

VILLAGE *of* LAWTON
VILLAGE COUNCIL MEETING
125 S. MAIN STREET, LAWTON, MI 49065
TUESDAY, August 9, 2022 – 7:00 P.M.
please silence your cell phones

AGENDA

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

IV. CONSENT AGENDA

- A. Approval of the August 9, 2022 Council Agenda
- B. Approval of the July 12, 2022 Council Meeting Minutes
- C. Approval of July 2022 Disbursements in the amount of \$155,800.04

V. COMMUNICATIONS / CORRESPONDENCE / PRESENTATIONS

VI. CITIZENS' COMMENTS – (Please keep comments to 3 minutes)

VII. PUBLIC HEARINGS / APPOINTMENTS / PROCLAMATIONS

VIII. OLD BUSINESS

- A. **Consideration of Resolution 13-22** A Resolution approving the traffic control order #02-22 authorizing “No Stopping, standing, or parking” signs between the hours of 7:30 AM and 3:30 PM on school days on the North side of E. Second Street from Nursery Street to Quincy Street.....Staff Recommend Approval

IX. NEW BUSINESS

- A. **Comcast Internet Service Contract**.....Discussion
- B. **2021 – 2022 Audit Review**.....Discussion

X. BOARD, COMMITTEE, AND STAFF REPORTS

- A. Village Manager – Lisa Imus
- B. Village Clerk – Brittany Rathbun
- C. Department of Public Works – Todd Hackenberg
- D. Police Department – Jeff Mack
- E. Planning Commission – Judy Peterson
- F. Downtown Development Authority – Gail Dudek
- G. Lawton Fire Board – Eric Dudek
- H. Lawton Library Board – Brittany Rathbun

XI. COUNCIL COMMENTS

XII. ADJOURNMENT - NEXT REGULAR MEETING DATE – *September 13, 2022*

The Village of Lawton follows the Americans w/ Disabilities Act of 1990. Individuals with disabilities planning to attend this meeting and require accommodations, or those who have questions regarding the accessibility of this meeting or the facilities, are requested to contact the Village Clerk, at (269) 624-6407 or brathbun@lawtonmi.org to allow the Village to make reasonable accommodations. If you have questions or comments, and you are unable to make the meeting, forward to the Village Manager at imusl@lawtonmi.gov.



VILLAGE OF LAWTON
Regular Meeting Minutes – Tuesday July 12, 2022, at 7:00 p.m.
Village Hall – 125 S. Main Street, Lawton MI 49065
WWW.LAWTONMI.GOV 269.624.6407

MINUTES

- I. **CALL TO ORDER:** President Appleby called the July 12 2022, meeting of the Lawton Village Council to order at 7:01 p.m.
- II. **PLEDGE OF ALLEGIANCE** - The Pledge of Allegiance was recited.
- III. **ROLL CALL:** Present: President Appleby. Trustees: Tanis, Smith, Turner, E. Dudek, G. Dudek, Peterson, Turner Others present: Village Manager Imus, Village Clerk Rathbun, Library Director Tone, and Superintendent Hackenberg, Library Director Tone, and 5 guests.
- IV. **CONSENT AGENDA:** The Consent Agenda included the approval of the June 14 and June 28 Council Meeting Minutes, approval of the July 12, 2022 Council Agenda, and approval of the June 2022 disbursements in the amount of \$171,456.59, with addition of repair request from Hackenberg. Peterson made a motion to approve the Consent Agenda, supported by E. Dudek Smith. A unanimous roll call vote approved the motion.
- V. **COMMUNICATIONS, CORRESPONDENCE AND PRESENTATIONS:** Imus provided information about Senator Nesbitt providing an earmark for the village of Lawton's Water and sewer expenses. President Appleby reported that the village received two awards, one for Economic Development within the county, and one for being the Municipal Trailblazer in regards to the Master Plan, grants, and downtown streetscape.
- VI. **CITIZENS' COMMENTS:** Heather mentioned that Summerfest was overall a success, but there were a few community concerns for events regarding the amount of police presence. She stated next year the Summerfest Committee will need more volunteers, as well as a better police presence to keep things under control. There was a lot of concern about open container drinking throughout the day and evening. She stated we need a better police presence, with reserves, because of the amount of public drinking, as well as restaurants to work with the committee to state the rules that there is no drinking on the street, and we do not have a Social District, and signs up next year to avoid the issues.

Library Director Tone brought up that the Library has a lot of Summer Programming, including a juggler tomorrow at 3pm. She stated each program has had at least 75 participants so far and its been a big hit.

Matt Nelson provided some information about himself, as he is running in the primary to

replace Beth Griffin once her term is finished. He introduced himself, wanted to explain why he wants to run, and how he would like to help the community.

VII. EXISTING BUSINESS:

- A. Village Manager Imus recommended consideration of Resolution 16-22, a resolution approving the conversion of Union Street to a one-way between M-40 and West Street. In order to bring the resolution to the floor, Turner made a motion to approve this Resolution, supported by Smith. Council discussion ensued about how the village can get this done, as it will be switched to a one way once the streetscape is redone anyway, so this may be better to have people get used to the change. MDOT will need to approve this, so Superintendent Hackenberg will contact MDOT to find out what we would need to do. Voice vote was taken, all in favor, none opposed, motion carried.

VIII. NEW BUSINESS:

- A. Village manager Imus recommended Consideration of Ordinance 203 of 2022, an ordinance to authorize the sale of the village owned real property. E. Dudek motioned and Smith seconded to adopt Ordinance 203 to authorize the sale of the village owned real property. A roll call vote was taken, all in favor, none opposed. Ordinance passed.
- B. Manager Imus recommended Consideration of Resolution 15-22, a resolution granting the Michigan Department of Transportation (MDOT) consent to grade Village property. Turner motioned to adopt Resolution 15-22 to grant MDOT consent to grade Village property. G. Dudek supported motion, voice vote taken, all in favor, none opposed. Motion carried.
- C. Superintendent Hackenberg reported that the village has a truck and trailer that needs to be fixed, with repair amount estimated at \$9,990. Peterson moved to approve the repair of Village Truck 102 the 1999 International Dump truck for the amount not to exceed \$11,000 total. Support from Turner, all in favor none opposed. Motion carried.

IX. BOARD, COMMITTEE, AND STAFF REPORTS:

- A. Imus reported that the farmers market is going to move to the Reid Property between Wagoner's and Big T's. She reported that the parking lot next to Modern Well could have potential to be sold to Modern Well with repair rather than leased. Imus also reported that Welch's has not yet signed the IFT, we are still waiting on a reply from them. The next contract for the DPW Union meeting is on July 27th. The village is looking to close on the Reid property in Mid-August, we do currently have a lease to purchase. The grant award announcements in regards to the streetscape and water and sewer connections will be on July 26 and 27th. In August the village will be doing a budget amendment, by beginning of August, she is hopeful we should know what we are receiving for our personal property taxes. Imus reported that we did receive the estimates back for the Pickleball Courts, which came out over budget, so we are still in the bidding process. Imus reported we need a water and sewer committee meeting.
- B. Rathbun reported emails and text messages are subject to FOIA, so following a retention schedule is important.
- C. Hackenberg reported the splash pad has been cleaned twice. The Waste Water

Treatment plant did PFOS test to see what the levels are at. This is the first year that this is being tested, no issues are expected. White Oak Road house is scheduled to be disconnected and demolition to follow. He confirmed that the White Oak Road project can be bid out in 2024 and budgeted in 2025 to ensure reconstruction after MDOT's detour. Water tower inspection and cleaning is scheduled to be completed between July 18-22. Hackenberg reported to the council that the 2006 water truck will need to be replaced in the next budget year, and there is a 10-12-month lead time. The replacement cost on this truck is \$80,000. Hackenberg also included a report for the past three years of water production, and a list of vehicles and equipment.

- D.** Police Department reports were submitted via the agenda packet posted online.
 - E.** Peterson reported that the Planning Commission met in July with a quorum to discuss a Master Plan and zoning changes.
 - F.** G. Dudek reported that the Downtown Development Authority did not meet. Dunk Tank made about \$180.
 - G.** E. Dudek reported that the Fire Department had a relatively slow month. They had a memorial service for Croenwett.
 - H.** Tone reported that the Library Board met, and there are more people signed up for the summer reading program than we have ever had before. Biggby and the Modern Well have donated prizes.
- X. COUNCIL COMMENTS:** Smith reported the Little League fields are putting in a new T-Ball field and removing trees. Imus reported that a police committee meeting as well as a water and sewer committee meeting are needed for the near future. The village council will meet for committee of the whole meeting Tuesday August 9, 2022 at 5:30 pm.
- XI. ADJOURNMENT:** E. Dudek supported by Turner , made a motion to adjourn the meeting at p.m. A voice vote was taken with unanimous approval of those present. The next Village Council Meeting will take place on August 9, 2022 at 7pm.

Respectfully Submitted by

Brittany Rathbun, Lawton Village Clerk

08/03/2022

CHECK REGISTER FOR VILLAGE OF LAWTON

CHECK DATE FROM 07/01/2022 - 07/31/2022

Check Date	Bank	Check	App Vendor Name	Description	Amount
Bank GEN GENERAL CHECKING					
07/08/2022	GEN	5701	AP VILLAGE OF LAWTON	PETTY CASH FOR SUMMERFEST - DDA DUNK TAN	350.00
07/19/2022	GEN	5703	AP ALAN SMITH	MAGIC SHOW	425.00
07/19/2022	GEN	5704	AP APPLIED IMAGING	LIBRARY COPIER CONTRACT NO CN3599-01 - A	155.90
07/19/2022	GEN	5705	AP BAKER & TAYLOR, INC.	BOOK	1,340.95
07/19/2022	GEN	5706	AP VOID		0.00
07/19/2022	GEN	5707	AP BENZIE SHORES DISTRICT LIBRARY	MELCAT DAMAGED ITEM - ZODIAK KILLER	18.99
07/19/2022	GEN	5708	AP BETH TROXELL	MILEAGE	47.50
07/19/2022	GEN	5709	AP BLOOMINGDALE COMMUNICATIONS	PHONE LIBRARY	162.78
07/19/2022	GEN	5710	AP CENGAGE LEARNING.	JULY MYSTERY 2 PLAN	164.39
07/19/2022	GEN	5711	AP CLARK TECHNICAL SERVICES	LPL 2022 SUPPORT	390.00
07/19/2022	GEN	5712	AP EBSCO INFORMATION SERVICE	LIBRARY JOURNALS	635.80
07/19/2022	GEN	5713	AP KALAMAZOO NATURE CENTER	ANIMAL AMBASSADOR PROGRAM	355.00
07/19/2022	GEN	5714	AP OTC BRANDS, INC	RING TOSS GAME, BAGS, FISH ON A STRING,	125.03
07/19/2022	GEN	5715	AP PETTY CASH LAWTON PUBLIC LIBRARY	MCDONALDS	7.60
07/19/2022	GEN	5716	AP ROCHESTER HILLS PUBLIC LIBRARY	ITEM DAMAGED MELCAT - A DAY LIKE THIS	19.95
07/19/2022	GEN	5717	AP SYNCB/AMAZON	BOOK	13.05
07/19/2022	GEN	5718	AP UNIQUE	06-13 PLACEMENTS	9.95
07/19/2022	GEN	5719	AP ADAMS HARDWARE	CONSOLIDATED BILL	1,191.78
07/19/2022	GEN	5720	AP ADVANCE PEST CONTROL	EARWIGS SPRAY AT WELL HOUSES	200.00
07/19/2022	GEN	5721	AP ANTWERP TOWNSHIP TREASURER	119 N MAIN ST - RAYMOND REID PROPERTY	417.23
07/19/2022	GEN	5722	AP AQUA-AEROBIC SYSTEMS, INC	DECANTER BASE FRAME WELDMNT	2,485.35
07/19/2022	GEN	5723	AP BADGER METER, INC	BEACON MBL HOSSTING SERV UNIT	39.91
07/19/2022	GEN	5724	AP BEN W. JOHNSON	JUNE 2022 CLEANING X5	475.00
07/19/2022	GEN	5725	AP BLOOMINGDALE COMMUNICATIONS	TELEPHONE FOR ACCT NO 0032515-9	334.86
07/19/2022	GEN	5726	AP BRITTANY DEUTSCH	PARK DEPOSIT REFUND	50.00
07/19/2022	GEN	5727	AP CLARK TECHNICAL SERVICES	VOL 2021 SUPPORT	2,295.00
07/19/2022	GEN	5728	AP VOID		0.00
07/19/2022	GEN	5729	AP CONSUMERS ENERGY	HEAT FOR ACCT NO 1000 0710 3904 202 JAME	63.64
07/19/2022	GEN	5730	AP COURIER-LEADER & FLASHES	TRUTH IN TAXATION	344.00 V
07/19/2022	GEN	5731	AP DAVE LINDSEY	PARK DEPOSIT REFUND	50.00
07/19/2022	GEN	5732	AP DESTINEE WADKINS	PARK DEPOSIT REFUND	50.00
07/19/2022	GEN	5733	AP GRAINGER	ACCT NO 853979989 - MOTOR	527.26
07/19/2022	GEN	5734	AP HAAS SYSTEMS, INC.	QUARTLY ALARM MONITORING PER AGREEMENT W	96.00
07/19/2022	GEN	5735	AP HARMON GLASS DOCTOR	2020FORD 4DOOR - WINDSHIELD	704.48
07/19/2022	GEN	5736	AP INDIANA MICHIGAN POWER CO.	ELECTRIC	7,204.02
07/19/2022	GEN	5737	AP JEFF NORRIS	PARK DEPOSIT REFUND	50.00
07/19/2022	GEN	5738	AP JODY TEAGUE	PARK DEPOSIT REFUND	50.00
07/19/2022	GEN	5739	AP LAWSON OIL COMPANY	PDF	257.95

07/19/2022	GEN	5740	AP MEEKHOF TIRE OF KZOO	STEER TIRES, LABOR	835.20
07/19/2022	GEN	5741	AP MENARDS	CAUTION TAPE, STACKING TOOL	252.33
07/19/2022	GEN	5742	AP NCL OF WISCONSIN, INC.	TEST TUBES, EYE DROPPER	163.19
07/19/2022	GEN	5743	AP ODP BUSINESS SOLUTIONS	PROTECTOR SHEETS, TONER, NOTEPADS	233.91
07/19/2022	GEN	5744	AP PEERLESS MIDWEST, INC.	TROUBLESHOOTING ON WELL 4	1,125.00
07/19/2022	GEN	5745	AP PURITY CYLINDER GASES, INC.	GAS, ACETYLENE	87.12
07/19/2022	GEN	5746	AP REPUBLIC SERVICES OF	WASTE REMOVAL	694.79
07/19/2022	GEN	5747	AP ROBERT FRERIDGE	PARK DEPOSIT REFUND	50.00
07/19/2022	GEN	5748	AP RUTH GARCIA	PARK DEPOSIT REFUND	50.00
07/19/2022	GEN	5749	AP SARAH CAULDER	PARK DEPOSIT REFUND	50.00
07/19/2022	GEN	5750	AP SIEGFRIED CRANDALL, P.C.	PROGRESS BILLING ON AUDITING SERVICES FO	13,750.00
07/19/2022	GEN	5751	AP SPIKE'S SERVICE	MOUNT & BALANCE TIRES	140.00
07/19/2022	GEN	5752	AP USA BLUE BOOK	SULFURIC ACID	501.01 V
07/19/2022	GEN	5753	AP VAN BUREN COUNTY	VERIZON AIRCARD - APRIL AND MAY	160.20
07/19/2022	GEN	5754	AP VILLAGE OF PAW PAW	WATER LAB ANALYSIS	180.00
07/25/2022	GEN	5755	PR		0.00
07/25/2022	GEN	5756	PR		0.00
07/29/2022	GEN	5758	AP VOID		0.00 V
07/29/2022	GEN	5759	AP ANTWERP TOWNSHIP TREASURER	116 DURKEE ST TAX	1,895.10
07/29/2022	GEN	5760	AP BEN W. JOHNSON	JULY 2022 CLEANING X4	380.00
07/29/2022	GEN	5761	AP DICKINSON WRIGHT PLLC	ECONOMIC DEVELOPMENT PROJECT	260.00
07/29/2022	GEN	5762	AP FRONTIER	TELEPHONE AND INTERNET FOR DPW AND WWTP	628.00
07/29/2022	GEN	5763	AP J.C. & SONS, INC.	REMOVAL OF STORM DAMAGED TREE FROM FENCE	3,200.00
07/29/2022	GEN	5764	AP LAWTON COMMUNITY SCHOOLS	MSHDA 2021	3,177.18
07/29/2022	GEN	5765	AP MARILYN R. CHRISTENSEN, LLP, NCP	PSYCHOLOGICAL ASSESSMENT - PRE EMPLOYMEN	500.00
07/29/2022	GEN	5766	AP PRIORITY HEALTH	INSURANCE GROUP ID 794824	7,170.97
07/29/2022	GEN	5767	AP PROGRESSIVE AE	PROJECT: 9005003.0 MASTER PLAN	2,540.00
07/29/2022	GEN	5768	AP REPUBLIC SERVICES OF	WASTE REMOVAL	150.00
07/29/2022	GEN	5769	AP SHARE CORPORATION	GOOD GRAPE - 5GAL	575.70
07/29/2022	GEN	5770	AP STATE OF MICHIGAN	MSHDA 2021: SET AND LOCAL SCHOOL DISTRIC	11,701.69
07/29/2022	GEN	5771	AP TAYLOR SHANNON	PARK RENTAL REFUND	15.00
07/29/2022	GEN	5772	AP THE STANDARD	LIFE INSURANCE ACCT NO 00 168051 0001	891.72
07/29/2022	GEN	5773	AP TRACE ANALYTICAL LABORATORIES, INC	PFAS - BIOSOLIDS - EGLE LIST	410.00
07/29/2022	GEN	5774	AP VAN BUREN COUNTY	MSHDA 2021	2,432.66
07/29/2022	GEN	5775	AP VAN BUREN COUNTY ISD	MSHDA 2021	2,266.03
07/29/2022	GEN	5776	AP VERIZON WIRELESS	MOBILE PHONE TABLETS	321.41
07/29/2022	GEN	5777	AP WIGHTMAN	PROJECT - 224009 GENERAL ENGINEERING	3,190.00
07/08/2022	GEN	DD5289(A)	PR Payroll Total		32,320.66
07/22/2022	GEN	DD5308(A)	PR Payroll Total		42,392.80
Total of 124 Checks:					155,800.04
Less 5 Checks Voided:					0.00
Total of 119 Disbursements:					155,800.04

**VILLAGE OF LAWTON
COUNTY OF VAN BUREN
STATE OF MICHIGAN**

RESOLUTION NO. 13-2022

A RESOLUTION TO APPROVE TRAFFIC CONTROL ORDER #02-22

**AUTHORIZING “NO STOPPING, STANDING OR PARKING” SIGNS BETWEEN THE
HOURS OF 7:30 AM AND 3:30 PM ON SCHOOL DAYS” ON THE NORTH SIDE OF E.
SECOND STREET FROM NURSERY STREET TO QUINCY STREET**

At a regular meeting of the Village Council for the Village of Lawton, Michigan, held in the Lawton Village Hall in Lawton, Michigan, on the 9th day of August 2022, at 7:00 p.m.

PRESENT:

ABSENT:

The following Resolution was offered by Councilperson _____ and supported by Councilperson _____.

RESOLUTION

WHEREAS, the Uniform Traffic Code allows for placement of “No Stopping, Standing or Parking Signs” under section 257.606 and 257.71 of the Michigan Vehicle Code, Act 300 of 1949 et al.; and

WHEREAS, the Village of Lawton Police Chief has responded to concerns regarding traffic and parking near the elementary school and is recommending Traffic Control Order #02-22; and

WHEREAS, Traffic Control Order #02-22 provides that “No Stopping, Standing or Parking Signs between the hours of 7:30 am and 3:30 pm on school days” will be placed on the north side of E. Second St. from Nursery Street to Quincy Street; and

WHEREAS, the purpose of these signs will be to provide greater visibility for school children crossing E. Second Street and to facilitate a smooth traffic flow during school drop-off times; and

NOW, THEREFORE, BE IT RESOLVED, the Village Council does hereby authorize the Police Chief to issue Traffic Control Order #02-22, of which it will become effective immediately upon signage placement; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that any previous traffic control orders conflicting with Traffic Control Order #02 - 22 are hereby rescinded and superseded.

THIS RESOLUTION is hereby _____ by roll call vote:

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

ADOPTED this 9th day of August 2022

VILLAGE OF LAWTON

BY: _____
Josh Appleby, Village President

BY: _____
Brittany Rathbun, Village Clerk

CERTIFICATION

I, Brittany Rathbun, the duly appointed Clerk of the Village of Lawton, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Lawton Village Council at a regular meeting held August 9, 2022, in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

VILLAGE OF LAWTON

BY: _____
Brittany Rathbun, Village Clerk

MEMORANDUM

To: Council Members

From: Village Treasurer

August 4, 2022

Subject: DPW and WWTP Phone and Internet

I have researched another company for internet and phone for the DPW and WWTP. Todd has complained on numerous occasions on how slow the internet connection is and how we pay too much for such a low connection.

We currently pay Frontier between \$600.00-650.00 a month for 4 phone lines and internet for DPW and WWTP. I have included the most recent bill.

Comcast has a higher download speed than Frontier (up to 1.25 Gigabits per second). I have asked Todd to run a speed test and the results show that the internet connect is very slow. To give you an idea of how slow their internet speed is, our office runs about 105.5 megabits per second to download and 93.16 megabits per second to upload. DPW runs about 1.56 megabits to download and .60 megabits to upload.

Included are the Comcast quotes for each building (DPW and WWTP). There is a one-time fee for installation (\$144.90 WWTP \$119.95 DPW) so excluding those fees the 36-month contract will be \$639.75 a month (\$369.90 WWTP \$269.85 DPW). This amount will remain consistent, unlike Frontier, which fluctuates each month.

I also looked into internet service at the Chancey Lewis Park. Frontier does not have a fast enough bandwidth for streaming services. Comcast does and a 36-month contract is a total of \$179.90 a month with a one-time fee of \$119.95.

Vendor: 027

FRONTIER

Date	Invoice	Description/Detail	Amount
06/20/2022	JUNE 2022	TELEPHONE AND INTERNET FOR DPW AND WWTP	647.36
	592-548-8531	INTERNET SERVICE - SEWER	110.02
	592-556-8531	INTERNET SERVICE - WATER	110.33
	592-548-8530	TELEPHONE - SEWER	212.76
	592-556-8530	TELEPHONE - WATER	214.25

06/28/22

Check #: 5674

GEN

Total

647.36

REORDER FROM: CONSUMERS CREDIT UNION.

C6009 Village of Lawton.ai



VILLAGE OF LAWTON
Your Monthly Invoice

Account Summary

New Charges Due Date	7/14/22
Billing Date	6/20/22
Account Number	231-189-0823-122804-5
PIN	9199
Previous Balance	632.43
Payments Received Thru 6/20/22	.00
Balance Forward	632.43
New Charges	647.36
Total Amount Due	\$1,279.79

pd 6/17




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-  **800.801.6652**
-  **Auto Pay**
frontier.com/SignUpForAutoPay





VILLAGE OF LAWTON
 Date of Bill
 Account Number

6/20/22

231-189-0823-122804-5

SUMMARY OF CHARGES BY ACCOUNT

231/133-0001.0	49.98	269/624-5414.0	61.87
231/189-0823.0	18.19	269/624-6406.0	285.20
269/624-1820.0	116.06	269/624-6522.0	116.06
TOTAL			\$647.36

CURRENT BILLING SUMMARY

Local Service from 05/20/22 to 06/19/22

Qty Description	231/189-0823.0	Charge
Basic Charges		
Other Charges-Detailed Below		18.19
Total Basic Charges		18.19

TOTAL 18.19

**** ACCOUNT ACTIVITY ****

Qty Description	Order Number	Effective Dates	
1 Late Payment Fee		5/20	18.19
231/189-0823		Subtotal	18.19

Subtotal 18.19

CURRENT BILLING SUMMARY

Local Service from 05/20/22 to 06/19/22

Qty Description	231/133-0001.0	Charge
Non Basic Charges		
HSI Dynamic Bus		43.99
HSI Dynamic Loop - Bus		
HSI Port		
Other Charges-Detailed Below		5.99
Total Non Basic Charges		49.98

TOTAL 49.98

*** ACCOUNT ACTIVITY ****

Qty Description	Order Number	Effective Dates	
1 Business High Speed Internet Fee	AUTOCH	5/20	5.99
231/133-0001		Subtotal	5.99

Subtotal 5.99

CURRENT BILLING SUMMARY

Local Service from 05/20/22 to 06/19/22

Qty Description	269/624-1820.0	Charge
Basic Charges		
Frontier Bus National Unl		67.99
Business Dial Tone Line		
Frontier Nat Unl Features		
Frontier Bus Nat Unl LD		
FTR Bus Nat Credit/Debit		
Multi-Line Federal Subscriber Line Charge		9.20
Carrier Cost Recovery Surcharge		8.99
Access Recovery Charge Multi-Line Business		3.00
MI State Telecom Sales Tax		5.90
FTR LD USF Surcharge		5.71
MI Operational Surcharge-Van Buren		3.00
Federal USF Recovery Charge		2.90
MI Technical Surcharge-Van Buren		.50
Federal Excise Tax		.39
MI State Access Rate Restructure Surcharge		.26





FRONTIER

VILLAGE OF LAWTON

Qty Description	269/624-1920.0	Charge
MI State E911 Surcharge		.25
MI State Telecom Relay Surcharge		.07
MI State Lifeline Surcharge		.04
Total Basic Charges		109.20
Non Basic Charges		
Federal Primary Carrier Multi Line Charge		5.99
FTR LD USF Surcharge		1.48
MI State Telecom Sales Tax		.44
Total Non Basic Charges		7.96
TOTAL		116.06

CURRENT BILLING SUMMARY

Local Service from 05/20/22 to 06/19/22

Qty Description	269/624-5414.0	Charge
Basic Charges		
Business Dial Tone Line		29.00
Multi-Line Federal Subscriber Line Charge		9.20
Access Recovery Charge Multi-Line Business		3.00
MI Operational Surcharge-Van Buren		3.00
Federal USF Recovery Charge		2.90
MI State Telecom Sales Tax		2.68
Federal Excise Tax		1.26
MI Technical Surcharge-Van Buren		.50
MI State E911 Surcharge		.25
MI State Access Rate Restructure Surcharge		.11
MI State Telecom Relay Surcharge		.07
MI State Lifeline Surcharge		.04
Total Basic Charges		52.01
Non Basic Charges		
Non-Published Listing		6.50
Touch Call - Bus		2.50
MI State Telecom Sales Tax		.54
Federal Excise Tax		.28
MI State Access Rate Restructure Surcharge		.04
Total Non Basic Charges		9.86
TOTAL		61.87

CURRENT BILLING SUMMARY

Local Service from 05/20/22 to 06/19/22

Qty Description	269/624-6406.0	Charge
Basic Charges		
Frontier Bus National Uni		67.99
Business Dial Tone Line		
Frontier Nat Uni Features		
Frontier Bus Nat Uni LD		
FTR Bus Nat Credit/Debit		
Frontier Bus Nat Uni Add		61.99
Business Dial Tone Line		
Frontier Nat Uni Features		
Frontier Bus Nat Uni LD		
FTR Bus Nat Credit/Debit		
2 Multi-Line Federal Subscriber Line Charge		18.40
Carrier Cost Recovery Surcharge		8.99
2 Access Recovery Charge Multi-Line Business		6.00
MI State Telecom Sales Tax		10.76
FTR LD USF Surcharge		9.28
2 MI Operational Surcharge-Van Buren		6.00
Federal USF Recovery Charge		5.80
2 MI Technical Surcharge-Van Buren		1.00
Federal Excise Tax		.78
MI State Access Rate Restructure Surcharge		.50
2 MI State E911 Surcharge		.50
2 MI State Telecom Relay Surcharge		.14
2 MI State Lifeline Surcharge		.08
Total Basic Charges		199.21
Non Basic Charges		
CV Bus HSI DYNIP		59.99
Bus HSI Acc		
Bus INET DYN		
2 Federal Primary Carrier Multi Line Charge		11.98
Net Cap 7550 Modem		4.89



VILLAGE OF LAWTON

Qty Description	269/624-6406.0	Charge
Other Charges-Detailed Below		5.99
FTR LD USF Surcharge		2.88
MI State Telecom Sales Tax		.88
MI State Sales Tax		.30
Total Non Basic Charges		88.99

TOTAL 285.20

**** ACCOUNT ACTIVITY ****

Qty Description	Order Number	Effective Dates	
1 Business High Speed Internet Fee	AUTOCH	5/20	5.99
269/624-6406		Subtotal	5.99
		Subtotal	5.99

Detail of Frontier Com Online & LD Inc. Charges

Call charged to 269/624-6406

Summary of M-Calls

Calls:	Minutes:	Charge:
10	19.0	.00

Legend Call Types:
DD - Day

Caller Summary Report

Main Number	Calls	Minutes	Amount
**Customer Summary	10	19	.00
	10	19	.00

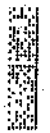
Caller Summary Report

Intra-Lata	Calls	Minutes	Amount
Interstate	8	12	.00
**Customer Summary	2	7	.00
	10	19	.00

CURRENT BILLING SUMMARY

Local Service from 05/20/22 to 06/19/22

Qty Description	269/624-6522.0	Charge
Basic Charges		
Frontier Bus National Unl		67.99
Business Dial Tone Line		
Frontier Nat Unl Features		
Frontier Bus Nat Unl LD		
FTR Bus Nat Credit/Debit		
Multi-Line Federal Subscriber Line Charge		9.20
Carrier Cost Recovery Surcharge		8.99
Access Recovery Charge Multi-Line Business		3.00
MI State Telecom Sales Tax		5.90
FTR LD USF Surcharge		5.71
MI Operational Surcharge-Van Buren		3.00
Federal USF Recovery Charge		2.90
MI Technical Surcharge-Van Buren		.50
Federal Excise Tax		.39
MI State Access Rate Restructure Surcharge		.26
MI State E911 Surcharge		.25
MI State Telecom Relay Surcharge		.07
MI State Lifeline Surcharge		.04
Total Basic Charges		108.20
Non Basic Charges		



COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name:	<u>VILLAGE OF LAWTON</u>	Order #	<u>32031992</u>
Service Location:		Billing Location:	
Address 1	<u>625 W UNION ST</u>	Address 1	<u>625 W UNION ST</u>
Address 2		Address 2	
City	<u>LAWTON</u>	City	<u>LAWTON</u>
State	<u>MI</u>	State	<u>MI</u>
Zip	<u>49065</u>	Zip	<u>49065</u>
Primary Contact Name	<u>Melina Leonard</u>	Billing Contact Name	<u>Melina Leonard</u>
Primary Contact Phone	<u>(269) 624-6407</u>	Billing Contact Phone	<u>(269) 624-6407</u>
Primary Contact Email	<u>leonardm@lawtonmi.gov</u>	Billing Contact Email	<u>leonardm@lawtonmi.gov</u>
Service Term	<u>36 Months</u>	Tax Exempt	<u>No</u>
Package Code:	<u>\$240Data_MOB_WP_GigabitExtraPkg_3yr</u>	Promo Code:	

Package & Promotion Details

Data, Voice, Access Package for discounted rate of \$240 for months 1-24, increasing to \$285 for months 25-36, increasing to then regular rate in month 37. Package includes Business Internet Gigabit Extra (download speed up to 1.25 Gbps), 1 Mobility Line, SecurityEdge, and Wifi Pro-Expanded Coverage. 3 year term agreement required. Additional services may be added to qualifying bundles: Two or more Mobility Lines \$25 each/mo. After 36 months, monthly service charge increases to regular rate for each additional service. Additional \$10 MRC discount with enrollment in EcoBill paperless billing and automatic payments through Comcast's self-service online tool via <https://business.comcast.com/myaccount> within 30 days of service installation. If either EcoBill paperless billing or automatic payment service is cancelled during the promo, the monthly service charge automatically increases by \$10.00. \$40 mobile discount limited to customers with Comcast Business Internet Performance service or higher. Discount applied to Comcast Business Internet bill for 12 months with activation of one Comcast Business Mobile line within 90 days of Internet service installation. After 12 months, or if any of the package services or mobile service are cancelled or downgraded, the \$40.00 discount will be removed. Limit one discount per account regardless of number of lines activated. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject to change.

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Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge ¹	Package Non-Recurring Charge ²
Data, Voice, Access Package	Business Internet Gigabit Extra	1	\$ 240.00	\$ 0.00
	WiFi Pro Service	1		
	SecurityEdge	1		
	Mobility Lines	1		

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge ¹	Additional Non-Recurring Charge ²
Business Internet			
Static IP -5	1	\$ 24.95	
Equipment Fee			
Package Equipment Fee	1	\$ 29.95	
Business Voice			
Mobility Lines	2	\$ 50.00	
4+ Mobility Voice Lines	1	\$ 25.00	
Directory Listing Suppression Fee	1		\$ 24.95
CDV Activation Fee	4		

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: VILLAGE OF LAWTON Order # 32031992

Additional Fees		
Standard Installation Fee / Change of Service Fee	1	\$ 119.95
Total Additional Charge		\$ 144.90

	Monthly Service Charge ¹	Non-Recurring Charge ²
Total Charge for Service	\$ 369.90	\$ 144.90

¹ Charges Identified in the Service Order Agreement are exclusive of maintenance and repair charges, and applicable federal, state, and local taxes, fees, surcharges and recoups (however designated).

² Non-Recurring Charges in the Service Order Agreement reflect activation and installation fees for this order. This excludes any custom installation fees.

General Special Instructions

AGREEMENT

1. This Comcast Business Service Order Agreement ("Agreement") sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to the above-named customer ("Customer"). This Agreement consists of this document (this "SOA"), the Business Services Customer Terms and Conditions (the "Terms and Conditions"), and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, the order of precedence will be as follows: (1) Amendments, (2) Terms and Conditions, and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions. The Terms and Conditions are located at <https://business.comcast.com/terms-conditions-smb>. Capitalized terms not otherwise defined in this SOA shall have the meaning ascribed to them in the Terms and Conditions. Use of the Services is also subject to the then-current Acceptable Use Policy for High-Speed Internet Services (the "AUP") located at <https://business.comcast.com/customer-notifications/acceptable-use-policy> (or any successor URL), and the then-current Privacy Statement (the "Privacy Policy") located at <https://business.comcast.com/privacy-statement> (or any successor URL), both of which Comcast may update from time to time.

2. Each Comcast Business Service ("Service") carries a thirty (30) day money back guarantee. If within the first thirty (30) days following installation of a new Service, Customer is not completely satisfied, Customer may cancel the Service and Comcast will issue a refund for the monthly recurring charge paid for the first thirty (30) days of Service, excluding any custom installation fees, voice usage charges, fees, taxes, surcharges and optional service fees. Customer will be charged for any non-refundable fees and other charges. In order to be eligible for the refund, Customer must cancel the new Service within thirty (30) days of installation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00. If Customer uses the Service in the first thirty (30) days, Customer will be refunded its subscription fees, but charged the applicable one-time fee. For the avoidance of doubt, this money back guarantee does not apply to renewals of an existing Service.

3. To complete a Voice order, Customer must execute a Comcast Letter of Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

5. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

6. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 Notice

911 Email Notification- If 911 is dialed using the Voice Service, Comcast will send a notification to the Customer designated email address, unless the Customer has opted out of receiving such notifications. Each notification will include the telephone number from which 911 was dialed, location information, and the time the call was placed. After installation of the Voice Service, Customer may change the designated email address and/or decision to receive notifications by calling Comcast at 1-888-824-8104.

Your Comcast voice service ("Voice Service") may have the following 911 limitations:

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: VILLAGE OF LAWTON Order # 32031992

- For 911 calls to be properly directed to emergency services using the Voice Service, Customer must provide the correct address information ("Registered Service Location") for each telephone number used by Customer. The Registered Service Location may also include information such as floor and office number.
- If the Voice Service or any Voice Service device is moved to a different location without Customer providing an updated Registered Service Location, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or the Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location, or a failure to allot sufficient time for a Registered Service Location change to be processed, may increase these risks.
- If a Registered Service Location is deemed to be in an area that is not supported for 911 calls, Customer 911 calls will be sent to an emergency call center where a trained agent will ask for the caller's name, telephone number, and location, and then will contact the local emergency authority.
- The Voice Service uses electrical power in the Customer's premises. If there is an electrical power outage, 911 calling may be interrupted if back-up power is not installed, fails, or is exhausted. Voice Services that rely on a broadband connection may also be interrupted if the broadband service fails.
- Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network equipment, and/or power failure, a broadband connection failure, or another technical problem.

Registered Service Location Updates- The Registered Service Location will be provided to Public Safety Answering Points to assist in responding to a 911 call. Customer may update or otherwise customize the Registered Service Location by:
 - Calling Comcast at 1-888-824-8104

BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

CUSTOMER SIGNATURE	
By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx	
Signature	
Name	Melina Leonard
Title	Village Treasurer
Date	6/16/2022

FOR COMCAST USE ONLY	
Sales Representative	Frank Iguodala
Sales Representative Code	
Sales Manager Name	Harry Washington
Sales Manager Approval	
Division	Central

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: VILLAGE OF LAWTON Order # 32031992

BUSINESS INTERNET CONFIGURATION DETAILS

Transfer Existing Comcast.net	<input type="text" value="No"/>	Equipment	<input type="text" value="Comcast Owned"/>
Number of Static Ips	<input type="text" value="5"/>	Business Web	<input type="text" value="No"/>

BUSINESS VOICE CONFIGURATION DETAILS

Directory Listing Details	
Directory Listing (Published, Non-Published, Unlisted)	Non-Published
Directory Listing Phone Number	2692645414
Directory Listing Display Name	VILLAGE OF LAWTON
DA/DL Header Text Information	Municipal Supplies
DA/DL Header Code Information	00437400
Standard Industry Code	5088

Additional Voice Details	
Caller ID (Yes/No)	Yes
Caller ID Display Name(max 15 char.)	VILLAGE OF LAWTON
International Dialing (Yes/No)	No
Call Blocking (Yes/No)	No
Auto Attendant (Yes/No)	No

Hunt Group Configuration Details	
Hunt Group Features Requested	No
Hunt Group 1 Configuration Type	
Hunt Group 2 Configuration Type	
Hunt Group 1 Pilot Number	
Hunt Group 2 Pilot Number	

E911 Email Notification Details	
Opt-In (Yes/No)	Yes
Email Address	leonardm@lawtonmi.gov

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name: VILLAGE OF LAWTON Order # 32031992

LETTER OF AGENCY

Please print or type the following **All blank spaces must be completed.**

Billing Name VILLAGE OF LAWTON

Billing Address: 625 W UNION ST

City: LAWTON State: MI Zip: 49065

If Company is switching its current phone number(s) to Comcast, please print the telephone number(s) and the name(s) of Company's current local and long distance phone service providers in the spaces below.

Area code(s) and telephone number(s) Company wants switched to Comcast (you may also insert a number range, e.g., 215-555-0000 thru 215-555-9999):

Telephone Number	Current Local Provider	Telephone Number	Current Local Provider
2696241820	Frontier		
2692645414	Frontier		
2692646406	Frontier		
2692646522	Frontier		

Please read the following information:

The undersigned is an authorized representative of the Company. Company chooses Comcast for all its landline calling needs across town, across the country, and worldwide for the telephone number(s) listed above (if applicable). Company understands that Comcast will take the place of its current landline phone service provider(s) for local, local toll, and long distance services. Company understands that, for each of these services, it may designate only one provider per service for any one telephone number. Company also understands that the service provided by Comcast includes all distances, which means that Company may only designate one provider for all of its calling needs for any one telephone number.

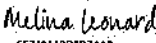
The undersigned signature on this form authorizes Comcast to act as Company's agent in making the changes from Company's current service provider(s), and to switch Company's telephone number(s), listed above (if applicable), to Comcast. Company understands that its current service provider(s) may charge a fee to switch its service to Comcast and that Company may consult that provider as to whether a fee will apply.

Please sign here:

Authorized Representative's Signature:

Authorized Representative's Name (Print):

Authorized Representative's Title:

DocuSigned by:

 557401A9DD07AAB

Melina Leonard

Date: 6/16/2022

village treasurer

Hi Melina, thanks for your interest in Comcast Business.

Your business is important to us. To complete your order, please follow and complete these easy steps.

1

Confirm Order Details

2

Approvals

3

Set Up My Account

Order Details

Contact Information

Company Name
Contact/Signer's Name
Billing Address
Service Address
Business Phone Number

Account Information

Village of Lawton
 Melina Leonard
 200 W JAMES ST,
 LAWTON, MI 49065
 200 W JAMES ST,
 LAWTON, MI 49065
 (269) 624-6407

Package

Data, SecurityEdge Package
 3 Year Contract Term
 Business Internet Gigabit Extra
 SecurityEdge Service Fee

Monthly Charges	One-Time Charges
\$210.00	\$0.00
Included	\$0.00
Included	\$0.00

Internet

WiFi Pro Expanded Coverage
 Equipment Fee
 Comcast Equipment

Monthly Charges	One-Time Charges
\$39.90	\$0.00
\$19.95	\$0.00
\$0.00	\$0.00

Installation

Professional Installation

Monthly Charges	One-Time Charges
\$0.00	\$119.95

Totals and Discounts*

Monthly and One-Time Totals

Monthly Charges	One-Time Charges
\$269.85	\$119.95

*Pricing subject to change. Applicable federal, state and local taxes, surcharge and fees may apply. For details on promotional pricing see SOA and Pricing Information.

Your estimated monthly charges will be \$269.85 and your estimated one-time charges will be \$119.95, so your estimated first bill will be \$389.80.

COMCAST BUSINESS

COMCAST BUSINESS SERVICE ORDER

Company Name:	<u>KIDS DREAM PARK</u>	Order #	<u>32161587</u>
Service Location:		Billing Location:	
Address 1	<u>434 S MAIN ST</u>	Address 1	<u>625 W UNION ST</u>
Address 2		Address 2	
City	<u>LAWTON</u>	City	<u>Lawton</u>
State	<u>Mi</u>	State	<u>Mi</u>
Zip	<u>49065</u>	Zip	<u>49065</u>
Primary Contact Name	<u>MELINA Leonard</u>	Billing Contact Name	<u>MELINA Leonard</u>
Primary Contact Phone	<u>(269) 624-6407</u>	Billing Contact Phone	<u>(269) 624-6407</u>
Primary Contact Email	<u>leonardm@lawtonmi.gov</u>	Billing Contact Email	<u>leonardm@lawtonmi.gov</u>
Service Term	<u>36 Months</u>	Tax Exempt	<u>No</u>
Package Code:	<u>\$120Data_SE_PerformancePkg_3yr</u>	Promo Code:	

Package & Promotion Details

Data, SecurityEdge Package for discounted rate of \$120 for months 1-24, increasing to \$150 for months 25-36, increasing to then regular rate in month 37. Package includes Business Internet Performance (download speed up to 250 Mbps) and SecurityEdge, 3 year term agreement required. Additional \$10 MRC discount with enrollment in EcoBill paperless billing and automatic payments through Comcast's self-service online tool via <https://business.comcast.com/myaccount> within 30 days of service installation. If either EcoBill paperless billing or automatic payment service is cancelled during the promo, the monthly service charge automatically increases by \$10.00. \$40 mobile discount limited to customers with Comcast Business Internet Performance service or higher. Discount applied to Comcast Business Internet bill for 12 months with activation of one Comcast Business Mobile line within 90 days of Internet service installation. After 12 months, or if any of the package services or mobile service are cancelled or downgraded, the \$40.00 discount will be removed. Limit one discount per account regardless of number of lines activated. Equipment, installation, taxes and fees, including Broadcast TV Fee, Regional Sports Fee, regulatory recovery fee and other applicable charges extra and subject to change.

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Customer Initials

Package	Services Included	Qty	Package Monthly Service Charge ¹	Package Non-Recurring Charge ²
Data, SecurityEdge	Business Internet Performance	1		
	SecurityEdge	1	\$ 120.00	\$ 0.00

Equipment and Additional Service(s)	Qty	Additional Monthly Service Charge ¹	Additional Non-Recurring Charge ²
Connection Pro			
Connection Pro Service	1	\$ 29.95	
Equipment - Connection Pro	1	\$ 10.00	
Equipment Fee			
Package Equipment Fee	1	\$ 19.95	
Additional Fees			
Standard Installation Fee / Change of Service Fee	1		\$ 119.95
Total Additional Charge		\$ 59.90	\$ 119.95

	Monthly Service Charge¹	Non-Recurring Charge²
Total Charge for Service	\$ 179.90	\$ 119.95

Village of Lawton
Van Buren County, Michigan

FINANCIAL STATEMENTS

Year ended February 28, 2022

DRAFT

Our discussion and analysis of the Village of Lawton's (the Village) financial performance provides a narrative overview of the Village's financial activities for the fiscal year ended February 28, 2022. Please read it in conjunction with the Village's financial statements.

FINANCIAL HIGHLIGHTS

- The Village's total net position increased by \$259,977 (3 percent) as a result of this year's activities. Net position of the governmental activities increased by \$271,918 and net position of the business-type activities decreased by \$11,941.
- Of the \$10,627,916 total net position reported, \$1,928,811 (18 percent) is available to be used to meet the Village's ongoing obligations to its citizens and customers, without constraints established by debt covenants, enabling legislation, or other legal requirements.
- The General Fund's unassigned fund balance at the end of the fiscal year was \$1,512,109, which represents 160 percent of the actual total General Fund expenditures for the current fiscal year.

Overview of the financial statements

The Village's annual report is comprised of four parts: management's discussion and analysis, the basic financial statements, and required supplementary information and an optional section that presents additional information. The basic financial statements include two kinds of statements that present different views of the Village:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the Village's overall financial status.
- The remaining statements are fund financial statements that focus on individual parts of the Village government, reporting the Village's operations in more detail than the government-wide financial statements.
 - Governmental funds statements explain how government services, like general government, public safety, and public works, were financed in the short-term, as well as what remains for future spending.
 - Proprietary funds statements offer short-term and long-term financial information about the activities the government operates like a business and include the Village's sewer and water systems.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The financial statements are followed by a section of required supplementary information and other supplementary information that further explain and support the information in the financial statements.

A comparative analysis of the government-wide financial statements for 2022 and 2021 is also presented.

Government-wide financial statements

The government-wide financial statements report information about the Village as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Position includes all of the Village's assets and liabilities. All of the current year's revenues and expenses are accounted for in the Statement of Activities, regardless of when cash is received or paid.

The two government-wide statements report the Village's net position and how it has changed. Net position (the difference between the Village's assets and liabilities) is one way to measure the Village's financial health, or position.

- Over time, increases or decreases in the Village's net position are an indicator of whether its financial health is improving or deteriorating, respectively.
- To assess the overall health of the Village, you need to consider additional nonfinancial factors, such as changes in the Village's property tax base and the condition of the Village's capital assets.

The government-wide financial statements of the Village are divided into three categories:

- *Governmental activities* - Most of the Village's basic services are included here, such as public safety and general government. Property taxes and state grants finance most of these activities.
- *Business-type activities* - The Village charges fees to customers to help it cover the costs of certain services it provides. The Village's water and sewer system is reported here.
- *Component unit* - The Village includes in its report the Downtown Development Authority. Although legally separate, this "component unit" is important because the Village is financially accountable for them.

Fund financial statements

The fund financial statements provide more detailed information about the Village's most significant funds - not the Village as a whole. Funds are accounting devices that the Village uses to keep track of specific sources of funding and spending for particular purposes.

- Some funds are required by state law.
- The Village Council establishes other funds to control and manage money for particular purposes or to show that it is properly using certain taxes and other revenues (like motor fuel taxes collected for the street funds).

The Village has two types of funds:

- *Governmental funds.* Most of the Village's basic services are included in its governmental funds, which focus on (1) how cash, and other financial assets that can be readily converted to cash, flows in and out, and (2) the balances left at year end that are available for spending. Consequently, the governmental funds statements provide a detailed short-term view that helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Village's programs. Because this information does not encompass the additional long-term focus of the government-wide statements, we provide additional information that explains the relationship between them.
- *Proprietary funds.* Services for which the Village charges customers a fee are generally reported in proprietary funds. Proprietary funds statements, like the government-wide statements, provide both long-term and short-term financial information.
 - The Village's enterprise fund (one type of proprietary fund) is the same as its business-type activities but provides more detail and additional information, such as cash flows.
 - The Village uses an internal service fund (the other type of proprietary fund) to report activities that provide services for the Village's other programs and activities. The Village's internal service fund manages the Village's fleet of vehicles and equipment.

Component unit

The Downtown Development Authority, although legally separate, is included in the Village's financial report because the Village is financially accountable for it. The Downtown Development Authority (DDA) was also created by the Village to capture property taxes from certain taxing units from a specific district within the Village to finance public improvements to that district.

FINANCIAL ANALYSIS OF THE VILLAGE AS A WHOLE

Net position

Total net position at the end of the fiscal year was \$10,627,916. Of this total, \$6,161,221 is invested in capital assets and \$2,537,884 is restricted for various purposes. Consequently, unrestricted net position was \$1,928,811.

Condensed financial information
Net position

	<u>Governmental activities</u>		<u>Business-type activities</u>		<u>Totals</u>	
	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>	<u>2022</u>	<u>2021</u>
Current and other assets	\$ 4,004,484	\$ 3,451,756	\$ 809,355	\$ 715,780	\$ 4,813,839	\$ 4,167,536
Capital assets	2,359,109	2,568,461	5,683,778	5,887,022	8,042,887	8,455,483
Total assets	<u>6,363,593</u>	<u>6,020,217</u>	<u>6,493,133</u>	<u>6,602,802</u>	<u>12,856,726</u>	<u>12,623,019</u>
Current and other liabilities	257,574	186,116	89,570	84,298	347,144	270,414
Long-term debt	-	-	1,881,666	1,984,666	1,881,666	1,984,666
Total liabilities	<u>257,574</u>	<u>186,116</u>	<u>1,971,236</u>	<u>2,068,964</u>	<u>2,228,810</u>	<u>2,255,080</u>
Net position:						
Net investment in capital assets	2,359,109	2,568,461	3,802,112	3,902,356	6,161,221	6,470,817
Restricted	2,287,214	2,035,369	250,670	189,835	2,537,884	2,225,204
Unrestricted	1,459,696	1,230,271	469,115	441,647	1,928,811	1,671,918
Total net position	<u>\$ 6,106,019</u>	<u>\$ 5,834,101</u>	<u>\$ 4,521,897</u>	<u>\$ 4,533,838</u>	<u>\$ 10,627,916</u>	<u>\$ 10,367,939</u>

Changes in net position

The Village's total revenues were \$2,354,229 in the current fiscal year, compared to \$2,229,992 in 2021. Approximately 34 percent of the Village's revenues comes from property taxes, 33 percent comes from utility and other charges, and 22 percent came from operating grants and contributions.

The cost of the Village's programs totaled \$2,094,252 in 2022, \$180,524 more than last year. Approximately 32 percent of the Village's 2022 expenses comes from providing water and sewer services. General government represents 12 percent. Public safety and public works account for 20 and 18 percent respectively, of the Village's 2022 total expenses.

Condensed financial information

Changes in net position

	Governmental activities		Business-type activities		Totals	
	2022	2021	2022	2021	2022	2021
Program revenues:						
Charges for services	\$ 114,797	\$ 108,491	\$ 656,871	\$ 587,214	\$ 771,668	\$ 695,705
Operating grants and contributions	505,298	515,305	-	4,055	505,298	519,360
General revenues:						
Property taxes	791,845	754,122	-	-	791,845	754,122
State shared revenue	244,372	202,095	-	-	244,372	202,095
Local community stabilization share revenue	21,199	21,199	-	-	21,199	21,199
Franchise fees	29,383	29,285	-	-	29,383	29,285
Interest income	6,653	5,461	4,691	2,765	11,344	8,226
Other	(20,880)	-	-	-	(20,880)	-
Total revenues	<u>1,692,667</u>	<u>1,635,958</u>	<u>661,562</u>	<u>594,034</u>	<u>2,354,229</u>	<u>2,229,992</u>
Expenses:						
General government	248,718	162,525	-	-	248,718	162,525
Public safety	425,122	369,628	-	-	425,122	369,628
Public works	387,396	357,234	-	-	387,396	357,234
Recreation and culture	239,817	170,967	-	-	239,817	170,967
Community and economic development	119,696	161,572	-	-	119,696	161,572
Sewer	-	-	359,561	351,606	359,561	351,606
Water	-	-	313,942	340,196	313,942	340,196
Total expenses	<u>1,420,749</u>	<u>1,221,926</u>	<u>673,503</u>	<u>691,802</u>	<u>2,094,252</u>	<u>1,913,728</u>
Changes in net position	<u>271,918</u>	<u>414,032</u>	<u>(11,941)</u>	<u>(97,768)</u>	<u>259,977</u>	<u>316,264</u>
Net position, end of year	<u>\$ 6,106,019</u>	<u>\$ 5,834,101</u>	<u>\$ 4,521,897</u>	<u>\$ 4,533,838</u>	<u>\$ 10,627,916</u>	<u>\$ 10,367,939</u>

Governmental activities

The governmental activities net position increased by \$271,918 in the current year compared to a \$414,032 increase in the prior year. Revenues increased by \$56,709, primarily due to increases in state shared revenue. Expenses increased by \$198,823, primarily due to increases in expenses in the Village's general government and recreation and culture function, due to increased project costs.

The total cost of governmental activities this year was \$1,420,749. After subtracting the direct charges to those who directly benefited from the programs (\$114,797), and operating grants and contributions (\$505,298), the "public benefit" portion covered by property taxes, state revenue sharing, and other general revenues was \$800,654.

Business-type activities

Business-type activities decreased the Village's net position by \$11,941 in the current year. Total revenues increased by \$67,528, as rates were increased. Expenses decreased by \$18,299 in the current year, primarily due to a decrease in engineering fees.

FINANCIAL ANALYSIS OF THE VILLAGE'S FUNDS

Governmental funds

At the end of the current fiscal year, the Village's governmental funds reported combined ending fund balances of \$3,617,118 in 2022, an increase of \$497,350 from the prior year.

The General Fund is the primary operating fund of the Village. At the end of the fiscal year, its fund balance was \$1,522,510, an increase of \$233,972, as revenues of \$1,176,660 exceeded expenditures of \$942,688.

The Major Street Fund experienced an increase in its fund balance of \$159,917 during the fiscal year, as revenues of \$223,775 exceeded operating and maintenance costs of \$63,858 in the current year. The Major Street Fund has a fund balance of \$896,615, which is restricted for street preservation.

The Municipal Streets Fund had a \$38,588 increase in its fund balance, as revenues of \$252,652 exceeded street maintenance expenditures of \$185,064 and a transfer out of \$29,000. The Municipal Streets Fund has a fund balance of \$341,711, which is restricted for public works.

The Library Fund had a \$30,229 increase in its fund balance, as revenues of \$186,776 were higher than library operating expenditures of \$156,547. The Library Fund has a fund balance of \$634,649, which is restricted for library operations.

Proprietary funds

The Sewer Fund experienced an operating gain of \$18,830 as user fees covered all current year operating costs. However, during the current year interest expense of \$22,495 decreased net position, so that net position decreased by \$1,320. Total net position was \$2,380,510 at year end, which included an unrestricted net position of \$102,455.

The Water Fund experienced an operating gain of \$13,850 and net position decreased by \$10,621 because user charges do not fully cover operating and financing expenses. Net position was \$2,141,387 at year end, of which \$366,660 is unrestricted.

General Fund budgetary highlights

The Village amended the General Fund budget during the current fiscal year to increase total expenditures by \$154,838. General government expenditures were increased by \$14,371 and community and economic development costs were increased by \$62,375 for increased costs for planning and zoning.

Revenues were \$27,932 higher than anticipated. Expenditures were \$76,828 less than the amounts appropriated, as all functions were under budget in 2022. The actual increase in fund balance of \$233,972 was \$104,760 more than the anticipated increase of \$129,212.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital assets

The Village's investment in capital assets for its governmental and business-type activities as of February 28, 2022, amounts to \$8,042,887, net of accumulated depreciation. This investment includes a broad range of assets, including land, buildings, equipment, and sewer and water infrastructure. The decrease in the Village's investment in capital assets for the current fiscal year was \$412,596, which includes \$219,229 in additions reduced by \$417,125 in depreciation and \$214,700 in disposed assets.

The major capital asset additions during the current fiscal year included the following:

- \$20,315 for library books
- \$76,060 for improvements to a Village building
- \$36,326 for improvements to Village roads

More detailed information about the Village's capital assets is presented in Note 5 of the notes to the basic financial statements.

Debt

At the end of the fiscal year, the Village had \$1,881,666 in outstanding obligations, reflecting a \$103,000 decrease during the year due to principal payments.

Other noncurrent obligations, in the amount of \$66,500, represent accrued compensated absences.

More detailed information about the Village's long-term liabilities is presented in Note 7 of the notes to the basic financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Village's General Fund budget for the next year is set so that revenues are expected to exceed expenditures, with a decrease in general government spending. Major revenues, including taxes and state grants, will not increase significantly in the foreseeable future. Water rates will remain stable and sewer rates will increase during the upcoming fiscal year.

CONTACTING THE VILLAGE'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the Village's finances and to demonstrate the Village's accountability for the resources it receives. Questions regarding any information provided in this report or requests for additional financial information should be addressed to:

Lisa Imus, Village Manager
Village of Lawton
125 South Main Street
Lawton, MI 49065

Phone: (269) 624-6407

PUBLIC SERVICES REPORT

July 2022

CEMETERY

1) We had 3 interments in the month of March

Hours for the month – 168 Overtime – 2

MOTORPOOL

1) General maintenance was performed on equipment

Hours for the Month – 8 Overtime – 0

BUILDINGS & GROUNDS

1) No activity other than general maintenance

Hours for the month – 6 Overtime – 0

CIVIC ACTIVITIES

1) hours are from setting up for summerfest

Hours for the month - 68

PARKS

1) General maintenance and cleanup was performed.

Hours for the month – 86 Overtime – 9

STREETS & SIDEWALKS

1) no activity other than general maintenance

Hours for the month

Major Preservation – 11 Local Preservation – 17

Major winter Maint. – Local winter Maint. –

Streets (not act 51) – 193 Sidewalks – 0

Vacation hours – 56 Sick time – 10

Respectfully Submitted,

Todd Hackenberg
Superintendent of Public Works

WATER/SEWER OPERATIONS REPORT

July 2022

- 1) 14,700,000 Gallons of water were pumped during the month compared to 13,488,000 in 2021.
- 2) The average daily usage was 474,193 gallons.
- 3) Routine sampling was done with all samples being non-detect.
- 4) Water has had its 5-yr. inspection, and we are awaiting the report
- 5) Total hours for the month:

Water – 80	Overtime – 16
Sewer – 171	Overtime – 16

Village of Lawton WWTP

Operational Report – August 3, 2022

Wastewater Treatment

- In July a total of 2.60 million gallons of treated wastewater was discharged into the tributary to the South Branch of the Paw Paw River. The daily effluent flows averaged 84,000 gallons per day, which is approximately 34% of the hydraulic capacity of the plant.

Regulatory Matters

- The Discharge Monitoring Report for July has been electronically submitted to the MDEQ.

Land Application Program

- 1000 gallons of activated sludge was pumped over to the sludge storage tank.

**LAWTON POLICE DEPARTMENT – COUNCIL REPORT
JULY 2022**

Calls for Service/Complaints-----	95	Citations issued (5)	Verbal warnings (13)	
Ordinance complaints-----	10	Arrests-----	6	
Blight (1)	Zoning (4)	Misc. (5)	Accidents-----	0
Traffic stops-----	23	Parking citations-----	0	

HOURS WORKED:	Scheduled (Full-time)	455.5
	Scheduled (Part-time)	0
	Overtime hours	25
	Vacation hours	80
	Sick leave hours	0

COMMUNITY POLICING:

Officers made **(37)** field contacts and **(26)** business contacts.

NOTABLE INCIDENTS:

Lawton PD executed a search warrant for a subject who had a bench warrant for failing to appear in court and another warrant for probation violation. Forcible entry was made to the residence. The subject resisted arrest and was charged with Resisting & Obstructing (R/O). During the arrest, a small amount of meth was also located. The subject was lodged at the VBC jail on multiple charges.

Lawton PD was made aware of a subject traveling through the Village with an uncased rifle, based on a video that was posted on social media. The next day, the subject was contacted in Chancy Lewis Park. An AR-15 rifle w/ (2) magazines was seized for improper transportation. A case was submitted to the Prosecutor’s Office for review, requesting charges against (3) individuals.

ADDITIONAL:

For the month of July, Lawton officers spent many hours of directed traffic patrol, specifically targeting speed violations. The number of hours spent in the following locations is as follows:

7.42 hours – Main St.
7.58 hours – All other areas within the Village
Total hours – 15

LPD had 14 (Assist other agency calls): 4 medical/ambulance call in the Village and 1 in Antwerp Twp., 5 assist calls in Porter Twp., 2 in Antwerp Twp. and 2 within the Village.

Respectfully,

Chief Jeffrey Mack

Van Buren County File Class / Section Report

Number	Sub-Beat	Date	Offense	Location	Incident Code-Type	Officer
22-0543	LAWTON-1	07/11/2022	ZONING ORDINANCE 153.01 Zoning ordinance 153.01	Bitely -- Main Street	- Signs in ROW	Edwards, D. Removed
22-0544	80-41	07/11/2022	ZONING ORDINANCE 153.01 Zoning ordinance 153.01	Lawton Elementary School	- Signs in ROW	Edwards, D. Removed
22-0564	LAWTON-1	07/18/2022	ZONING ORDINANCE 153.01 Zoning ordinance 153.01	Village Of Lawton	- Signs in ROW	Largen, J. Removed/Re
22-0574	LAWTON-1	07/21/2022	ZONING ORDINANCE 153.01 Zoning ordinance 153.01	342 Nursery Street	-Side yard parking	Mack, J. Veh. moved
22-0596	LAWTON-1	07/28/2022	BLIGHT ORDINANCE 93.01 Blight Ordinance 93.01	131 Walker Street	- Junk Auto	Mack, J. Open
Total:	5					