permitted provided a maximum 125 watt bulb is utilized and there is no glare.
  - c) Ground lighting (uplighting) used for the purpose of illuminating signs, landscaping and architectural details shall be shielded away from public view, directed solely at the object to be lit, and screened with landscaping as necessary.
  - d) The use of a laser light source, search lights or any similar high-intensity light for outdoor advertisement or entertainment is prohibited.
  - e) Lighting shall not be of a flashing, moving or intermittent type.
  - a) Luminous tube and exposed bulb fluorescent lighting is permitted as part of a sign meeting the requirements of Article **XVII**, Signs, of this chapter.



## Ordinance No. 2023-05

At a regular meeting of the Lapeer City Commission on Monday, October 2, 2023, at 6:30 p.m. in the Lapeer City Commission Chambers of Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan, Commissioner\_\_\_\_\_ introduced the following amendment to Chapter 7 (Zoning) of the General Ordinances of the City of Lapeer.

Pursuant to Public Act 279 of 1909, MCL 117.3 a summary of the regulatory effect of the ordinance is published below. A copy of the full text of the ordinance may be inspected or obtained at the office of the City Clerk, Lapeer City Hall, 576 Liberty Park, Lapeer, MI 48446 between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday or via the City's website at [http://www.ci.lapeer.mi.us/legal\\_notices\\_and\\_bids/legal\\_notices.php](http://www.ci.lapeer.mi.us/legal_notices_and_bids/legal_notices.php).

THE CITY OF LAPEER ORDAINS:

### ***Summary of Changes to Chapter 7 (Zoning Ordinance):***

#### **Article 15 General Site Development Requirements**

Section 7-15.05.D Lighting Standards.

The proposed amendment modifies portions of Section 7-15.05.D General Site Development Requirements of the zoning ordinance.

Introduced: 10/02/23      Published:

Ordinance Effective Date: Shall take effect 7 days after publication, unless given immediate effect by City Commission.

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**To:** Mike Womack, City Manager  
**From:** Kelly Hanna, Director of Financial Services  
**Date:** September 27, 2023  
**RE:** Capital Asset Policy

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**STAFF RECOMMENDATION**

Approve the amended Capital Asset Policy.

**CURRENT OR NEW INFORMATION**

The attached policy has primarily been updated to include asset disposals. The previously adopted policy and the City charter do not have a specific procedure for the disposal of capital assets. I am recommending the City Commission adopt the policy.

**BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION**

The current capital asset policy was last updated July 1, 2012.

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**AGENDA ITEM REVIEW**

**Meeting Date:** October 2, 2023

**Date Reviewed:** September 27, 2023

**Consent:**

**Administrative:** X

**Reviewed By:** R. Sanchez, City Clerk

**Public Hearing:**

CITY OF LAPEER  
CAPITAL ASSET POLICY  
As of ~~July~~October 12, 201223

## **POLICY**

It is the policy of the City of Lapeer to maintain accountability of all tangible real and personal property and equipment purchased by the City, or otherwise acquired, or furnished by other agencies. This accountability shall be maintained by records kept by the Department of Financial Services. These records shall be verified at least once a year by a physical inventory and reconciled appropriately.

## **PURPOSE**

The purpose of this policy is to maintain an accurate account of fixed assets owned by the City of Lapeer in accordance with Governmental Accounting, Auditing, and Financial Reporting (GASB 34) standards; provide assistance in capital planning; account for acquisitions, transfers, and disposal of assets; and to assist in maintaining an accurate list of insurable assets in accordance with the city's risk management policy.

## **GENERAL**

All ~~individual items- assets~~ with an acquisition cost of \$5,000.00, or more, and a useful life of one year, or more, will be capitalized and reported within the city's capital asset ~~program~~ and financial reporting systems. Capital Assets will be valued at historical cost or estimated historical cost, if actual historical cost is not available. Donated capital assets are valued at their estimated fair market value on the date donated. ~~Capital assets MUST have project numbers associated with them.~~

~~-Individual items with a cost of at least \$300.00, and less than \$5,000.00, are not capital assets and shall be expensed in the year of acquisition and controlled by the responsible department and/or the information technology department. If a group of the same assets combined are greater than \$5,000 and a useful life greater than one year, then the group would be combined into one capital asset per GASB 34. These items do NOT have project numbers associated with them.~~

## **CLASSIFICATIONS**

Assets will be classified in the following categories.

- 1) Land
- 2) Buildings
- 3) Improvements other than buildings
- 4) Machinery and Equipment

- 5) Infrastructure
- 6) Construction in progress

## DEFINITIONS

Land – The cost of all land purchased or otherwise acquired by the city which excludes buildings. Included amounts may be, but not limited to, the purchase price, cost to prepare the land for use, cost to acquire the land (title, surveying, legal, appraisal, etc.), cost for demolition, cost for relocating structures, cost for clearing and costs for special assessments that add to the land's value. If land and building are acquired as a single parcel, then the value of the land and building will be separated and appear in the appropriate classification.

Buildings – The cost of all permanent structures purchased or otherwise acquired by the city which excludes land. Improvement costs may include, but not limited to, purchase price of permanent structures and improvements, fixtures that are permanently attached and are part of the building, cost to acquire the building and miscellaneous costs (damage claims, insurance premiums, interest, cost to attach fixtures, etc.).

Improvements Other Than Buildings – The cost that reflects the acquisition value of permanent improvements other than buildings which add value to the land. Examples of improvements are fences, retaining walls, sidewalks, and parking lots. The acquisition cost includes the purchase price, contract price, professional fees of architects, attorneys, appraisers, financial advisors, etc.; damage claims, and any other expenditure necessary to put a structure into its intended state of operation.

Machinery and Equipment – This classification reflects the cost of tangible property. Examples would include machinery, tools, vehicles, furniture and furnishings. Machinery and equipment costs include the total purchase price less any trade-in allowances, transportation charges, installation costs, and any other costs necessary to place the asset in its intended state of operation.

Infrastructure – This classification reflects the cost of long-lived capital assets that normally can be preserved for a significantly greater number of years than most capital assets and that normally are stationary in nature. Examples of infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams, and street lighting systems. This classification also includes buildings that may be an ancillary part of a network or subsystem. Examples include a water pumping building associated with a water system and road maintenance structures such as shops and garages associated with a highway system.

Construction in Progress - A fixed asset that reflects the cost of construction work for projects not yet completed. Including uncompleted building or capital construction project. After project is complete, cumulative costs are transferred to appropriate asset account.

## DEPRECIATION

All capitalized assets will be depreciated in accordance with the following guidelines.

1. Depreciation of capital assets will occur on an annual basis.
2. Asset depreciation will start the month after acquisition for the first year will be the half-year convention.
3. All assets will be depreciated utilizing the straight-line method.
4. Asset lives will be determined utilizing the following sources:
  - a. Michigan Department of Transportation Schedule C Report.
  - b. Capital Assets of Local Governments Suggested Useful Lives.
  - c. Engineers or Industry and Trade Standards.
  - d. Other sources approved by the Director of Financial Services and city's auditors.

## DISPOSALS

All capitalized assets will be disposed in accordance with the following guidelines. Disposal procedures must be followed per the capital asset procedures policy.

1. Implementation of this policy will be in accordance with procedures established by the Director of Financial Services. All capital assets with an estimated salvage value of \$1,000 or less can be disposed with department head's approval.
2. Capital assets with an estimated salvage value of \$5,000 or less are can be disposed with City Manager's approval or their designee.
3. All capital assets with a salvage value greater than \$5,000 must be approved by the City Commission.





## ITEM G-4

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**To:** Mayor & City Commissioners  
**From:** Romona Sanchez, City Clerk  
**Date:** September 27, 2023  
**RE:** Additional Locations for Collections for Stone Soup

---

### **CURRENT OR NEW INFORMATION**

Stone Soup Food Bank has submitted an additional list of intersections for their special fundraising event Hunger Awareness.

Chief Howe has reviewed the list and has indicated that these locations are acceptable, however, he would like to make sure that the organization understands that there is to be no collection on DeMille at Harrison. As well as, there is no collection allowed anywhere along Main Street (M-24) at all.

---

### **AGENDA ITEM REVIEW**

<b>Meeting Date:</b>	<b>October 2, 2023</b>	<b>Date Reviewed:</b>	<b>September 27, 2023</b>
<b>Consent:</b>			
<b>Administrative:</b>	<b>X</b>	<b>Reviewed By:</b>	<b>R. Sanchez, City Clerk</b>
<b>Public Hearing:</b>			

---

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 October 13<sup>th</sup> and Saturday October 14<sup>th</sup>, 2023 from the hours of 9 am to 4 pm.

We will be soliciting donations from the street crossing of:

~~Genesee and DeMille~~  
DeMille and Harrison → North / South side only  
Millville and Oregon  
South Saginaw and Peppermill  
Court and Nepessing  
McCormick and Saginaw  
DeMille and McCormick  
~~North / South only Harrison / Meyer~~  
Harrison and Baldwin  
~~Court and Nepessing~~  
North Saginaw and West Nepessing  
North Calhoun and West Nepessing  
Bowers and East 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. All volunteers will follow any and all mandated CDC guidelines at the time of our event.

Thank you for this consideration.

Sincerely

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

Steve MacLeod

**To:** Mike Womack, City Manager  
**From:** Jeremy Howe, Chief of Police  
**Date:** 9/13/2023  
**RE:** Special Event Request – Hunger Awareness Week, Spring

---

**STAFF RECOMMENDATION**

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

**CURRENT OR NEW INFORMATION**

We received a request from the Stone Soup Pantry to hold their annual Hunger Awareness Week Fund Collection on October 13 and 14, 2023 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:

Millville and Genesee

Millville and Oregon

Demille and Harrison

Saginaw and Peppermill

Court and Nepessing

See PDF File SE Hunger Awareness Week Fall 2023.

**BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION**

Annual Event

---

**AGENDA ITEM REVIEW**

**Meeting Date:** September 18, 2023

**Date Reviewed:** September 13, 2023

**Consent:** X

**Administrative:**

**Reviewed By:** D. Jansen, Deputy Clerk

**Public Hearing:**

---

# City of Lapeer SPECIAL EVENT APPLICATION

RECEIVED

AUG 31 2023



CITY MANAGER  
LAPEER, MI

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

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

Sponsoring Organization  
(Legal Name)

Phone #

Address

Organization Event  
Coordinator/Contact

Phone #

Event Coordinator/Contact  
Address

Coordinator/Contact Email

Event Name

Purpose of Event

Event Location

Have you  
reserved your  
park/pavilion?

Yes / No

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

Date of Event

Event Time

# of Event

Organizational Team

# of Expected

Attendees:

Describe the activities

taking place at your event: Collecting fund @ Intersections thru out city of Lapeer

Please check what will be part of your event:

☐  
☐

Music

Tents

☐  
☐

Animals  
(such as a petting zoo)

Wedding

☐  
☐

Selling of food\*

Selling of drinks\*

☒  
☐

Posted Signage of  
Event\*

Liquor/Beer or  
Wine\*

\*See Rules and Regulations

Please check what you request the City to supply:

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

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

What type of event is this:

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

### INDEMNIFICATION AGREEMENT

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

Signature: [Signature] Date: 8-31-2023

Witness: Dana E. Jansen Date: 8-31-2023

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<sup>nd</sup> Week in October

Next Year's specific dates: October 11-12

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:

N/A



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

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

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

8-18-2022  
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 October 13<sup>th</sup> and Saturday October 14<sup>th</sup>, 2023 from the hours of 9 am to 4 pm.

We will be soliciting donations from the street crossing of:

Genesee and DeMille  
DeMille and Harrison  
Millville and Oregon  
South Saginaw and Peppermill  
Court and 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. All volunteers will follow any and all mandated CDC guidelines at the time of our event.

Thank you for this consideration.

Sincerely

A handwritten signature in black ink, appearing to read 'Steve MacLeod', written in a cursive style.

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)  
08/30/2023

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

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

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

## COVERAGES

**CERTIFICATE NUMBER:** 2023-24 Master Cert

**REVISION NUMBER:**

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


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		CP3183507	09/09/2023	09/09/2024	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000						
	MED EXP (Any one person) \$ 10,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			A3201409	09/09/2023	09/09/2024	GENERAL AGGREGATE \$ 2,000,000
	PRODUCTS - COM/OP AGG \$ 2,000,000						
	Exclusion Amusement \$						
	COMBINED SINGLE LIMIT (Ea accident) \$ 510,000						
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b> <input type="checkbox"/>						BODILY INJURY (Per person) \$
	BODILY INJURY (Per accident) \$						
	PROPERTY DAMAGE (Per accident) \$						
	PIP-Basic \$						
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	E.L. EACH ACCIDENT \$						
	E.L. DISEASE - EA EMPLOYEE \$						
	E.L. DISEASE - POLICY LIMIT \$						

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

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

## CERTIFICATE HOLDER

## CANCELLATION

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

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## ITEM G-5

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**To:** Mike Womack, City Manager  
**From:** Rodney Church, Director of Parks, Recreation & Cemetery  
**Date:** September 28, 2023  
**RE:** Community Center Outdoor Basketball Court Paving

---

### **STAFF RECOMMENDATION**

To approve allocating \$35,196 in funds to the Community Center for asphaltting the existing outdoor basketball courts and authorize the Director of Parks, Recreation and Cemetery to sign all necessary documentation.

### **CURRENT OR NEW INFORMATION**

The existing concrete surface is uneven and unsafe for activity as it currently sits. Freshly paving the area will provide a space for outdoor activity year-round. Not only will it be home to the ice rink, but also solve the need for outdoor pickleball courts. In addition to new portable basketball hoops, it will also serve as the home base for our Summer Day Camp program. The following costs represent the total scope of the project:

- |  |          |
|--|----------|
| • Repaving (see attachment from T.G. Priehs Asphalt company) | \$26,900 |
| • (2) Portable Basketball Hoops (\$3,498 ea.)                | \$ 6,996 |
| • (4) Portable Pickleball Nets (\$200 ea.)                   | \$ 800   |
| • Court Paint  | \$ 500   |

**Total Project \$35,196**

### **BACKGROUND OR PREVIOUSLY SUBMITTED INFORMATION**

None.

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### **AGENDA ITEM REVIEW**

<b>Meeting Date:</b>	<b>October 2, 2023</b>	<b>Date Reviewed:</b>	<b>September 28, 2023</b>
<b>Consent:</b>			
<b>Administrative:</b>	<b>X</b>	<b>Reviewed By:</b>	<b>R. Sanchez, City Clerk</b>
<b>Public Hearing:</b>			

---

## Mike Womack

---

**From:** Rodney Church  
**Sent:** Wednesday, September 13, 2023 9:39 AM  
**To:** Mike Womack  
**Cc:** Ryan Edwards; Craig Irish; Eric Schmitt  
**Subject:** FW: Paving Ice Rink Proposal  
**Attachments:** 2023 Parks Community Center Ice Rink Paving.pdf

Mr. Womack,

We received a price for repaving the outdoor basketball courts at the Community Center. Below is the total estimated cost to convert the current basketball courts into a freshly paved multi-use recreational area with basketball, pickleball and a smooth surface for the ice rink:

Repaving (see email attachment)	\$26,900
(2) Portable Basketball Hoops (\$3,498 ea.) <a href="https://www.produnk.com/basketball_goals/adjustable_portable/bear_platinum.php">https://www.produnk.com/basketball_goals/adjustable_portable/bear_platinum.php</a>	\$6,996
(4) Portable Pickleball Nets (\$200 ea.)	\$800
Court Paint	\$500
<b>TOTAL ESTIMATE</b>	<b>\$35,196</b>



*Rodney R. Church*

**Director of Parks, Recreation & Cemetery**  
**Community Center/Recreation Offices**  
880 S. Saginaw Street, Lapeer, MI 48446  
810 – 664 – 4431  
<https://www.ci.lapeer.mi.us/>

---

**From:** Ryan Edwards <redwards@ci.lapeer.mi.us>  
**Sent:** Thursday, August 31, 2023 6:02 PM  
**To:** Rodney Church <rchurch@ci.lapeer.mi.us>; Eric Schmitt <eschmitt@ci.lapeer.mi.us>  
**Subject:** Fwd: Paving Ice Rink Proposal

Nice price  
We add (2) Porter commercial / moveable hoops  
Pickle ball accessories  
Striping for all

Get [Outlook for iOS](#)

---

**From:** scott priehspaving.com <[scott@priehspaving.com](mailto:scott@priehspaving.com)>  
**Sent:** Thursday, August 31, 2023 5:00:07 PM



To: Ryan Edwards <[redwards@ci.lapeer.mi.us](mailto:redwards@ci.lapeer.mi.us)>

Subject: Paving Ice Rink Proposal

Ryan,

See attached proposal for paving at the ice rink.

Let me know if you have any questions.

Regards,

Scott C. Dickerson, P.E.

Estimator / Project Manager



Asphalt Paving &  
Excavating Contractor

8 Mountain Drive

Imlay City, MI 48444

Phone: 810.721.2600



Email: [scott@priehspaving.com](mailto:scott@priehspaving.com)

Website: [www.priehspaving.com](http://www.priehspaving.com)



8 Mountain Drive Imlay City, MI 48444  
Phone: (810) 721-2600  
Fax: (810) 721-2626  
[www.priehspaving.com](http://www.priehspaving.com)

# Proposal

August 31, 2023

City of Lapeer Parks and Recreation  
305 Higley St.  
Lapeer, MI 48446

Phone# 810-664-6872

Attn: Ryan Edwards, Park Superintendent

## **RE: Community Center Asphalt Paving for Ice Rink installation**

T.G. Priehs Paving Co. respectfully submits the following proposal for your review.  
Our bid includes the following items only:

1. Remove and haul away 4 existing basketball hoops.
2. Fill in holes with gravel.
3. Mill down existing heaved concrete as needed at 1 basketball hoop location.
4. Clean existing concrete surface.
5. Apply bond coat to concrete surface.
6. Furnish and install 1.5 - 2 inches of 13A asphalt.
7. Clean up all job-related debris.

**TOTAL PROJECT COST ..... \$ 26,900.00**  
**(Based on approximately 1,400 syd see attached sketch)**



**8 Mountain Drive Imlay City, MI 48444**  
**Phone: (810) 721-2600**  
**Fax: (810) 721-2626**  
**[www.priehspaving.com](http://www.priehspaving.com)**

**Notes:**

1. Does not include permits, bonds, inspection fees.
2. Asphalt overlay projects may result in reflective cracking, sometimes cracks can occur quickly. No guarantee can be made that the asphalt will remain level as the concrete base can move with the freeze thaw cycles.
3. Our schedule is very busy and with weather it is possible that this project may not be completed prior to the end of 2023 paving season.

This proposal is to become an integral part of any and all future contracts involving this project. T.G. Priehs Paving Co. may withdraw or amend this proposal if not accepted within thirty (30) days. Thank you for the opportunity to offer a proposal on this project. If you have any questions, please call 810-721-2600

\_\_\_\_\_  
Scott C. Dickerson, P.E.  
T.G. Priehs Paving Co.

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_



Lapeer Community Center

880 S. Saginaw Street

Legend

Proposed asphalt cap on  
existing concrete

Adjust catchbasin with metal ring riser

Remove Existing Basketball hoops  
fill in holes with aggregate. (typ)

Heaved concrete to be milled  
flush with surrounding concrete.

adjust catchbasin with metal ring riser.































# ITEM J-1

**To:** Mayor and City Commission  
**Date:** October 2, 2023  
**RE:** Board & Commission Appointments

## MAYORAL APPOINTMENT

BOARD OR COMMISSION	MEMBER NAME	CURRENT TERM EXPIRES	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Cemetery Board	Vacancy	Apr 1, 2028	5 Year		Awaiting Recommendation
County Center Board	Vacancy	Jan 1, 2024	1 Year		Awaiting Recommendation
Downtown Development Authority	Vacancy	Jan 1, 2027	4 Year		

## COMMISSION APPOINTMENTS

BOARD OR COMMISSION	MEMBER NAME	EXPIRATION	TERM LENGTH	NEW TERM EXPIRATION	COMMENTS Re: STATUS
Center for the Arts of Greater Lapeer	Vacancy	Oct 1, 2026	3 Year		Awaiting Recommendation
Income Tax Board of Review	Vacancy	Dec 1, 2024	3 Year		Awaiting Recommendation
Local Officers Compensation Commission	Vacancy Vacancy	Oct 1, 2026 Oct 1, 2027	5 Year 5 Year		Awaiting Recommendation
Prison Liaison Committee	Vacancy	Apr 1, 2025	3 Year		Awaiting Recommendation

## AGENDA ITEM REVIEW

**Meeting Date:** October 2, 2023  
**Consent:**  
**Administrative:** X  
**Public Hearing:**

**Date Reviewed:** September 26, 2023  
**Reviewed By:** R. Sanchez, City Clerk



**From:** [info.pixlapeer.org](mailto:info.pixlapeer.org)  
**To:** [Romona Sanchez](#)  
**Subject:** FW: Center for the Arts of Greater Lapeer  
**Date:** Wednesday, September 20, 2023 3:25:00 PM  
**Attachments:** [image001.png](#)  
[image003.png](#)  
[image004.png](#)

---

Hi Romona,

She finally got back to me, she is going to decline, and I have to find another board member. Sorry for the run around. I will send out a board email.

Best,  
Jill

---

**From:** info.pixlapeer.org  
**Sent:** Wednesday, September 20, 2023 2:09 PM  
**To:** 'Romona Sanchez' <[rsanchez@ci.lapeer.mi.us](mailto:rsanchez@ci.lapeer.mi.us)>  
**Subject:** RE: Center for the Arts of Greater Lapeer

Hi Romona,

No, she wasn't at the last two board meetings, I had sent her an email. This time I sent her a text with your phone number.  
Hopefully she will get back to one of us.

Best,  
Jill

---

**From:** Romona Sanchez <[rsanchez@ci.lapeer.mi.us](mailto:rsanchez@ci.lapeer.mi.us)>  
**Sent:** Wednesday, September 20, 2023 2:00 PM  
**To:** info.pixlapeer.org <[info@pixlapeer.org](mailto:info@pixlapeer.org)>  
**Subject:** RE: Center for the Arts of Greater Lapeer

Hi Jill,

Any word from Carol Fischhaber?

*Romona*

---

**Romona Sanchez**  
**City Clerk**  
576 Liberty Park, Lapeer, MI 48446  
810 – 245 – 4218

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

---

**From:** info pixlapeer.org <[info@pixlapeer.org](mailto:info@pixlapeer.org)>  
**Sent:** Friday, August 11, 2023 3:00 PM  
**To:** Romona Sanchez <[rsanchez@ci.lapeer.mi.us](mailto:rsanchez@ci.lapeer.mi.us)>  
**Subject:** RE: Center for the Arts of Greater Lapeer

Hi Romona,

I will do so, we have a board meeting on Tuesday.

All the best,  
Jill

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**From:** Romona Sanchez <[rsanchez@ci.lapeer.mi.us](mailto:rsanchez@ci.lapeer.mi.us)>  
**Sent:** Friday, August 11, 2023 1:26 PM  
**To:** info pixlapeer.org <[info@pixlapeer.org](mailto:info@pixlapeer.org)>  
**Subject:** Center for the Arts of Greater Lapeer

Hi Jill,

Carol Fischhaber's term on the Center for the Arts of Greater Lapeer is going to expire October 1, 2023. Can you reach out to her and find out if she would like to renew the term for another 3 years and let me know?

Thanks,

*Romona*

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**Romona Sanchez**  
**City Clerk**  
576 Liberty Park, Lapeer, MI 48446  
810 – 245 – 4218  
<https://www.ci.lapeer.mi.us/>



## Downtown Development Authority

**September 20, 2023**

Thank you to all of you who were able to attend the First Impression Tourism presentation at The PIX on Sept. 19. It was a very interesting and informative presentation. Overall, the first impressions of Lapeer were very positive, and especially positive of the work that the Lapeer Main Street DDA is doing. My hope is that entities and organizations use the results constructively and use them as a guide for future projects for the downtown and the surrounding areas. It was also encouraging that many of the areas that were marked lower are areas that the DDA and The City are talking about. Things like better signage, including wayfinding, more pedestrian safety measures, more bike friendliness, etc. These are conversations that we've been having this past year so I think we are on the right track.

I will share a copy of the report with everyone on the board and other interested parties. The city also has a copy of the report and I will share it with our friends at the County too.

### Lapeer Main Street DDA

- *Michigan Main Street Program/Michigan Downtown Association*
  - Michigan Main Street
    1. Lapeer will host National and Michigan Main Street Staff ON SITE this year on **October 17**. This visit will last about 3 to 4 hours and will include time with local staff, City officials, and DDA/Main Street board members. The level of commitment needed from our DDA Board will be no more than 2 hours of your time. We will be finalizing the schedule and agenda by the end of September. Once that schedule is completed I will let you know when they plan to meet with the DDA board.
    2. We have started work on our annual Main Street Impact Report. The goal is to have this year's reports ready to be released by the end of the year.
    3. Lapeer Main Street Asset Mapping Service – I sent out an email to those of you who are interested in helping to put together our building inventory for the Asset mapping service. Our goal is to be able to have the building inventory completed by our October board meeting so that we are ready to go when we have our next Asset Mapping call in November.
    4. I will be out of Town on October 2 – 3 for the Michigan Main Street Directors Retreat. This year's retreat is taking place at the Inn at Harbor Shores. Anticipated Charges for this year's retreat are \$405 plus mileage.
  - Michigan Downtown Association
    1. Registration is now open for the MDA's Annual Conference in Birmingham Michigan. This year's conference will take place on November 2/3. The cost for registration is \$275 per person. Our Keynote speaker for this year's conference is Phil Eich from Storyville Social. If you have not had the chance to hear Phil speak, he is really good. He has worked with Michigan Main Street in the past and done some stories for us here in Lapeer as part of the Main Street Story series.

2. I have submitted a nomination for Project of the year and Community of the year through the MDA as well. Winners will be announced at the Annual Conference. There are some great communities and some great projects across the state this year so I do not know what our chances are...but we've done some good work as well in the past year and I think we have a good chance at at least one award. Fingers crossed.

#### Upcoming Dates

3. **October 2/3, 2023: Director Retreat**
  4. **October 17 - on-site Accreditation Visits**
- Upcoming Dates to be aware of MDA:
    1. **November 2/3 – MDA Annual Conference – Birmingham - \$275**

## Business Development - Economic Vitality

- Business Recruitment/Retention and Support
  - The Business Development committee has not met yet as of this report. However, the committee plans to meet before the end of September to review the goals laid out under our transformation strategy. Also, I believe that the information provided during The FIT Presentation on Sept. 23 is great information to share with all of our downtown businesses and could be a good way to re-introduce our downtown business owner meet and greets.
  - The committee also needs to start looking at ways to support new construction projects within the DDA district. As mentioned previously, most of the larger grants available to support new development do require some level of investment or incentives from the community, whether through the DDA or the Municipality.
  - Current Empty storefronts and available properties include:
    1. 380 N. Saginaw (next to C&D collision)
    2. 26 Park Street – Auto Wash – For Sale
    3. 368 Jefferson St. – Forever Friends Network/Perkins Flowers
    4. 18 E. Nepessing St. – City Owned property – Empty, not currently for sale
    5. 350 N. Court Street – 2<sup>nd</sup>/3<sup>rd</sup> Floor office space available
    6. 44 W. Park Street – Calvellis For Sale (Including Liquor License) – There is an offer on the property, however we are currently talking with another prospective party that is interested in the site as well.
    7. 606 N. Saginaw Street – multiple units
    8. 328 W. Nepessing St – Was going to be Cherry's. Space is available for lease.
    9. 477 W. Nepessing St – Previously Dance Street Studio
  - New Business Opening:
    1. 10 E. Nepessing Street – Flannagans Pizza Buffet
    2. 450 W. Nepessing Street – Kin Thai – looking at late Fall – Building Permits have been approved.
    3. 458 W. Nepessing Street – Studio E/The Whitney – soon – Had a soft opening during Lapeer Days that was very well received.
    4. 240 W. Nepessing Street. – KC Insurance
    5. 606 N. Saginaw St. – Unlimited Modular
    6. 606 N Saginaw St – Church Light Communities
    7. 92 W. Nepessing St.- Fae and Whimsey Soapworks

- Business owner/Property Owner engagement
  1. The Doghouse Coffee Roaster celebrated their grand opening in early September and has been very well received. They have created an amazing space and are very excited to be a part of the community. If you have not had a chance to stop in, please do so and welcome them to the community.
  2. The Oddfellows have requested an opportunity to meet with us to discuss a space that they have that will soon be available. The space was previously used by Dance Street Studio. They would like to talk about possible uses for the space and what the DDA feels would be an ideal use for the space
  3. We have several businesses in the pipeline that are interested in coming to Lapeer. Currently, we are working to find spaces that might be a good fit for them.

### **Placemaking - Design:**

- The placemaking committee met on Sept. 19 to review its action items and proposed projects that were identified at our annual retreat. In attendance were Director LaMagna, and Director Schwab. The committee discussed some of the things they would like to look for and discuss when they have their walking and planning session on Oct. 9.
- The committee and anyone else that is interested will meet on Oct. 9 at 8am at The Lapeer Agency to start their walking and planning session. On their list to discuss is walkability and pedestrian safety, lighting, wayfinding signs, bike racks, and any other ideas that are generated while walking our community.
- The committee also discussed briefly Wayfinding signage, speaker systems for the downtown, and informational kiosks, and also proposed reaching out to Lake Orion to schedule a time to tour their downtown and get information on their wayfinding signs, historic buildings, and more that might be useful for Lapeer.
- The committee also discussed working with the Outreach committee to include a survey of potential future projects with the annual giving letter. Similar to what we did when we identified lighting upgrades as a project for the downtown.
- At the City Managers request, I am working on a design for updated street signs for the downtown area as well. The idea is that these would have more of a classic look that fits the characteristics of the downtown and also ties into our branding for Historic Lapeer and the City of Lapeer.

### **Outreach – Organization & Promo and Marketing:**

- The Outreach committee has not yet met. However, it will be important to meet soon as it is time to start planning our annual giving campaign, working with the design committee and also volunteer recognition, new business recognition, and donor recognition.
- DDA Online (social media, Website)
  - Social Media – Facebook we currently have 6573 followers on Facebook, adding an additional 51 new page followers and 42 new page Likes in the last 28 days. We've reached an audience of 14,500 people and generated 552 reactions, 51 comments and 81 shares..

**Special Events:**

- The Special Events committee did not meet this month however the individual sub-committees continue to work on their upcoming events.
- Upcoming events remaining this year include:
  - 3 more Monday Car Cruises
  - PorchFest – Sept. 23
  - Treat Walk – Oct. 28
  - Ladies Night Out – Nov. 17
  - WinterFest – Dec. 1 & 2

**Partnerships:**

- During the FIT presentation a member of the audience asked the question on whether we work with or plan to work with neighboring communities so that we can all grow together and benefit from the information that we learned during the assessment. I regularly talk about this with Sam Moore and the LDC and I also meet with the directors in Imlay City and Almont to talk about our downtowns. But as I was thinking about the question later on, I'm wondering if this wouldn't be a good opportunity to re-launch our Lapeer Main Street Task Force? The Task Force was a group made up of a representative of The City, The Chamber, The County, and the DDA that met regularly in 2018/19 and helped bring the groups together on the branding that we currently have. This could also be an evolution of the current FIT Team which is made up of a representative from City Staff, Commission, DDA, Business owner, and youth. Just a thought.
- The spoke the Rotary Club of Lapeer to give an update on downtown projects and future goals at their Sept. meeting.

**Administrative:**

- *Staff:* I will be in St. Joe on Oct. 2 – 3 for the Michigan Main Directors Retreat.

*James Alt*  
Lapeer DDA Executive Director,  
810-728-6598  
[james@lapeerdda.com](mailto:james@lapeerdda.com)



**CITY OF LAPEER, 576 LIBERTY PARK, LAPEER, LAPEER COUNTY, MICHIGAN 48446**  
**2023 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 2023. 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	Commission Chambers	6:30 P.M.	3, 17	6, 21	6, 20	3, 17	1, 5	5, 19	3, 17	7, 21	5, 18	2, 16	6, 20	4, 18
1 <sup>st</sup> & 3 <sup>rd</sup> Monday of each Month														
Cemetery Board	Mt. Hope Cemetery	2:00 P.M.	--	--	--	--	--	--	--	--	--	18	--	--
3 <sup>rd</sup> Thursday of Oct Building														
Downtown Development Authority	2 <sup>nd</sup> Floor Conference Room	8:00 A.M.	25	22	22	26	24	28	26	23	27	25	22	27
4 <sup>th</sup> Wednesday of each Month														
Economic Development Corp (EDC) & Tax Increment Finance Auth (TIFA)	2 <sup>nd</sup> Floor Conference Room	8:00 A.M.	11	8	8	12	10	14	12	9	6	11	8	13
2 <sup>nd</sup> Wednesday As needed														
Housing Commission	2 <sup>nd</sup> Floor	4:00 P.M.	19	16	16	20	18	15	20	17	21	19	16	21
3 <sup>rd</sup> Thursday of each Month	Conference Room													
Local Development Finance Authority (LDFA)	2 <sup>nd</sup> Floor Conference Room	8:00 A.M			7			6			5			5
1 <sup>st</sup> Tuesday March/June/Sept/ Dec as Needed														
Park Board			--	--	--	--	--	--	--	--	--	--	1	--
Planning Commission	Commission Chambers	6:30 P.M.	12	9	9	13	11	8	13	10	14	12	9	14
2 <sup>nd</sup> Thursday of each Month														
Zoning Board of Appeals	Commission Chambers	6:30 P.M.	23	27	27	24	22	26	24	28	25	23	27	--
4 <sup>th</sup> Monday of each Month														

Address of the above locations are as follows:

Commission Chambers: City Hall, 576 Liberty Park  
Mt. Hope Cemetery: 1230 Park Street  
City of Lapeer  
576 Liberty Park, Lapeer  
Lapeer County, Michigan 48446 (810) 664-5231

Romona Sanchez, CMC  
City Clerk