



Village of Lake Isabella

VILLAGE COUNCIL REGULAR MEETING AGENDA OCTOBER 20, 2026 7:00 PM

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE

II. ROLL CALL OF MEMBERS:

Dave Torgerson, Village President
Carol Shannon, Village Clerk
Emil "Joe" Lahti, Councilmember
Carrie Barringer, Councilmember

Robert Laraway, Village Treasurer
Paul Cueny, Councilmember
Brent Peavey, Councilmember

III. AGENDA APPROVAL

IV. CONSENT AGENDA:

1. September Check Register
2. September Balance Sheet
3. September Revenue/Expenditure Report
4. Draft Minutes – Village Council 09-15-2026
5. Draft Minutes – Fireworks Committee 09-23-2026

V. REPORTS & PRESENTATIONS

1. Village President
2. Village Manager
3. DPW
4. Fireworks Committee Update

VI. PUBLIC HEARING(S): NONE

VII. PUBLIC COMMENTS

VIII. EXISTING BUSINESS:

1. PROPOSED ORDINANCE 2026-04 - DATA CENTER(S)

IX. NEW BUSINESS:

1. BID RESULT FOR BROWNFIELD ENGINEERING FIRM
2. FIREWORKS RELEASE AGREEMENT
3. VACANT COUNCIL SEAT (NOVEMBER AND DECEMBER)
4. VACANT BOARD OF ETHICS SEAT
5. FREEDOM OF INFORMATION ACT 2026-03 APPEAL
6. INTERIM MANAGER EVALUATION (CLOSED SESSION, ALLOWED BY MCL 15.268(a))

X. PUBLIC COMMENTS

XI. COUNCIL COMMENTS

XII. ANNOUNCEMENTS

XIII. ADJOURNMENT

CHECK REGISTER FOR VILLAGE OF LAKE ISABELLA

CHECK DATE 09/01/2026 - 09/30/2026

Check Date	Check	Vendor Name	Description	Amount
Bank 1 POOLED ACCOUNT				
09/09/2026	17727	ISABELLA BANK	BOND PAYMENT	27,425.25
09/09/2026	17728	JESSICA MANLEY - PAYROLL	PAYROLL	2,109.30
09/09/2026	17729	JOHNSON, JERRY	PAYROLL	1,434.28
09/09/2026	17730	CHARTER COMMUNICATIONS	PHONE BILL	225.15
09/09/2026	17731	CAMPY & GIRLS' DUST CONTROL	BRINE	700.00
09/09/2026	17732	ASSURANCE WATER LAB OF CMDHD	BEACH TESTING	525.00
09/09/2026	17733	VISUAL EDGE IT, INC	COPIER CONTRACT	292.22
			EQUIPMENT FOLDER PURCHASE	6,836.83
				7,129.05
09/09/2026	17734	WOLVERINE COMPUTER SERVICES	ZOOM, ADMIN COMP SETUP, PRINTING ISSUE,	2,232.50
09/09/2026	17735	VILLAGE OF LAKE ISABELLA - ME	Tax Disbursement	76,643.24
09/09/2026	17736	JESSICA PHINNEY	PAYROLL	1,194.05
09/09/2026	17737	JONATHAN DAVIS - PAYROLL	PAYROLL	755.73
09/09/2026	17738	SKYLAR GOODMAN-CAVE	PAYROLL	473.16
09/16/2026	17739	MT. PLEASANT AREA CHAMBER OF	ROLLIE DENISON LEADERSHIP CLASS 2026-20	900.00
09/16/2026	17740	YOUR SITE SERVICES	DUMPSTER FOR 3010 SEQUIOA	750.00
09/23/2026	17741	COYNE OIL	DIESEL FILL UP	540.80
			MIDGRADE FILL UP	744.69
				1,285.49
09/23/2026	17742	HIGHSTREET INSURANCE AND FIN	AIRPORT INSURANCE	1,705.00
09/23/2026	17743	JESSICA MANLEY - PAYROLL	PAYROLL	2,109.30
09/23/2026	17744	JOHNSON, JERRY	PAYROLL	1,434.28
09/23/2026	17745	CONSUMER ENERGY	DPW NATURAL GAS	21.00
09/23/2026	17746	BLUE CROSS BLUE SHIELD OF MI	DENTAL INSURANCE	738.54
09/23/2026	17747	AFLAC	INSURANCE	449.32
09/23/2026	17748	21ST CENTURY MEDIA - MICHIGAN	CRACK SEALING BID AND ORDINANCE REGULAT	203.00
09/23/2026	17749	ISABELLA COUNTY SHERIFF DEPT.	2026 MARINE PATROLS	2,083.52
			DEDICATED PATROLS	4,709.09
				6,792.61
09/23/2026	17750	BLOOM SLUGGETT , PC	LEGAL	2,086.00
09/23/2026	17751	CUSTOM HEATING AND COOLING	FIX WATER HEATER CORE	433.00
09/23/2026	17752	CALL MIKE	4 LAWN MOWS	240.00
09/23/2026	17753	JESSICA PHINNEY	PAYROLL	1,204.76
09/23/2026	17754	JONATHAN DAVIS - PAYROLL	PAYROLL	200.43
09/23/2026	17755	SKYLAR GOODMAN-CAVE	PAYROLL	649.85
09/24/2026	17756	ISABELLA BANK	SUPPLIES	896.10
09/24/2026	17757	JERRY JOHNSON	SANTA SCHOOL	710.00
09/24/2026	17758	JESSICA MANLEY REIMBURSEMENTS	DATA CENTER OVERVIEW IN LANSING	117.73
09/24/2026	17759	TRI COUNTY HOME WORKS ELECTRI	AIRPORT LIGHTS	64.42
			STREET LIGHTS	135.74
			COLDWATER CAUTION LIGHT	49.01
			VILLAGE OFFICE ELECTRIC	187.82
			DPW ELECTRIC	97.04
				534.03

CHECK REGISTER FOR VILLAGE OF LAKE ISABELLA

CHECK DATE 09/01/2026 - 09/30/2026

Check Date	Check	Vendor Name	Description	Amount
Bank 1 POOLED ACCOUNT				
1 TOTALS:				
Total of 33 Checks:				144,307.15
Less 0 Void Checks:				0.00
Total of 33 Disbursements:				144,307.15

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ISABELLA
Balance As of 09/30/2026

		YTD Balance 09/30/2026
GL Number	Description	Normal (Abnormal)
Fund: 101 General Fund		
*** Assets ***		
101-000-001.000	Cash in Checking	912,082.02
101-000-004.000	Petty Cash	200.00
101-000-019.000	ACCOUNTS RECEIVABLE	10.00
101-000-078.000	Due from the State of Michigan	130.00
101-000-084.000	Due from Other Funds	5,100.03
101-000-084.590	Due from Sewer Fund	(8.29)
101-000-275.000	DUE TO TAXPAYERS	(290.72)
Total Assets		917,223.04
*** Liabilities ***		
101-000-202.000	Accounts Payable	194,602.58
101-000-214.202	DUE TO MS	1,213.32
101-000-214.203	Due To Local Streets	605.39
101-000-228.000	P/R Taxes Payable To State	1,729.85
101-000-229.000	P/R Taxes Payable to Federal	(37.63)
101-000-229.100	FICA	(0.02)
101-000-229.200	MEDI	(23.31)
101-000-269.000	Garnishments Payable	56.78
Total Liabilities		198,146.96
*** Fund Equity ***		
101-000-390.000	Fund Balance	616,719.47
Total Fund Equity		616,719.47
Total Fund 101:		
TOTAL ASSETS		917,223.04
BEG. FUND BALANCE - 25-26		616,719.47
+ NET OF REVENUES/EXPENDITURES - 25-26		62,480.29
+ NET OF REVENUES & EXPENDITURES		39,876.32
= ENDING FUND BALANCE		719,076.08
+ LIABILITIES		198,146.96
= TOTAL LIABILITIES AND FUND BALANCE		917,223.04

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ISABELLA
Balance As of 09/30/2026

		YTD Balance
		09/30/2026
GL Number	Description	Normal (Abnormal)
Fund: 103 Fire Insurance Withholding Fun		
*** Assets ***		
103-000-001.000	Cash in Checking	102.73
Total Assets		102.73
*** Fund Equity ***		
103-000-390.000	Fund Balance	100.24
Total Fund Equity		100.24
Total Fund 103:		
TOTAL ASSETS		102.73
BEG. FUND BALANCE - 25-26		100.24
+ NET OF REVENUES/EXPENDITURES - 25-26		1.46
+ NET OF REVENUES & EXPENDITURES		1.03
= ENDING FUND BALANCE		102.73
+ LIABILITIES		0.00
= TOTAL LIABILITIES AND FUND BALANCE		102.73

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ISABELLA
Balance As of 09/30/2026

GL Number	Description	YTD Balance 09/30/2026 Normal (Abnormal)
Fund: 202 Major Streets		
*** Assets ***		
202-000-001.000	Cash in Checking	601,703.30
202-000-078.000	Due from the State of Michigan	(272.91)
202-000-084.101	Due From General Fund	1,213.32
Total Assets		602,643.71
*** Liabilities ***		
202-000-202.000	Accounts Payable	172.00
202-000-214.000	Due To Other Funds	3,407.52
Total Liabilities		3,579.52
*** Fund Equity ***		
202-000-390.000	Fund Balance	418,218.90
Total Fund Equity		418,218.90
Total Fund 202:		
TOTAL ASSETS		602,643.71
BEG. FUND BALANCE - 25-26		418,218.90
+ NET OF REVENUES/EXPENDITURES - 25-26		146,110.54
+ NET OF REVENUES & EXPENDITURES		34,734.75
= ENDING FUND BALANCE		599,064.19
+ LIABILITIES		3,579.52
= TOTAL LIABILITIES AND FUND BALANCE		602,643.71

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ISABELLA
Balance As of 09/30/2026

GL Number	Description	YTD Balance 09/30/2026 Normal (Abnormal)
Fund: 203 Local Streets		
*** Assets ***		
203-000-001.000	Cash in Checking	156,734.29
203-000-078.000	Due from the State of Michigan	(109.74)
203-000-084.101	Due From General Fund	605.39
Total Assets		<u>157,229.94</u>
*** Liabilities ***		
203-000-202.000	Accounts Payable	(172.00)
203-000-214.000	Due To Other Funds	1,692.51
Total Liabilities		<u>1,520.51</u>
*** Fund Equity ***		
203-000-390.000	Fund Balance	151,396.03
Total Fund Equity		<u>151,396.03</u>
Total Fund 203:		
TOTAL ASSETS		<u>157,229.94</u>
BEG. FUND BALANCE - 25-26		151,396.03
+ NET OF REVENUES/EXPENDITURES - 25-26		(621.01)
+ NET OF REVENUES & EXPENDITURES		4,934.41
= ENDING FUND BALANCE		155,709.43
+ LIABILITIES		1,520.51
= TOTAL LIABILITIES AND FUND BALANCE		<u>157,229.94</u>

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ISABELLA
Balance As of 09/30/2026

		YTD Balance 09/30/2026	
GL Number	Description	Normal	(Abnormal)
Fund: 207 Road Patrol Milage			
*** Assets ***			
207-000-001.000	Cash in Checking		(0.95)
Total Assets			(0.95)
*** Fund Equity ***			
207-000-390.000	Fund Balance		(0.95)
Total Fund Equity			(0.95)
Total Fund 207:			
TOTAL ASSETS			(0.95)
BEG. FUND BALANCE - 25-26			(0.95)
+ NET OF REVENUES & EXPENDITURES			0.00
= ENDING FUND BALANCE			(0.95)
+ LIABILITIES			0.00
= TOTAL LIABILITIES AND FUND BALANCE			(0.95)

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ISABELLA
Balance As of 09/30/2026

		YTD Balance 09/30/2026
GL Number	Description	Normal (Abnormal)
Fund: 220 LAKE IMPROVEMENT FUND		
*** Assets ***		
220-000-001.000	Cash in Checking	158,074.13
Total Assets		158,074.13
*** Fund Equity ***		
220-000-390.000	Fund Balance	48,625.57
Total Fund Equity		48,625.57
Total Fund 220:		
TOTAL ASSETS		158,074.13
BEG. FUND BALANCE - 25-26		48,625.57
+ NET OF REVENUES/EXPENDITURES - 25-26		(17,451.59)
+ NET OF REVENUES & EXPENDITURES		126,900.15
= ENDING FUND BALANCE		158,074.13
+ LIABILITIES		0.00
= TOTAL LIABILITIES AND FUND BALANCE		158,074.13

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ISABELLA
Balance As of 09/30/2026

		YTD Balance 09/30/2026
GL Number	Description	Normal (Abnormal)
Fund: 581 Airport		
*** Assets ***		
581-000-130.000	Land	50,000.00
581-000-156.000	Runway	206,452.36
581-000-157.000	Acc. Depreciation-Runway	(206,452.00)
Total Assets		50,000.36
*** Fund Equity ***		
581-000-390.000	Fund Balance	50,000.36
Total Fund Equity		50,000.36
Total Fund 581:		
TOTAL ASSETS		50,000.36
BEG. FUND BALANCE - 25-26		50,000.36
+ NET OF REVENUES & EXPENDITURES		0.00
= ENDING FUND BALANCE		50,000.36
+ LIABILITIES		0.00
= TOTAL LIABILITIES AND FUND BALANCE		50,000.36

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ISABELLA
Balance As of 09/30/2026

GL Number	Description	YTD Balance 09/30/2026 Normal (Abnormal)
Fund: 590 Sewer		
*** Assets ***		
590-000-130.000	Land	65,000.00
Total Assets		65,000.00
*** Liabilities ***		
590-000-214.000	Due To Other Funds	(8.29)
Total Liabilities		(8.29)
*** Fund Equity ***		
590-000-390.000	Fund Balance	70,251.22
Total Fund Equity		70,251.22
Total Fund 590:		
TOTAL ASSETS		65,000.00
BEG. FUND BALANCE - 25-26		70,251.22
+ NET OF REVENUES/EXPENDITURES - 25-26		(5,246.69)
+ NET OF REVENUES & EXPENDITURES		3.76
= ENDING FUND BALANCE		65,008.29
+ LIABILITIES		(8.29)
= TOTAL LIABILITIES AND FUND BALANCE		65,000.00

BALANCE SHEET REPORT FOR VILLAGE OF LAKE ISABELLA
Balance As of 09/30/2026

		YTD Balance 09/30/2026
GL Number	Description	Normal (Abnormal)
Fund: 900 General Fixed Asset		
*** Assets ***		
900-000-137.000	Acc. Dep.-Buildings/Additions	(1,185.71)
900-000-139.000	Acc. Depreciation - St Equipme	(583.00)
900-000-146.000	Office Equipment & Furniture	2,634.90
900-000-147.000	Acc. Dep. Office & Furniture	(1,404.41)
900-000-170.000	Infrastructure	984,394.74
900-000-171.000	Accum. Depreciation Office Equ	(111,797.00)
Total Assets		872,059.52
*** Fund Equity ***		
900-000-399.000	Investment and Fixed Assets	872,059.52
Total Fund Equity		872,059.52
Total Fund 900:		
TOTAL ASSETS		872,059.52
BEG. FUND BALANCE - 25-26		872,059.52
+ NET OF REVENUES & EXPENDITURES		0.00
= ENDING FUND BALANCE		872,059.52
+ LIABILITIES		0.00
= TOTAL LIABILITIES AND FUND BALANCE		872,059.52

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ISABELLA

Balance As of 09/30/2026

GL Number	Description	26-27 Amended Budget	YTD Balance 09/30/2026 Normal (Abnormal)	Activity For 09/30/2026 Increase (Decrease)	Available Balance 09/30/2026 Normal (Abnormal)	% Bdg Used
Fund: 101 General Fund						
Account Category: Revenues						
Department: 000						
101-000-401.000	Taxes	0.00	89,952.48	53,898.68	(89,952.48)	100.00
101-000-404.000	LAKE & RIVER RESTORATION MILL	0.00	189.43	(76,643.24)	(189.43)	100.00
101-000-445.000	Interest & Penalties on Taxes	0.00	12.26	12.26	(12.26)	100.00
101-000-451.000	Special Assessments	0.00	49,134.55	27,874.10	(49,134.55)	100.00
101-000-475.000	Permits	0.00	760.00	200.00	(760.00)	100.00
101-000-477.000	Cable Franchise Fee	0.00	4,831.90	0.00	(4,831.90)	100.00
101-000-548.000	LIQUOR LICENSE FEE PUB ACT 58	0.00	421.85	421.85	(421.85)	100.00
101-000-569.000	STATE GRANTS-OTHER	0.00	2.04	0.00	(2.04)	100.00
101-000-609.202	MS Administration Fee	0.00	1,641.92	1,641.92	(1,641.92)	100.00
101-000-609.203	LS Administration Fees	0.00	814.14	814.14	(814.14)	100.00
101-000-657.000	Civil Infraction Fines	0.00	158.40	0.00	(158.40)	100.00
101-000-664.000	Interest In Checking	0.00	5,767.77	2,120.62	(5,767.77)	100.00
101-000-672.000	Miscellaneous	0.00	98.28	0.00	(98.28)	100.00
101-000-672.200	Miscellaneous-Fireworks Donati	0.00	4,665.75	4,265.75	(4,665.75)	100.00
Total Dept 000		0.00	158,450.77	14,606.08	(158,450.77)	100.00
Revenues		0.00	158,450.77	14,606.08	(158,450.77)	100.00
Account Category: Expenditures						
Department: 101 Council						
101-101-702.000	Salaries	0.00	225.15	225.15	(225.15)	100.00
101-101-900.000	Printing and Publishing	0.00	121.50	121.50	(121.50)	100.00
Total Dept 101 - Council		0.00	346.65	346.65	(346.65)	100.00
Department: 172 Village Manager						
101-172-702.000	Salaries	0.00	5,451.90	1,817.30	(5,451.90)	100.00
101-172-709.000	Social Security Tax Employer	0.00	360.96	240.64	(360.96)	100.00
101-172-718.000	Employee Insurance	0.00	5,732.20	1,995.08	(5,732.20)	100.00
101-172-718.150	Employee Contributions	0.00	1,433.05	498.77	(1,433.05)	100.00
101-172-850.000	Telephone	0.00	450.00	150.00	(450.00)	100.00
101-172-860.000	Transportation and Mileage	0.00	1,003.93	413.13	(1,003.93)	100.00
101-172-860.100	Non Taxable Vehicle Reimburse	0.00	221.46	73.82	(221.46)	100.00
101-172-910.000	Training - Professional Dev.	0.00	900.00	900.00	(900.00)	100.00
101-172-956.000	Miscellaneous	0.00	42.00	42.00	(42.00)	100.00
Total Dept 172 - Village Manager		0.00	15,595.50	6,130.74	(15,595.50)	100.00
Department: 173 Administration						
101-173-702.000	Salaries	0.00	10,060.00	2,840.00	(10,060.00)	100.00
101-173-709.000	Social Security Tax Employer	0.00	382.18	231.10	(382.18)	100.00
101-173-718.000	Employee Insurance	0.00	402.00	201.00	(402.00)	100.00
101-173-718.100	AFLAC	0.00	459.84	153.28	(459.84)	100.00
101-173-718.150	Employee Contributions	0.00	(1,084.52)	(344.76)	1,084.52	100.00
101-173-725.000	Workers Compensation	0.00	894.00	0.00	(894.00)	100.00
101-173-726.000	Retirement Fund	0.00	(778.80)	(259.60)	778.80	100.00
101-173-752.000	Supplies	0.00	408.14	362.05	(408.14)	100.00
101-173-801.000	Contracted Services	0.00	289.98	54.99	(289.98)	100.00
101-173-801.100	FIREWORKS	0.00	8,500.00	0.00	(8,500.00)	100.00
101-173-801.400	Copier Contract	0.00	573.67	292.22	(573.67)	100.00
101-173-801.500	Software Support	0.00	4,384.37	0.00	(4,384.37)	100.00
101-173-801.525	IT Support	0.00	2,232.50	2,232.50	(2,232.50)	100.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ISABELLA

Balance As of 09/30/2026

GL Number	Description	26-27 Amended Budget	YTD Balance 09/30/2026 Normal (Abnormal)	Activity For 09/30/2026 Increase (Decrease)	Available Balance 09/30/2026 Normal (Abnormal)	% Bdg Used
Fund: 101 General Fund						
Account Category: Expenditures						
Department: 173 Administration						
101-173-829.000	Legal	0.00	4,016.00	1,987.00	(4,016.00)	100.00
101-173-830.000	Audit	0.00	1,000.00	0.00	(1,000.00)	100.00
101-173-850.000	Telephone	0.00	225.15	0.00	(225.15)	100.00
101-173-851.000	Postage	0.00	430.80	0.00	(430.80)	100.00
101-173-900.000	Printing and Publishing	0.00	81.50	81.50	(81.50)	100.00
101-173-910.000	Training - Professional Dev.	0.00	710.00	710.00	(710.00)	100.00
101-173-915.000	Membership and Dues	0.00	1,897.00	0.00	(1,897.00)	100.00
101-173-935.000	Liability & Property Insurance	0.00	7,600.00	0.00	(7,600.00)	100.00
101-173-970.000	Capital Outlay	0.00	6,836.83	6,836.83	(6,836.83)	100.00
Total Dept 173 - Administration		0.00	49,520.64	15,378.11	(49,520.64)	100.00
Department: 215 Clerk						
101-215-702.000	Salaries	0.00	3,115.38	1,038.46	(3,115.38)	100.00
101-215-709.000	Social Security Tax Employer	0.00	369.78	246.72	(369.78)	100.00
Total Dept 215 - Clerk		0.00	3,485.16	1,285.18	(3,485.16)	100.00
Department: 253 Treasurer						
101-253-702.000	Salaries	0.00	3,115.38	1,038.46	(3,115.38)	100.00
101-253-709.000	Social Security Tax Employer	0.00	498.92	333.02	(498.92)	100.00
101-253-752.000	Supplies	0.00	115.56	0.00	(115.56)	100.00
101-253-851.000	Postage	0.00	624.00	0.00	(624.00)	100.00
Total Dept 253 - Treasurer		0.00	4,353.86	1,371.48	(4,353.86)	100.00
Department: 262 Elections						
101-262-900.000	Printing and Publishing	0.00	281.50	0.00	(281.50)	100.00
Total Dept 262 - Elections		0.00	281.50	0.00	(281.50)	100.00
Department: 265 Building and Grounds						
101-265-752.000	Supplies	0.00	674.94	0.00	(674.94)	100.00
101-265-801.000	Contracted Services	0.00	1,417.00	958.00	(1,417.00)	100.00
101-265-801.200	Mowing/Tree Trimming	0.00	240.00	240.00	(240.00)	100.00
101-265-850.100	DPW Internet	0.00	149.50	149.50	(149.50)	100.00
101-265-850.200	Radio Service	0.00	350.00	175.00	(350.00)	100.00
101-265-920.000	Electric	0.00	527.52	187.82	(527.52)	100.00
101-265-920.150	201 S. Coldwater Rd	0.00	304.17	97.04	(304.17)	100.00
101-265-921.000	VILLAGE HALL NATURAL GAS	0.00	79.22	0.00	(79.22)	100.00
101-265-921.100	Natural Gas @ 201 Coldwater	0.00	76.56	21.00	(76.56)	100.00
101-265-932.000	Equipment Repairs/Maintenance	0.00	277.38	0.00	(277.38)	100.00
101-265-991.000	Principal	0.00	22,500.00	22,500.00	(22,500.00)	100.00
101-265-992.000	Interest	0.00	4,925.25	4,925.25	(4,925.25)	100.00
Total Dept 265 - Building and Grounds		0.00	31,521.54	29,253.61	(31,521.54)	100.00
Department: 345 Public Safety						
101-345-801.800	POLICE ROAD PATROL	0.00	4,709.09	4,709.09	(4,709.09)	100.00
101-345-801.850	Lake Patrol Agreement	0.00	2,083.52	2,083.52	(2,083.52)	100.00
Total Dept 345 - Public Safety		0.00	6,792.61	6,792.61	(6,792.61)	100.00
Department: 346 Code/Zoning Enforcement						
101-346-702.000	Salaries	0.00	1,557.72	519.24	(1,557.72)	100.00
101-346-709.000	Social Security Tax Employer	0.00	120.30	80.20	(120.30)	100.00
101-346-801.550	Software - LexisNexus	0.00	225.12	112.56	(225.12)	100.00

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ISABELLA

Balance As of 09/30/2026

GL Number	Description	26-27 Amended Budget	YTD Balance 09/30/2026 Normal (Abnormal)	Activity For 09/30/2026 Increase (Decrease)	Available Balance 09/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 General Fund						
Account Category: Expenditures						
Department: 346 Code/Zoning Enforcement						
101-346-801.600	Blight Program	0.00	750.00	750.00	(750.00)	100.00
101-346-829.000	Legal	0.00	569.00	99.00	(569.00)	100.00
Total Dept 346 - Code/Zoning Enforcement		0.00	3,222.14	1,561.00	(3,222.14)	100.00
Department: 439 Airport						
101-439-920.000	Electric	0.00	184.94	64.42	(184.94)	100.00
101-439-935.000	Liability & Property Insurance	0.00	1,705.00	1,705.00	(1,705.00)	100.00
Total Dept 439 - Airport		0.00	1,889.94	1,769.42	(1,889.94)	100.00
Department: 448 Street Lighting						
101-448-920.000	Electric	0.00	554.25	184.75	(554.25)	100.00
Total Dept 448 - Street Lighting		0.00	554.25	184.75	(554.25)	100.00
Department: 701 Planning Commission						
101-701-702.000	Salaries	0.00	778.86	259.62	(778.86)	100.00
101-701-709.000	Social Security Tax Employer	0.00	120.30	80.20	(120.30)	100.00
Total Dept 701 - Planning Commission		0.00	899.16	339.82	(899.16)	100.00
Department: 702 Zoning Board of Appeals						
101-702-900.000	Printing and Publishing	0.00	111.50	0.00	(111.50)	100.00
Total Dept 702 - Zoning Board of Appeals		0.00	111.50	0.00	(111.50)	100.00
Expenditures		0.00	118,574.45	64,413.37	(118,574.45)	100.00
Fund 101 - General Fund:						
TOTAL REVENUES		0.00	158,450.77	14,606.08	(158,450.77)	100.00
TOTAL EXPENDITURES		0.00	118,574.45	64,413.37	(118,574.45)	100.00
NET OF REVENUES & EXPENDITURES:		0.00	39,876.32	(49,807.29)	(39,876.32)	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ISABELLA

Balance As of 09/30/2026

GL Number	Description	26-27 Amended Budget	YTD Balance 09/30/2026 Normal (Abnormal)	Activity For 09/30/2026 Increase (Decrease)	Available Balance 09/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 103 Fire Insurance Withholding Fun						
Account Category: Revenues						
Department: 000						
103-000-664.000	Interest In Checking	0.00	1.03	0.34	(1.03)	100.00
	Total Dept 000	0.00	1.03	0.34	(1.03)	100.00
	Revenues	0.00	1.03	0.34	(1.03)	100.00
Fund 103 - Fire Insurance Withholding Fun:						
	TOTAL REVENUES	0.00	1.03	0.34	(1.03)	100.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES:	0.00	1.03	0.34	(1.03)	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ISABELLA

Balance As of 09/30/2026

GL Number	Description	26-27 Amended Budget	YTD Balance 09/30/2026 (Abnormal)	Activity For 09/30/2026 Increase (Decrease)	Available Balance 09/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 202 Major Streets						
Account Category: Revenues						
Department: 000						
202-000-546.000	Public Act 51	0.00	29,853.09	29,853.09	(29,853.09)	100.00
202-000-556.100	NRF REVENUE	0.00	21,652.36	21,652.36	(21,652.36)	100.00
202-000-664.000	Interest In Checking	0.00	4,091.92	1,391.28	(4,091.92)	100.00
Total Dept 000		0.00	55,597.37	52,896.73	(55,597.37)	100.00
Revenues		0.00	55,597.37	52,896.73	(55,597.37)	100.00
Account Category: Expenditures						
Department: 453 Preservation of Streets						
202-453-702.000	Salaries	0.00	11,163.79	3,446.14	(11,163.79)	100.00
202-453-709.000	Social Security Tax Employer	0.00	812.70	535.55	(812.70)	100.00
202-453-718.000	Employee Insurance	0.00	2,749.86	939.42	(2,749.86)	100.00
202-453-718.100	AFLAC	0.00	444.06	148.02	(444.06)	100.00
202-453-718.150	Employee Contributions	0.00	139.44	52.18	(139.44)	100.00
202-453-725.000	Workers Compensation	0.00	350.00	0.00	(350.00)	100.00
202-453-860.000	Transportation and Mileage	0.00	943.35	642.75	(943.35)	100.00
Total Dept 453 - Preservation of Streets		0.00	16,603.20	5,764.06	(16,603.20)	100.00
Department: 457 Administration						
202-457-809.000	Administration Fee	0.00	1,641.92	1,641.92	(1,641.92)	100.00
202-457-830.000	Audit	0.00	1,000.00	0.00	(1,000.00)	100.00
202-457-935.000	Liability & Property Insurance	0.00	1,617.50	0.00	(1,617.50)	100.00
Total Dept 457 - Administration		0.00	4,259.42	1,641.92	(4,259.42)	100.00
Expenditures		0.00	20,862.62	7,405.98	(20,862.62)	100.00
Fund 202 - Major Streets:						
TOTAL REVENUES		0.00	55,597.37	52,896.73	(55,597.37)	100.00
TOTAL EXPENDITURES		0.00	20,862.62	7,405.98	(20,862.62)	100.00
NET OF REVENUES & EXPENDITURES:		0.00	34,734.75	45,490.75	(34,734.75)	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ISABELLA

Balance As of 09/30/2026

GL Number	Description	26-27 Amended Budget	YTD Balance 09/30/2026 Normal (Abnormal)	Activity For 09/30/2026 Increase (Decrease)	Available Balance 09/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 203 Local Streets						
Account Category: Revenues						
Department: 000						
203-000-546.000	Public Act 51	0.00	14,802.54	14,802.54	(14,802.54)	100.00
203-000-556.100	NRF REVENUE	0.00	10,736.24	10,736.24	(10,736.24)	100.00
203-000-664.000	Interest In Checking	0.00	1,030.42	365.14	(1,030.42)	100.00
Total Dept 000		0.00	26,569.20	25,903.92	(26,569.20)	100.00
Revenues		0.00	26,569.20	25,903.92	(26,569.20)	100.00
Account Category: Expenditures						
Department: 453 Preservation of Streets						
203-453-702.000	Salaries	0.00	11,163.79	3,446.14	(11,163.79)	100.00
203-453-709.000	Social Security Tax Employer	0.00	812.70	535.55	(812.70)	100.00
203-453-718.000	Employee Insurance	0.00	2,749.86	939.42	(2,749.86)	100.00
203-453-718.100	AFLAC	0.00	444.06	148.02	(444.06)	100.00
203-453-718.150	Employee Contributions	0.00	139.41	52.17	(139.41)	100.00
203-453-725.000	Workers Compensation	0.00	550.00	0.00	(550.00)	100.00
203-453-801.300	Brining	0.00	1,400.00	700.00	(1,400.00)	100.00
203-453-860.000	Transportation and Mileage	0.00	943.33	642.74	(943.33)	100.00
Total Dept 453 - Preservation of Streets		0.00	18,203.15	6,464.04	(18,203.15)	100.00
Department: 457 Administration						
203-457-809.000	Administration Fee	0.00	814.14	814.14	(814.14)	100.00
203-457-830.000	Audit	0.00	1,000.00	0.00	(1,000.00)	100.00
203-457-935.000	Liability & Property Insurance	0.00	1,617.50	0.00	(1,617.50)	100.00
Total Dept 457 - Administration		0.00	3,431.64	814.14	(3,431.64)	100.00
Expenditures		0.00	21,634.79	7,278.18	(21,634.79)	100.00
Fund 203 - Local Streets:						
TOTAL REVENUES		0.00	26,569.20	25,903.92	(26,569.20)	100.00
TOTAL EXPENDITURES		0.00	21,634.79	7,278.18	(21,634.79)	100.00
NET OF REVENUES & EXPENDITURES:		0.00	4,934.41	18,625.74	(4,934.41)	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ISABELLA

Balance As of 09/30/2026

GL Number	Description	26-27 Amended Budget	YTD Balance 09/30/2026 Normal (Abnormal)	Activity For 09/30/2026 Increase (Decrease)	Available Balance 09/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 220 LAKE IMPROVEMENT FUND						
Account Category: Revenues						
Department: 000						
220-000-404.000	LAKE & RIVER RESTORATION MILL	0.00	132,082.49	76,643.24	(132,082.49)	100.00
220-000-664.000	Interest In Checking	0.00	577.66	371.36	(577.66)	100.00
Total Dept 000		0.00	132,660.15	77,014.60	(132,660.15)	100.00
Revenues		0.00	132,660.15	77,014.60	(132,660.15)	100.00
Account Category: Expenditures						
Department: 000						
220-000-801.860	PERMITS AND TESTING	0.00	5,760.00	0.00	(5,760.00)	100.00
Total Dept 000		0.00	5,760.00	0.00	(5,760.00)	100.00
Expenditures		0.00	5,760.00	0.00	(5,760.00)	100.00
Fund 220 - LAKE IMPROVEMENT FUND:						
TOTAL REVENUES		0.00	132,660.15	77,014.60	(132,660.15)	100.00
TOTAL EXPENDITURES		0.00	5,760.00	0.00	(5,760.00)	100.00
NET OF REVENUES & EXPENDITURES:		0.00	126,900.15	77,014.60	(126,900.15)	

REVENUE AND EXPENDITURE REPORT FOR VILLAGE OF LAKE ISABELLA

Balance As of 09/30/2026

GL Number	Description	26-27 Amended Budget	YTD Balance 09/30/2026 Normal (Abnormal)	Activity For 09/30/2026 Increase (Decrease)	Available Balance 09/30/2026 Normal (Abnormal)	% Bdgt Used
Fund: 590 Sewer						
Account Category: Revenues						
Department: 000						
590-000-664.000	Interest In Checking	0.00	3.76	0.00	(3.76)	100.00
	Total Dept 000	0.00	3.76	0.00	(3.76)	100.00
	Revenues	0.00	3.76	0.00	(3.76)	100.00
Fund 590 - Sewer:						
	TOTAL REVENUES	0.00	3.76	0.00	(3.76)	100.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES:	0.00	3.76	0.00	(3.76)	
Report Totals:						
	TOTAL REVENUES - ALL FUNDS	0.00	373,282.28	170,421.67	(373,282.28)	100.00
	TOTAL EXPENDITURES - ALL FUNDS	0.00	166,831.86	79,097.53	(166,831.86)	100.00
	NET OF REVENUES & EXPENDITURES:	0.00	206,450.42	91,324.14	(206,450.42)	

**Village of Lake Isabella
1010 Clubhouse Drive
Lake Isabella, MI 48893**

**Village Council
September 15, 2026
Regular Meeting Minutes**

At 7:00 p.m., Village President Torgerson called the meeting to order. The Pledge of Allegiance was recited by those in attendance.

Members Present: Peavey, Lahti, Cueny, Laraway, & Torgerson

Members Excused: Barringer and Shannon

Meeting Agenda:

The agenda was approved by unanimous consent.

Consent Agenda:

Laraway made a motion, seconded by Peavey, to approve the Consent Agenda as presented.

Motion carried unanimously by voice vote.

YEAS: Cueny, Lahti, Laraway, Peavey, & Torgerson

NAYS: None

Motion Carried 5-0-0.

Village President's Report:

President Torgerson thanked the Planning Commission for the time, effort, and perseverance devoted to the proposed data center ordinance and Brownfield-related work. He addressed concerns raised regarding transparency and stated that airport discussions date back to 2021 and that Brownfield and data center work had been underway since earlier in 2026. He encouraged residents to review the information available from prior public meetings and Village records.

Village Manager's Report:

Interim Village Manager Manley summarized her written report included in the meeting packet. She also informed the councilmembers of a free MSU educational program regarding data centers. Manley asked Council to consider delaying introduction of the proposed data center ordinance until after the program so any additional useful information could be considered.

Interim Manager Manley stated a partial draft of the Village newsletter was provided for Council review. Candidate and Deputy McCollum profiles, important phone numbers, and other community information were being prepared.

Councilmembers received materials for the Interim Manager's six-month evaluation, as well, and were asked to return completed evaluations by October 2 for consideration at the October meeting.

DPW Report:

DPW Supervisor Johnson reported that arrangements had been made with a composting facility to accept the Village's leaves and hauling was beginning. The brush pile had also been separated into smaller piles in preparation for future controlled burning when conditions allowed.

Fireworks Committee Update:

Jeff Grey, Fireworks Committee Chair, reported that it had met three times and would meet again on September 23 at 6:00 p.m. A Labor Day weekend poker run and other donations had raised approximately \$5,460. Combined with the Village's \$6,000 commitment, approximately \$11,500 had been identified toward the effort. The Committee's current overall fundraising goal was reported as approximately \$20,000 to \$25,000. Representatives familiar with the fireworks vendor and barge-based displays were being invited to the next committee meeting.

Public Hearings:

1. Proposed Ordinance 2026-03, Park Entrance Adjacent Lots

Torgerson opened the public hearing at 7:16 pm.

Interim Village Manager Manley explained that the proposed ordinance would address lots separated by a park access strip or easement in a manner similar to existing provisions for lots separated by a roadway.

The ordinance would allow qualifying lots to be treated as one site for zoning purposes while preserving the ownership and jurisdiction of the park access strip. Required setbacks from the property/easement line would continue to apply.

Council Discussion: Peavey asked what the setbacks would be from the easement.

Public Comments:

John Boyd asked how many properties this affects.

Larry Russell made the observation that it is really no different then building across the road and that the LIPOA may need to put up a split rail fence just to mark the easement.

Additional Council discussion: Paul Cueny stated it is only fair to allow those property owners to have the same opportunity as those building garages across the street and that it was an oversight he is glad is being corrected tonight.

Torgerson closed the public hearing at 7:20 pm.

Public Comments:

Mike Holcomb, 1023 Pyrenees Drive, submitted written materials regarding data centers for the record. He expressed concern regarding the timing of the data center moratorium, Brownfield engineering work, Village-owned Drew Road properties, the airport appraisal process, and whether those matters indicated preparation for larger industrial development. He requested

additional protections in the proposed data center ordinance and advocated for a community benefits agreement if a data center developer were ever to propose a project.

John Boyd, 1063 Crown Point, commented regarding data centers and asked whether the Village or its economic-development partners had been approached about locating a data center in Lake Isabella. He questioned why a data center ordinance was needed and expressed concern about allowing data centers in the Village.

Ken Schutt, 1089 Isabella Vista, commented on a change for dba was changed to 65 and would like to know more about the Brownfield project.

Village representatives stated that no data center had been proposed for Lake Isabella and that the ordinance effort was intended to establish regulations in advance of any future proposal. The recently adopted moratorium and the separate nature of the Brownfield, airport, and data center matters were also discussed.

Charles Osborne II commented that there appeared to be a communication gap regarding Village information and asked whether more could be done to help residents access information. Manley noted that the planned newsletter would include information about the Village website and the eNotify feature.

Charles Osborne Sr. expressed opposition to data centers in the broader Isabella County area and support for the Village's efforts to regulate them.

Existing Business:

1. Proposed Ordinance 2026-03 – Park Entrance Adjacent Lots:

Cueny made a motion, seconded by Peavey, to adopt Proposed Ordinance 2026-03 – Park Entrance.

Roll Call Vote

YEAS: Lahti, Laraway, Peavey, Cueny, & Torgerson

NAYS: None

Motion Carried 5-0-0.

2. Airport

Interim Village Manager Manley summarized her review of prior airport discussions. She reported that discussions regarding possible transfer of the airport had occurred for several years, beginning in 2021, but she had not located a formal Council action or signed agreement approving a sale or one-dollar transfer. She reported that the assessor had provided an estimated figure of \$437,400 based on limited information and state figures. Staff continued contacting commercial appraisal firms in an effort to obtain a qualified airport appraisal. No signed agreement asserted by the Airport Association had been provided to staff.

Council discussed possible future options for the airport, including continued operation, closure, and community uses during temporary closures such as a farmers market, movies, car shows, or food-truck events. Manley reported that annual operating costs were under

approximately \$3,000 and discussed the possibility of using community events to offset those costs. No formal action was taken.

2. Proposed Ordinance 2026-04 – Data Centers

Council and staff discussed the proposed data center ordinance and the purpose of establishing local regulations before any application is received. Discussion included the existing moratorium, concerns raised by residents, the Village's ability to regulate the use without creating an exclusionary ordinance, and additional research and educational information still being reviewed. Manley reiterated her request that Council wait until after the upcoming MSU educational program before introducing the ordinance. No formal action was taken on Proposed Ordinance 2026-04 at this meeting.

New Business:

1. Interim Manager Evaluation Preparation

Interim Village Manager Manley reviewed the materials distributed for her six-month evaluation. Councilmembers were asked to complete and return their evaluation materials to the Village office or Clerk Shannon by October 2. The formal evaluation was scheduled for the October Council meeting.

2. Newsletter

Manley reviewed the developing Village newsletter. Planned material included candidate questionnaires, a profile of Deputy McCollum, information regarding the recurring tissue-littering issue and Sheriff's Department reporting app, important community phone numbers, and other Village information. Councilmembers were asked to provide any suggested additions or deletions. The newsletter was anticipated for distribution in mid-October.

Public Comments:

Mike Holcomb, 1023 Pyrenees Drive, again advocated for a community benefits agreement as part of any future data center proposal, including possible support for fire-service needs or other community benefits. He also objected to comments made earlier in the meeting by President Torgerson regarding residents' research and the suggestion of a "tin foil hat." A brief exchange followed regarding the research and information submitted concerning the proposed ordinance.

Larry Russell, 1110 Fairway, asked about the status of cityhood.

Charles Osborn Sr., 1032 Cortez, asked for clarification on the ownership of the Airport and what had transpired to have the Village Council look into different avenues with the Airport.

Council Comments:

No additional Council comments were offered.

Announcements:

The next Planning Commission meeting is October 13, 2026, at 7:00 p.m. The next regular Village Council meeting is October 20, 2026, at 7:00 p.m.

Adjournment: 8:01 p.m.

Approved:

Carol Shannon, Village Clerk

David K. Torgerson, Village President



Village of Lake Isabella

Fireworks Committee
September 23, 2026 Meeting

Grey called the meeting to order at 6:03pm.

Members Present: Boyd, Fuller, Grey, Kozinski, Y Neyer, Tafreshi

Members Absent: Claybaugh, Hahn, B Neyer

Public Comment: None

Business:

Minutes for August 26th meeting approved. Motion presented by Tafreshi, seconded by Y Neyer, voice vote 6-0

It was requested by the committee that when mentioning funds raised, that the \$6000 from Village council not be included in the total until a later date. They would like only donations be tallied for the Facebook and website totals. Fuller also mentioned that the totals should have a disclaimer about the totals raised by the Poker Run being the majority of the donations so far. No decision on how to report that was made at this time.

Y Neyer presented a letter for soliciting donations from businesses. It was agreed upon that the Village would pay for postage, as in past years the Village has used funds to send out donation requests. These letters would be mailed out in the coming weeks. Fuller and Y Neyer had lists of businesses and individuals who owned businesses to send letters to, and the committee helped in adding more to the list

The committee discussed how to acknowledge businesses and individuals who submit large donations. A tier system had been discussed in previous meetings. Starting rewards would be acknowledgement on the Village Facebook page, all the way up to a "Super Donor" trophy for the largest donation. Boyd will look into trophy prices. It was also suggested to have companies that donate to also donate signage that can be placed at the Village office, the DPW building, or potentially at parks for the fireworks show.

Looking forward the committee wanted to start planning another event for the coming months. Grey suggested a Chili Cook Off, spaghetti dinner, or a dinner in the park. A Chili Cook Off and Tree Lighting ceremony was decided for early December, with location to be finalized either at the DPW building or at the Village office. Boyd offered to donate holiday lighting for the event.

Boyd asked why the fireworks company could not use the easement north of the dam. It had been explained that the fire department had said they could not safely get their vehicles or MMR down the easement in case of emergency. Boyd said that she would be confirming this again with the fire department.

The next meeting will be held on October 28th at 6pm. Committee members were asked to think of any other businesses that could get a sponsor letter.

With no further business, the Fireworks Committee adjourned at **7:12 pm**, motion made by Fuller, seconded by Y Neyer, and voice vote 6-0.

X| _____

Carol Shannon, Village Clerk

DRAFT



PROPOSED ORDINANCE 2026-04 DATA CENTERS

Since February 2026, the Planning Commission has worked to develop regulations addressing data center facilities within the Village of Lake Isabella. Throughout this process, the Village has considered public comments, property owner concerns, examples from other municipalities, technical information, and input from the Village Attorney.

The proposed ordinance has undergone multiple revisions to address concerns regarding groundwater and surface-water protection, electrical infrastructure, low-frequency noise, environmental impacts, emergency response, and compatibility with the Village's residential and recreational character.

Recent Research and Developments

Staff conducted an additional review of information concerning data center regulation, focusing on developments from approximately September 14 through October 14, 2026.

The review identified the following:

- **Michigan Legislation:** Several bills have recently been introduced addressing data center development and local zoning authority, including House Bills 6388, 6391, 6426, and 6427. These are legislative proposals and do not, by their introduction alone, require amendments to the Village's ordinance.
- **Water and Environmental Impacts:** Recent University of Michigan research examined the relationship between data center cooling technologies, water consumption, and electrical demand. The Village's proposed ordinance already contains extensive provisions addressing cooling technology, groundwater withdrawals, surface-water protection, spill containment, and environmental review.
- **Noise Regulations:** Other municipalities have incorporated both A-weighted (dBA) and C-weighted (dBC) noise standards into their data center regulations. The Village's revised ordinance already includes both measurements, mandatory preapproval acoustical studies, and post-construction verification.
- **Michigan Litigation:** Pending litigation involving data center regulation in Wixom highlights the importance of establishing clear zoning standards and maintaining a documented review process. No final controlling court decision was identified during this review requiring changes to the Village's proposed ordinance.
- **State Environmental Oversight:** Michigan EGLE guidance reinforces that data center developments may be subject to additional state environmental permitting requirements. The proposed ordinance already requires compliance with applicable local, county, state, and federal regulations.

Staff Assessment

The Village's proposed ordinance takes a more restrictive approach than many regulations intended to accommodate large data center developments.

Under Proposed Ordinance 2026-04, large-scale and hyperscale data centers are prohibited throughout the Village. Only small-scale facilities may be considered through Special Land Use approval within the Industrial District, subject to limitations on building area, computer floor area, electrical demand, cooling systems, setbacks, noise, environmental protection, and other operational requirements.

Importantly, Special Land Use eligibility does not guarantee approval of an application. Each proposal must undergo review and demonstrate compliance with the applicable ordinance standards.

Although residents have expressed concerns regarding potential data center development, the proposed ordinance addresses many of those concerns through specific, enforceable development and operational standards.

Based on the additional research reviewed, **staff has not identified a new law, final controlling court decision, or scientific finding that necessitates further substantive changes to the proposed ordinance at this time.** Future legislative developments and court decisions may warrant additional review.

Staff Recommendation

Staff recommends that the Village Council introduce the ordinance and hold the public hearing for it at next months meeting.

Suggested Motion:

Motion to introduce of Proposed Ordinance 2026-04, Data Center Regulations, in its current revised form and hold the public hearing on November 17, 2026 Village Council Meeting.

Research References

1. Michigan Legislature — House Bills 6388, 6391, 6426, and 6427 (2026).
2. University of Michigan researchers — *Data Center Cooling Choices Shift Water Impacts Across the Grid* (September 21, 2026).
3. National Conference of State Legislatures — *As They Consider New Data Centers, States Target Water Use* (October 8, 2026).
4. *Wixom Industrial One, LLC v. City of Wixom*, U.S. District Court, Eastern District of Michigan, Case No. 2:26-cv-12754.
5. Michigan Department of Environment, Great Lakes, and Energy — *Data Centers and Environmental Review*.
6. City of Wixom, Michigan — *Data Center Ordinance and Supporting Materials* (2026).

Village of Lake Isabella
PROPOSED ORDINANCE 2026-04
DATA CENTER REGULATIONS

The Village of Lake Isabella hereby ordains:

SECTION 1: PURPOSE AND INTENT

The purpose of this Ordinance is to amend the Zoning Ordinance of the Village of Lake Isabella to establish definitions, standards, limitations, and procedures related to Data Centers and associated infrastructure.

The Village Council further finds that Data Centers constitute a unique land use requiring specialized review due to their potential impacts on public infrastructure, emergency services, electrical reliability, water resources, environmental quality, and adjacent property owners. It is the intent of this Ordinance to establish clear standards for the review of such facilities while ensuring compatibility with surrounding land uses and the Village of Lake Isabella Master Plan.

The intent of this Ordinance is to protect the public health, safety, and welfare; preserve the residential, recreational, and small-community character of the Village; protect Lake Isabella and surrounding groundwater resources; ensure that public infrastructure and utilities are not overburdened; establish clear and predictable standards regarding Data Center development; allow limited small-scale data infrastructure only where compatible with surrounding land uses and existing infrastructure; and prevent large-scale or hyperscale data center development incompatible with the Village's Master Plan and infrastructure capabilities.

SECTION 2: DEFINITIONS

Accessory Equipment: Equipment, structures, or facilities customarily incidental to the operation of a Data Center, including but not limited to cooling systems, generators, substations, transformers, switchgear, batteries, utility infrastructure, fencing, security systems, and similar equipment.

Battery Energy Storage System (BESS): One or more devices, assembled together, capable of storing electrical energy for later use through electrochemical, thermal, mechanical, or other means. A Battery Energy Storage System includes batteries, battery modules, battery racks, inverters, converters, transformers, switchgear, control systems, fire suppression systems, ventilation equipment, thermal management

systems, and all associated equipment necessary for the safe storage, management, and distribution of electrical energy.

Campus: Two or more Data Center buildings or structures located upon one or more contiguous parcels operating as a coordinated facility.

Computer Floor Area: The cumulative floor area, on all stories and levels of all buildings, primarily devoted to servers, data-processing equipment, information technology equipment, networking equipment, or other computing equipment, including aisles and circulation areas principally serving such equipment.

Data Center: A building, structure, facility, campus, or portion thereof that houses information technology infrastructure and equipment for processing, storing, managing, or transmitting digital information. This includes facilities dedicated to cloud computing, artificial intelligence processing, telecommunications, cryptocurrency mining, blockchain processing, colocation services, enterprise computing, retail or wholesale data services, and similar technologies. A Data Center may include, but is not limited to, data halls, offices, security facilities, electrical distribution equipment, substations, transformers, switchgear, batteries, uninterruptible power supply systems (UPS), backup generators, cooling systems, mechanical equipment, water and wastewater infrastructure, telecommunications equipment, transmission facilities, screening, fencing, and other principal or accessory structures customarily associated with such use.

Small-Scale Data Center: A Data Center having a total cumulative gross floor area, measured across all stories and levels, not exceeding ten thousand (10,000) square feet, of which not more than five thousand (5,000) square feet, measured cumulatively across all stories and levels, may constitute Computer Floor Area, and having a Maximum Electrical Demand not exceeding one megawatt (1 MW); and utilizing only closed-loop, non-consumptive cooling or other cooling technology permitted pursuant to Section 7 of this Ordinance.

Large-Scale or Hyperscale Data Center: Any Data Center exceeding ten thousand (10,000) square feet of gross floor area or any campus designed for phased expansion beyond ten thousand (10,000) square feet.

SECTION 3: ZONING DISTRICTS AND USE APPROVAL

Small-Scale Data Centers may be permitted only as a Special Land Use within the Industrial District subject to Planning Commission review. In addition to all applicable Site Plan Review requirements, applicants shall comply with all applicable Special Land

Use standards contained and all other applicable provisions within the Village of Lake Isabella Zoning Ordinance.

Data Centers are prohibited in all Residential, Commercial, Mixed-Use, Agricultural, and shoreline-related zoning districts.

Large-Scale or Hyperscale Data Centers are prohibited in all zoning districts within the Village of Lake Isabella.

No applicant shall avoid the requirements or prohibitions of this Ordinance through phased development, multiple parcels, campus-style development, affiliated ownership structures, segmentation of buildings, successive applications, transfers of ownership, lease arrangements, or other means intended to circumvent the intent of this Ordinance. The combination of parcels for tax, assessment, ownership, site planning, or other administrative purposes shall not be used to satisfy the minimum parcel area required by this Section.

Approval under this Ordinance shall not relieve an applicant from obtaining all other applicable local, county, state, or federal permits or approvals. All required permits shall be obtained prior to commencement of construction or operation of a Data Center.

Approval of a Special Land Use under this Ordinance shall not create a vested right to expand, enlarge, or intensify a Data Center except as expressly approved by the Village in accordance with the Zoning Ordinance.

Each Data Center shall require its own Special Land Use approval. Approval of one facility shall not authorize additional buildings, structures, campuses, or expansions unless separately approved in accordance with this Ordinance.

SECTION 4: SITE DEVELOPMENT STANDARDS

Minimum lot size shall be a single five (5) acres parcel. The combination of parcels for tax, assessment, ownership, site planning, or other administrative purposes shall not be used to satisfy the minimum parcel area required by this Section.

Minimum setbacks shall be seventy-five (75) feet from front and rear property lines and fifty (50) feet from side property lines, with an additional fifty (50) foot buffer when adjacent to residential zoning or sensitive receptors.

Existing natural vegetation shall be preserved within required setback and buffer areas to the maximum extent practicable. Where existing vegetation is insufficient to provide

effective screening, additional landscaping shall be installed in accordance with the Village of Lake Isabella Zoning Ordinance.

Maximum building height shall be thirty-five (35) feet.

Mechanical, cooling, generator, electrical, utility, and similar equipment shall be fully screened from public view using architectural features, walls, fencing, landscaping, or combinations thereof compatible with the principal building. Rooftop mechanical equipment shall also be screened from public view to the maximum extent practicable.

Buildings shall utilize exterior materials, colors, and architectural features that are compatible with surrounding development and the character of the Village. Highly reflective exterior materials shall be prohibited except where required for safety or building code compliance.

Outdoor storage of equipment, materials, parts, containers, refuse, or supplies associated with the operation of a Data Center shall be prohibited unless specifically approved as part of the Special Land Use and fully screened from public view.

Security fencing shall be architecturally compatible with the principal building and screened from public streets and adjacent residential properties through landscaping where practicable. Barbed wire, razor wire, or similar security features shall not be permitted except where required by federal or state law.

All utility lines serving a Data Center shall be located underground unless otherwise approved by the Planning Commission.

SECTION 5: UTILITIES AND INFRASTRUCTURE

Applicants shall demonstrate through engineering studies and written documentation from the applicable utility providers that electric, water, wastewater, broadband, transportation, and emergency service infrastructure are adequate to serve the proposed use without reducing the level of service to existing customers or requiring upgrades at public expense.

Written verification shall be provided by the applicable electric utility confirming that adequate electrical capacity exists to serve the proposed facility without adversely affecting system reliability or the utility's ability to provide service to existing customers.

Applicants shall identify the proposed cooling technology and demonstrate that the proposed system minimizes water consumption and will not adversely impact local

water resources, groundwater, surface waters, wastewater infrastructure, or public utilities. Information regarding water conservation measures, including closed-loop or water-recycling systems where applicable, shall be provided.

Backup generators shall comply with all applicable EPA, EGLE, and state regulations and shall be tested only during daytime hours except during emergencies. Generator testing shall be scheduled to minimize impacts on surrounding properties.

The Planning Commission or Village Council may require additional technical studies, prepared by qualified professionals at the applicant's expense, including but not limited to water demand analyses, groundwater impact studies, electrical infrastructure analyses, traffic studies, acoustical studies, environmental assessments, emergency response evaluations, wastewater analyses, or other studies reasonably necessary to determine compliance with this Ordinance and to protect the public health, safety, and welfare.

Applicants shall submit an operations plan describing the proposed operation of the facility, emergency contact information, general operating procedures, and measures for maintaining the facility in a safe and orderly condition.

Applicants shall submit a fire protection and emergency response plan for review by the Village's contracted fire department prior to operation.

Applicants shall identify any hazardous materials proposed to be stored or utilized on-site and describe procedures for storage, handling, spill prevention, and emergency response.

Applicants shall provide a procedure for receiving and responding to complaints related to the construction or operation of the facility.

Applicants shall demonstrate compliance with all applicable local, county, state, and federal environmental laws and regulations prior to commencement of construction or operation.

Applicants shall identify proposed construction access routes and demonstrate that access is adequate for emergency vehicles and construction traffic.

As a condition of approval, the applicant shall execute an indemnification agreement, in a form approved by the Village Attorney, agreeing to defend, indemnify, and hold harmless the Village of Lake Isabella, its elected and appointed officials, employees, consultants, and agents from any claims, actions, proceedings, damages, liabilities, or costs, including reasonable attorney fees, arising from or related to the approval, construction, operation, maintenance, or decommissioning of the Data Center, except

to the extent caused by the gross negligence or willful misconduct of the Village. This provision shall survive the expiration, revocation, or termination of the Special Land Use approval.

SECTION 6: NOISE, LIGHTING, AND SCREENING

Noise generated by a Data Center or associated equipment shall not exceed fifty-five (55) dBA at any property line and forty-five (45) dBA at residential property lines.

Noise generated by a Data Center or associated equipment shall additionally not exceed sixty-five (65) dBC at any property line or sixty (60) dBC at a property line adjoining residentially zoned property. Compliance with both the applicable dBA and dBC standards shall be required.

Prior to Special Land Use approval, the applicant shall submit an acoustical study prepared by a qualified independent acoustical professional demonstrating anticipated compliance with the applicable dBA and dBC limits of this Ordinance and evaluating low-frequency and tonal noise from all mechanical, electrical, cooling, generator, transformer, Battery Energy Storage System, and other equipment associated with the facility.

Within six (6) months following commencement of operations, the owner or operator shall submit a post-construction acoustical study prepared by a qualified independent acoustical professional verifying compliance with the applicable dBA and dBC limits and evaluating low-frequency and tonal noise during normal facility operations.

The applicant or operator shall be responsible for the reasonable costs of acoustical studies and professional sound testing required by this Ordinance or required by the Village to verify continued compliance.

No vibration generated by the operation of a Data Center shall be perceptible beyond the property boundaries.

Exterior lighting shall utilize full cutoff fixtures and be downward directed to minimize glare and spillover. Lighting shall illuminate only those areas necessary for safety and security and shall not create measurable light trespass onto adjacent properties.

A landscaped buffer at least thirty (30) feet in width shall be required adjacent to residential zoning districts or sensitive receptors. Existing vegetation shall be preserved where practicable, and supplemental landscaping shall be installed where necessary to provide effective year-round screening consistent with the Village Zoning Ordinance.

Ground-mounted mechanical and electrical equipment shall be screened by fencing, walls, landscaping, or combinations thereof compatible with the principal structure. Rooftop equipment shall be screened to the maximum extent practicable.

Any Battery Energy Storage System (BESS) associated with a Data Center shall comply with all applicable building, fire, electrical, environmental, and life safety codes, including applicable editions of the Michigan Building Code, Michigan Fire Code, and nationally recognized standards adopted by reference. Battery Energy Storage Systems shall be installed, operated, maintained, and monitored in accordance with manufacturer specifications and applicable industry standards.

The Planning Commission or Zoning Administrator may require verification of continued compliance with applicable noise, lighting, or other performance standards if a documented complaint or other evidence indicates a potential violation.

SECTION 7: ENVIRONMENTAL PROTECTION

Data Centers shall not be located within floodplains, wetlands, shoreline setback areas, or environmentally sensitive areas.

The applicant shall comply with all applicable federal, state, county, and local environmental laws, regulations, permits, and approvals throughout the construction, operation, maintenance, expansion, and decommissioning of the facility. Failure to maintain compliance shall constitute a violation of this Ordinance.

No discharge of heated water, process water, industrial wastewater, or cooling water into Lake Isabella, tributaries, wetlands, or groundwater shall be permitted.

Protection of Lake Isabella, Chippewa River, and Water Resources. Lake Isabella, the Chippewa River, their tributaries, wetlands, and associated groundwater resources are significant natural and recreational resources of the Village and shall be protected from adverse impacts associated with Data Center development.

No Data Center shall withdraw, divert, pump, capture, or otherwise utilize water from Lake Isabella, the Chippewa River, any tributary, wetland, or other surface water for cooling, process operations, or other Data Center operational purposes.

No Data Center shall utilize groundwater for cooling or process operations where such withdrawal could adversely affect Lake Isabella, the Chippewa River, tributaries, wetlands, nearby wells, groundwater levels, groundwater flow, or water quality.

Cooling systems shall be closed-loop and non-consumptive or utilize another technology demonstrated to the satisfaction of the Planning Commission to require no withdrawal of surface water or groundwater for normal cooling operations and to create no cooling-water or process-water discharge to surface water or groundwater. Water use for ordinary domestic purposes, including restrooms, sinks, drinking water, cleaning, and emergency fire protection, shall not be considered process or cooling water for purposes of this provision.

The applicant shall demonstrate through plans, specifications, engineering documentation, and, when required by the Planning Commission, independent hydrogeologic or environmental analysis that the proposed facility will not adversely affect Lake Isabella, the Chippewa River, tributaries, wetlands, groundwater, or nearby wells. The cost of any professional review required by the Village shall be borne by the applicant.

The applicant shall submit a stormwater management plan prepared by a qualified professional demonstrating compliance with all applicable local, county, state, and federal requirements. Stormwater facilities shall be designed to protect adjacent properties, surface waters, wetlands, and groundwater resources from adverse impacts resulting from the development.

The applicant shall develop and maintain a Spill Prevention and Response Plan identifying procedures for preventing, containing, reporting, and remediating releases of fuels, lubricants, coolants, battery electrolytes, fire suppression agents, and other hazardous materials associated with the operation of the facility.

Secondary Containment. All fuels, lubricants, coolants, chemicals, battery electrolytes, fire suppression agents, treatment compounds, and other materials capable of contaminating soil, groundwater, or surface water shall be stored and handled with appropriate secondary containment designed to prevent a release from reaching Lake Isabella, the Chippewa River, tributaries, wetlands, stormwater facilities, groundwater, or adjacent property. Secondary containment shall be designed to accommodate the failure or release of the largest applicable container, tank, vessel, or system, as determined through Site Plan and Special Land Use review.

Emergency containment and drainage systems shall be designed, where reasonably necessary based upon the materials stored or equipment utilized on the site, to prevent spills, leaks, contaminated fire-suppression water, or other accidental releases from leaving the property or entering Lake Isabella, the Chippewa River, tributaries, wetlands, stormwater systems, or groundwater.

The applicant shall provide documentation identifying whether any federally or state-listed threatened, endangered, or special concern species, or their critical habitats, are known or reasonably expected to occur on or adjacent to the subject property. Where such resources may be affected, the applicant shall provide appropriate documentation, surveys, or agency correspondence demonstrating compliance with applicable state and federal regulations and identifying any necessary avoidance or mitigation measures.

The applicant shall submit a Wildlife Habitat Analysis prepared by a qualified professional evaluating the potential impacts of the proposed development on wildlife habitat located on or immediately adjacent to the subject property. The analysis shall identify existing habitat features, evaluate potential impacts of the proposed development, and recommend reasonable mitigation measures where significant impacts are identified.

The owner or operator shall notify the Village as soon as reasonably practicable following any fire, explosion, hazardous material release, significant equipment failure, or other emergency event requiring response by emergency services or resulting in off-site impacts. A written report describing the event, corrective actions taken, and measures implemented to prevent recurrence shall be submitted to the Village within ten (10) business days.

Groundwater withdrawals associated with ordinary domestic, sanitary, fire-protection, maintenance, or other uses permitted by this Ordinance shall not adversely impact nearby wells, surface waters, wetlands, the Chippewa River, or the water quality or water level of Lake Isabella. Groundwater shall not be withdrawn for Data Center process cooling except as expressly permitted for incidental filling or maintenance of an approved closed-loop, non-consumptive cooling system.

Any hydrogeologic study required by the Planning Commission or Village Council may include evaluation of groundwater flow, groundwater levels, nearby private wells, interaction between groundwater and surface water, and the potential effects of the proposed development on Lake Isabella, the Chippewa River, tributaries, and wetlands.

The applicant shall submit an Environmental Impact Statement describing the anticipated effects of the proposed development on groundwater, surface waters, wetlands, soils, vegetation, wildlife habitat, air quality, and other environmental resources together with proposed measures to avoid, minimize, or mitigate identified impacts. The Planning Commission may waive or reduce this requirement where it determines the proposed development will have minimal environmental impacts based upon the size, location, and characteristics of the project.

The Environmental Impact Statement shall specifically address the potential for accidental releases, equipment failures, cooling-system failures, fire-suppression events, stormwater failures, or other reasonably foreseeable incidents that could adversely affect Lake Isabella, the Chippewa River, tributaries, wetlands, groundwater, or nearby wells and shall identify measures incorporated into the facility to prevent or contain such impacts.

Areas disturbed during construction shall be stabilized and restored as soon as practicable to prevent erosion, sedimentation, and adverse environmental impacts.

Reasonable measures shall be taken during construction and site maintenance to control dust, debris, and airborne particulates from leaving the property.

All buildings, structures, landscaping, screening, fencing, stormwater facilities, utility infrastructure, Battery Energy Storage Systems, generators, cooling equipment, and other improvements associated with the Data Center shall be maintained in good repair and in accordance with the approved Site Plan and all applicable laws throughout the life of the facility. Failure to properly maintain the facility shall constitute a violation of this Ordinance.

The Village, or its designated representatives, may inspect the property at reasonable times and upon reasonable notice to verify compliance with this Ordinance, conditions of approval, and applicable permits. The owner or operator shall provide reasonable access to those portions of the property necessary to determine compliance.

Where monitoring demonstrates or the Village reasonably determines that operation of the facility is causing or contributing to an adverse impact upon Lake Isabella, the Chippewa River, a tributary, wetland, groundwater, or nearby well, the owner or operator shall immediately take appropriate corrective measures and shall comply with any lawful enforcement action or condition necessary to bring the facility into compliance with this Ordinance and its approved Special Land Use and Site Plan.

Where required as a condition of approval, the owner shall conduct ongoing environmental monitoring, including groundwater, surface water, noise, or other monitoring reasonably necessary to verify continued compliance with this Ordinance. Monitoring reports shall be submitted to the Village upon request.

Upon request of the Village, the owner or operator shall provide written certification, signed by an authorized representative, demonstrating continued compliance with this Ordinance, all conditions of Special Land Use approval, the approved Site Plan, and all applicable federal, state, county, and local permits. The Village may require supporting

documentation reasonably necessary to verify such compliance. Examples of certifications of compliance could be requested for:

1. Compliance to the Ordinance
2. Compliance with all Special Land Use Approvals
3. Compliance with the approved Site Plan
4. Compliance with all applicable federal, state, county, and local permits
5. Compliance with all environmental laws and regulations applicable to the facility
6. Compliance with all required financial assurance obligations established under this Ordinance

SECTION 8: DECOMMISSIONING

Applicants shall submit a Decommissioning Plan prepared by a qualified professional describing the anticipated method, schedule, and cost for removing the Data Center and all associated improvements at the end of its useful life or upon abandonment. The Plan shall include, at a minimum:

1. Removal of all buildings, structures, foundations, generators, transformers, Battery Energy Storage Systems (BESS), cooling equipment, fuel storage systems, utility infrastructure, fencing, security equipment, and other accessory structures associated with the Data Center.
2. Proper removal, transportation, recycling, or disposal of all hazardous materials, electronic equipment, batteries, fuels, coolants, and other regulated materials in accordance with applicable laws.
3. Restoration of the property to a safe, stable, and environmentally sound condition, including grading, erosion control, and revegetation where appropriate.

The Village may require a financial guarantee sufficient to cover decommissioning and restoration costs.

Prior to issuance of any Building Permit, the applicant shall provide a financial guarantee in a form acceptable to the Village Attorney, including but not limited to an irrevocable letter of credit, performance bond, cash escrow, or other security approved by the Village.

The amount of the financial guarantee shall be sufficient to cover the full cost of decommissioning, site restoration, environmental remediation, and administrative costs as determined by an independent professional selected by the Village at the applicant's expense.

The financial guarantee shall remain in effect for the life of the facility and shall be reviewed at least every five (5) years and adjusted as necessary to reflect current removal costs and inflation.

A Data Center shall be considered abandoned when operations have ceased for a continuous period of twelve (12) months, excluding periods during which the facility is undergoing approved repairs, maintenance, upgrades, or temporary shutdowns beyond the owner's reasonable control.

Upon determining that a facility has been abandoned, the Village shall provide written notice to the property owner and operator. Within ninety (90) days after such notice, the owner shall submit a final decommissioning schedule acceptable to the Village.

Unless otherwise approved by the Village Council for good cause shown, all decommissioning activities shall be completed within twelve (12) months after approval of the decommissioning schedule.

If the owner fails to complete decommissioning within the required time, the Village may utilize the financial guarantee to complete the work, recover its administrative expenses, and pursue any additional remedies authorized by law.

Any transfer of ownership or operational control of a Data Center shall not relieve the owner or operator of obligations imposed by this Ordinance or any conditions of approval. The new owner or operator shall assume all responsibilities associated with the operation, maintenance, financial assurance, and eventual decommissioning of the facility. Written notice of any transfer shall be provided to the Village within thirty (30) days.

SECTION 9: SEVERABILITY

If any section, subsection, sentence, clause, phrase, provision, or portion of this Ordinance is declared invalid, unconstitutional, or unenforceable by a court of competent jurisdiction, such decision shall not affect the validity or enforceability of the remaining portions of this Ordinance, which shall remain in full force and effect. It is hereby declared to be the legislative intent of the Village Council that this Ordinance would have been adopted had such invalid, unconstitutional, or unenforceable provision not been included.

SECTION 10: ORDINANCES REPEALED

All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed only to the extent of such inconsistency. It is the intent of the

Village Council that this Ordinance supplement and be read in conjunction with the Village of Lake Isabella Zoning Ordinance. All provisions of the Zoning Ordinance not expressly modified or superseded by this Ordinance shall remain in full force and effect.

SECTION 11: EFFECTIVE DATE

This Ordinance shall take effect and be in force upon the expiration of seven (7) days after the date when the notice of adoption for this Ordinance is published in a newspaper of general circulation in the Village of Lake Isabella.



Village of Lake Isabella

VILLAGE COUNCIL MEETING
OCTOBER 20, 2026
NEW BUSINESS #1
BID RESULT FOR BROWNFIELD
ENGINEERING FIRM

BID RESULT FOR BROWNFIELD ENGINEERING FIRM

F&V was the only firm to submit a proposal by the September 25, 2026 deadline. Its submission demonstrates relevant Michigan brownfield experience, familiarity with Isabella County, and in-house engineering and environmental capabilities. The proposed initial 12-month program is estimated at \$31,000–\$44,500, billed on a time-and-materials basis. This estimate is not a guaranteed maximum; project-specific work and certain additional services would be separately authorized and billed. The accompanying four-page review recommends clarifying deliverables, additional charges, and cost controls before entering into an agreement.

ADDITIONAL INTEREST

After the proposal deadline, staff became aware this week of an email from Paul Aren, Brownfield Specialist with ASTI, requesting additional time to submit a proposal because ASTI had only recently received the mailed RFP. The email was not seen by staff until this week. Council may wish to consider whether to provide an additional opportunity for ASTI to respond. Any extension or acceptance of a late proposal should be reviewed for consistency with the Village's procurement requirements and fairness to all prospective respondents.

OPTIONS FOR COUNCIL CONSIDERATION

Option 1 – Accept F&V's proposal as submitted. Proceed with F&V under the proposed scope and time-and-materials fee structure, subject to execution of an acceptable professional services agreement.

Option 2 – Accept F&V's proposal with modifications. Select F&V and negotiate defined deliverables, phased authorization, a not-to-exceed amount, and written approval of additional services before final contract execution.

Option 3 – Defer selection until November. Allow ASTI an additional opportunity to submit a proposal by a clearly established deadline, then compare both submissions using the RFP's published evaluation criteria before making a selection. Staff should confirm the appropriate process for extending or reopening the solicitation.

REQUESTED DIRECTION

Staff requests Council direction on whether to proceed with F&V as submitted, negotiate modifications to F&V's proposal, or defer the award to allow consideration of an additional proposal from ASTI.



Village of Lake Isabella

VILLAGE COUNCIL MEETING
OCTOBER 20, 2026
NEW BUSINESS #1
BROWNFIELD ENGINEER

Brownfield Redevelopment Services

F&V appears well qualified for the requested Brownfield Redevelopment Authority (BRA) consulting services, with Michigan Act 381 experience, existing work in Isabella County, and in-house engineering and environmental capabilities. Its proposed initial 12-month services are estimated at \$31,000–\$44,500, billed on a time-and-materials basis. That estimate is not a guaranteed maximum. Individual project assignments are separately estimated at approximately \$10,000–\$30,000 each and would require written authorization. Staff recommends negotiating a clearly defined, phased scope with not-to-exceed fees and measurable deliverables before contract execution.

What the Village Requested

The RFP seeks both (1) Village/BRA program services—governance, policies, training, property inventory, prioritization, housing and redevelopment strategy, and reporting—and (2) separately authorized project-specific services, such as site feasibility, environmental review, Brownfield Plans, Act 381 work plans, financing analysis, grants, and developer agreements. The Village emphasized practical implementation, outside funding, and limiting municipal financial exposure. The RFP anticipates a one-year initial agreement, renewable by mutual agreement.

Qualifications and Local Relevance

F&V proposes Samantha Mariuz, Economic Development Project Manager, as lead contact and Trevor Woollatt, Senior Project Manager, for brownfield and environmental support. The firm cites current work for Middle Michigan Development Corporation in the Isabella County region, along with BRA work for Gratiot, Eaton, Sanilac, and Shiawassee counties. It reports in-house capabilities across brownfield finance, engineering, environmental assessment, and planning. These are strengths stated in the proposal; reference checks and contract terms remain appropriate.

Initial Scope and Estimated Fees

Initial task	Estimated fee
BRA governance, policies and training	\$8,000–\$10,000
Property inventory and mapping	\$6,000–\$8,500
Prioritization and redevelopment strategy	\$4,500–\$6,000
Housing/brownfield recommendations	\$4,000–\$6,000
Compliance and reporting systems	\$2,500–\$3,500
Desktop feasibility for up to 3 sites	\$4,000–\$7,000
Funding opportunity identification	\$0
Other initial services	\$2,000–\$3,500
TOTAL ESTIMATED INITIAL SCOPE	\$31,000–\$44,500

Billing is time-and-materials. F&V offers task-level not-to-exceed amounts upon Village request. The initial estimates assume existing Village/County GIS and parcel information and timely provision of local records.

Hourly Rates and Additional Costs

Role	Hourly rate
Project Manager	\$174
Senior Brownfield Analyst	\$210
Principal oversight	\$266
Environmental specialist	\$133
Engineering staff	\$130–\$210
Administrative/engagement support	\$92

The proposal states that annual rate escalation and mileage/reimbursable-expense policies will be identified in the professional services agreement. Separate property/developer assignments typically range from \$10,000–\$30,000 each, depending on complexity. Grant application preparation, specific Brownfield Plans, surveys, geotechnical borings, design, and certain specialized services are not part of the initial fee estimate. Eligibility for developer payment or reimbursement must be evaluated case by case; neither grants nor tax capture should be assumed guaranteed.

Key Scope Considerations

Area	Council consideration
Governance and training	Included; estimate assumes up to two training sessions.
Inventory and mapping	Included, relying on existing GIS/parcel data.
Site engineering	Initial work is desktop-level for up to three priority sites; not design or field investigation.
Funding	Opportunity identification included; grant applications separately billed.
Project implementation	Brownfield Plans, Act 381 work plans and agreements require separate task orders.
Engagement and meetings	Confirm number, format, preparation and travel charges.
Deliverables	Specify editable maps, policies, application forms, priority lists and reporting tools.

Anticipated First-Year Sequence

Months 1–3: BRA document review, policies, applications and initial training. Months 3–6: Village-wide property identification and mapping. Months 6–9: project prioritization and preliminary feasibility. Months 9–12: implementation recommendations, funding opportunities

and compliance systems. This is a program-development schedule, not a commitment to complete a physical redevelopment project within one year.

Recommended Clarifications Before Award

- Will F&V accept a first-year not-to-exceed amount, with changes approved in writing before costs are incurred?
- Can the Village authorize work in phases, with a separate scope, price and deliverables for each phase?
- Which services can reasonably be developer-funded or reimbursed, and which must be paid from Village funds?
- Can work with MMDC be coordinated to reduce duplication, and are there any overlapping responsibilities or conflicts?
- Will the Village receive editable, staff-maintainable maps, forms, policies and financial models?
- What expenses, annual rate increases, meetings and grant-application charges would be additional?
- How will F&V determine site eligibility and feasibility before recommending costly investigations?
- What measurable first-year results will be delivered, and when?

Staff Recommendation for Council Consideration

Staff recommends considering F&V as a qualified candidate while negotiating the final scope and financial terms before authorization. One option is an initial phase limited to BRA organization/governance/training (\$8,000–\$10,000) and inventory/mapping (\$6,000–\$8,500), for an estimated combined \$14,000–\$18,500, subject to F&V agreement. Subsequent prioritization, site feasibility, and implementation work could be authorized separately based on results and available funding.

An alternative is to authorize the full initial program only after agreeing to a total not-to-exceed amount, task-level deliverables, invoicing requirements, and written change controls. The RFP permits negotiations, partial awards, and retention of other consultants.

Or does Council want to seek another proposal to compare to and postpone this until next month?



VILLAGE OF LAKE ISABELLA, MICHIGAN

REQUEST FOR PROPOSALS

BROWNFIELD REDEVELOPMENT AUTHORITY, ENGINEERING & REDEVELOPMENT SERVICES

Village of Lake Isabella
1010 Clubhouse Drive
Lake Isabella, Michigan 48893

RFP Issued	September 8, 2026
Deadline for Questions	September 22, 2026
Proposals Due	September 25, 2026 by 4:00 PM
Anticipated Award	October 20, 2026

1. INVITATION

The Village of Lake Isabella, Michigan ("Village") is seeking proposals from qualified engineering, planning, environmental, economic development, and/or brownfield consulting firms or multidisciplinary teams to provide professional services to support the Village of Lake Isabella Brownfield Redevelopment Authority ("BRA").

The Village is seeking a consultant that can assist with both the establishment of a strong, functional Brownfield Redevelopment Authority program and the evaluation and implementation of individual redevelopment opportunities throughout the Village.

The selected consultant will work with Village staff, the Brownfield Redevelopment Authority, Village Council, Planning Commission, property owners, developers, governmental agencies, and other community partners as appropriate.

The Village is particularly interested in a consultant or team with demonstrated experience assisting small Michigan communities with the Brownfield Redevelopment Financing Act, 1996 PA 381, as amended (Act 381), housing development, redevelopment of underutilized properties, tax increment financing, infrastructure analysis, environmental due diligence, grant funding, and implementation of redevelopment projects.

Cost will be an important consideration; however, qualifications, relevant experience, understanding of small-community redevelopment, assigned personnel, responsiveness, proposed approach, ability to identify outside funding, and demonstrated ability to move projects from concept to implementation will also be significant factors in selection.

The Village reserves the right to reject any or all proposals, waive irregularities or informalities, negotiate the scope and terms of services, and take any action determined to be in the best interest of the Village.

2. COMMUNITY BACKGROUND

The Village of Lake Isabella is a home rule village located in Isabella County in central Michigan. Incorporated in 1998, the Village encompasses a geographically large area relative to its population and is characterized primarily by residential neighborhoods surrounding Lake Isabella, wooded and undeveloped property, limited commercial areas, Village-owned property, recreational assets, and the Cal Brewer Memorial Airport.

Unlike a traditional city with a concentrated downtown and extensive municipal utility systems, Lake Isabella's development pattern is predominantly low-density residential. Much of the Village relies upon private wells and septic systems. These characteristics create redevelopment challenges and opportunities that differ significantly from those of larger urban communities.

The Village recognizes that economic development in Lake Isabella is closely connected to housing, reinvestment in existing properties, responsible development of available land, infrastructure, environmental protection, and maintaining the residential and recreational character of the community.

The Village has undertaken significant housing and redevelopment planning. Its planning efforts have identified the need for additional housing options, rehabilitation and reinvestment in existing housing, attainable and age-friendly housing, responsible infill development, and identification of properties that may be appropriate for future redevelopment.

The Village has also been evaluating Village-owned and other potentially redevelopment-ready properties and opportunities for partnerships with developers, property owners, governmental agencies, the Michigan Economic Development Corporation (MEDC), Michigan State Housing Development Authority (MSHDA), Michigan Department of Environment, Great Lakes, and Energy (EGLE), State Land Bank Authority, and other agencies and organizations.

The Village intends for its BRA to serve as a practical economic development and redevelopment tool capable of assisting with eligible properties and projects throughout the Village, including opportunities involving:

- Housing development and rehabilitation;
- Village-owned property;
- Vacant and underutilized land;
- Blighted or functionally obsolete properties;
- Former or underutilized commercial properties;
- Properties requiring environmental investigation or remediation;
- Infrastructure necessary to support redevelopment;
- Infill and missing-middle housing opportunities;
- Redevelopment of existing sites where appropriate;
- Public-private redevelopment partnerships; and
- Other properties and projects eligible under Act 381.

The Village is seeking a consultant capable of helping translate these opportunities into an organized, financially responsible, and implementable brownfield redevelopment program.

3. PURPOSE OF THE RFP

The purpose of this RFP is to retain a qualified consultant or multidisciplinary team that can provide both:

A. Village/BRA Program Services

Services necessary to establish, organize, administer, prioritize, and strategically operate the Village's Brownfield Redevelopment Authority.

B. Project-Specific Services

Engineering, environmental, planning, financial, Act 381, grant, and redevelopment assistance for individual properties and projects as they arise.

The Village does not expect every potential property to become a Brownfield Plan or receive tax increment financing. Rather, the Village seeks professional assistance in determining which tools are

appropriate for which properties and projects and in pursuing those opportunities that provide a demonstrable public benefit.

4. SCOPE OF SERVICES

The following scope identifies services the Village anticipates may be required. Respondents may recommend modifications or additional services based upon their experience with similarly situated Michigan communities.

A. BRA ORGANIZATION AND ADMINISTRATION

- Review the Village's existing BRA establishment documents, resolutions, organizational structure, and procedures.
- Prepare or recommend necessary bylaws, policies, procedures, forms, and administrative documents.
- Recommend appropriate roles and responsibilities for the BRA, Village Council, Village staff, consultants, developers, and other participants.
- Establish procedures for accepting, reviewing, and evaluating requests for brownfield assistance.
- Develop application materials and procedures for developers and property owners seeking BRA assistance.
- Develop policies regarding developer reimbursement, administrative costs, local brownfield revolving funds, and other appropriate BRA financial matters.
- Assist the BRA and Village with meeting preparation, presentations, and technical review when requested.
- Provide training to Village Council, BRA members, Planning Commission members, and Village staff concerning Act 381, tax increment financing, eligible activities, reimbursement, reporting, and the role of the BRA.
- Ensure BRA procedures integrate appropriately with Village zoning, site plan review, planning, land division, development agreement, and other local approval processes.

B. VILLAGE-WIDE BROWNFIELD AND REDEVELOPMENT INVENTORY

- Work with Village staff to identify and inventory potential eligible properties and redevelopment opportunities.
- Review available Village planning documents, property information, zoning, land ownership, existing land uses, and infrastructure conditions.
- Identify potentially blighted, functionally obsolete, environmentally distressed, previously developed, vacant or underutilized commercial, Village-owned, housing rehabilitation, infill housing, and other properties potentially eligible for assistance under Act 381.
- Develop a practical inventory and mapping system that Village staff can maintain and update.
- Identify properties where environmental investigation, infrastructure evaluation, title work, surveying, appraisal, or other predevelopment work may be warranted.
- Identify potential redevelopment opportunities that could be advanced through public-private partnerships.

C. PRIORITIZATION AND REDEVELOPMENT STRATEGY

- Develop criteria for prioritizing projects based on housing need, public benefit, elimination of blight, environmental benefit, potential increase in taxable value, infrastructure requirements, development feasibility, private investment, Village financial exposure, compatibility with the Master Plan and zoning, community character, environmental and natural-resource impacts, outside funding, job creation or commercial investment, ability to leverage other funds, and long-term fiscal impacts.
- Develop short-, medium-, and long-term redevelopment priorities appropriate for a community of Lake Isabella's size and administrative capacity.
- Provide implementable recommendations focused on projects and actions the Village can reasonably advance.

D. HOUSING AND RESIDENTIAL REDEVELOPMENT

- Evaluate how brownfield tools may support new housing construction on eligible properties.
- Evaluate rehabilitation or redevelopment of existing residential properties where permitted under applicable law.
- Assist with attainable, workforce, age-friendly, downsizing, missing-middle, and other housing opportunities identified through Village planning efforts.
- Evaluate development or disposition opportunities involving appropriate Village-owned property.
- Identify infrastructure and site preparation needs affecting housing feasibility.
- Assist with partnerships involving private developers, nonprofit organizations, land banks, MSHDA, MEDC, and other agencies.
- Identify grants, loans, TIF, and other incentives that may help close financing gaps.

E. ENGINEERING AND SITE FEASIBILITY

- Preliminary site feasibility analysis.
- Evaluation of access and roadway needs.
- Drainage and stormwater considerations.
- Private well and wastewater/septic feasibility.
- Utility availability and capacity where applicable.
- Site grading and topographic considerations.
- Wetlands, floodplains, and other environmental constraints.
- Soil and geotechnical considerations.
- Preliminary infrastructure concepts and probable cost estimates.
- Coordination with applicable county, state, and federal agencies.
- Identification of infrastructure improvements potentially eligible for reimbursement or grant assistance.
- Assistance determining whether a proposed redevelopment concept is physically and financially realistic before the Village commits significant resources.

F. ENVIRONMENTAL SERVICES

- Phase I and Phase II Environmental Site Assessments, as needed.
- Baseline Environmental Assessments and Due Care Plans.
- Environmental investigations and soil/groundwater evaluation.
- Asbestos, lead, or other hazardous-material surveys.
- Remediation planning and cleanup cost estimates.
- EGLE coordination.
- Environmental grant and loan applications.
- Other environmental services necessary to facilitate eligible redevelopment.

G. BROWNFIELD PLAN AND ACT 381 SERVICES

- Determine property and activity eligibility under Act 381.
- Prepare Brownfield Plans and amendments.
- Prepare Act 381 Work Plans when required.
- Identify eligible activities and eligible costs.
- Prepare tax increment financing projections and reimbursement schedules.
- Evaluate appropriate duration and amount of tax capture.
- Evaluate developer requests for brownfield assistance.
- Assist the Village and BRA in negotiating Development and Reimbursement Agreements.
- Review Brownfield Plans, Work Plans, reimbursement agreements, TIF projections, and other documents prepared by developers or third parties.
- Prepare materials for public hearings and required governmental approvals.
- Attend BRA, Planning Commission, and Village Council meetings when necessary.
- Coordinate with MEDC, EGLE, Michigan Strategic Fund, MSHDA, and other agencies as required.
- Assist with required notices and documentation.

H. FINANCIAL ANALYSIS AND DEVELOPMENT FEASIBILITY

- Development pro forma review and financing-gap analysis.
- TIF modeling and evaluation of anticipated taxable value.
- Review of construction and eligible-activity costs.
- Evaluation of reimbursement requests and appropriate developer contributions.
- Analysis of public versus private benefit.
- Evaluation of Village financial exposure.
- Recommendations regarding the appropriate level and duration of public assistance.

I. GRANTS, LOANS AND OTHER FUNDING

- Identify and, when authorized, assist the Village in pursuing MEDC, Michigan Strategic Fund, EGLE, MSHDA, State Land Bank Authority, federal brownfield, infrastructure, housing/community

development, predevelopment, environmental assessment/cleanup, and other applicable funding.

- Identify opportunities to leverage brownfield TIF with grants, loans, private investment, and other resources to minimize Village financial exposure.

J. COMMUNITY AND DEVELOPER ENGAGEMENT

- Assist the Village in communicating brownfield opportunities to residents and property owners.
- Develop informational materials explaining the BRA and available redevelopment tools.
- Participate in public meetings, workshops, or presentations as requested.
- Assist in outreach to potential developers and redevelopment partners.
- Help prepare redevelopment opportunity information for priority sites.
- Coordinate with regional economic development, housing, and redevelopment organizations.

K. COMPLIANCE AND REPORTING

- Assist with annual reporting, tax increment revenue tracking, developer reimbursements, administrative and local brownfield revolving fund accounting, required state reporting, recordkeeping procedures, and reimbursement review.
- Establish systems that are understandable and manageable by Village staff.

5. DESIRED DELIVERABLES

- Review and recommendations regarding BRA organization and governance.
- Updated or newly prepared BRA bylaws, policies, and administrative procedures as necessary.
- Developer/property-owner brownfield assistance application and review procedures.
- Village-wide redevelopment and potential brownfield property inventory.
- Redevelopment opportunity map.
- Property/project prioritization criteria.
- Recommended short-, medium-, and long-term redevelopment priorities.
- Housing/Brownfield implementation recommendations.
- Identification of priority properties requiring additional due diligence.
- Identification of potential grants, loans, and other funding sources.
- BRA compliance and reporting procedures.
- Training for Village officials and staff.
- Recommendations for the next phase of implementation.

Project-specific deliverables will be authorized separately based upon individual redevelopment opportunities.

6. PROPOSAL REQUIREMENTS

A. Firm/Team Qualifications

Firm history and areas of expertise; Michigan BRA and Act 381 experience; experience with small or similarly situated communities; housing-related brownfield projects; rural, lake, resort, recreational,

or low-density communities; engineering, environmental, planning, redevelopment, TIF/financial analysis, and grant capabilities. Identify the prime consultant and all subconsultants.

B. Project Team

Identify key personnel, roles, qualifications, professional licenses/certifications, relevant experience, anticipated level of involvement, and office location. The Village places significant importance on knowing who will actually perform the work.

C. Relevant Experience

Provide up to five comparable projects, with preference for small Michigan municipalities, newly established/reactivated BRAs, housing redevelopment, publicly owned property, Act 381 TIF, environmental work, infrastructure-constrained sites, grants, public-private partnerships, and projects that advanced from planning to implementation.

D. Understanding of Lake Isabella

Describe the respondent's understanding of Lake Isabella's circumstances, redevelopment opportunities, and challenges, including how the approach would differ for a geographically dispersed, primarily residential community compared with a larger urban municipality.

E. Approach and Methodology

Describe the approach to BRA program development, property identification, prioritization, site feasibility, engineering/environmental analysis, housing, developer incentive review, Brownfield Plans/Work Plans, outside funding, public/developer engagement, compliance, and implementation.

F. Proposed Work Plan and Schedule

Provide a schedule for initial Village/BRA services. The Village anticipates substantial completion of organizational, inventory, and prioritization work within approximately 12 months of contract award, although respondents may recommend an alternative schedule. Identify major milestones and Village responsibilities.

G. Cost Proposal

Provide a detailed hourly rate schedule for all personnel and services that may be assigned to the work. For the initial Village/BRA services, provide a good-faith estimated fee or fee range by task, including the assumptions and exclusions used to develop each estimate. Respondents may also identify any task for which they are willing to offer a fixed fee or not-to-exceed amount; however, a not-to-exceed amount is not required when the scope cannot reasonably be determined in advance. Clearly identify services that may reasonably be charged to developers or reimbursed through eligible brownfield project costs.

H. References

Provide at least three references from Michigan municipalities or public entities for comparable services.

7. EVALUATION CRITERIA

Evaluation Category	Weight
Relevant Brownfield, Act 381 & Michigan Experience	25%
Understanding of Lake Isabella & Small-Community Redevelopment	20%
Approach, Methodology & Ability to Implement Projects	20%
Qualifications of Assigned Project Team	15%
Cost & Overall Value	15%
Grant/Funding & Leveraging Experience	5%
TOTAL	100%

The Village may conduct interviews with one or more respondents before making a final selection. The Village is not obligated to select the lowest-cost proposal. Selection will be based upon the proposal determined to provide the best overall value and ability to accomplish the Village's redevelopment objectives.

8. CONTRACT STRUCTURE

The Village anticipates entering into an initial one-year agreement, with the option to extend the agreement for additional one-year periods upon mutual agreement.

The initial contract may include agreed-upon fixed fees, estimated fee ranges, or not-to-exceed amounts for Village-wide/BRA organizational services where the scope can reasonably be defined. Individual property- or developer-specific assignments will be authorized separately through a written task order or other written authorization identifying the scope, applicable rates, estimated cost or fee range, and any agreed-upon not-to-exceed amount before work begins.

The Village reserves the right to use other professional consultants when determined to be in the Village's best interest.

9. SUBMISSION INSTRUCTIONS

Proposals must be received no later than: September 25, 2026 at 4:00 PM

Proposals shall be clearly identified: REQUEST FOR PROPOSALS - BROWNFIELD REDEVELOPMENT AUTHORITY, ENGINEERING & REDEVELOPMENT SERVICES.

Submit to: Village of Lake Isabella, 1010 Clubhouse Drive, Lake Isabella, MI 48893, Attention: Interim Village Manager.

Electronic submissions may be submitted to: jessica@lakeisabellami.org.

Respondents are responsible for ensuring proposals are received before the deadline. Late proposals may not be considered.

10. QUESTIONS AND ADDENDA

Questions concerning this RFP must be submitted in writing to the Interim Village Manager, Village of Lake Isabella, 1010 Clubhouse Drive, Lake Isabella, MI 48893, at jessica@lakeisabellami.org.

Questions must be received by September 22, 2026.

Responses to material questions and any changes to this RFP will be issued by written addendum and made available to prospective respondents. Respondents are responsible for reviewing all issued addenda before submitting a proposal.

11. RESERVATION OF RIGHTS

- Reject any or all proposals;
- Waive informalities or irregularities;
- Request clarification or additional information;
- Conduct interviews;
- Negotiate with one or more respondents;
- Modify the anticipated scope;
- Award all or a portion of the work;
- Decline to award a contract;
- Obtain services from other consultants when appropriate; and
- Take any action determined to be in the best interest of the Village.

All costs associated with preparing a proposal are the responsibility of the respondent. Proposals shall remain valid for at least sixty (60) days following the submission deadline.

12. INSURANCE AND PROFESSIONAL REQUIREMENTS

- Workers' Compensation Insurance as required by Michigan law;
- Commercial General Liability Insurance with limits of not less than \$1,000,000 per occurrence;
- Automobile Liability Insurance with limits of not less than \$1,000,000 combined single limit; and
- Professional Liability/Errors and Omissions Insurance appropriate for the engineering, environmental, planning, and consulting services provided.

Evidence of coverage shall be provided before execution of the professional services agreement. All professional engineering or other services requiring licensure under Michigan law shall be performed under the supervision of appropriately licensed professionals.

13. COMPLIANCE WITH LAW

All services shall comply with applicable federal, State of Michigan, Isabella County, and Village requirements. The consultant shall be knowledgeable regarding applicable provisions of Act 381 and other statutes, regulations, and programs relevant to brownfield redevelopment, environmental assessment, housing, infrastructure, and economic development.

The successful respondent shall comply with applicable nondiscrimination requirements and all other contractual requirements of the Village.

14. PUBLIC RECORDS

Respondents are advised that proposals submitted to the Village may become public records subject to disclosure under the Michigan Freedom of Information Act, 1976 PA 442, as amended.

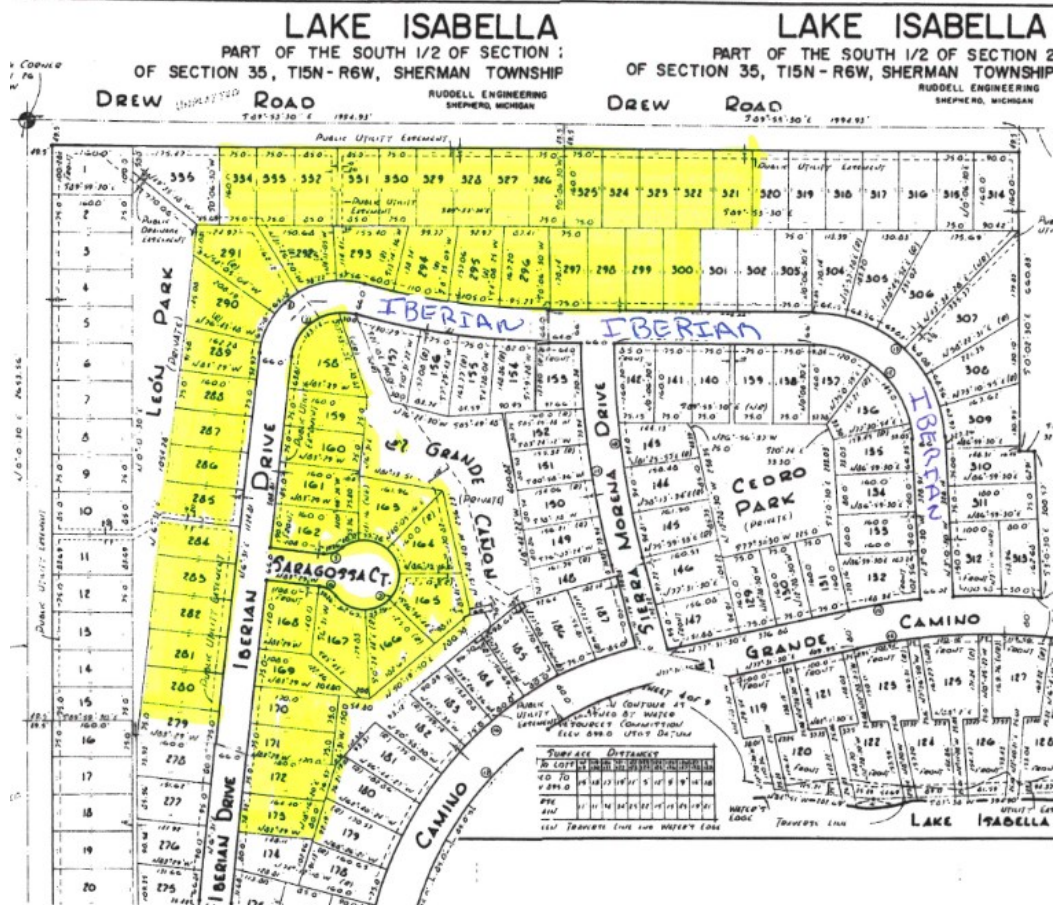
15. VILLAGE OBJECTIVE

The Village of Lake Isabella is not seeking a brownfield program simply for the purpose of having one. The Village's objective is to establish a practical, financially responsible redevelopment program that produces results.

The successful consultant will help the Village identify realistic opportunities, determine which public tools are appropriate, protect the Village's financial interests, leverage outside resources, work effectively with private property owners and developers, and move viable projects toward implementation.

The Village welcomes proposals from firms that understand the opportunities and limitations of redevelopment in a small community and can provide the technical expertise necessary to help Lake Isabella responsibly plan for its future.





ATTACHMENT A - PROPOSAL EVALUATION SCORE SHEET

Evaluator: _____ Firm: _____

Category	Weight	Score	Comments
Relevant Brownfield, Act 381 & Michigan Experience	25%		
Understanding of Lake Isabella & Small-Community Redevelopment	20%		
Approach, Methodology & Ability to Implement Projects	20%		
Qualifications of Assigned Project Team	15%		
Cost & Overall Value	15%		
Grant/Funding & Leveraging Experience	5%		
TOTAL	100%		

Evaluator Notes:

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins, text, or other markings on the paper.

ATTACHMENT B - ANTICIPATED VILLAGE REFERENCE MATERIALS

The following materials may be made available to the selected consultant, as applicable and available:

- Village Master Plan and related planning documents;
- Housing studies, housing action materials, and Planning Commission housing work products;
- Village zoning ordinance and zoning map;
- Brownfield Redevelopment Authority establishment resolutions and organizational documents;
- Village-owned property information and available parcel data;
- Existing engineering, environmental, infrastructure, or property records relevant to identified sites;
- Applicable Village policies, development applications, and procedures;
- Prior redevelopment, economic development, or grant materials relevant to the work; and
- Other records reasonably necessary to evaluate priority properties and implement the BRA program.

The listing above is informational and does not represent a warranty that every document or dataset exists for every property. The selected consultant will be expected to identify additional information necessary for individual assignments.

ATTACHMENT C - COST PROPOSAL FORM

Initial Village/BRA Task	Estimated Fee/Range	Assumptions/Optional NTE
BRA organization, governance, policies & training		
Village-wide property inventory & mapping		
Prioritization & redevelopment strategy		
Housing/Brownfield implementation recommendations		
Compliance/reporting systems		
Funding opportunity identification		
Other proposed initial services		
TOTAL ESTIMATED INITIAL SCOPE		

Attach a detailed hourly rate schedule and estimated/project-specific pricing for engineering, environmental, Brownfield Plan, Act 381 Work Plan, TIF, grant, meeting, travel, and other services.

BROWNFIELD REDEVELOPMENT AUTHORITY, ENGINEERING AND REDEVELOPMENT SERVICES VILLAGE OF LAKE ISABELLA



**SEPTEMBER 25, 2026
P52799**



September 25, 2026

Jessica Manley, Interim Village Manager
Village of Lake Isabella
110 Clubhouse Drive
Lake Isabella, MI 48893

RE: BROWNFIELD REDEVELOPMENT AUTHORITY, ENGINEERING AND REDEVELOPMENT SERVICES

Dear Jessica:

Fleis & VandenBrink (F&V) is pleased to submit this proposal in response to the Village of Lake Isabella's Request for Proposals for Brownfield Redevelopment Authority, Engineering & Redevelopment Services. We recognize that Lake Isabella's needs differ meaningfully from those of a traditional city with a concentrated downtown: the Village is a geographically large, low-density residential community organized around the lake, served predominantly by private wells and septic systems, with limited commercial area and significant recreational and natural-resource character. We understand the Village is seeking a consultant who can both build a practical, functioning Brownfield Redevelopment Authority (BRA) program from the ground up and help move individual redevelopment, housing, and infrastructure opportunities from concept to implementation.

To meet the Village's goals, F&V has assembled a multidisciplinary team experienced in brownfield planning, tax increment financing, engineering, and environmental compliance, along with grant writing and stakeholder engagement suited to small, rural, and lake-oriented Michigan communities. Our team includes economic development and brownfield finance professionals, licensed engineers, geologists, and environmental scientists who together can support the Village and its BRA from initial organization through project-specific implementation under Michigan's Brownfield Redevelopment Financing Act, 1996 PA 381, as amended (Act 381).

HIGHLIGHTS OF SELECTING F&V INCLUDE:

- F&V has provided brownfield environmental consulting services and associated infrastructure improvement engineering services for multiple municipalities and local government agencies across the state of Michigan, including numerous small and rural communities.
- We diligently track potential and available grant opportunities and have assisted our clients in obtaining over \$1 billion from federal- and state-administered grant programs.
- F&V completes numerous environmental due diligence investigations every year, including Phase I and Phase II Environmental Site Assessments (ESAs), Baseline Environmental Assessments (BEAs), Documentation of Due Care Compliance (DDCC), Section 7(a) Compliance Analysis, and vapor intrusion projects.
- F&V represents brownfield authorities across the state and prepares Brownfield Plans and Act 381 Work Plans for the capture of tax increment revenues to reimburse eligible activities, and provides expert guidance and training to government agencies on brownfield tax increment financing.
- As an employee-owned, multidisciplinary engineering and environmental firm, F&V can carry a project from BRA organization and property inventory through preliminary engineering feasibility (access, drainage, private well and septic evaluation, and infrastructure concepts) without the need for a separate engineering subconsultant.

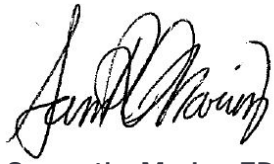
2960 Lucerne Drive SE
Grand Rapids, MI 49546
P: 616.977.1000
www.fveng.com

- F&V currently provides brownfield and development consulting services within Isabella County through Middle Michigan Development Corporation (MMDC) and for the City of Mt. Pleasant, giving our team direct, current familiarity with the county's redevelopment landscape, regional partners, and housing priorities relevant to Lake Isabella.

F&V is committed to helping the Village of Lake Isabella establish a practical, financially responsible brownfield redevelopment program that produces real results, not a program that exists for its own sake. Our experienced team, multidisciplinary capabilities, and familiarity with small, low-density, and recreational Michigan communities position us as an ideal partner for this engagement. We appreciate the opportunity to submit this proposal and look forward to the possibility of collaborating with the Village of Lake Isabella.

Sincerely,

FLEIS & VANDENBRINK



Samantha Mariuz, EDPF
Economic Development Project Manager
248.224.0305
smariuz@fveng.com



Trevor Woollatt
Sr. Project Manager
248.885.4720
twoollatt@fveng.com

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SECTION A

FIRM/TEAM QUALIFICATIONS

FIRM OVERVIEW

Fleis & VandenBrink (F&V) is an employee-owned, multidisciplinary consulting firm offering a comprehensive range of engineering, environmental, planning, and economic development services. With more than 30 years of experience serving communities across Michigan, F&V is a recognized leader in supporting local governments through complex redevelopment initiatives, particularly those involving Brownfield Redevelopment Authorities (BRAs), tax increment financing, and public-private partnerships.

F&V has successfully assisted dozens of municipalities and counties in establishing, reactivating, and managing their BRAs, preparing compliant Brownfield Plans and Act 381 Work Plans, securing state and federal funding, and building organizational capacity for long-term program sustainability. Our approach balances regulatory compliance with strategic vision, community input, and financial feasibility, and we have particular experience helping small, rural, and geographically dispersed communities — like Lake Isabella — build brownfield programs sized appropriately to their administrative capacity.

F&V will serve as prime consultant for this engagement. Our in-house team of economic development professionals, brownfield finance analysts, licensed engineers, geologists, and environmental scientists allows us to provide the full range of services identified in the RFP — BRA organization, property inventory and prioritization, engineering and site feasibility, environmental services, Act 381 plan preparation, financial analysis, grant identification, and community engagement — without reliance on subconsultants. Should a specific assignment call for additional specialized expertise (e.g., a licensed surveyor or specialty geotechnical testing), F&V will identify and coordinate that support and disclose it to the Village in advance.

PROJECT MANAGEMENT APPROACH

F&V employs a project management framework built for timely delivery, transparency, and quality control. Each engagement is led by a dedicated project manager supported by a cross-disciplinary team, with internal tracking systems, quality assurance protocols, and frequent check-ins to maintain alignment with project goals, schedules, and budgets. For this engagement, F&V will coordinate closely with Village staff, the BRA, the Village Council, the Planning Commission, and other community partners to provide services that are responsive, data-driven, and actionable.

CORPORATION

Fleis & VandenBrink Engineering, Inc. (F&V) was established in January of 1993 as a firm of Professional Consulting Engineers.

F&V currently operates as a Corporation in the States of Michigan and Indiana.

Years in Business: 33

www.fveng.com | 800.494.5202

SECTION B

PROJECT TEAM

SAMANTHA MARIUZ // Economic Development Project Manager (Lead Contact)

Samantha brings over a decade of experience in municipal economic development, specializing in brownfield redevelopment, downtown and small-community revitalization, and tax increment financing (TIF). She currently serves as the lead brownfield consultant for multiple BRAs across Michigan — including counties and municipalities comparable in scale to Lake Isabella — and is actively engaged in assisting communities with policy development, grant writing, and organizational capacity building. Samantha holds an MPA from Wayne State University and a BA in Political Science from Oakland University, and is a Certified Economic Development Finance Professional (EDFP #0420-44). She has facilitated over \$475 million in direct local investment resulting in over 2,700 jobs created in Michigan. Samantha will serve as the lead contact and project manager for this contract and is anticipated to have the highest level of direct involvement, particularly during BRA organization, policy development, and Act 381 plan work.

TREVOR WOOLLATT // Senior Project Manager, Associate

Trevor has more than 28 years of experience in environmental consulting and brownfield redevelopment, with a strong background in Phase I and Phase II Environmental Site Assessments, due care investigations, remediation, and brownfield financial modeling. He specializes in TIF capture analysis and Brownfield Plan development, leads F&V's reimbursement tracking and MEDC reporting efforts across dozens of projects, and is instrumental in preparing developer agreements and Act 381 compliance documentation. Trevor holds a BS in Geology from West Virginia University, currently serves on the board of the Washtenaw County Brownfield Redevelopment Authority, and previously served three terms as its Chair. He has direct experience negotiating with local units of government, BRAs, and agencies including EGLE, MEDC, MSHDA, and U.S. EPA.

ENVIRONMENTAL, PLANNING, AND ENGINEERING SUPPORT TEAM

F&V's broader in-house team includes licensed environmental professionals, engineers, and site planners who support environmental due diligence, remediation strategy, and the engineering and site feasibility services identified in the RFP — access and roadway evaluation, drainage and stormwater, private well and septic feasibility, wetlands and floodplain review, and preliminary infrastructure concepts and cost estimating. This team will be assigned as needed based on the scope of individual assignments.

OFFICE LOCATION AND AVAILABILITY

F&V maintains offices across Michigan, including Grand Rapids, Midland, and Grand Blanc, and provides ongoing brownfield consulting support to communities throughout central Michigan, including Isabella County and the City of Mt. Pleasant through Middle Michigan Development Corporation (MMDC). Samantha Mariuz and Trevor Woollatt are both regularly available to travel to Lake Isabella for BRA and Village Council meetings, public hearings, and site visits, and the Village places no greater importance on any factor than knowing who will actually perform the work — Samantha and Trevor will be the Village's primary points of contact throughout the engagement, with the broader support team engaged as project needs require.

RESUMES

Resumes of key personnel are provided on the following pages.



SAM MARIUZ, EDFP

Economic Development Project Manager

With over a decade of Economic Development experience, Samantha has developed an inclusive approach to the field that offers efficient management of complex projects. Samantha has extensive public service knowledge and passion for economic and community development which serves a diverse mix of stakeholders including municipal, business, state, and federal agencies. She is adept at coordinating multi-faceted projects to promote transformation in communities while supporting environmental and development goals and objectives.

Throughout her career, she has facilitated over \$475 million in direct local investment, resulting in the creation of over 2,700 jobs in Michigan.

PROJECT EXPERIENCE

- Brownfield Redevelopment Consulting - Shiawassee County Brownfield Redevelopment Authority
- Blight Elimination Program - Shiawassee County Land Bank Authority
- Brownfield Redevelopment Consulting - City of Tecumseh
- Brownfield Redevelopment Consulting - City of Eaton Rapids
- Brownfield Redevelopment Consulting - Northville Township Brownfield Redevelopment Authority
- Brownfield Redevelopment Consulting - Zeeland Brownfield Redevelopment Authority
- Brownfield Redevelopment Consulting - Sanilac County Brownfield Redevelopment Authority
- Brownfield Redevelopment Consulting - City of Northville Brownfield Redevelopment Authority
- Vice President of Economic Development Services - AKT Peerless Environmental Services
- Director of Economic Development - City of Farmington Hills
- Director of Authorities - City of Auburn Hills



FEATURED PROJECT BROWNFIELD REDEVELOPMENT CONSULTING Sanilac County Brownfield Redevelopment Authority

PROJECT HIGHLIGHTS

Economic Development and Brownfield Manager for consulting services to the Sanilac County Brownfield Redevelopment Authority. Providing technical environmental and brownfield consulting for projects submitted to the BRA for consideration.



Economic Development Finance
Professional (EDFP) #0420-044



MS: Public Administration, Wayne State University
BA: Political Science, Oakland University



TREVOR WOOLLATT

Sr. Project Manager | Associate

Trevor has more than 28 years' experience in the environmental consulting industry, with a strong background in all aspects of due diligence including Phase I and Phase II Environmental Site Assessments, due care investigations, remediation, and Brownfield redevelopment projects. He has experience in conducting negotiations with local units of government, Brownfield Redevelopment Authorities (BRAs), and numerous agencies including: EGLE, MEGA, MEDC, and US EPA. Trevor is currently on the board of the Washtenaw County Brownfield Redevelopment Authority and previously served three terms as Chair.

PROJECT EXPERIENCE

- Brownfield Redevelopment Consulting - Northville Township Brownfield Redevelopment Authority
- Brownfield Redevelopment Consulting - City of Zeeland Brownfield Redevelopment Authority
- Brownfield Redevelopment Consulting - City of Buchanan
- Brownfield Redevelopment Consulting - City of Fennville
- Brownfield Redevelopment Consulting - City of Kentwood
- Site Assessments - Washtenaw County
- Site Assessments - Delta County
- Site Assessments - Confidential Client
- Brownfield Redevelopment - Confidential Client
- EZ Mini Storage Facility Brownfield Redevelopment - Ferndale
- Former Stanley Door Redevelopment Project - Birmingham
- Former Ashmore Truck Facility - Kirco Development
- Duran Supersite - Shiawassee County
- Strategic Site Readiness - Lapeer County Economic Development
- Jackson Department of Corrections 20 Structure Demolition - DTMB, Jackson
- Brownfield Redevelopment Residential Project - Sand Lake
- Water Street Redevelopment Area Demolition - Ypsilanti
- Phase 1, Phase II, BEA, and Due Care Planning - Play Grown L3C
- NEPA Categorical Exclusions and Environmental Assessments

FEATURED PROJECT BROWNFIELD REDEVELOPMENT Confidential Client

PROJECT HIGHLIGHTS

Project Manager who managed brownfield activities, including preparation of a Brownfield Plan and Tax Increment

Financing (TIF) tables for the redevelopment of a vacant building. The project was located in a core community and included both MDEQ and Michigan Growth Authority (MEGA) eligible activities. Negotiated with the local assessor and Brownfield Redevelopment Authority (BRA) chair in order to maximize eligible activities using local only TIF.



Washtenaw County Brownfield
Redevelopment Authority Board
Member/Chair



BS: Geology,
West Virginia University

SECTION C

RELEVANT EXPERIENCE

F&V offers the following five comparable engagements, with preference given to small and rural Michigan communities, newly established or reactivated BRAs, housing-oriented redevelopment, and projects that advanced from planning into implementation.

1. MIDDLE MICHIGAN DEVELOPMENT CORPORATION (MMDC) — ISABELLA COUNTY REGION

F&V currently provides ongoing brownfield redevelopment consulting services to MMDC, which serves Isabella County and the surrounding region — the same county in which Lake Isabella is located. Services include Brownfield Plan and Act 381 Work Plan technical assistance and review, informal advisory consultations to member municipalities and BRAs, policy guidance, and preliminary project feasibility review. This engagement gives F&V direct, current familiarity with the redevelopment landscape, regional partners, and housing priorities relevant to Lake Isabella. Contact: Kati Mora, President and CEO, Middle Michigan Development Corporation.

2. GRATIOT COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY (THROUGH GREATER GRATIOT DEVELOPMENT, INC.)

F&V provides brownfield redevelopment services to the Gratiot County BRA, a neighboring rural county, including development of BRA policies and procedures, training and education workshops on the roles, responsibilities, and powers of the Authority, technical review of Brownfield Plans, and up to three educational sessions covering Housing TIF, traditional brownfield TIF, and post-approval reimbursement procedures. Contact: Kasey Zehner, President, Greater Gratiot Development, Inc.

3. EATON COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY / EATON COUNTY LAND BANK AUTHORITY

F&V serves as brownfield redevelopment planning consultant to Eaton County, providing drafting and review of Brownfield Plans and amendments, technical and financial analysis of proposed eligible activities and TIF capture schedules, plan revision and finalization support including plain-language summary memoranda for elected officials, and general advisory support on brownfield financing strategy and program administration for both the County BRA and the County Land Bank Authority — directly comparable to the Village-owned property and land bank coordination contemplated in this RFP.

4. SANILAC COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

F&V reestablished a stagnant Brownfield Redevelopment Authority for Sanilac County, including review of bylaws, structuring of new policies and procedures, and a streamlined application process updated to reflect changes in brownfield legislation and current county housing goals. Services also included review of Brownfield Plans, technical assistance identifying grant opportunities, and legislative-update training sessions for the BRA — closely comparable to Lake Isabella's need to establish a strong, functional BRA program from a limited existing base. Contact: Nathan Roskey, County Administrator.

5. SHIAWASSEE COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

F&V supported the establishment of the Shiawassee County BRA, including structuring of bylaws, creation of BRA policies, procedures, and an application process, review of Brownfield Plans, legislative-update training sessions, and coordination with the County Land Bank Authority on grant funding and a Brownfield Plan for a land-bank-owned parcel — a direct parallel to Lake Isabella's interest in evaluating Village-owned property for redevelopment. Contact: Brian Boggs, County Administrator.

Additional comparable engagements include: City of Fennville, City of Allegan, Northville Township, the City of Zeeland, and the City of Eaton Rapids BRAs, among others, further described in Section H.

SECTION D

UNDERSTANDING OF LAKE ISABELLA

F&V understands that Lake Isabella is a home rule village in Isabella County that is geographically large relative to its population and predominantly low-density and residential, organized around the lake and its surrounding recreational assets, with limited commercial area, significant wooded and undeveloped property, Village-owned property, and the Cal Brewer Memorial Airport. Unlike a traditional city with a concentrated downtown and extensive municipal utility infrastructure, much of the Village relies on private wells and septic systems, which shapes both the redevelopment opportunities available and the technical due diligence required before any project can move forward.

We understand the Village's economic development priorities are closely tied to housing, including rehabilitation and reinvestment in existing housing stock, attainable and age-friendly housing, missing-middle and infill opportunities, and responsible development of available land alongside infrastructure, environmental protection, and preserving the Village's residential and recreational character. The Village has already invested in housing and planning work and has been evaluating Village-owned and other potentially redevelopment-ready properties, and is seeking a consultant who can translate that groundwork into an organized, financially responsible, and implementable program rather than a program built simply for its own sake.

Our approach to Lake Isabella will differ from our approach in a larger urban municipality in several respects. First, we will size the BRA's organizational documents, application materials, and reporting systems to be manageable by Village staff with limited administrative capacity, rather than importing a heavier structure built for a full-time economic development department. Second, because the Village lacks concentrated municipal utilities, our engineering and site feasibility work will place particular emphasis on private well and septic feasibility, drainage, and access, rather than traditional water/sewer capacity analysis. Third, given the dispersed, largely residential character of the community, we expect the property inventory to focus more heavily on housing rehabilitation, infill, and Village-owned parcels than on traditional commercial or industrial brownfield sites, and our prioritization criteria and public engagement approach will reflect that reality. Finally, recognizing the Village's recreational and lake-oriented identity, we will weigh environmental and natural-resource impacts, and compatibility with the Village's residential and recreational character, heavily in our prioritization recommendations.

SECTION E

APPROACH AND METHODOLOGY

F&V has a deep understanding of the Brownfield Redevelopment Financing Act (Act 381) and its application to municipal redevelopment projects, including how Act 381 enables communities to capture tax increment revenue (TIR) to reimburse eligible brownfield activities such as demolition, environmental assessment and remediation, infrastructure improvements, and site preparation. Our approach involves working closely with EGLE, MEDC, MSHDA, and the State Land Bank Authority to structure the Village's program to maximize the eligible use of Village and brownfield funding while aligning with Lake Isabella's broader housing and community goals. With decades of experience in brownfield redevelopment, we anticipate and mitigate the risks that often cause project overruns, and our multidisciplinary structure allows environmental, engineering, and financial issues to be addressed together and early, rather than sequentially through separate consultants.

A. BRA ORGANIZATION AND ADMINISTRATION

- Review the Village's existing BRA establishment documents, resolutions, organizational structure, and procedures, and recommend updates to align with current best practices.
- Prepare bylaws, policies, procedures, forms, and administrative documents, including a right-sized application process for developers and property owners seeking BRA assistance.
- Recommend appropriate roles and responsibilities for the BRA, Village Council, staff, consultants, and developers, and develop policies on developer reimbursement, administrative costs, and any local brownfield revolving fund.
- Conduct training sessions for Village Council, BRA members, Planning Commission members, and staff on Act 381, TIF, eligible activities, reimbursement, reporting, and the BRA's role.
- Coordinate with Village staff to support integration of BRA procedures with Village zoning, site plan review, land division, development agreement, and other local approval processes.

B. VILLAGE-WIDE BROWNFIELD AND REDEVELOPMENT INVENTORY

- Work with Village staff to identify and inventory potential eligible properties, drawing on the Village Master Plan, zoning, land ownership, existing land use, and infrastructure conditions.
- Identify blighted, functionally obsolete, environmentally distressed, previously developed, vacant or underutilized, Village-owned, and housing rehabilitation/infill properties potentially eligible under Act 381.
- Develop a practical inventory and mapping system that Village staff can maintain and update without specialized GIS staff or software.
- Identify properties where environmental investigation, infrastructure evaluation, title work, surveying, or appraisal may be warranted, and flag opportunities suited to public-private partnerships.

C. PRIORITIZATION AND REDEVELOPMENT STRATEGY

- Develop prioritization criteria weighing housing need, elimination of blight, environmental and natural-resource impacts, infrastructure requirements, development feasibility, private investment, Village financial exposure, compatibility with the Master Plan and zoning, community and recreational character, and ability to leverage outside funding.
- Develop short-, medium-, and long-term redevelopment priorities scaled to Lake Isabella's size and administrative capacity, with implementable recommendations focused on projects the Village can reasonably advance.

D. HOUSING AND RESIDENTIAL REDEVELOPMENT

- Evaluate how brownfield tools may support new housing construction, rehabilitation, and infill on eligible properties, consistent with the Village's identified need for attainable, workforce, age-friendly, downsizing, and missing-middle housing.
- Evaluate development or disposition opportunities involving Village-owned property, and identify infrastructure and site preparation needs affecting housing feasibility.
- Assist with partnerships involving private developers, nonprofits, land banks, MSHDA, and MEDC, and identify grants, loans, TIF, and other incentives to help close financing gaps.

E. ENGINEERING AND SITE FEASIBILITY

As a multidisciplinary engineering firm, F&V provides this scope in-house rather than through a subconsultant. Our licensed engineering staff will support:

- Preliminary site feasibility analysis, including access and roadway needs, drainage and stormwater considerations, and site grading and topographic review.
- Private well and wastewater/septic feasibility — a particular focus given the Village's reliance on individual systems in place of municipal utilities — alongside any available utility capacity review.
- Wetlands, floodplain, and other environmental constraints, and soil/geotechnical considerations relevant to redevelopment concepts.
- Preliminary infrastructure concepts and probable cost estimates, coordination with applicable county, state, and federal agencies, and identification of infrastructure improvements potentially eligible for reimbursement or grant assistance.
- Independent assessment of whether a proposed redevelopment concept is physically and financially realistic before the Village commits significant resources.

F. ENVIRONMENTAL SERVICES

- Phase I and Phase II Environmental Site Assessments, Baseline Environmental Assessments, and Due Care Plans, as needed.
- Environmental investigations and soil/groundwater evaluation, asbestos, lead, and other hazardous-material surveys, and remediation planning and cleanup cost estimates.
- EGLE coordination and preparation of environmental grant and loan applications.

G. BROWNFIELD PLAN AND ACT 381 SERVICES

- Determine property and activity eligibility under Act 381; prepare Brownfield Plans, amendments, and Act 381 Work Plans when required.
- Prepare TIF projections and reimbursement schedules, and evaluate the appropriate duration and amount of tax capture.
- Evaluate developer requests for brownfield assistance and assist the Village and BRA in negotiating Development and Reimbursement Agreements.
- Prepare materials for public hearings and required governmental approvals, and attend BRA, Planning Commission, and Village Council meetings.
 - » Up to 3 BRA/Council/PC meetings per project included in initial scope estimate; additional meetings billed at applicable hourly rates.
- Coordinate with MEDC, EGLE, the Michigan Strategic Fund, and MSHDA as required, and assist with required notices and documentation.

H. FINANCIAL ANALYSIS AND DEVELOPMENT FEASIBILITY

- Development pro forma review and financing-gap analysis, TIF modeling, and evaluation of anticipated taxable value.
- Review of construction and eligible-activity costs, evaluation of reimbursement requests and appropriate developer contributions, and analysis of public versus private benefit and Village financial exposure.

I. GRANTS, LOANS, AND OTHER FUNDING

- Identify and, when authorized, assist the Village in pursuing MEDC, Michigan Strategic Fund, EGLE, MSHDA, State Land Bank Authority, and federal funding for infrastructure, housing, predevelopment, and environmental assessment/cleanup.
- Identify opportunities to leverage brownfield TIF with grants, loans, and private investment to minimize Village financial exposure. F&V has assisted clients in obtaining over \$1 billion from federal- and state-administered grant programs.

J. COMMUNITY AND DEVELOPER ENGAGEMENT

- Assist the Village in communicating brownfield opportunities to residents and property owners, and develop informational materials explaining the BRA and available redevelopment tools.
- Participate in public meetings, workshops, and presentations, and assist in outreach to potential developers and redevelopment partners for priority sites.

K. COMPLIANCE AND REPORTING

- Assist with annual reporting, TIF revenue tracking, developer reimbursements, and administrative and local brownfield revolving fund accounting.
- Maintain active MEDC Brownfield Redevelopment Portal entries for each approved Act 381 Work Plan, and establish recordkeeping systems that are understandable and manageable by Village staff.

SECTION F

PROPOSED WORK PLAN AND SCHEDULE

F&V proposes to substantially complete the initial Village/BRA organizational, inventory, and prioritization work within approximately twelve (12) months of contract award, consistent with the Village's anticipated schedule. The schedule below identifies major milestones and the corresponding Village/BRA responsibilities; project-specific (developer or property) assignments will be scheduled separately as they are authorized.

Timeframe	F&V Milestone	Village/BRA Responsibility
Months 1-3	BRA structure review; draft bylaws, policies, application materials; initial staff/BRA training	Provide existing BRA documents; identify BRA/staff liaison; schedule kickoff and training
Months 3-6	Village-wide property inventory and mapping; identification of priority candidate sites	Provide Inventory Evaluation, zoning, parcel, and Village-owned property data; field access as needed
Months 6-9	Prioritization criteria and short/medium/long-term redevelopment strategy; preliminary site feasibility on priority sites	BRA/Council review and adoption of prioritization criteria
Months 9-12	Housing/brownfield implementation recommendations; funding source identification; compliance/reporting systems; final training	Adopt recommended procedures; authorize any project-specific task orders

This schedule assumes timely Village and BRA review at each milestone and reasonably prompt access to existing planning, zoning, and property records. F&V will provide monthly progress updates and welcomes an alternative schedule if the Village prefers a different sequencing of tasks.

SECTION G

COST PROPOSAL

The rate sheet in Section A applies to all services under this engagement. Services under both the initial Village/BRA scope and any project/developer-specific task orders will be billed on a time-and-materials basis, consistent with the rates identified. Costs incurred by the BRA may, where appropriate, be reimbursed through administrative capture within the TIF plan structure, consistent with Act 381 provisions and the BRA's adopted policies; F&V will clearly identify in each task order which services may reasonably be charged to a developer or reimbursed through eligible brownfield project costs.

INITIAL VILLAGE/BRA SERVICES — ESTIMATED FEE BY TASK

Initial Village/BRA Task	Estimated Fee/Range	Assumptions/Optional NTE
BRA organization, governance, policies & training	\$8,000 – \$10,000	Assumes review of existing documents provided by the Village and up to two training sessions
Village-wide property inventory & mapping	\$6,000 – \$8,500	Assumes existing GIS/parcel data is made available by the Village or County. If GIS data is not available, F&V can provide a budget to prepare GIS maps.
Prioritization & redevelopment strategy	\$4,500 – \$6,000	Includes up to one public/BRA workshop
Housing/Brownfield implementation recommendations	\$4,000 – \$6,000	Excludes preparation of a specific Brownfield Plan (billed under Scope B)
Compliance/reporting systems	\$2,500 – \$3,500	Not-to-exceed available upon request. Estimated fee based on number of approved Plans and complexity of compliance.
Engineering/site feasibility (up to 3 priority sites)	\$4,000 – \$7,000	Desktop-level review; does not include surveying, geotechnical borings, or design
Funding opportunity identification	\$0	Identification only; grant/application preparation billed separately if authorized
Other proposed initial services	\$2,000 – \$3,500	Scales with number/format of engagement sessions requested
TOTAL ESTIMATED INITIAL SCOPE	\$31,000 – \$44,500	Time-and-materials; A not-to-exceed amount can be established by task upon Village request

PROJECT/DEVELOPER-SPECIFIC SERVICES

Consistent with our experience on comparable engagements, individual redevelopment or developer-specific assignments (e.g., review or preparation of a Brownfield Plan, Act 381 Work Plan, or Reimbursement Agreement for a specific property) will typically range from \$10,000 to \$30,000 per project, depending on complexity, stakeholder engagement, and the level of state agency coordination required. These will be authorized separately through a written task order identifying scope, applicable rates, and any agreed-upon not-to-exceed amount before work begins, and may be charged to the requesting developer where the Village's adopted BRA policies so provide.

The following assumptions have been made in developing these estimates: the Village will provide existing planning, zoning, property, and BRA records reasonably promptly; travel is limited to Lake Isabella and nearby state offices; and any specialized third-party services (e.g., land surveying, geotechnical borings, or title work) are not included and would be identified and estimated separately if warranted by a specific site.

HOURLY RATES

The following hourly rates apply to all personnel and services that may be assigned to this engagement, for both Village/BRA program services and project-specific task orders:

Role	Hourly Rate
Project Manager (Samantha Mariuz)	\$174
Senior Brownfield Analyst (Trevor Woollatt)	\$210
Principal Oversight	\$266
Environmental Specialist	\$133
Engineering Staff (Staff Engineer to Senior/Principal Engineer)	\$130 – \$210
Administrative/Engagement Support	\$92

Rates are subject to F&V's standard annual escalation and mileage/reimbursable-expense policy, which will be identified in any resulting professional services agreement.

SECTION H

REFERENCES

MIDDLE MICHIGAN DEVELOPMENT CORPORATION (MMDC) — ISABELLA COUNTY REGION

Contact: Kati Mora, President and CEO | 111 S University Avenue, Mt. Pleasant, MI 48858

Project: Ongoing brownfield redevelopment consulting services within Isabella County and the surrounding region, including Brownfield Plan/Act 381 Work Plan technical assistance and review, BRA advisory services, and Act 381 policy support.

EATON COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY / EATON COUNTY LAND BANK AUTHORITY

Contact: Eaton County Brownfield Redevelopment Authority, 1045 Independence County Blvd., Charlotte, MI 48813

Project: Brownfield Redevelopment Planning Consultant — drafting and review of Brownfield Plans and amendments, technical/financial analysis, plan revision and finalization, and general advisory support to the County BRA and Land Bank Authority.

SANILAC COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

Contact: Nathan Roskey, County Administrator | 810.648.2933 | nroskey@sanilaccounty.net

Project: Reestablishment of a stagnant Brownfield Redevelopment Authority, review of bylaws, structuring of new policies, procedures, and a streamlined application process to meet current county housing goals, review of Brownfield Plans, technical assistance for grant opportunities, and legislative-update training sessions for the BRA.

SHIAWASSEE COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY

Contact: Brian Boggs, County Administrator | 989.743.2222 | boggs@shiawassee.net

Project: Establishment of the Brownfield Redevelopment Authority, structuring of bylaws, creation of BRA policies, procedures, and application process, review of Brownfield Plans, legislative updates and training sessions for the BRA, and coordination with the County Land Bank Authority for grant funds and a Brownfield Plan for a land-bank-owned parcel.

CITY OF ALLEGAN BROWNFIELD REDEVELOPMENT AUTHORITY

Contact: Joel Dye | 269.673.5511 | jdye@cityofallegan.org

Project: Creation of Brownfield Redevelopment Authority Policies, Procedures, and Application process; technical review of Brownfield Plans and Reimbursement Agreements; legislative updates and training sessions for the BRA; and local community engagement about the brownfield process throughout Allegan County in conjunction with the Allegan Community Foundation.

ATTACHMENT C

COST PROPOSAL FORM

Initial Village/BRA Task	Estimated Fee/Range	Assumptions/Optional NTE
BRA organization, governance, policies & training	\$8,000 – \$10,000	Up to two training sessions
Village-wide property inventory & mapping	\$6,000 – \$8,500	Existing parcel/GIS data provided
Prioritization & redevelopment strategy	\$4,500 – \$6,000	Includes one workshop
Housing/Brownfield implementation recommendations	\$4,000 – \$6,000	Excludes specific Plan prep
Compliance/reporting systems	\$2,500 – \$3,500	NTE available on request
Engineering/site feasibility (up to 3 priority sites)	\$4,000 – \$7,000	Desktop-level review
Funding opportunity identification	\$0	Identification only
Other proposed initial services	\$2,000 – \$3,500	Community engagement materials
TOTAL ESTIMATED INITIAL SCOPE	\$31,000 – \$44,500	Time-and-materials basis

A detailed hourly rate schedule is attached in Section A. Estimated/project-specific pricing for engineering, environmental, Brownfield Plan, Act 381 Work Plan, TIF, grant, meeting, and travel services will be provided with each project-specific task order.



FIREWORKS RELEASE AGREEMENT

The future of Lake Isabella's annual Independence Day fireworks display has been under review because of safety concerns, development near the traditional launch site, and required separation distances between fireworks and nearby structures as well as declining monetary donations. The Village Council established the Fireworks Committee to investigate options for continuing this community tradition, including alternative launch locations, vendor arrangements, safety requirements, and fundraising.

A residential structure near the traditional launch site affects the size of fireworks shells that may be used while meeting applicable separation requirements. Attached is a Fireworks Release Agreement prepared by our attorney. Under the proposed agreement, affected property owners could voluntarily acknowledge the launch site and release the Village and its officials, employees, officers, and agents from certain claims and liabilities associated with the annual fireworks display. The agreement is intended to address potential liability; it does not itself establish compliance with fireworks safety requirements.

As part of discussions with affected property owners, the Village may also consider reasonable compensation or other mutually agreeable arrangements associated with execution of the agreement. Any proposed financial commitment would be returned to the Village Council for review and approval. The attorney has explained that a release offers protection against ordinary-negligence claims, but not gross negligence or willful and wanton misconduct. He also cautioned that signing a release could potentially affect a property owner's insurance coverage. Participation would be entirely voluntary. Council approval of the form would permit staff to approach affected property owners, but would not guarantee their signatures or independently authorize larger shells, a particular launch site, or the fireworks event.

RECOMMENDATION

Staff recommends approving the proposed release form for presentation to affected property owners, subject to final attorney review of necessary revisions and Council approval of any proposed financial commitment. This preserves a potential option for the traditional launch site while the Committee continues evaluating alternatives.

PROPOSED MOTIONS

Motion to Approve: I move to approve the Fireworks Release Agreement as prepared by the Village Attorney, subject to any necessary final revisions, and authorize the Village Manager to present the agreement to the affected property owner(s) for consideration, including discussion of any mutually agreeable terms or arrangements. Any proposed financial commitment shall be brought back to the Village Council for approval prior to execution of the agreement. Approval does not independently authorize a fireworks display or waive applicable safety, permitting, or insurance requirements.

Motion to Deny: I move to deny the proposed Fireworks Release Agreement.

FIREWORKS RELEASE AGREEMENT

FOR VALUABLE CONSIDERATION, the receipt and sufficiency of which is hereby acknowledged by the parties hereto, the VILLAGE OF LAKE ISABELLA, a Michigan Home Rule Village, with its offices located at 1010 Clubhouse Drive, Lake Isabella, Michigan 48893 (the “Village”) and _____ of _____ (the “Landowner”) do hereby agree as follows:

RECITALS

- A. The Landowner owns certain property within the Village with an address of _____ and also known as Permanent Parcel No. _____ (the “Property”).
- B. The Village has long presented an annual fireworks display/program (the “Fireworks Event”) during the 4th of July holiday period and has those fireworks set off/launched at _____ (the “Launch Site”).
- C. The fireworks are set off/launched by a licensed and insured fireworks professional.
- D. For insurance and other purposes, in order to continue with the Fireworks Event on an annual basis (with fireworks set off or launched from the Launch Site), the Village needs to obtain written releases/waivers from the property owners within the vicinity of the Launch Site.
- E. The parties hereto agree that the Fireworks Event is a patriotic and worthwhile endeavor, event and holiday enhancement.

AGREEMENT

IT IS AGREED as follows:

1. The Landowner agrees and acknowledges that the Launch Site is a reasonable place for the launching/setting off of fireworks pursuant to the annual Fireworks Event.

2. The parties wish to see the Fireworks Event continue on an annual basis.

3. The Landowner is competent and over 18 years of age.

4. The Landowner dose hereby waive and release the Village (and its employees, officials, officers and agents) for, of and from any and all claims, demands, debts, contracts, expenses, attorney fees, cause of action, lawsuits, damages and liabilities, of every kind and nature, whether know or unknown, in law or equity, including without limitation for any personal injuries, property damages or death, that the Landowner ever had, has or may have, arising from or in any way related to the Fireworks Event.

5. The Village is not responsible for any injury or damage resulting from or due to the Fireworks Event.

6. The Landowner has read, understands and fully agrees to the terms of this Agreement. The Landowner understands and confirms that by signing this Agreement, the Landowner has given up considerable future legal rights. The Landowner has signed this Agreement freely, voluntarily, under no duress or threat of duress, without inducement, promise or guarantee being communicated to the Landowner other than the opportunity for the Fireworks Event to continue. The Landowner's signature is proof of their intention to execute a complete and unconditional waiver and release of all liability to the full extent of the law. The Landowner understands that the Village is relying upon this Agreement in allowing the Fireworks Event to continue.

7. In the event of a breach or default of this Agreement by either party, the non-breaching/non-defaulting party shall have such remedies as are available pursuant to Michigan law

or equity. Specific performance is a remedy expressly available to the non-breaching/non-defaulting party. All remedies shall be deemed to be cumulative and not exclusive or preclusive. This Agreement may be enforced at law or in equity in the Isabella County Circuit Court (or equivalent court). Venue shall be in Isabella County, Michigan.

8. This Agreement shall not be amended, altered or changed except by a written document signed by all parties.

9. If any term, provision or clause of this Agreement is determined to be unconstitutional or unenforceable by a court of competent jurisdiction, that shall not affect any other provision or clause of this Agreement and the remainder of this Agreement shall remain in full force and effect.

10. The parties hereto agree, represent and warrant that they have full authority to sign and execute this Agreement, and to also make it fully binding and enforceable.

11. Time will be of the essence regarding this Agreement.

12. This Agreement shall be governed by the laws of the State of Michigan.

13. This Agreement may be executed in two counterparts, each of which when executed shall constitute an original, but all counterparts together shall constitute but one and the same instrument.

14. A waiver of any right or remedy under this Agreement or as provided by law is only effective if given in a writing signed by all parties and shall not be deemed to be waiver of any other breach or default. A failure or delay by a party in exercising any right or remedy under this Agreement or by law shall not constitute a waiver of that or any other right or remedy thereafter.

15. This Agreement constitutes the entire agreement and understandings between the parties relating to the subject matter of this Agreement. This Agreement also supersedes all prior negotiations, courses of dealing, other agreements and all representations, discussions and promises, whether written or oral, relating to the subject matter of this Agreement. This Agreement shall be deemed jointly drafted by all parties.

16. Except as otherwise expressly provided for herein, there are no third-party beneficiaries to this Agreement.

THE VILLAGE OF LAKE ISABELLA, a
Michigan Home Rule Village

Dated: _____, 202__

By: _____

Its President

Dated: _____, 202__

And by: _____

Jessica Manley
Its Interim Manager

LANDOWNER(S)

Dated: _____, 202__

By: _____

Dated: _____, 202__

And by: _____



Village of Lake Isabella

VILLAGE COUNCIL MEETING
OCTOBER 20, 2026
NEW BUSINESS #3
VACANT COUNCIL SEAT

VACANT COUNCIL SEAT (NOVEMBER AND DECEMBER)

A vacancy on the Village Council occurred effective September 15, 2026, following the resignation of a Council member. The next regular Village election is scheduled for November 3, 2026, which is 49 days after the vacancy occurred.

Village Charter Requirements

Section 5.11(d) of the Village Charter establishes the following procedures for filling Council vacancies:

- A vacancy shall be filled at the next regular election for the remainder of the unexpired term, if any.
- If the next regular election occurs more than 60 days after the vacancy, the remaining Council members shall appoint a qualified individual by majority vote.
- If the Council fails to make an appointment within 42 days, appointment authority transfers to the Village President.

Because the next regular Village election falls within 60 days of the September 15 resignation, the Charter does not require the Council to make an interim appointment.

Council Options

The Council may continue operating with six members until the newly elected Council members take office. The vacancy does not prevent the Council from conducting regular Village business, provided quorum and voting requirements are satisfied.

Alternatively, should the Council wish to consider temporarily filling the vacant position for the remainder of 2026, it may seek legal confirmation of its authority to make such an appointment under the Charter and applicable Michigan law.

Council Consideration

The Council is being provided this information for discussion and direction. No appointment is required under the Charter's 60-day provision.

Suggested Motion – No Appointment

Motion to acknowledge the Village Council vacancy effective September 15, 2026, and allow the position to remain vacant pending the transition to the newly elected Council.

Alternative Motion – Consider Interim Appointment

Motion to direct Village staff to obtain legal clarification regarding the Council's authority to make a temporary appointment to the vacant Council position for the remainder of 2026.



Ethics Committee

The Village currently has two vacancies on its Ethics Committee due to changes in the eligibility of previously appointed members.

Tim Wolff: Mr. Wolff was appointed to fill a vacant seat on the Ethics Committee in June 2026. In late June, Mr. Wolff submitted a letter notifying the Village that he would be unable to serve due to his appointment as a Director on the Isabella County Economic Development Corporation Board. Under the Village's Ethics Committee policy, individuals holding an appointed position are ineligible to serve on the committee.

Erin Williams: During the review of a recently submitted ethics complaint, it was determined that Ms. Williams is no longer a registered voter within the Village of Lake Isabella. As voter registration within the Village is an eligibility requirement under the Ethics Committee policy, Ms. Williams is no longer eligible to continue serving.

Recruitment and Appointments

The Village maintains a file of individuals who have previously submitted applications expressing interest in serving on various Village boards and committees. Staff reviewed these applications and contacted a potential candidate who has expressed a willingness to serve on the Ethics Committee.

Additionally, the Village will advertise the remaining vacancy on its official website and Facebook page to encourage additional interested residents to apply.

Council Consideration

With two vacancies currently existing, the Village Council has several options regarding appointments to the Ethics Committee:

1. **Appoint One Member:** Appoint the currently interested candidate to fill one vacancy and continue advertising for an additional member.
2. **Postpone Appointments:** Take no action on appointments at this meeting and allow additional time for interested individuals to submit applications.
3. **Appoint Two Members at a Later Date:** Continue recruitment until two qualified candidates are available and consider both appointments at a future Council meeting.

Recommended Action

Staff recommends that Council consider appointing the currently interested candidate, provided all eligibility requirements have been verified, while continuing to advertise for the remaining

vacancy. This would allow the Village to begin restoring committee membership without unnecessarily delaying the appointment process.

However, Council may choose to postpone appointments until additional applications have been received.

Suggested Motions

Option 1 – Appoint One Member

I move that the Village Council appoint _____ to the Village of Lake Isabella Ethics Committee, subject to verification of eligibility, and direct staff to continue recruitment for the remaining vacancy.

Option 2 – Postpone Appointments

I move that the Village Council postpone appointments to the Ethics Committee until a future meeting to allow additional time for interested individuals to submit applications.

Option 3 – Recruit and Appoint Two Members Together

I move that the Village Council direct staff to advertise both Ethics Committee vacancies and bring qualified candidates before Council for consideration of appointments at a future meeting.



Freedom of Information Act (FOIA) Appeal

Gina Holcomb submitted a FOIA request on or about September 16, 2026, concerning the recording of the September 15, 2026 Village Council meeting. The Village responded to that request, and Mrs. Holcomb submitted an administrative appeal dated October 16, 2026 challenging the disclosure response and the recording supplied on a flash drive.

The appeal alleges playback problems, missing audio or video near the end of the meeting, and the existence of additional recording material, including a purportedly complete YouTube version and post-adjourning streaming.

Council Consideration

Under Michigan FOIA, MCL 15.240, the Village Council is the body considering this administrative appeal. The Village's legal counsel, Bloom Sluggett, PC, has provided proposed motion language outlining four available actions:

Reverse the disclosure denials.

Reverse the disclosure denials in part and uphold them in part, specifying the additional records or portions to be released.

Uphold the disclosure denials; counsel's draft also directs that another copy of the recording be sent as a courtesy.

Extend the decision period by 10 business days to allow adequate review, stating the reason for the extension.

The Council should select and use the corresponding attorney -provided motion language, with any necessary specific findings or records identified before voting.

Requested Action

Review the appeal and counsel's proposed motions and take one of the four actions above. If additional time is necessary to evaluate the recording and records at issue, Council may consider the proposed 10-business-day extension motion. Preserve potentially responsive records while the matter is pending.

Attachment: Bloom Sluggett, PC – Proposed Motion Language (October 19, 2026); FOIA appeal (October 16, 2026)



Village of Lake Isabella

VILLAGE COUNCIL MEETING
OCTOBER 20, 2026
NEW BUSINESS #6
INTERIM MANAGER REVIEW

Interim Manager Six Month Review

As a follow-up to last month's agenda item, the Council will conduct my six month performance review at this month's meeting. The Village Clerk has distributed my completed evaluation forms and the tallied results to Council members for their review.

I request that the Council enter closed session to consider my periodic personnel evaluation pursuant to Section 8(1)(a) of the Michigan Open Meetings Act, Public Act 267 of 1976, MCL 15.268(1)(a). This provision permits a closed session for a periodic personnel evaluation when the individual being evaluated requests a closed hearing. This memorandum serves as my written request.

The closed session will be limited to consideration of my personnel evaluation. After that discussion, the Council will return to open session. All final decisions and any formal Council action will be made in open session, consistent with MCL 15.263(2). Discussion and establishment of goals for the next six months will also take place in open session.

Suggested motion

"I move to enter closed session under MCL 15.268(1)(a) to consider the periodic personnel evaluation of Interim Village Manager Jessica Manley, at her written request."

Legal references: Michigan Open Meetings Act, MCL 15.268(1)(a) and MCL 15.263(2).