



PROPOSED AGENDA
REGULAR MEETING OF THE CHARLOTTE CITY COUNCIL
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750
7:00 P.M. Monday, August 12, 2024

Interested persons can participate in-person or via Zoom
Connect to Zoom from your computer, tablet, or smartphone
Website: <https://us02web.zoom.us/j/86559768337>
One tap mobile: +16465588656,,86559768337#
Telephone: (312) 626-6799 Webinar ID: 865 5976 8337

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation – Daniel Longden - First Lutheran Church**
- 4. Pledge of Allegiance**
- 5. Approval of Minutes**
 - a. July 22, 2024 Regular Council Meeting Minutes
 - b. July 29, 2024 Workshop Council Meeting Minutes
- 6. Absence of Council Members**
- 7. Public Comment** - Limit presentation to five (5) minutes. Attendees desiring to address council who are participating with ZOOM may raise your hand now or if attending via a phone call, press *9 (star nine) on your keypad
- 8. Approval of Agenda**
- 9. Special Presentation**
 - a. Proclamation to recognize the Helping Hands Food Pantry and to declare the month of September as Hunger Action Month
- 10. Communications and Committee Reports**
 - a. City Attorney Report
 - b. Councilmember Committee Reports
- 11. Consent Agenda**
 - a. Approval of Claims and Expenditures totaling \$900,613.39
 - b. Approval of Mayoral Appointment(s)
 - c. Consider approval of Resolution 2024-24 To approve 2024 Guidelines for Poverty Exemptions
 - d. Approval of Resolution 2024-27 To approve changes to signatories for Independent Bank accounts.

12. Business Agenda

- a. First reading and set a date for the public hearing to consider Ordinance 2024-01 An ordinance to amend city code section 38-2 “Alcoholic Beverages”...
- b. Consider approval of Resolution 2024-23 To approve street closures for and provide other assistance for the Charlotte Frontier Days Festival held September 4 to 8, 2024
- c. Consider approval of Resolution 2024-25 To support a fixed tax limitation millage for Eaton County in the November 5, 2024 Election
- d. Consider approval of contract for supplemental community and economic development services with CharlotteRising
- e. Review of CharlotteRisings Social District Map, Signage Design, and Signage Location
- f. Consider approval of Airport Manager Contract Renewal
- g. Consider approval of change order request for Tree Clearing Contract - New Life Arboricultural Services and Prein and Newhof
- h. Consider Airport Capital Improvement Program
- i. Consider approval of Michigan Consultants Network Contract
- j. Consider approval of Google Workspace Annual Renewal

13. Public Comment - Limit presentation to five (5) minutes. Attendees desiring to address council who are participating with ZOOM may raise your hand now or if attending via a phone call, press *9 (star nine) on your keypad

14. Staff Comments

15. Mayor and Council Comments

16. Adjourn

~Mary LaRocque, City Clerk

ADDRESSING THE CITY COUNCIL

*Comments shall be made only during times set aside for that purpose.
Each citizen may speak for up to 5 minutes during each public hearing and comments period.
Comments made during public hearings shall be relevant to the subject of the public hearing.
Comments shall be made from the podium unless otherwise directed by the Mayor.
Comments shall be directed to the Mayor and Council members.
Speakers shall begin by stating their name and indicate if they are a resident or non-resident of the City.
Speakers shall refrain from using vulgarity, hate speech or “fighting words.”*

CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Regular Council Meeting 7:00 p.m.
July 22, 2024

CALL TO ORDER:

By Mayor Lewis on Monday July 22, 2024 at 7:00 p.m.

ROLL CALL:

Mayor Lewis, Mayor Pro-Tem Duweck, Council members, Fullerton, Christensen, Scott and Chin. A quorum was met

City staff in attendance; City Manager Hillard, City Clerk LaRocque, and City Attorney Revore.

INVOCATION:

Randy Royston - New Hope Community Church

PLEDGE OF ALLEGIANCE:

Led by Lewis

APPROVAL OF MINUTES:

- a. July 08, 2024 Regular Council Meeting Minutes

Motion by Chin supported by Scott to approve the July 08, 2024 minutes. Carried; Yea 6; Nay 0; Absent 1

ABSENCE OF COUNCIL MEMBERS:

Motion by Duweck supported by Fullerton to excuse the absence of Councilmember Rodriguez, Carried; Yea 6; Nay 0; Absent 1

PUBLIC COMMENT:

Several representatives from Eaton County, including staff members and Commissioners, attended the City Council meeting to present an upcoming proposal regarding a millage increase slated for the November 2024 ballot. The proposal

seeks to raise the millage rate from 15 to 18 mills, marking the first increase since 1978.

The need for this increase arises from inflation and escalating costs, which have triggered a budgetary crisis. Without the additional revenue, there is a projected 25% reduction in staffing across various departments, notably impacting critical services provided by the Sheriff's Office, Prosecutor's Office, and the courts.

This staffing shortage will affect all residents of Eaton County, including those residing within the City, leading to diminished services in these vital areas. Key figures addressing the Council included 13th District Commissioner and Chairman Jim Mott, Sheriff Thomas Reich, 12th District Commissioner Brian Lautzenheiser, and County Prosecutor Doug Lloyd.

A motion to endorse the millage increase will be proposed at the August 12th meeting of the Charlotte City Council.

APPROVAL OF AGENDA:

Motion by Chin supported by Duweck to approve the agenda as presented. Carried; Yea 6; Nay 0; Absent 1

COMMUNICATIONS AND COMMITTEE REPORTS:

- a. City Manager Report with Department reports

Hillard reminded the council about the upcoming Council workshop scheduled for July 29th at 7 p.m. He also provided an update on his first 45 days and reviewed the framework document

- b. Parks Advisory Board memo regarding Time Piece Park

Fullerton has reported that the Parks Board recommends removing Time Piece Park from the Park system. To better align with its location and purpose, renaming it as Time Piece Plaza has been proposed. This adjustment aims to expedite the process by avoiding ordinance amendments. Hillard is collaborating with Revore to review this proposed change.

c. Councilmember Committee Reports

EATRAN – Chin – Board met July 10th. They are looking at plans for funding in light of added expenses contributed in part to the addition of routes and increased use

Youth Advisory – Chin – Waiting for a response from the Superintendent of Schools

Planning Commission – Christensen – next meeting August 6th
*(correct date is August 13th)

Camp Frances – Christensen – next meeting is August 13

Master Planning Steering Committee – Duweck – Final draft is expected to be presented to the steering committee at the next meeting on the 23rd.

Housing Ad-Hoc – Scott – beginning discussions on policy and 5-tiered needs of the community

CONSENT AGENDA:

- a. Approval of Claims and Expenditures totaling \$473,584.83
- b. Approval of 2024 MERS annual conference delegate appointments

Motion by Chin supported by Scott to approve the consent agenda items a and b. Carried; Yea 6; Nay 0; Absent 1

BUSINESS AGENDA:

- a. Discussion on MML Annual Meeting September 11 to 13, 2024

The council discussed sending Chin and Duweck to represent us at the MML Annual Meeting on Mackinac Island from September 11 to 13. Chin has been designated as the voting delegate for the meeting

Motion by Christensen supported by Scott to send Chin and Duweck to attend the 2024 MML Annual Meeting. Carried; Yea 6; Nay 0; Absent 1.

Motion by Duweck supported by Scott to appoint Chin as the voting delegate at the 2024 MML Annual Meeting. Carried; Yea 6; Nay 0; Absent 1

PUBLIC COMMENT:

Logan Bailey - Communications Director for Eaton County - has recommended that interested individuals reach out to the offices of the Eaton County Controller at 517-543-2122, or directly to his office at 517-543-8922, for any inquiries regarding the upcoming millage proposal.

STAFF COMMENTS:

No comments

MAYOR AND COUNCIL COMMENTS:

Scott – no comment

Chin – provided updates on the state budget and other developments, urging Eaton County to outline how the upcoming millage proposal will affect city residents, with the goal of gaining their support for the initiative

Christensen – reported that former City Council member Adrienne Van Langevelde has been appointed to the 56A District Court in Eaton County by Governor Whitmer. He recently attended the opening of the Cozy Corner bookstore and

encouraged everyone to visit. Christensen also emphasized the difficulties that numerous City residents are encountering due to escalating costs, particularly in view of the County's proposed millage increase

Fullerton – He ran for Council with the goal of ensuring the City receives its fair share from the State, County, and other agencies, emphasizing cooperation and to seek opportunities for shared costs. He noted that increased service demands necessitate higher revenues. Currently, the CFD is in the process of hiring the three firefighters authorized through the SAFER grant

Duweck – no comment

Lewis – no comment

RECESS TO CLOSED SESSION:

Motion by Lewis supported by Fullerton to recess to closed session pursuant to section 8(h) of the Open Meetings Act, to consider material exempt from disclosure by state statute, section 13(1)(g) of the Freedom of Information Act, which exempts from public disclosure “information or records subject to the attorney-client privilege” being Confidential Attorney-Client Written Communication dated July 22, 2024, regarding HUD inquiry. Carried by roll call vote; Yea 6; Nay 0; Absent 1 (Rodriguez)

RECONVENE OPEN SESSION:

Motion by Chin supported by Scott to reconvene open session. Carried; Yea 6; Nay 0; Absent 1

No action items

RECESS TO CLOSED SESSION:

Motion by Fullerton supported by Scott to recess to closed session pursuant to section 8(c) of the Open Meetings Act, closed session regarding the negotiations of collective

bargaining agreements as requested by a party. (MCL 15.268(c)) Carried by roll call vote; Yea 6; Nay 0; Absent 1 (Rodriguez)

RECONVENE OPEN SESSION:

Motion by Fullerton supported by Scott to reconvene open session. Carried by roll call vote; Yea 6; Nay 0; Absent 1 (Rodriguez)

COLLECTIVE BARGAINING AGREEMENTS:

a. Consider ratification and approval of the tentative agreement between SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 517M and the CITY OF CHARLOTTE collective bargaining agreement, 2024-2027.

Motion by Scott supported by Chin to ratify and approve the Tentative Agreement between the SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 517M and the CITY OF CHARLOTTE presented July 22, 2024, and to incorporate the Tentative Agreement into the successor collective bargaining agreement for 2024-2027 according to its terms, in substantial form, and to authorize the Mayor, City Clerk, and City Manager to execute the 2024-2027 collective bargaining agreement. Carried by roll call vote; Yea 6; Nay 0; Absent 1 (Rodriguez)

ADJOURN:

Motion by Christensen supported by Scott to adjourn the meeting at 9:09 p.m. Carried; Yea 6; Nay 0; Absent 1

Respectfully submitted,
Mary LaRocque, City Clerk

CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Workshop Meeting
July 29, 2024 7:00 p.m.

CALL TO ORDER:

By Mayor Lewis on Monday July 29, 2024 at 7:00 p.m.

ROLL CALL:

Council members in attendance; Mayor Lewis, Mayor Pro-Tem Duweck, Council members Scott, Chin, Christensen, and Fullerton. A quorum was met.

City staff in attendance; City Manager Hillard, City Clerk LaRocque, and Karen Lancaster of The Woodhill Group.

PLEDGE OF ALLEGIANCE:

Led by Mayor Lewis

ABSENCE OF COUNCIL MEMBERS:

Motion by Scott supported by Fullerton to excuse Council member Rodriguez. Carried; Yea 6; Nay 0; Absent 1

PUBLIC COMMENT:

Jodee Pruden, resident, she was asked by residents of the Edmunds Senior Apartments to follow up with the Council in regards to the progress, or lack thereof, the City has made in regards to ongoing issues with the complex.

APPROVE AGENDA:

Motion by Chin supported by Scott to approve the agenda. Carried; Yea 6, Nay 0, Absent 1

DISCUSSION ITEMS:

- a. 24/25 FY budget presentation review
No need for review nor questions from the Council
- b. 24/25 Approved Budget
Questions included Capital Improvement for major streets – administration will be working with new DPW consultant to review PASER report to identify streets to focus, other questions included reasons why various department line items

increased and Lancaster presented a report showing the impact from the recent union contract and financial affects to the various funds. A resulting budget amendment will be presented to the Council for approval sometime in October.

c. MERS DB Pension Review

Lancaster presented Council a Defined Benefit Pension Review PowerPoint which outlined the plan factors, an overview of the city's pension plan, and our obligations. The 12/31/23 position sits at 54.65% funded balance whereas the City's approved Corrective Action Plan with the state requires 60% funding.

The meeting was interrupted by a tornado warning whereby all persons in attendance moved to the basement community room until all clear. Fullerton and Chin did not return to the meeting before the Mayor, with a quorum present of members Lewis, Duweck, Christensen and Scott, decided to adjourn the meeting, calling for another workshop to be scheduled at 6:30 p.m. before the next regular Council meeting to be held Monday August 12, 2024.

d. Special Assessment District discussion

PUBLIC COMMENT:

MAYOR AND COUNCIL COMMENTS:

ADJOURNMENT:

Motion by Duweck supported by Scott to adjourn this meeting at 8:46 p.m. and schedule another workshop to discuss the remainder of this agenda on Monday August 12, 2024 at 6:30 p.m. Carried. Yea 4; Nay 0; Absent 3 (Rodriguez, Fullerton, Chin)

Respectfully submitted by
Mary LaRocque, City Clerk

CITY OF CHARLOTTE
PROCLAMATION RECOGNIZING THE MONTH OF SEPTEMBER AS
“HUNGER ACTION MONTH”

Whereas, Helping Hands Food Pantry is a nonprofit organization that engages Charlotte and surrounding communities in a commitment to feed our hungry neighbors since 1982; and

Whereas, Helping Hands Food Pantry provides over 700,000 pounds of food and personal care items every year to low income households in Eaton County; and

Whereas, Helping Hands Food Pantry, which is almost entirely operated by volunteers, who donate thousands of hours every year to make their mission become reality; and

Whereas, Helping Hands Food Pantry returns over 90% of total donations back to the communities that they serve and to those who truly need the assistance during tough times; and

Whereas, September is “Hunger Action Month”, where food pantries across the country host awareness campaigns and events to bring attention to and take action for the cause of hunger; and

Whereas, Sunday, September 15 2024 is Helping Hands Food Pantry “Go Orange Day”.

Now, therefore, be it resolved that through the power vested in me as Mayor of the City of Charlotte Michigan, let all who do, have and will reside and work in the City of Charlotte, Michigan know that our City joins the Helping Hands Food Pantry in proclaiming September 2024, and all years forward be known as **“Hunger Action Month”** in the City of Charlotte Michigan.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Seal of the City to be affixed this 12th day of the August, 2024



Tim Lewis, Mayor

McGINTY, HITCH, PERSON, ANDERSON & REVORE, P.C.

ATTORNEYS AT LAW

3410 BELLE CHASE WAY, SUITE 600

LANSING, MICHIGAN 48911

TELEPHONE (517) 351-0280

FAX (517) 351-3583

www.mcgintylaw.com

MEMORANDUM

TO: Charlotte City Council

FROM: Thomas M. Hitch, David M. Revore, City Attorneys

RE: **CITY ATTORNEY REPORT – July 2024 Through August 9, 2024**

DATE: August 9, 2024

The following serves as my report to the City Council on issues in which my office has been engaged since the last report:

1. Finance Services. Continued work with Karen Lancaster regarding City Finances and collective bargaining.
2. Collective Bargaining. City-SEIU Union representatives are finalizing 2024-2027 collective bargaining agreement. City-IAFF Local 5260 2024-2028, City-POLC Supervisor 2024-2027 and City- POLC Non-Supervisor 2024-2027 collective bargaining agreements are now signed and effective.
3. Social District. Continue work with City officials for implementation of the Social District and CharlotteRising Agreement revisions.
4. Ordinances:
 - a. Ordinance prepared for introduction to allow Social District participation in Timepiece Park, an ordinance to amend City Code sections § 38-2 ALCOHOLIC BEVERAGES, § 6-3 CONSUMPTION IN PUBLIC and § 6-4 UNCAPPED CONTAINERS.
 - b. Under revision for introduction: Cannabis Overlay Ordinance and code sections under review for amendment to clarify or remove special land use.
 - c. Under consideration is an Ordinance to adopt 2021 International Fire Code to coordinate with the City's adoption of the 2021 International Property Maintenance Code.
5. Airport. Prepare Notice of Aircraft for Auction set for September 18, 2024.
6. District Court. Prosecute misdemeanor offenses.
7. Code Enforcement. Continued work with Mr. Hillard regarding City official appointments and system revisions.
8. HUD cases 05-23-0013-V, 05-23-0013-8, 05-23-5410-V. Continued negotiations with HUD officials toward resolution.

DMR



Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: August 07, 2024
Re: Claims and Expenditures for Council approval on Monday August 12, 2024

Background

Section 7.7(B) of the City Charter requires Council approval for the expenditure of city funds.

Recommendation

A report of claims is provided to council for review on the Wednesday preceding a council meeting at which the claims are approved. Questions about these claims should be directed to the City Manager and answers resolved by the Friday preceding said council meeting. Claims and expenditures are budgeted items and/or larger purchases pre-approved by Council. While review is recommended, approval should not be hindered.

Answers to Council inquiries, if any, are included in the meeting packet.

Financial Impacts

Insurance claims week of July 22, 2024	\$ 7,214.05
Insurance Claims week of July 29, 2024	\$ 1,883.01
Insurance Claims week of August 5, 2024	\$ 2,807.07
Payroll paid Friday July 26, 2024	\$286,351.44
Payroll paid Friday August 9, 2024	\$277,661.18
Invoiced claims as of August 07, 2024	<u>\$324,696.64</u>
Total	<u>\$900,613.39</u>

Suggested Motion

Motion to approve Claims and Expenditures in the amount of **\$900,613.39**

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DB: Charlotte

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF CHARLOTTE
INVOICE ENTRY DATES 07/18/2024 - 08/07/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

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Vendor Code	Vendor Name		Amount
	Invoice	Description	
01691	1ST AYD CORPORATION		
	PSI716555	CLEANING SUPPLIES	369.65
TOTAL FOR: 1ST AYD CORPORATION			369.65
01687	ABC FASTENER GROUP INC		
	A554419	BOLT RESTOCK	318.25
	A554563	MISC. BOLTS	24.58
	A555640	GREASE FITTING TOOL, GREASE GUN ACCESSORY	23.28
	A555837	GREASE GUN ACCESSORY	9.00
TOTAL FOR: ABC FASTENER GROUP INC			375.11
01683	ACD.NET		
	81518-285	AUGUST 2024 CHARGES	699.00
	91177-137	WASTE TREATMENT AUGUST 2024 CHARGES	565.84
TOTAL FOR: ACD.NET			1,264.84
01678	ADVANCE AUTO PARTS		
	5565416953525	MINI BULBS, ANTIFREEZE	84.42
	5565419854415	POWER INVERTER	36.74
	5565419854416	MANIFOLD HOSE SET	99.99
TOTAL FOR: ADVANCE AUTO PARTS			221.15
02113	ALLIED FIRE SALES & SERVICE LLC		
	4222	4 GAS MONITOR	2,498.35
	4297	HELMET SHIELDS	126.99
TOTAL FOR: ALLIED FIRE SALES & SERVICE LLC			2,625.34
01982	ALS GROUP USA, CORP		
	3313HN13488	WET TESTING	945.00
TOTAL FOR: ALS GROUP USA, CORP			945.00
01667	ALTOGAS		
	08.05.2024	CYCLINDER REFILL	26.40
TOTAL FOR: ALTOGAS			26.40

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Vendor Code	Vendor Name	Invoice	Description	Amount
01764	AMAZON CAPITAL SERVICES			
		144F-HFHR-3FDP	ACCOUNT # A264N6SLCWDWHU (BATTERY BACK UP & SURGE PROTECTORS)	239.97
		17H9-D4TJ-1JQ6	ACCOUNT # A264N6SLCWDWHU (REELCRAFT SWIVEL ASSESSMBLY)	188.72
		19MP-VKLY-NR1M	ACCOUNT # A264N6SLCWDWHU (ZONING/RENTAL NETWORK ADAPTER)	28.82
		19NR-WCXC-X4KM	ACCOUNT # A264N6SLCWDWHU 9 VOLT BATTERIES	20.16
		1GCV-RHNJ-3WD3	ACCOUNT # A264N6SLCWDWHU (TWIN BED FRAME, INPECTOR VEHICLE SUPPLIES)	109.46
		1HLX-3HYP-3G4T	ACCOUNT # A264N6SLCWDWHU (WALL VLOCKS, SHARK VACUUM)	264.80
		1JKJ-6FMC-LX	ACCOUNT # A264N6SLCWDWHU (SILICONE RUBBER WINCH STOPPER FOR WIRE)	30.98
		1KYT-GFMJ-1WL1	ACCOUNT # A264N6SLCWDWHU (NIGHTSTAND, ARMOIRES)	734.98
		1LDG-QNL7-J136	ACCOUNT # A264N6SLCWDWHU (RENTAL & ZONING COMPUTER)	4,522.10
		1NKW-JXCR-RTQM	ACCOUNT # A264N6SLCWDWHU (DOOR SENSOR)	9.99
		1Q4C-PGNN-3Q63	ACCOUNT # A264N6SLCWDWHU (CHARGING CABLE FOR SURFACE PRO)	86.01
		1RW1-6CNL-FPKR	ACCOUNT # A264N6SLCWDWHU (KEYBOARD AND MOUSE FOR ZONING/RENTAL)	42.49
		1TRX-1CWL-1FTW	ACCOUNT # A264N6SLCWDWHU (UPDATE WESTSIDE DORMS)	42.89
		1WQM-R94V-4HWY	ACCOUNT # A264N6SLCWDWHU (BATTERY BACK-UP SURGE PROTECTOR)	79.99
		1WTW-TX9W-VF1R	ACCOUNT # A264N6SLCWDWHU (IMPACT PHONE MESSAGE BOOK, GLAD FORCE FLEX TRASH BAGS)	191.41
		1X7M-4D74-4R9Y	ACCOUNT # A264N6SLCWDWHU- MOUNTS TAB-TITE HOLDER FOR TABLET (FIRE INSPECTORS VEHICLE)	52.07
		1XCV-HLCJ-7C9H	ACCOUNT # A264N6SLCWDWHU (STATION SUPPLIES)	116.20
TOTAL FOR: AMAZON CAPITAL SERVICES				6,761.04
02036	AMAZON CAPITAL SERVICES			
		13C3-73XG-JMDQ	ACCT # A1K517P63NLQUT(POLICE)	639.00
		19CL-RG6Q-3XX1	ACCT # A1K517P63NLQUT(POLICE) MONITOR CABLES	39.08
		1D36-TXX7-3HTT	ACCT # A1K517P63NLQUT(POLICE) (SPRAY BOTTLE,NEEDLE GLUE SQUEEZE BOTTLE)	21.97
		1JKJ-6FMC-G6NV	ACCT # A1K517P63NLQUT(POLICE) SUPPRESSOR COVER	263.76
		1P4X-DYXT-63D7	ACCT # A1K517P63NLQUT(POLICE) FANS	209.97
		1XHG-YG4M-1KTP	ACCT # A1K517P63NLQUT(POLICE) CHAMBER SAFETY FLAG	69.70
TOTAL FOR: AMAZON CAPITAL SERVICES				1,243.48
01665	AMBS MESSAGE CENTER INC.			
		240711232	USAGE PERIOD 07/01/2024 - 07/31/2024	131.32
TOTAL FOR: AMBS MESSAGE CENTER INC.				131.32
01656	APEX SOFTWARE			
		1665	SERVICE FOR 217 S CLINTON ST	3,720.00
TOTAL FOR: APEX SOFTWARE				3,720.00
02108	ASSESSING SOLUTIONS INC.			
		08.01.2024	AUGUST ASSESSING SERVICES	3,750.00
TOTAL FOR: ASSESSING SOLUTIONS INC.				3,750.00

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Vendor Code	Vendor Name		Amount
	Invoice	Description	
01635	AT&T LONG DISTANCE		
	517543228807.7	AIRPORT MODEM LINE (JUNE 14 - JUL 130	172.72
	51754383960.7	CITY HALL MAIN LINE (JUNE 14 - JUL 13, 2024	365.94
		)	
	517543887407.7	DPW CALLOUT (JUNE 14 - JULY 13, 2024)	50.82
TOTAL FOR: AT&T LONG DISTANCE			589.48
MISC	B.A. BALLARD		
	062	MEETING WITH B MYRKLE AND AIRPORT MANGER	1,000.00
TOTAL FOR: B.A. BALLARD			1,000.00
01600	BECKETT & RAEDER		
	2024053	2023044 CHARLOTTE MASTER PLAN & ZONING (	21,866.78
		BILLING THROUGH 12/31/2023)	
	2024171	2023044 CHARLOTTE MASTER PLANNING & ZONING	13,492.50
		ORDINANCE (BILLING THROU 01/31/2024)	
	2024262	2023044 CHARLOTTE MASTER PLAN & ZONING	6,241.42
		ORDINANCE (BILLING THOUGH 2/29/2024)	
	2024379	2023044 CHARLOTTE MASTER PLAN & ZONING	1,557.01
		ORDINANCE (BILLING THROUGH 3/31/2024)	
TOTAL FOR: BECKETT & RAEDER			43,157.71
01581	BLUE CARE NETWORK		
	241910018837	MEDICAL COVERAGE (COVERAGE PERIOD 08.01.2024	58,599.97
		- 08.31.2024)	
	241910019483	MEDICAL COVERAGE (RETIRED) COVERAGE PERIOD	2,361.17
		08.01.2024 - 08.31.2024	
TOTAL FOR: BLUE CARE NETWORK			60,961.14
01578	BOBCAT OF LANSING		
	P70029	FEMALE AND MALE COUPLERS	775.26
TOTAL FOR: BOBCAT OF LANSING			775.26
01576	BOUND TREE		
	85417723	GAUZE PADS, BAND-AIDES, TRUE PLUS GLUCOSE GEL	132.56
	85419319	GAUZE PADS	146.28
	85427416	MEDICAL SUPPLIES	113.95
TOTAL FOR: BOUND TREE			392.79
01561	BS&A SOFTWARE		
	154954	ANNUAL SERVICE SUPPORT FEE (AUGUST 1, 2024	3,220.00
TOTAL FOR: BS&A SOFTWARE			3,220.00
00669	BSB COMMUNICATIONS		
	182701	JULY 2024	1,981.18
TOTAL FOR: BSB COMMUNICATIONS			1,981.18

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Vendor Code	Vendor Name	Invoice	Description	Amount
01555	BYRUM ACE HARDWARE			
		381184	SUPPLIES	103.97
		381249	PAINT ROLLERS, LATEX STAIN	98.34
		381263	MORTAR MIX	53.94
		381409	STATION SUPPLIES, TRUCK 314	22.98
		381642	PLUMBING SUPPLIES	31.37
		381655	STATION SUPPLIES	22.77
		381762	PAINT ROLLER, LATEX STAIN	84.57
		381919	GRAFFITTI REMOVER	31.98
		382119	LED BULBS	23.98
		382625	COUPLINGS	18.57
		382690	SCREWDRIVER	22.99
		382733	GALVONIZED NIPPLE, HEX BUSHINGS	10.98
		382881	LATEX STAIN, PAINT ROLLERS	127.56
		383515	HILLMAN FASTENERS	4.24
		383544	FIRE INSPECTOR SUPPLIES	102.96
		383663	EPOXY, HILLMAN FASTENERS	8.89
		383799	INDOOR DIGITAL TIMER, SHARPIE	18.98
		383809	INDOOR MECH TIMER	(7.00)
		384156	HEAT GUN	47.98
		384426	WASP AND HORNET SPRAY FOR AIRPORT	26.96
		384439	CONCRETE REPAIR DIGESTER	51.96
		384704	RAKES, LITHIUM BATTERY	93.95
		384727	MAINTENANCE SUPPLIES	23.97
		384748	CONCRETE REPAIR	50.97
		384907	BOX OF SCREWS	5.49
		384997	CONCRETE PATCH	38.97
		385562	FIR WATER CAN	23.17
		385968	JIGSAW BLADE, MASKING TAPE, EXTENSION CORD	197.95
		386014	HACKSAW BI-METAL 12'24T	26.58
		386022	COUPLING, WALL BEND	17.17
		386187	CLEANING SUPPLIES	41.98
TOTAL FOR: BYRUM ACE HARDWARE				1,429.17
01882	CALEDONIA FARMERS ELEVATOR			
		32279	ROUDUP DOWNTOWN WEEDS	70.38
TOTAL FOR: CALEDONIA FARMERS ELEVATOR				70.38
01548	CANDY FORD, INC.			
		141550	ELEMENT, ELEMENT ASSESSMBLY	131.82
		141563	ELEMENT & ELEMENT ASSESSEMBLY	131.82
		41244	CODE ENFORCEMENT VEHICLE REPLACE WATER PUMP	1,257.29
TOTAL FOR: CANDY FORD, INC.				1,520.93
01547	CANON FINANCIAL SERVICES, IN			
		33199318	RETURN OF 2 COPIERS SERIAL # 2RK02630 & SERIAL #2RK02631	761.19
TOTAL FOR: CANON FINANCIAL SERVICES, IN				761.19
01954	CAPITAL CITY JANITORIAL LLC			
		1677	CONTRACTUAL CLEANING MONTH OF:JULY	507.02
TOTAL FOR: CAPITAL CITY JANITORIAL LLC				507.02
01522	CHARLOTTE AIR SERVICES LLC			
		JULY 2024	AIRPORT HANGAR MANAGEMENT & FUEL SALES MANAGEMENT	600.45
TOTAL FOR: CHARLOTTE AIR SERVICES LLC				600.45

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01513	CHARLOTTE INSURANCE	396130	CHARLOTTE VOLUNTEER FIRE DEPT LIFE AND ADD(RENEW OF POLICY)	2,318.00
TOTAL FOR: CHARLOTTE INSURANCE				2,318.00
01512	CHARLOTTE LITHOGRAPH	130893	CODE ENFORCEMENT ENVELOPES	163.00
TOTAL FOR: CHARLOTTE LITHOGRAPH				163.00
01457	CHROUCH COMMUNICATIONS	12613400	RADIO INSTALL ON NEW TRUCK # 314	429.45
TOTAL FOR: CHROUCH COMMUNICATIONS				429.45
01520	CITY OF CHARLOTTE	0186908.01.2024	111 E LAWRENCE	2,495.25
		03129	2024 SUMMER TAX BILL (1325 ISLAND HWY)	5,715.89
		0338908.01.2024	201 HALL ST	148.19
		0744508.01.2024	1005 PAINE DR	180.39
		0744608.01.2024	1005 PAINE DR	267.45
		0744708.01.2024	PAINE 2	3,987.52
		0744808.01.2024	1005 PAINE DR 3	1,125.48
TOTAL FOR: CITY OF CHARLOTTE				13,920.17
01471	CONSUMERS ENERGY	202343366660	103 VAN LIEU ST	40.48
TOTAL FOR: CONSUMERS ENERGY				40.48
01916	CORE TECHNOLOGY CORPORATION	CORMN0001748	POLICR RECORDS MANAGEMENT SYSTEM	8,765.00
TOTAL FOR: CORE TECHNOLOGY CORPORATION				8,765.00
01464	COURTHOUSE SQUARE	7-25-24	CITY OF CHARLOTTE CONTRACT WITH CSA	8,000.00
TOTAL FOR: COURTHOUSE SQUARE				8,000.00
01838	CULLIGAN WATER CONDITIONING	00158TN	SALT CUBE DELIVERY FOR WATER SOFTENER	53.00
TOTAL FOR: CULLIGAN WATER CONDITIONING				53.00
01429	DELAU FIRE & SAFETY INC	377244	ANNUAL INSPECTION VOLUNTEER FIRE DEPT.	130.50
TOTAL FOR: DELAU FIRE & SAFETY INC				130.50
01428	DELTA DENTAL PLAN OF MICHIGAN	RIS0005849722	BILLING PERIOD 08.01.2024 - 08.31.2024	4,600.26
TOTAL FOR: DELTA DENTAL PLAN OF MICHIGAN				4,600.26
02017	DINGES FIRE COMPANY	56667	RESCUE ROPE BAG	118.77
TOTAL FOR: DINGES FIRE COMPANY				118.77
01414	DORNBOS SIGN & SAFETY INC.	INV76978	DO NOT ENTER SIGHNS	86.30
		INV77193	CODE ENFORCEMENT VEHICLE DECALS	88.60
		INV77240	SNORKEL TRUCK	387.75
TOTAL FOR: DORNBOS SIGN & SAFETY INC.				562.65

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01392	EATON CUSTOM SEWING	1779	REPAIRS- RADIO BELT, REPAIRS TO SHIRT	22.50
TOTAL FOR: EATON CUSTOM SEWING				22.50
01957	EGANIX	20861	F.O.G. TREATMENT	2,170.00
TOTAL FOR: EGANIX				2,170.00
01375	ELHORN ENGINEERING COMPANY	303048	WWTP- HYPOCHLORITE	995.00
TOTAL FOR: ELHORN ENGINEERING COMPANY				995.00
01365	ETNA SUPPLY	S105796411.001	COPPERHORNS	2,500.00
TOTAL FOR: ETNA SUPPLY				2,500.00
00538	EXOTIC AUTOMATION & SUPPLY	I1679190	FITTINGS	1,236.26
		I1679776	FITTINGS	263.08
		I1680252	CRIMP FITTING	164.71
TOTAL FOR: EXOTIC AUTOMATION & SUPPLY				1,664.05
02119	FALLOWFIELD, KEN	7-23-2024	BOOTS PER SEIU CONTRACT	190.80
TOTAL FOR: FALLOWFIELD, KEN				190.80
01358	FAMILY FARM & HOME	001867/C	COMBO WRENCH'S	45.98
		1848/36	BLACK TRIMMER LINE	67.96
TOTAL FOR: FAMILY FARM & HOME				113.94
01167	FIRST ADVANTAGE LNS OCC HEALTH	2502822407	CLINIC COLLECTION	294.11
TOTAL FOR: FIRST ADVANTAGE LNS OCC HEALTH				294.11
01711	FLEET SERVICES INC.	3475	REPLACE AC COMP & DRYER VAC AND CHARGE, REPAIR GROUNDING CIRCUIT FOR COMP	1,993.34
TOTAL FOR: FLEET SERVICES INC.				1,993.34
01352	FLUID CONNECTIONS, INC.	00087208	HA25S10T (FITTINGS)	67.86
TOTAL FOR: FLUID CONNECTIONS, INC.				67.86
01322	GALE BRIGGS, INC.	84191	CONCRETE, LIMESTONE IN CONCRETE	547.50
		M1665	CONCRETE, LIMESTONE IN CONCRETE	261.25
TOTAL FOR: GALE BRIGGS, INC.				808.75
01297	H2O COMPLIANCE SERVICES INC	000009607	CROSS CONNECTION PROGRAM	1,217.70
TOTAL FOR: H2O COMPLIANCE SERVICES INC				1,217.70

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01756	HARMON AUTO GLASS	4280-874645	CODE ENFORCEMENT VEHICLE WINDOW REPAIR	285.00
TOTAL FOR: HARMON AUTO GLASS				285.00
01438	HASSEL FREE FUELS	CFSI-10974	ACCOUNT # 010109 (FIRE) FUEL	844.89
TOTAL FOR: HASSEL FREE FUELS				844.89
02037	HASSEL FREE FUELS	CFSI-10916	ACCNT #010107 (DPW/WWTP) FUEL	1,919.46
TOTAL FOR: HASSEL FREE FUELS				1,919.46
01970	HOPKINS MECHANICAL SERVICES, LLC	H24328	WEST SIDE FIRE STATION SPRING MAINTENANCE	884.00
		H24335	HVAC REPAIRS	1,367.00
		H24345	HVAC REPAIRS AT CITY HALL	572.00
TOTAL FOR: HOPKINS MECHANICAL SERVICES, LLC				2,823.00
MISC	INGHAM COUNTY FIRE CHIEFS ASSOCIATI	08.06.2024	FIRE OFFICERS 3 COURSE	50.00
TOTAL FOR: INGHAM COUNTY FIRE CHIEFS ASSOCIATI				50.00
01250	INSTY PRINTS	96678	BUSINESS CARDS	178.00
TOTAL FOR: INSTY PRINTS				178.00
01242	JACK DOHNEY COMPANIES, INC	235926	1/2" BP 90 MXF STEEL 3000 PSI SUPER SWIVEL JT	78.58
		236275	HOSE REEL	666.83
TOTAL FOR: JACK DOHNEY COMPANIES, INC				745.41
01207	KENNEDY INDUSTRIES INC.	642676	ANNUAL PM LANSING PUMPS	1,400.00
		642743	ANNUAL PREVENTIVE MAINTENANCE TRICKLING FILTER PUMPS	1,900.00
TOTAL FOR: KENNEDY INDUSTRIES INC.				3,300.00
01883	KENYON AND SONS LLC	#13-07/13/2024	WEEKLY LAWN MOWING (JULY 7TH TO JULY 13TH)	4,020.00
		#14-07-07/20/2024	WEEKLY LAWN MOWING JULY 14TH TO JULY 20TH	4,480.00
		#15-07/27/2024	WEEKLY LAWN MOWING: JULY 21ST TO JULY 27TH	4,300.00
		#16-08/03/2024	WEEKLY LAWN MOWING: JULY 28TH TO AUGUST 3RD	3,940.00
		07/2024-L	WEEKLY LAWN MOWING (LANDSCAPING AT WEST SIDE)	2,284.00
TOTAL FOR: KENYON AND SONS LLC				19,024.00
01200	KIESLER'S POLICE SUPPLY INC	IN242720	AMMUNITION	7,263.90
TOTAL FOR: KIESLER'S POLICE SUPPLY INC				7,263.90
01199	KIMBALL MIDWEST	102439491	CAP SCREWS	34.00
TOTAL FOR: KIMBALL MIDWEST				34.00

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01450	KIMBERLY CURRAN	JULY 17, 2024	JULY BOARD OF REVIEW PAYMENT 2024 - 1 SESSION	17.50
TOTAL FOR: KIMBERLY CURRAN				17.50
01195	KONICA MINOLTA BUSINESS	294850015	COLOR METER BILLING PERIOD (06/17/2024 - 07/16/2024)	11.28
		294861635	MONTHLY MAINTENANCE AGREEMENT BILLING PERIOD 07/17/2024 - 08/16/2024	55.44
TOTAL FOR: KONICA MINOLTA BUSINESS				66.72
01173	LEA'S AUTO BODY	8588	REPLACE MASS AIR FLOW SENSOR, REPLACE AIR CLEANER ELEMENT	182.61
		8601	OIL CHANGE FOR 2022 CHEVROLET TAHOE	86.71
TOTAL FOR: LEA'S AUTO BODY				269.32
01082	MICHIGAN NETWORK CONSULTANTS	2024-20319	IT SERVICES FOR APRIL AND MAY	9,968.75
		2024-20320	IT SERVICES FOR JUNE	7,375.00
TOTAL FOR: MICHIGAN NETWORK CONSULTANTS				17,343.75
02115	MILAN SUPPLY COMPANY	551028868-00	MEIJER LIFT STATION	1,991.39
TOTAL FOR: MILAN SUPPLY COMPANY				1,991.39
01073	MML UNEMPLOYMENT COMP	06.30.2024	QUARTER ENDING 06.30.2024	37.16
TOTAL FOR: MML UNEMPLOYMENT COMP				37.16
01048	MUNICIPAL SUPPLY COMPANY	INV83018	ASHPHALT SUPPLIES	810.00
TOTAL FOR: MUNICIPAL SUPPLY COMPANY				810.00
02103	MUNIVATE LLC	1119	ONSITE CONFIGURATION AND TRAINING	1,084.23
TOTAL FOR: MUNIVATE LLC				1,084.23
01155	MWEA	23931	ANNUAL MEMBERSHIP -CHRIS ARRAS (9/8/2024 - 9/8/2025)	95.00
TOTAL FOR: MWEA				95.00
01536	NAPA MPEC	269337	WINDSHIELD WASHER FLUID	26.94
		269433	OUTER TIE RODS	231.21
		269577	FLUID FILTER, 5W40 1 GAL	225.41
		269709	BATTERY, BATTERY CLEANER,	172.16
		269869	FUEL FILTERS	22.92
TOTAL FOR: NAPA MPEC				678.64
02061	NATIONAL INDUSTRIAL & SAFETY SUPPLY	40557	SAFETY SUPPLIES	318.51
TOTAL FOR: NATIONAL INDUSTRIAL & SAFETY SUPPLY				318.51

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02121	PIVOT POINT PARTNERS LLC		
	2077	ASSESSING SOFTWARE 1 YEAR LICENSE	1,229.20
TOTAL FOR: PIVOT POINT PARTNERS LLC			1,229.20
01997	POTTERVILLA APPLIED TECHNOLOGY		
	28626	UPDATED CHARLOTTEMI.GOV'S MENU ITEM GENERAL SCHEDULE OF FEES	37.50
	28635	REQUESTED CHANGES FOR THE CAMP FREANCES PAGE	37.50
	28660	UPDATED THE SOLICITORS FORM	37.50
	28718	UPDATED THE DIRECTORY PAGE, RESOLVED UPDATE ISSUE AND CONFIRMED SITE IS RUNNINGING SECURELY	562.50
	29081	MADE WEBSITE POLICY CHANGES	37.50
TOTAL FOR: POTTERVILLA APPLIED TECHNOLOGY			712.50
02093	POWERS, CHRISTYNE		
	JULY 17, 2024	JULY BOARD OF REVIEW PAYMENT 2024 - 1 SESSION	17.50
TOTAL FOR: POWERS, CHRISTYNE			17.50
00972	PRO-TECH SECURITY SALES		
	INV3771	LESS LETHAL LAUNCHERS	3,565.00
TOTAL FOR: PRO-TECH SECURITY SALES			3,565.00
01030	QUADIENT FINANCE USA, INC.		
	7900044417194903	POSTAGE FUNDING	1,750.00
TOTAL FOR: QUADIENT FINANCE USA, INC.			1,750.00
00964	QUILL CORP.		
	39726453	EMPLOYEE MEETING	21.79
TOTAL FOR: QUILL CORP.			21.79
00987	ROBERT PHILLIPS		
	JULY 17, 2024	JULY BOARD OF REVIEW PAYMENT 2024 - 1 SESSION	17.50
TOTAL FOR: ROBERT PHILLIPS			17.50
00869	SPARTAN TOOL		
	IN00158801	BLADES	1,211.97
TOTAL FOR: SPARTAN TOOL			1,211.97
01829	SPECTRUM PRINTERS, INC.		
	80934	OLD GLORY VOTER ID	148.36
TOTAL FOR: SPECTRUM PRINTERS, INC.			148.36
00861	STANDARD LIFE INSURANCE CO		
	2024 AUGUST	LIFE INSURANCE POLICY	1,460.46
TOTAL FOR: STANDARD LIFE INSURANCE CO			1,460.46
02021	STAPLES		
	6007110605	SUPPLIES AND TONERS	179.95
TOTAL FOR: STAPLES			179.95
01108	STATE OF MICHIGAN		
	591-11218696	WEATHER OBSERVATIONMAND DATA DISSEMINATION SYSTEM	631.91
TOTAL FOR: STATE OF MICHIGAN			631.91

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02120	THE BAKER PRESS, INC	406333	TARGETS	573.54
TOTAL FOR: THE BAKER PRESS, INC				573.54
01465	THE COUNTY JOURNAL	279713	PUBLIC ACCURACY TEST AD	80.30
TOTAL FOR: THE COUNTY JOURNAL				80.30
00872	THE SHYFT GROUP, INC	SVACM00000818	RETURN # 877 ORIGINAL INVOICE SVA0006487	(578.13)
		SVACM0000697	DUPLICATE PAYMENT OF SVA0008777 CHK # 20863, ORIGINAL PAYMENT ON CHK #20790	(110.66)
TOTAL FOR: THE SHYFT GROUP, INC				(688.79)
02085	THE WOODHILL GROUP, LLC	2274	JUNE 2024	23,516.01
TOTAL FOR: THE WOODHILL GROUP, LLC				23,516.01
01466	TODD COTTER	JULY 2024	AIRPORT MANAGEMENT JULY 2024	833.33
TOTAL FOR: TODD COTTER				833.33
01750	TOTAL ENERGY SYSTEMS, LLC	INV123039	ANNUAL PLANT GENERATOR INSPECTION	6,481.47
TOTAL FOR: TOTAL ENERGY SYSTEMS, LLC				6,481.47
00820	TRACE ANALYTICAL LABORATORIES	4070566	WATER QUALITY ANALYSIS	116.00
		4070664	LEAD & COPPER ANALYSIS	226.00
		4070791	QUARTERLY SAMPLE ANALYSIS	308.00
		4070993	WATER QUALITY ANALYSIS	274.00
		4071029	LL-HG- ANALYSIS	327.00
		4071123	STREET SWEEPING ANALYSIS	210.00
		4071157	WATER ANALYSIS	116.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES				1,577.00
00810	TRUCK & TRAILER SPECIALTIES	DJO004740	SB-10-M4816-CHARLOTTE 2024 FORD 350 GAS,	23,680.00
TOTAL FOR: TRUCK & TRAILER SPECIALTIES				23,680.00
00809	TRUGREEN #2801	196444558	LAWN SERVICE	39.82
TOTAL FOR: TRUGREEN #2801				39.82
00808	TSC TRACTOR SUPPLY	693728	WATER SOFTENER SALT	328.58
TOTAL FOR: TSC TRACTOR SUPPLY				328.58
00791	USA BLUE BOOK	INV00419643	WWTP LAB SUPPLIES	220.62
		INV00431213	LAB SUPPLIES	124.20
		INV00434301	CLEANING SUPPLIES	76.43
TOTAL FOR: USA BLUE BOOK				421.25

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00778	VISION SERVICE PLAN			
		820694076	COVERAGE PERIOD JULY 2024 (SAFETY PLAN)	489.16
		820694088.7	2024 JULY	800.30
		820886576	2024 AUGUST (SAFETY PLAN)	489.16
		820886594.8	2024 AUGUST	783.27
TOTAL FOR: VISION SERVICE PLAN				2,561.89
00777	WALDRON FUELS			
		6535	FUEL	817.64
TOTAL FOR: WALDRON FUELS				817.64
00774	WASTE MANAGEMENT-			
		8496105-1710-4	REFUSE PICKUP	1,762.00
TOTAL FOR: WASTE MANAGEMENT-				1,762.00
00766	WEST SHORE FIRE, INC			
		32500	ANNUAL INSPECTIONS & MAINTENANCE OUTDOOR	1,520.00
			WARNING SIRENS	
		33210	GLASSES FOR SCBA MASK	341.94
TOTAL FOR: WEST SHORE FIRE, INC				1,861.94
00761	WILLIAMS FARM MACHINERY, INC.			
		24301	CHAIN	15.00
		26257	CHAINS	95.29
TOTAL FOR: WILLIAMS FARM MACHINERY, INC.				110.29
00753	WOLVERINE PEST SERVICE			
		128251	PREVENTION TREATMENT	50.00
TOTAL FOR: WOLVERINE PEST SERVICE				50.00
00752	WOLVERINE POWER SYSTEMS			
		0274443-IN	GENERATOR COMM -DAY	285.00
		0274515-IN	GENERATOR - COMM. -COUNTY	680.00
TOTAL FOR: WOLVERINE POWER SYSTEMS				965.00
02013	WOW! BUSINESS			
		020130258.J	INTERNET AT GARAGE (07/11 -08/10)	59.99
TOTAL FOR: WOW! BUSINESS				59.99
TOTAL - ALL VENDORS				324,696.64
PAYMENT TYPE TOTAL				
Paper Check				245,080.74
EFT Transfer				79,615.90

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01691	1ST AYD CORPORATION		
	PSI716555	CLEANING SUPPLIES	369.65
TOTAL FOR: 1ST AYD CORPORATION			369.65
01687	ABC FASTENER GROUP INC		
	A554419	BOLT RESTOCK	318.25
	A554563	MISC. BOLTS	24.58
	A555640	GREASE FITTING TOOL, GREASE GUN ACCESSORY	23.28
	A555837	GREASE GUN ACCESSORY	9.00
TOTAL FOR: ABC FASTENER GROUP INC			375.11
01683	ACD.NET		
	81518-285	AUGUST 2024 CHARGES	699.00
	91177-137	WASTE TREATMENT AUGUST 2024 CHARGES	565.84
TOTAL FOR: ACD.NET			1,264.84
01678	ADVANCE AUTO PARTS		
	5565416953525	MINI BULBS, ANTIFREEZE	84.42
	5565419854415	POWER INVERTER	36.74
	5565419854416	MANIFOLD HOSE SET	99.99
TOTAL FOR: ADVANCE AUTO PARTS			221.15
02113	ALLIED FIRE SALES & SERVICE LLC		
	4222	4 GAS MONITOR	2,498.35
	4297	HELMET SHIELDS	126.99
TOTAL FOR: ALLIED FIRE SALES & SERVICE LLC			2,625.34
01982	ALS GROUP USA, CORP		
	3313HN13488	WET TESTING	945.00
TOTAL FOR: ALS GROUP USA, CORP			945.00
01667	ALTOGAS		
	08.05.2024	CYCLINDER REFILL	26.40
TOTAL FOR: ALTOGAS			26.40

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01764	AMAZON CAPITAL SERVICES			
		144F-HFHR-3FDP	ACCOUNT # A264N6SLCWDWHU (BATTERY BACK UP & SURGE PROTECTORS)	239.97
		17H9-D4TJ-1JQ6	ACCOUNT # A264N6SLCWDWHU (REELCRAFT SWIVEL ASSESSMBLY)	188.72
		19MP-VKLY-NR1M	ACCOUNT # A264N6SLCWDWHU (ZONING/RENTAL NETWORK ADAPTER)	28.82
		19NR-WCXC-X4KM	ACCOUNT # A264N6SLCWDWHU 9 VOLT BATTERIES	20.16
		1GCV-RHNJ-3WD3	ACCOUNT # A264N6SLCWDWHU (TWIN BED FRAME, INPECTOR VEHICLE SUPPLIES)	109.46
		1HLX-3HYP-3G4T	ACCOUNT # A264N6SLCWDWHU (WALL VLOCKS, SHARK VACUUM)	264.80
		1JKJ-6FMC-LX	ACCOUNT # A264N6SLCWDWHU (SILICONE RUBBER WINCH STOPPER FOR WIRE)	30.98
		1KYT-GFMJ-1WL1	ACCOUNT # A264N6SLCWDWHU (NIGHTSTAND, ARMOIRES)	734.98
		1LDG-QNL7-J136	ACCOUNT # A264N6SLCWDWHU (RENTAL & ZONING COMPUTER)	4,522.10
		1NKW-JXCR-RTQM	ACCOUNT # A264N6SLCWDWHU (DOOR SENSOR)	9.99
		1Q4C-PGNN-3Q63	ACCOUNT # A264N6SLCWDWHU (CHARGING CABLE FOR SURFACE PRO)	86.01
		1RW1-6CNL-FPKR	ACCOUNT # A264N6SLCWDWHU (KEYBOARD AND MOUSE FOR ZONING/RENTAL)	42.49
		1TRX-1CWL-1FTW	ACCOUNT # A264N6SLCWDWHU (UPDATE WESTSIDE DORMS)	42.89
		1WQM-R94V-4HWY	ACCOUNT # A264N6SLCWDWHU (BATTERY BACK-UP SURGE PROTECTOR)	79.99
		1WTW-TX9W-VF1R	ACCOUNT # A264N6SLCWDWHU (IMPACT PHONE MESSAGE BOOK, GLAD FORCE FLEX TRASH BAGS)	191.41
		1X7M-4D74-4R9Y	ACCOUNT # A264N6SLCWDWHU- MOUNTS TAB-TITE HOLDER FOR TABLET (FIRE INSPECTORS VEHICLE)	52.07
		1XCV-HLCJ-7C9H	ACCOUNT # A264N6SLCWDWHU (STATION SUPPLIES)	116.20
TOTAL FOR: AMAZON CAPITAL SERVICES				6,761.04
02036	AMAZON CAPITAL SERVICES			
		13C3-73XG-JMDQ	ACCT # A1K517P63NLQUT(POLICE)	639.00
		19CL-RG6Q-3XX1	ACCT # A1K517P63NLQUT(POLICE) MONITOR CABLES	39.08
		1D36-TXX7-3HTT	ACCT # A1K517P63NLQUT(POLICE) (SPRAY BOTTLE,NEEDLE GLUE SQUEEZE BOTTLE)	21.97
		1JKJ-6FMC-G6NV	ACCT # A1K517P63NLQUT(POLICE) SUPPRESSOR COVER	263.76
		1P4X-DYXT-63D7	ACCT # A1K517P63NLQUT(POLICE) FANS	209.97
		1XHG-YG4M-1KTP	ACCT # A1K517P63NLQUT(POLICE) CHAMBER SAFETY FLAG	69.70
TOTAL FOR: AMAZON CAPITAL SERVICES				1,243.48
01665	AMBS MESSAGE CENTER INC.			
		240711232	USAGE PERIOD 07/01/2024 - 07/31/2024	131.32
TOTAL FOR: AMBS MESSAGE CENTER INC.				131.32
01915	APEX SEPTIC & EXCAVATING, INC.			
		1665	217 S CLINTON	3,720.00
TOTAL FOR: APEX SEPTIC & EXCAVATING, INC.				3,720.00
02108	ASSESSING SOLUTIONS INC.			
		08.01.2024	AUGUST ASSESSING SERVICES	3,750.00
TOTAL FOR: ASSESSING SOLUTIONS INC.				3,750.00

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01635	AT&T LONG DISTANCE			
		517543228807.7	AIRPORT MODEM LINE (JUNE 14 - JUL 130	172.72
		51754383960.7	CITY HALL MAIN LINE (JUNE 14 - JUL 13, 2024	365.94
			)	
		517543887407.7	DPW CALLOUT (JUNE 14 - JULY 13, 2024)	50.82
TOTAL FOR: AT&T LONG DISTANCE				589.48
MISC	B.A. BALLARD			
		062	MEETING WITH B MYRKLE AND AIRPORT MANGER	1,000.00
TOTAL FOR: B.A. BALLARD				1,000.00
01600	BECKETT & RAEDER			
		2024053	2023044 CHARLOTTE MASTER PLAN & ZONING (	21,866.78
			BILLING THROUGH 12/31/2023)	
		2024171	2023044 CHARLOTTE MASTER PLANNING & ZONING	13,492.50
			ORDINANCE (BILLING THROU 01/31/2024)	
		2024262	2023044 CHARLOTTE MASTER PLAN & ZONING	6,241.42
			ORDINANCE (BILLING THOUGH 2/29/2024)	
		2024379	2023044 CHARLOTTE MASTER PLAN & ZONING	1,557.01
			ORDINANCE (BILLING THROUGH 3/31/2024)	
TOTAL FOR: BECKETT & RAEDER				43,157.71
01581	BLUE CARE NETWORK			
		241910018837	MEDICAL COVERAGE (COVERAGE PERIOD 08.01.2024	58,599.97
			- 08.31.2024)	
		241910019483	MEDICAL COVERAGE (RETIRED) COVERAGE PERIOD	2,361.17
			08.01.2024 - 08.31.2024	
TOTAL FOR: BLUE CARE NETWORK				60,961.14
01578	BOBCAT OF LANSING			
		P70029	FEMALE AND MALE COUPLERS	775.26
TOTAL FOR: BOBCAT OF LANSING				775.26
01576	BOUND TREE			
		85417723	GAUZE PADS, BAND-AIDES, TRUE PLUS GLUCOSE GEL	132.56
		85419319	GAUZE PADS	146.28
		85427416	MEDICAL SUPPLIES	113.95
TOTAL FOR: BOUND TREE				392.79
01561	BS&A SOFTWARE			
		154954	ANNUAL SERVICE SUPPORT FEE (AUGUST 1, 2024	3,220.00
TOTAL FOR: BS&A SOFTWARE				3,220.00
00669	BSB COMMUNICATIONS			
		182701	JULY 2024	1,981.18
TOTAL FOR: BSB COMMUNICATIONS				1,981.18

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01555	BYRUM ACE HARDWARE			
		381184	SUPPLIES	103.97
		381249	PAINT ROLLERS, LATEX STAIN	98.34
		381263	MORTAR MIX	53.94
		381409	STATION SUPPLIES, TRUCK 314	22.98
		381642	PLUMBING SUPPLIES	31.37
		381655	STATION SUPPLIES	22.77
		381762	PAINT ROLLER, LATEX STAIN	84.57
		381919	GRAFFITTI REMOVER	31.98
		382119	LED BULBS	23.98
		382625	COUPLINGS	18.57
		382690	SCREWDRIVER	22.99
		382733	GALVONIZED NIPPLE, HEX BUSHINGS	10.98
		382881	LATEX STAIN, PAINT ROLLERS	127.56
		383515	HILLMAN FASTENERS	4.24
		383544	FIRE INSPECTOR SUPPLIES	102.96
		383663	EPOXY, HILLMAN FASTENERS	8.89
		383799	INDOOR DIGITAL TIMER, SHARPIE	18.98
		383809	INDOOR MECH TIMER	(7.00)
		384156	HEAT GUN	47.98
		384426	WASP AND HORNET SPRAY FOR AIRPORT	26.96
		384439	CONCRETE REPAIR DIGESTER	51.96
		384704	RAKES, LITHIUM BATTERY	93.95
		384727	MAINTENANCE SUPPLIES	23.97
		384748	CONCRETE REPAIR	50.97
		384907	BOX OF SCREWS	5.49
		384997	CONCRETE PATCH	38.97
		385562	FIR WATER CAN	23.17
		385968	JIGSAW BLADE, MASKING TAPE, EXTENSION CORD	197.95
		386014	HACKSAW BI-METAL 12'24T	26.58
		386022	COUPLING, WALL BEND	17.17
		386187	CLEANING SUPPLIES	41.98
TOTAL FOR: BYRUM ACE HARDWARE				1,429.17
01882	CALEDONIA FARMERS ELEVATOR			
		32279	ROUDUP DOWNTOWN WEEDS	70.38
TOTAL FOR: CALEDONIA FARMERS ELEVATOR				70.38
01548	CANDY FORD, INC.			
		141550	ELEMENT, ELEMENT ASSESSMBLY	131.82
		141563	ELEMENT & ELEMENT ASSESSEMBLY	131.82
		41244	CODE ENFORCEMENT VEHICLE REPLACE WATER PUMP	1,257.29
TOTAL FOR: CANDY FORD, INC.				1,520.93
01547	CANON FINANCIAL SERVICES, IN			
		33199318	RETURN OF 2 COPIERS SERIAL # 2RK02630 & SERIAL #2RK02631	761.19
TOTAL FOR: CANON FINANCIAL SERVICES, IN				761.19
01954	CAPITAL CITY JANITORIAL LLC			
		1677	CONTRACTUAL CLEANING MONTH OF:JULY	507.02
TOTAL FOR: CAPITAL CITY JANITORIAL LLC				507.02
01522	CHARLOTTE AIR SERVICES LLC			
		JULY 2024	AIRPORT HANGAR MANAGEMENT & FUEL SALES MANAGEMENT	600.45
TOTAL FOR: CHARLOTTE AIR SERVICES LLC				600.45

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Vendor Code	Vendor Name	Invoice	Description	Amount
01513	CHARLOTTE INSURANCE	396130	CHARLOTTE VOLUNTEER FIRE DEPT LIFE AND ADD(RENEW OF POLICY)	2,318.00
TOTAL FOR: CHARLOTTE INSURANCE				2,318.00
01512	CHARLOTTE LITHOGRAPH	130893	CODE ENFORCEMENT ENVELOPES	163.00
TOTAL FOR: CHARLOTTE LITHOGRAPH				163.00
01457	CHROUCH COMMUNICATIONS	12613400	RADIO INSTALL ON NEW TRUCK # 314	429.45
TOTAL FOR: CHROUCH COMMUNICATIONS				429.45
01520	CITY OF CHARLOTTE	0186908.01.2024	111 E LAWRENCE	2,495.25
		03129	2024 SUMMER TAX BILL (1325 ISLAND HWY)	5,715.89
		0338908.01.2024	201 HALL ST	148.19
		0744508.01.2024	1005 PAINE DR	180.39
		0744608.01.2024	1005 PAINE DR	267.45
		0744708.01.2024	PAINE 2	3,987.52
		0744808.01.2024	1005 PAINE DR 3	1,125.48
TOTAL FOR: CITY OF CHARLOTTE				13,920.17
01471	CONSUMERS ENERGY	202343366660	103 VAN LIEU ST	40.48
TOTAL FOR: CONSUMERS ENERGY				40.48
01916	CORE TECHNOLOGY CORPORATION	CORMN0001748	POLICR RECORDS MANAGEMENT SYSTEM	8,765.00
TOTAL FOR: CORE TECHNOLOGY CORPORATION				8,765.00
01464	COURTHOUSE SQUARE	7-25-24	CITY OF CHARLOTTE CONTRACT WITH CSA	8,000.00
TOTAL FOR: COURTHOUSE SQUARE				8,000.00
01838	CULLIGAN WATER CONDITIONING	00158TN	SALT CUBE DELIVERY FOR WATER SOFTENER	53.00
TOTAL FOR: CULLIGAN WATER CONDITIONING				53.00
01429	DELAU FIRE & SAFETY INC	377244	ANNUAL INSPECTION VOLUNTEER FIRE DEPT.	130.50
TOTAL FOR: DELAU FIRE & SAFETY INC				130.50
01428	DELTA DENTAL PLAN OF MICHIGAN	RIS0005849722	BILLING PERIOD 08.01.2024 - 08.31.2024	4,600.26
TOTAL FOR: DELTA DENTAL PLAN OF MICHIGAN				4,600.26
02017	DINGES FIRE COMPANY	56667	RESCUE ROPE BAG	118.77
TOTAL FOR: DINGES FIRE COMPANY				118.77
01414	DORNBOS SIGN & SAFETY INC.	INV76978	DO NOT ENTER SIGHNS	86.30
		INV77193	CODE ENFORCEMENT VEHICLE DECALS	88.60
		INV77240	SNORKEL TRUCK	387.75
TOTAL FOR: DORNBOS SIGN & SAFETY INC.				562.65

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01392	EATON CUSTOM SEWING	1779	REPAIRS- RADIO BELT, REPAIRS TO SHIRT	22.50
TOTAL FOR: EATON CUSTOM SEWING				22.50
01957	EGANIX	20861	F.O.G. TREATMENT	2,170.00
TOTAL FOR: EGANIX				2,170.00
01375	ELHORN ENGINEERING COMPANY	303048	WWTP- HYPOCHLORITE	995.00
TOTAL FOR: ELHORN ENGINEERING COMPANY				995.00
01365	ETNA SUPPLY	S105796411.001	COPPERHORNS	2,500.00
TOTAL FOR: ETNA SUPPLY				2,500.00
00538	EXOTIC AUTOMATION & SUPPLY	I1679190	FITTINGS	1,236.26
		I1679776	FITTINGS	263.08
		I1680252	CRIMP FITTING	164.71
TOTAL FOR: EXOTIC AUTOMATION & SUPPLY				1,664.05
02119	FALLOWFIELD, KEN	7-23-2024	BOOTS PER SEIU CONTRACT	190.80
TOTAL FOR: FALLOWFIELD, KEN				190.80
01358	FAMILY FARM & HOME	001867/C	COMBO WRENCH'S	45.98
		1848/36	BLACK TRIMMER LINE	67.96
TOTAL FOR: FAMILY FARM & HOME				113.94
01167	FIRST ADVANTAGE LNS OCC HEALTH	2502822407	CLINIC COLLECTION	294.11
TOTAL FOR: FIRST ADVANTAGE LNS OCC HEALTH				294.11
01711	FLEET SERVICES INC.	3475	REPLACE AC COMP & DRYER VAC AND CHARGE, REPAIR GROUNDING CIRCUIT FOR COMP	1,993.34
TOTAL FOR: FLEET SERVICES INC.				1,993.34
01352	FLUID CONNECTIONS, INC.	00087208	HA25S10T (FITTINGS)	67.86
TOTAL FOR: FLUID CONNECTIONS, INC.				67.86
01322	GALE BRIGGS, INC.	84191	CONCRETE, LIMESTONE IN CONCRETE	547.50
		M1665	CONCRETE, LIMESTONE IN CONCRETE	261.25
TOTAL FOR: GALE BRIGGS, INC.				808.75
01297	H2O COMPLIANCE SERVICES INC	000009607	CROSS CONNECTION PROGRAM	1,217.70
TOTAL FOR: H2O COMPLIANCE SERVICES INC				1,217.70

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01756	HARMON AUTO GLASS	4280-874645	CODE ENFORCEMENT VEHICLE WINDOW REPAIR	285.00
TOTAL FOR: HARMON AUTO GLASS				285.00
01438	HASSEL FREE FUELS	CFSI-10974	ACCOUNT # 010109 (FIRE) FUEL	844.89
TOTAL FOR: HASSEL FREE FUELS				844.89
02037	HASSEL FREE FUELS	CFSI-10916	ACCNT #010107 (DPW/WWTP) FUEL	1,919.46
TOTAL FOR: HASSEL FREE FUELS				1,919.46
01970	HOPKINS MECHANICAL SERVICES, LLC	H24328	WEST SIDE FIRE STATION SPRING MAINTENANCE	884.00
		H24335	HVAC REPAIRS	1,367.00
		H24345	HVAC REPAIRS AT CITY HALL	572.00
TOTAL FOR: HOPKINS MECHANICAL SERVICES, LLC				2,823.00
MISC	INGHAM COUNTY FIRE CHIEFS ASSOCIATI	08.06.2024	FIRE OFFICERS 3 COURSE	50.00
TOTAL FOR: INGHAM COUNTY FIRE CHIEFS ASSOCIATI				50.00
01250	INSTY PRINTS	96678	BUSINESS CARDS	178.00
TOTAL FOR: INSTY PRINTS				178.00
01242	JACK DOHNEY COMPANIES, INC	235926	1/2" BP 90 MXF STEEL 3000 PSI SUPER SWIVEL JT	78.58
		236275	HOSE REEL	666.83
TOTAL FOR: JACK DOHNEY COMPANIES, INC				745.41
01207	KENNEDY INDUSTRIES INC.	642676	ANNUAL PM LANSING PUMPS	1,400.00
		642743	ANNUAL PREVENTIVE MAINTENANCE TRICKLING FILTER PUMPS	1,900.00
TOTAL FOR: KENNEDY INDUSTRIES INC.				3,300.00
01883	KENYON AND SONS LLC	#13-07/13/2024	WEEKLY LAWN MOWING (JULY 7TH TO JULY 13TH)	4,020.00
		#14-07-07/20/2024	WEEKLY LAWN MOWING JULY 14TH TO JULY 20TH	4,480.00
		#15-07/27/2024	WEEKLY LAWN MOWING: JULY 21ST TO JULY 27TH	4,300.00
		#16-08/03/2024	WEEKLY LAWN MOWING: JULY 28TH TO AUGUST 3RD	3,940.00
		07/2024-L	(LANDSCAPING AT WEST SIDE)	2,284.00
TOTAL FOR: KENYON AND SONS LLC				19,024.00
01200	KIESLER'S POLICE SUPPLY INC	IN242720	AMMUNITION	7,263.90
TOTAL FOR: KIESLER'S POLICE SUPPLY INC				7,263.90
01199	KIMBALL MIDWEST	102439491	CAP SCREWS	34.00
TOTAL FOR: KIMBALL MIDWEST				34.00
01450	KIMBERLY CURRAN	JULY 17,2024	JULY BOARD OF REVIEW PAYMENT 2024 - 1 SESSION	17.50
TOTAL FOR: KIMBERLY CURRAN				17.50

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01195	KONICA MINOLTA BUSINESS			
		294850015	COLOR METER BILLING PERIOD (06/17/2024 - 07/16/2024)	11.28
		294861635	MONTHLY MAINTENANCE AGREEMENT BILLING PERIOD 07/17/2024 - 08/16/2024	55.44
TOTAL FOR: KONICA MINOLTA BUSINESS				66.72
01173	LEA'S AUTO BODY			
		8588	REPLACE MASS AIR FLOW SENSOR, REPLACE AIR CLEANER ELEMENT	182.61
		8601	OIL CHANGE FOR 2022 CHEVROLET TAHOE	86.71
TOTAL FOR: LEA'S AUTO BODY				269.32
01082	MICHIGAN NETWORK CONSULTANTS			
		2024-20319	IT SERVICES FOR APRIL AND MAY	9,968.75
		2024-20320	IT SERVICES FOR JUNE	7,375.00
TOTAL FOR: MICHIGAN NETWORK CONSULTANTS				17,343.75
02115	MILAN SUPPLY COMPANY			
		551028868-00	MEIJER LIFT STATION	1,991.39
TOTAL FOR: MILAN SUPPLY COMPANY				1,991.39
01073	MML UNEMPLOYMENT COMP			
		06.30.2024	QUARTER ENDING 06.30.2024	37.16
TOTAL FOR: MML UNEMPLOYMENT COMP				37.16
01048	MUNICIPAL SUPPLY COMPANY			
		INV83018	ASHPHALT SUPPLIES	810.00
TOTAL FOR: MUNICIPAL SUPPLY COMPANY				810.00
02103	MUNIVATE LLC			
		1119	ONSITE CONFIGURATION AND TRAINING	1,084.23
TOTAL FOR: MUNIVATE LLC				1,084.23
01155	MWEA			
		23931	ANNUAL MEMBERSHIP -CHRIS ARRAS (9/8/2024 - 9/8/2025)	95.00
TOTAL FOR: MWEA				95.00
01536	NAPA MPEC			
		269337	WINDSHIELD WASHER FLUID	26.94
		269433	OUTER TIE RODS	231.21
		269577	FLUID FILTER, 5W40 1 GAL	225.41
		269709	BATTERY,BATTERY CLEANER,	172.16
		269869	FUEL FILTERS	22.92
TOTAL FOR: NAPA MPEC				678.64
02061	NATIONAL INDUSTRIAL & SAFETY SUPPLY			
		40557	SAFETY SUPPLIES	318.51
TOTAL FOR: NATIONAL INDUSTRIAL & SAFETY SUPPLY				318.51
02121	PIVOT POINT PARTNERS LLC			
		2077	ASSESSING SOFTWARE 1 YEAR LICENSE	1,229.20
TOTAL FOR: PIVOT POINT PARTNERS LLC				1,229.20

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01997	POTTERVILLA APPLIED TECHNOLOGY			
		28626	UPDATED CHARLOTTEMI.GOV'S MENU ITEM GENERAL SCHEDULE OF FEES	37.50
		28635	REQUESTED CHANGES FOR THE CAMP FREANCES PAGE	37.50
		28660	UPDATED THE SOLICITORS FORM	37.50
		28718	UPDATED THE DIRECTORY PAGE, RESOLVED UPDATE ISSUE AND CONFIRMED SITE IS RUNNING SECURELY	562.50
		29081	MADE WEBSITE POLICY CHANGES	37.50
TOTAL FOR: POTTERVILLA APPLIED TECHNOLOGY				712.50
02093	POWERS, CHRISTYNE			
		JULY 17, 2024	JULY BOARD OF REVIEW PAYMENT 2024 - 1 SESSION	17.50
TOTAL FOR: POWERS, CHRISTYNE				17.50
00972	PRO-TECH SECURITY SALES			
		INV3771	LESS LETHAL LAUNCHERS	3,565.00
TOTAL FOR: PRO-TECH SECURITY SALES				3,565.00
01030	QUADIENT FINANCE USA, INC.			
		7900044417194903	POSTAGE FUNDING	1,750.00
TOTAL FOR: QUADIENT FINANCE USA, INC.				1,750.00
00964	QUILL CORP.			
		39726453	EMPLOYEE MEETING	21.79
TOTAL FOR: QUILL CORP.				21.79
00987	ROBERT PHILLIPS			
		JULY 17, 2024	JULY BOARD OF REVIEW PAYMENT 2024 - 1 SESSION	17.50
TOTAL FOR: ROBERT PHILLIPS				17.50
00869	SPARTAN TOOL			
		IN00158801	BLADES	1,211.97
TOTAL FOR: SPARTAN TOOL				1,211.97
01829	SPECTRUM PRINTERS, INC.			
		80934	OLD GLORY VOTER ID	148.36
TOTAL FOR: SPECTRUM PRINTERS, INC.				148.36
00861	STANDARD LIFE INSURANCE CO			
		2024 AUGUST	LIFE INSURANCE POLICY	1,460.46
TOTAL FOR: STANDARD LIFE INSURANCE CO				1,460.46
02021	STAPLES			
		6007110605	SUPPLIES AND TONERS	179.95
TOTAL FOR: STAPLES				179.95
01108	STATE OF MICHIGAN			
		591-11218696	WEATHER OBSERVATIONMAND DATA DISSEMINATION SYSTEM	631.91
TOTAL FOR: STATE OF MICHIGAN				631.91
02120	THE BAKER PRESS, INC			
		406333	TARGETS	573.54
TOTAL FOR: THE BAKER PRESS, INC				573.54

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01465	THE COUNTY JOURNAL		
	279713	PUBLIC ACCURACY TEST AD	80.30
TOTAL FOR: THE COUNTY JOURNAL			80.30
00872	THE SHYFT GROUP, INC		
	SVACM00000818	RETURN # 877 ORIGINAL INVOICE SVA0006487	(578.13)
	SVACM0000697	DUPLICATE PAYMENT OF SVA0008777 CHK # 20863, ORIGINAL PAYMENT ON CHK #20790	(110.66)
TOTAL FOR: THE SHYFT GROUP, INC			(688.79)
02085	THE WOODHILL GROUP, LLC		
	2274	JUNE 2024	23,516.01
TOTAL FOR: THE WOODHILL GROUP, LLC			23,516.01
01466	TODD COTTER		
	JULY 2024	AIRPORT MANAGEMENT JULY 2024	833.33
TOTAL FOR: TODD COTTER			833.33
01750	TOTAL ENERGY SYSTEMS, LLC		
	INV123039	ANNUAL PLANT GENERATOR INSPECTION	6,481.47
TOTAL FOR: TOTAL ENERGY SYSTEMS, LLC			6,481.47
00820	TRACE ANALYTICAL LABORATORIES		
	4070566	WATER QUALITY ANALYSIS	116.00
	4070664	LEAD & COPPER ANALYSIS	226.00
	4070791	QUARTERLY SAMPLE ANALYSIS	308.00
	4070993	WATER QUALITY ANALYSIS	274.00
	4071029	LL-HG- ANALYSIS	327.00
	4071123	STREET SWEEPING ANALYSIS	210.00
	4071157	WATER ANALYSIS	116.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES			1,577.00
00810	TRUCK & TRAILER SPECIALTIES		
	DJO004740	SB-10-M4816-CHARLOTTE 2024 FORD 350 GAS,	23,680.00
TOTAL FOR: TRUCK & TRAILER SPECIALTIES			23,680.00
00809	TRUGREEN #2801		
	196444558	LAWN SERVICE	39.82
TOTAL FOR: TRUGREEN #2801			39.82
00808	TSC TRACTOR SUPPLY		
	693728	WATER SOFTENER SALT	328.58
TOTAL FOR: TSC TRACTOR SUPPLY			328.58
00791	USA BLUE BOOK		
	INV00419643	WWTP LAB SUPPLIES	220.62
	INV00431213	LAB SUPPLIES	124.20
	INV00434301	CLEANING SUPPLIES	76.43
TOTAL FOR: USA BLUE BOOK			421.25
00778	VISION SERVICE PLAN		
	820694076	COVERAGE PERIOD JULY 2024 (SAFETY PLAN)	489.16
	820694088.7	2024 JULY	800.30
	820886576	2024 AUGUST (SAFETY PLAN)	489.16
	820886594.8	2024 AUGUST	783.27
TOTAL FOR: VISION SERVICE PLAN			2,561.89

08/12/2024 03:36 PM
User: CKOENIG
DB: Charlotte

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF CHARLOTTE
INVOICE ENTRY DATES 07/18/2024 - 08/07/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

Page: 11/11

Vendor Code	Vendor Name	Invoice	Description	Amount
00777	WALDRON FUELS	6535	FUEL	817.64
TOTAL FOR: WALDRON FUELS				817.64
00774	WASTE MANAGEMENT-	8496105-1710-4	REFUSE PICKUP	1,762.00
TOTAL FOR: WASTE MANAGEMENT-				1,762.00
00766	WEST SHORE FIRE, INC	32500	ANNUAL INSPECTIONS & MAINTENANCE OUTDOOR	1,520.00
		33210	WARNING SIRENS	341.94
TOTAL FOR: WEST SHORE FIRE, INC				1,861.94
00761	WILLIAMS FARM MACHINERY, INC.	24301	CHAIN	15.00
		26257	CHAINS	95.29
TOTAL FOR: WILLIAMS FARM MACHINERY, INC.				110.29
00753	WOLVERINE PEST SERVICE	128251	PREVENTION TREATMENT	50.00
TOTAL FOR: WOLVERINE PEST SERVICE				50.00
00752	WOLVERINE POWER SYSTEMS	0274443-IN	GENERATOR COMM -DAY	285.00
		0274515-IN	GENERATOR - COMM. -COUNTY	680.00
TOTAL FOR: WOLVERINE POWER SYSTEMS				965.00
02013	WOW! BUSINESS	020130258.J	INTERNET AT GARAGE (07/11 -08/10)	59.99
TOTAL FOR: WOW! BUSINESS				59.99
TOTAL - ALL VENDORS				324,696.64
PAYMENT TYPE TOTAL				
Paper Check				244,297.47
EFT Transfer				80,399.17



Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: August 12, 2024
Re: Staff report on Mayoral appointments to boards and commissions.

Background

In accordance with Section 4.4 (7) of the City Charter, the Mayor shall make appointments of members to the boards and commissions of the city which are authorized by law or direction of the Council.

Recommendation

It is recommended that Council approves the following Mayoral appointment(s);

NAME	BOARD/COMMISSION	EXPIRATION OF TERM
Tom Potter	Board of Review	12/31/2025

Financial Impacts

No financial impact

Suggested Motion

Motion to approve the Mayoral appointment(s) as outlined herein to their respective board or commission for the term of expiration given.



Memo

To: Honorable Mayor Lewis; City Council
From: Sandy Osborn, Deputy Assessor
Date: August 2, 2024
Re: Amended Poverty Exemption resolution 2024-24

Background:

The City of Charlotte has historically adopted guidelines for granting Poverty Exemptions, allowing eligible residents to be exempt from paying property taxes on their principal residences. These guidelines are based on the federal poverty income and asset thresholds, which are updated annually by the United States Department of Health and Human Services and adopted by our City Council.

Recommendation for Adoption:

I recommend the adoption of the proposed 2024 Property Tax Poverty Exemption Policy. This policy outlines the eligibility criteria and procedural steps for residents seeking exemptions, in accordance with MCL 211.7u and Public Act 253 of 2020. The policy requires applicants to submit a complete application including federal and state income tax returns, affirmations of ownership and occupancy, and other necessary documentation by specific deadlines.

Financial Impacts:

Adopting this policy will provide financial relief to eligible residents by exempting them from property taxes on their principal residences. While this will reduce the revenue from property taxes collected, it aligns with our commitment to support residents experiencing financial hardship within our community.

Recommended Motion:

Motion to adopt the 2024 Property Tax Poverty Exemption Policy as presented, incorporating the federal poverty income guidelines and asset limits published annually by the United States Department of Health and Human Services

**CITY OF CHARLOTTE
RESOLUTION 2024-24 TO APPROVE
GUIDELINES FOR POVERTY EXEMPTIONS – 2024**

WHEREAS, the federal poverty guidelines for income, as published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services, that federal departments and agencies use certain guidelines, and

WHEREAS, the City of Charlotte has adopted the following for the basis of granting “Poverty Exemptions” to be adjusted annually.

BE IT FURTHER RESOLVED, to be eligible for a poverty exemption in the City of Charlotte for 2024 your gross income may NOT exceed these guidelines. If your gross income exceeds the levels listed below you do not qualify for a poverty exemption:

PROPERTY TAXES – CITY OF CHARLOTTE – Poverty Exemption Policy – 2024

I. PURPOSE:

The purpose of this policy is to establish the process for receiving applications for annual property tax poverty exemptions in accordance with MCL 211.7u, as last amended by Public Act 253 of 2020.

This Public Act provides those in poverty with an exemption from paying property taxes on principal residences, subject to certain conditions. To meet the exemption requirements, there are specific steps an applicant must follow, including filing and being approved an application for an exemption by the City of Charlotte Board of Review.

The statute requires the City of Charlotte Council to adopt from time to time, the federal poverty and asset guidelines as updated annually in the Federal Register by the United States Department of Health and Human Services.

II. DEADLINE FOR SUBMISSION OF POVERTY EXEMPTION APPLICATIONS:

For the March 2024 Board of Review, a complete application must be received by the office of the City Assessor by March 1, 2024.

For the July 2024 Board of Review, a complete application must be received by the office of the City Assessor by July 1, 2024.

For the December 2024 Board of Review, a complete application must be received by the office of the City Assessor by December 1, 2024.

III. APPLICATION AND POVERTY GUIDELINES:

To be eligible to receive a 100% property tax exemption based on poverty, an applicant shall do all of the following on an annual basis:

1. Be the owner of and occupy as a principal residence the property for which an exemption is sought.
2. File a claim in the form of a complete application with the City Assessor's office on forms prescribed by the Michigan State Tax Commission. These forms include: Form 5737 – "Application for MCL 211.7u Poverty Exemption," including all required documentation (i.e., federal and state income tax returns for all persons residing in the principal residence, including any property tax credit returns.) Form 5739 – "Affirmation of Ownership and Occupancy to Remain Exempt by Reason of Poverty" Form 4988 – "Poverty Exemption Affidavit" – NOTE: This form is used by applicants who are not required to file federal and state income tax returns.
3. Produce a valid driver's license or other form of identification, if requested.
4. Produce a deed, land contract, or other evidence of ownership of the property, if requested.
5. Meet the federal poverty guidelines for income, as published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services, which are as follows:

Persons Residing in Residence..... Annual Allowable Income

1 person	\$ 14,580
2 persons	\$ 19,720
3 persons.....	\$ 24,860
4 persons.....	\$ 30,000
5 persons.....	\$ 35,140
6 persons.....	\$ 40,280
7 persons.....	\$ 45,420
8 persons.....	\$ 50,560
For Each Additional Person add.....	\$ 5,140

6. Meet the poverty guidelines for assets, as established by the City of Charlotte Council to determine the maximum value of all assets allowable to qualify for the poverty exemption. This asset test CANNOT include the value of the principal residence. The asset test can include assets such as, but not limited to, a second home, land,

vehicles including recreational vehicles, buildings other than the principal residence, jewelry, antiques, artwork, bank accounts, stocks, withdrawals of bank deposits and borrowed money, gifts, loans, lump-sum inheritances, one-time insurance payments, etc. The maximum asset limits are as follows:

Persons Residing in Residence.....Annual Allowable Assets

1 person	\$ 20,000
2 persons	\$ 25,000
3 persons.....	\$ 30,000
4 persons.....	\$ 35,000
5 persons.....	\$ 40,000
6 persons.....	\$ 45,000
7 persons.....	\$ 50,000
8 persons.....	\$ 55,000
For Each Additional Person add.....	\$ 5,000

BE IT FURTHER RESOLVED that this resolution was adopted on the 12th day of August, 2024 and was properly adopted by the City of Charlotte Council.

The foregoing resolution was presented by _____ and supported by _____ for approval.
Carried; Yea ; Nay ; Absent

CERTIFICATION

I, Mary LaRocque, City Clerk for the City of Charlotte, County of Eaton, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Charlotte during its regular meeting held on August 12, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being 1976 P.A. 267, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

LaRocque, City Clerk

Mary

CITY OF CHARLOTTE
RESOLUTION NO. 2024-27
A RESOLUTION TO APPROVE CHANGES
TO SIGNATORIES FOR INDEPENDENT BANK ACCOUNTS

WHEREAS, the City maintains its various bank accounts with Independent Bank whose branch is located at 129 Lansing Street in Charlotte; and

WHEREAS, certain City officers and employees are authorized to act on behalf of the City to make various transactions with regard to those accounts and, in this capacity, are designated as signatories on these accounts; and

WHEREAS, a change in personnel has prompted the necessity to update signatories on the bank accounts, and

WHEREAS, it is a requirement of Independent Bank to submit a Resolution by Council approving designated City personnel who are assigned as signatories on the bank accounts; now therefore

BE IT RESOLVED that Deputy Treasurer Barbara Garfield is to be added as a signatory.

.

The foregoing resolution was presented by and supported by for approval. Carried; Yea (); Nay (); Absent ().

CERTIFICATION

I, Mary LaRocque, City Clerk for the City of Charlotte, County of Eaton, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Charlotte during its regular meeting held on August 12, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being 1976 P.A. 267, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

LaRocque, City Clerk

Mary

Introduced: August 12, 2024

Adopted:

Effective:

CITY OF CHARLOTTE
EATON COUNTY, MICHIGAN

ORDINANCE NO. 2024-01

AN ORDINANCE TO AMEND CITY CODE SECTION 38-2
“ALCOHOLIC BEVERAGES”, SECTION 6-3 “CONSUMPTION
IN PUBLIC”, AND SECTION 6-4 “UNCAPPED CONTAINERS”,
TO ALLOW FOR ALCOHOLIC BEVERAGES IN AREAS
DESIGNATED IN THE SOCIAL DISTRICT AS PERMITTED
UNDER STATE LAW AND CITY SOCIAL DISTRICT PLAN,
AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

Councilmember _____ moved the following:

THE CITY OF CHARLOTTE ORDAINS:

Section 1. Title And Purpose. The title of this ordinance shall be “*An ordinance to allow alcoholic beverages in designated and approved Social District’s Commons Area as permitted by law.*” The purpose of this ordinance is to protect the health, safety, and welfare of citizens and persons in the City of Charlotte while participating in the City’s Social District.

Section 2. Amendments To City Code. Amendments shall be and hereby as follows in bold:

§ 38-2 ALCOHOLIC BEVERAGES.

(A) No person shall bring into or drink in any city park, any alcoholic beverage, except **in areas designated as the City’s Social District’ Commons Area and only during days and hours of operations as determined by City Council resolution in accordance with state law or** provided in subsection (B).

(B) City Council may permit the sale and consumption of alcohol in designated areas of city parks in conjunction with events that are sponsored by nonprofit organizations.

§ 6-3 CONSUMPTION IN PUBLIC.

No alcoholic liquor shall be consumed on the public streets, parks or in any other public places, including any store or establishment doing business with the public not licensed to sell alcoholic liquor for consumption on the premises, **except in areas designated as the City’s Social District’ Commons Area and only during**

days and hours of operations as determined by City Council resolution in accordance with state law or as permitted pursuant to § 38-2(B).

§ 6-4 UNCAPPED CONTAINERS.

No person shall transport or possess any alcoholic liquor in a container which is open, uncapped or upon which the seal is broken, on the public streets, including any store or establishment doing business with the public not licensed to sell alcoholic liquor for consumption on the premises, **except in areas designated as the City's Social District' Commons Area and only during days and hours of operations as determined by City Council resolution in accordance with state law.**

Section 3. Savings Clause. All proceedings pending and all rights and liabilities existing or incurred at the time this amendatory Ordinance takes effect are saved and may be consummated according to the law enforced when they were commenced. This amendatory Ordinance shall not be construed to affect any prosecution pending or initiated before the effective date of this amendatory Ordinance for an offense committed before that date.

Section 4. Conflicting Ordinances Repealed. Except as to prosecution and legal actions pending and saved pursuant to Section 3 above, any City Ordinances or parts of Ordinances in conflict with or inconsistent with any of the provisions of this Ordinance are repealed.

Section 5. Severability. The provisions of this ordinance are severable, and if any section, sub-section, paragraph, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of all remaining sections, sub-sections, paragraphs, sentences, clauses, phrases, or portions of this ordinance.

Section 6. Section Headings. The section headings used in this ordinance are for convenience only and are not a part of this ordinance.

Section 7. Effective Date. This ordinance shall take effect seven days after it has been adopted by the City Council.

Introduced by the Charlotte City Council this 12th day of August, 2024.

Motion by

Second by

Ayes:

Nays:

Absent:

Adopted by the _____ City Council this _____ day of _____, _____.

Motion by

Second by

Ayes:

Nays:

Absent:

Approved:

Timothy Lewis, Mayor

I, Mary LaRocque, City Clerk, certify this is Ordinance No. 2024-__ adopted by the Charlotte City Council at a meeting held on the 26th day of August, 2024, a meeting held according to the Open Meetings Act, Public Act No. 267 of 1976, as amended. I further certify Ordinance No. 2024-__ was published in the _____, a newspaper of general circulation in the City of _____, the _____ day of _____, _____, subsequent to its adoption.

Mary LaRocque, City Clerk

Introduced:

Public Hearing:

Adopted:

Published:

Effective:

CITY OF CHARLOTTE
RESOLUTION 2024-23 TO APPROVE STREET CLOSURES AND PROVIDE OTHER
ASSISTANCE FOR THE CHARLOTTE FRONTIER DAYS FESTIVAL HELD
SEPTEMBER 4 THROUGH 8, 2024

WHEREAS, the Frontier Days Festival is a community based, organized event that is to be held September 4 through the 8, 2024; and

WHEREAS, the Charlotte Frontier Days Festival Committee is responsible for organizing events that contribute to community wide fellowship, benevolence, and welfare; and

WHEREAS, the Committee in conjunction with the Chief of Police and DPW Director, have planned the Charlotte Frontier Days Parade and other events that require use and closure of certain public streets and right of ways; and

WHEREAS, the Committee has requested that the Charlotte City Council approve the following requests and conditions:

CLOSURE OF STREETS

1. Closure to through traffic from 6:00 a.m. to 1:00 p.m. on Saturday, September 7, 2024:

West Lovett at Cochran
East Lovett at Cochran
Seminary from Cochran to Pleasant
Krebs Ct. from Cochran to Horatio
Henry from Cochran to Pleasant
Warren from Cochran to Pleasant
Shaw from Cochran to Pleasant
Oliver from Lawrence to Horatio
Horatio from Oliver to Shepherd
Washington from Lawrence to Seminary

With one side of the above-mentioned street remaining open for emergency vehicle access.

2. The Committee will provide for street closure signing as per the Michigan Manual of Uniform Traffic Devices for the above streets, except for Horatio. The city will supply closing signs for Horatio at Shepherd and Lawrence.
3. The Committee requests E. Lovett from Cochran to Washington closed on Friday, September 6, after 6:00 p.m. to Saturday, September 7, at 6:00 p.m. for placement of a “Reviewing Stand” east of the Cochran intersection and for special events.
4. The Committee requests Cochran from Lawrence south to Fourth Street be closed from 9:00 a.m. Saturday, September 7, until 1 p.m. Saturday, September 7 for a parade and as approved by the Michigan Department of Transportation Permit.

PARADE – SEPTEMBER 7, 2024

1. The Department of Public Works shall be responsible for placement of the required “NO PARKING” signs at 5:00 a.m., Saturday, September 7, 2024 along the parade assembly area as well as Third Street, Fourth Street and the 100 Block of W. Stoddard Street or as designated by the Charlotte Police Department.
2. The Committee will provide parade marshals near the street closure locations to assist with traffic.
3. The Committee requests that the Charlotte Police Department provide assistance for the parade on September 7, and further assistance will be provided by parade marshals, with the route and detour of the parade and time being provided to the Charlotte Police at the earliest opportunity.
4. The Committee will rope the parade route and display “No Parking” signs on the morning of the parade between 5:00 a.m. and 6:00 a.m. and remove them immediately after the parade.
5. Due to the parade route no parking will be allowed on Third Street, both on the East and West side of the fairgrounds.

OTHER REQUESTS

1. Council gives special approval for the use of Eattran Trolley pickup signs placed in the right-of-way where necessary.
2. The Committee will provide “No Parking” signs for the above streets except for Horatio, which the city will provide the “No Parking” signs.
3. The Committee will provide, for approval, to the Chief of Police, a completed liquor license application for the saloon.
4. University of Michigan Eaton Hospital in cooperation with the Committee will organize and hold a “5k Race” on Saturday morning, September 7, 2024. The race will begin in the 200 Block of N. Oliver Street, follow the parade route, circle through Bennett Park and return to finish on Lawrence Avenue near Pleasant Street.
5. That the City Department of Public Works install event signs to be placed in the right of way on S. Cochran South bound, North of Third Street (60” x 18”), North bound South of Third Street (48” x 6”), and North bound, South of tennis court/fairgrounds entrance (60” x 18”).
6. The Committee will provide several kids’ activities and a petting zoo, at the Eaton County Fairgrounds from September 6 through September 8, 2024.

7. Grant the use of the back entrance into the fairgrounds camping area located adjacent to the wastewater treatment plant, for the entrance and exit of campers and their vehicles and for access on and off the grounds Saturday, September 7, during the 5k race and the parade (9:00 a.m. to 1:00 p.m.)
8. That the following area be designated as “No Parking”: All four sides of the 1885 Courthouse block which includes Eastbound Harris, South bound Cochran, Westbound Lawrence, and Northbound Bostwick and the Northside of 100 and 200 blocks of West Harris, with a portion of N. Bostwick Avenue reserved for handicapped parking. The “No Parking” signs will be placed around the square as coordinated by the Charlotte Police Department and the Arts and Craft Chairman with signing to be provided by the Arts and Crafts Committee.
9. Permission to place arts and crafts in the parkway around Courthouse square boarded by Cochran, Lawrence, Bostwick, and Harris streets under the direction of the Charlotte Police Department in accordance with a layout map provided.
10. A license will be granted to Charlotte Frontier Days, Inc. to be the designated agent for all solicitor licenses in the City of Charlotte during the Frontier Days Celebration from September 4 through September 8, 2024, per City Code, Chapter 46, and Section 2.
11. Eaton Area Senior Center will organize and conduct a Helicopter drop on Sunday, Sept 8th at 3:30pm. This will take place in the practice football field to the North of Kardell Hall. In addition the helicopter will provide rides to the public during the day on Sunday.
12. The City of Charlotte shall place the Frontier Day Flags along Cochran between Lawrence and Seminary on August 19, 2024 and remove them after September 9, 2024.
13. To utilize the Armory as the take off and landing zone for the Drone Show that will take place on September 7, 2024. The Drone show will be produced and presented by Starlight Drone Shows on Friday September 7 at dusk. The Drones will fly over the fairgrounds from the Armory.

WHEREAS, the City Council of the City of Charlotte determine these temporary street closings and other requests are in the best interest of the City.

WHEREAS, the City of Charlotte may require payment for in kind services to cover the costs of overtime labor and equipment charges used in conjunction with this special event.

NOW, THEREFORE BE IT RESOLVED, that these street closures at the specified times and the other requests be granted.

BE IT ALSO RESOLVED, that the Department of Public Works will provide the requested barricades and signs for street closings and parking.

The foregoing resolution was presented by _____ and supported by _____ for approval. Carried;
Yea ; Nay ; Absent

CERTIFICATION

I, Mary LaRocque, City Clerk for the City of Charlotte, County of Eaton, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Charlotte during its regular meeting held on August 12, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being 1976 P.A. 267, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

LaRocque, City Clerk

Mary

CITY OF CHARLOTTE
RESOLUTION 2024-25
A RESOLUTION TO SUPPORT A FIXED TAX LIMITATION MILLAGE FOR EATON
COUNTY IN THE NOVEMBER 2024 ELECTION

WHEREAS, the Property Tax Limitation Act, being Public Act 62 of 1933 (MCL 211.201 *et seq*), allows for separate tax limitations; and

WHEREAS, the County faces long-term financial instability; and

WHEREAS, EATON COUNTY provides essential law enforcement backup for the City of Charlotte police department; and

WHEREAS, EATON COUNTY provides the jail facility that is utilized by the City of Charlotte police department; and

WHEREAS, EATON COUNTY provides the prosecuting attorneys to bring criminals to justice in our court system: and

WHEREAS, EATON COUNTY governmental complex is located within the City of Charlotte; and

WHEREAS, EATON COUNTY efficient and effective intergovernmental relations is a critical aspect of healthy local government

WHEREAS, EATON COUNTY has maintained a millage rate without an increase since 1978; and

WHEREAS, the County Advisory Tax Limitation Committee has met and has unanimously voted to recommend a fixed tax limitation millage rate for an indefinite period or until altered by the voters of Eaton County; and

WHEREAS, the Board of Commissioners voted unanimously to place the Tax Limitation Proposal on a ballot for public consideration.

THEREFORE, BE IT RESOLVED, that the City of Charlotte City Council sees the important role that the County Government and staff play in providing services and public safety to all residents and so **STRONGLY SUPPORT** the Tax Limitation Proposal on the ballot for the November 5, 2024 election.

The foregoing resolution was presented by _____ and supported by _____ for approval. Carried: (); Nay: (); Absent ().

CERTIFICATION

I, Mary LaRocque, City Clerk for the City of Charlotte, County of Eaton, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Charlotte during its regular meeting held on August 12, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being 1976 P.A. 267, and that the minutes of said meetings were kept and will be or have been made available as required by said Act.

Mary LaRocque, City Clerk



Memo

To: Honorable Mayor Lewis and City Councilmembers
From: Robert Hillard, City Manager
Date: July 29, 2024
Re: CharlotteRising Service Contract

Background

The City of Charlotte has identified Downtown Charlotte as a critical part of the overall economic development strategy. CharlotteRising was created exclusively to enhance Downtown Charlotte by focusing on the Four-Point Main Street approach. This approach is intended to improve the downtown through economic vitality and development, appearance, organization, and promotion of downtown.

In 2018, the City of Charlotte and CharlotteRising entered into a contract that in exchange for services provided by CharlotteRising, the City would provide \$25,000 annually. This has occurred ever since with the exception of 2022. This financial commitment by the City has totaled \$125,000. The last time the City paid CharlotteRising an annual fee was May 2023. The contract has since expired.

As a result, the City Council is being asked to renew a contract with CharlotteRising for services related to Downtown Charlotte and the Four-Point Main Street approach, but to also provide services as outlined in the Social District Management Agreement, as approved by City Council in April, 2024.

Financial Impact

The City Council is being asked to reestablish a contract with CharlotteRising that includes a \$25,000 payment within 30 days of the agreed contract that reflects a retroactive payment for Fiscal Year for 2023/24, an additional payment of \$25,000 in January 2025, to reflect a payment for services in 2024/25, and a payment of \$25,000 in July 2025, for services in Fiscal Year 2025/26.

Recommendation

Approve authorizing the contract between the City of Charlotte and CharlotteRising as presented.

CONTRACT FOR SUPPLEMENTAL COMMUNITY AND ECONOMIC DEVELOPMENT SERVICES

THIS AGREEMENT ("Agreement"), made on the 12th day of August, 2024, by the City of Charlotte, a home rule city organized under the laws of the State of Michigan, having its principal place of business at 111 E. Lawrence Avenue, Charlotte, Michigan 48813 ("City") and CharlotteRising, a non-profit organization, with its principal offices located at 105 S. Cochran Avenue, Charlotte, Michigan 48813 ("CharlotteRising")(collectively, the "parties").

WITNESSETH:

WHEREAS, the City recognizes a community need for increased economic development of the downtown Charlotte area; and

WHEREAS, the City recognizes the need for supplemental community and economic development services ("services") focused in and around the downtown Charlotte, Michigan area; and

WHEREAS, CharlotteRising is a local non-profit organization formed for the express purposes of providing community and economic development services in and around downtown Charlotte, Michigan; and

WHEREAS, the City recognizes the specific efforts of CharlotteRising as a contracted vendor to improve the economic vitality and development, appearance, organization, and promotion of downtown Charlotte, Michigan, as being the services it desires to obtain on behalf of Charlotte residents, businesses, and its downtown property owners; and

WHEREAS, CharlotteRising desires to provide these services through its staff, outside contractual services, and/or volunteers ("Agents").

NOW, THEREFORE, in consideration of the foregoing, and of the mutual covenants contained herein, the parties hereby warrant and agree as follows:

1. Purpose and Provision of Services. CharlotteRising shall provide supplemental community and economic development services focused on the downtown Charlotte, Michigan area. CharlotteRising's. Further, CharlotteRising shall provide services as outlined in the Social District Management Agreement between the City and CharlotteRising as approved by City Council on April 24, 2024. CharlotteRising services shall be conducted by its staff, outside contractual services, and/or volunteers ("Agents"). The CharlotteRising's Agents are neither employees nor agents of the City and shall not be entitled to any compensation or benefits that the City provides to its employees.
2. Term. July 1, 2024 – June 30, 2026.
3. Evaluation of Services. CharlotteRising shall, within 30 days of June 30, 2025, submit a written report to the City summarizing its activities for evaluation of said services. Thereafter, CharlotteRising shall, within 30 days of June 30, 2026, submit a written report to the City summarizing its activities for the provision of services so that the City may evaluate said services.
4. Compensation for Services. CharlotteRising shall provide an invoice to the City for

services in the amount of \$25,000 within 30 days of the effective date of this Agreement for a period beginning July 1, 2023, and ending June 30, 2024.

CharlotteRising shall provide an additional invoice to the City for services in the amount of \$25,000 within 30 days after January 1, 2025, for the period of July 1, 2024, and ending June 30, 2025.

CharlotteRising shall provide an invoice to the City for services in the amount of \$25,000 within 30 days after July 1, 2025, for a period beginning July 1, 2025, and ending June 30, 2026.

5. Insurance. CharlotteRising shall obtain and maintain in force a general liability insurance policy of not less than one million dollars naming the City and its officials, employees, and agents as additional insureds.
6. Defend, Indemnify and Hold Harmless. CharlotteRising shall defend, indemnify and hold harmless the City, its officers, employees, and agents from all claims, damages, administrative hearings, lawsuits, costs, expenses, court costs and attorney fees resulting from any acts, omissions or negligence of the CharlotteRising, its employees, agents, or volunteers, that may be alleged or arise in the provision of services.
7. No Modifications or Amendments. Except as especially provided herein, any modifications or amendments to this Agreement shall be in writing, made by mutual agreement of the City and the CharlotteRising.
8. No Assignment or Transfer By CharlotteRising. CharlotteRising shall not assign or transfer any of its obligations under this Agreement without the written consent of the City. Notwithstanding, the City may, under its sole discretion, contract with other organizations for the provision of economic development services.
9. City Rights. No failure or delay on the part of the City in exercising any right, power or privilege under this Agreement shall operate as a waiver, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any right, power or privilege.
10. Binding Agreement. This Agreement contains all the terms and conditions agreed upon by the parties and no other agreements, oral or otherwise, regarding the subject matter of this agreement or any part thereof shall have any validity or bind any of the parties.

IN WITNESS THEREOF, the City and CharlotteRising have executed this Agreement as of the date first written above.

Date _____, 2024 By _____ Tim Lewis, Mayor

By _____
Mary LaRocque, City Clerk

Date _____, 2024 By _____ Annie Williams,
Director, Charlotte Rising



MEMORANDUM

TO: Charlotte City Council

FROM: Annie Williams, Executive Director - CharlotteRising

RE: CharlotteRising Vision Plan

DATE: August 9, 2024

The following attachment outlines CharlotteRising's Strategic Plan 2028 .

AJW

CharlotteRising
A MICHIGAN MAIN STREET COMMUNITY

Strategic Vision 2028

March 31, 2023



 **School & Municipal**
Advisory Services, PC

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March 31, 2023

CharlotteRising, A Michigan Main Street Community
Charlotte, Michigan

Strategic Vision 2028 Report

We have compiled the accompanying Strategic Vision 2028 for CharlotteRising, A Michigan Main Street Community, in cooperation with the organization and based upon information provided by its leadership and from published reports. This report is the result of a collaborative strategic planning process facilitated by us and based upon agreed-upon procedures.

Strategic planning is a comprehensive and systematic management tool designed to help organizations assess the current environment, anticipate and respond appropriately to changes in the environment, envision the future, increase effectiveness, develop commitment to the organization's mission and achieve consensus on strategies and objectives for achieving that mission. This definition is provided by Government Finance Officers Association (GFOA) which provided a framework for discussions.

Management's Responsibility

The CharlotteRising organization agreed that it will make any decisions which involve management functions related to the proposed services and accept full responsibility for such decisions. It also agreed to evaluate the adequacy of the proposed services performed and any findings that result.

Presentation by Certified Public Accountant

The purpose of this engagement was not to perform an audit in any form or capacity. Accordingly, we have no responsibility to express an opinion, or any other form of assurance on any aspects of the organization's activities, including financial statements, internal controls, or compliance. We did not audit any financial statements, forecasts, financial data, nor independently verify or express an opinion or any form of assurance on the financial data of the organization and thus, our report is subject to the validity and completeness of the underlying data available from the organization. We have no responsibility to identify and communicate significant deficiencies or material weaknesses in internal controls as a part of our services.

We thank you for permitting us to be of service to CharlotteRising.

Very truly yours,

A handwritten signature in black ink that reads "Donald Sovey, CPA".

Donald Sovey, CPA
Charlotte, Michigan

Donald Sovey, CPA, CFO | 106 Kensington Court | Charlotte, MI 48813
517.231.0563 | donsovey@gmail.com

CharlotteRising, A Michigan Main Street Community

Charlotte, Michigan

Strategic Vision 2028



Background and Overview. CharlotteRising of Charlotte, Michigan has enjoyed a highly successful history since becoming incorporated in September of 2016 and, through an application process, then earned selection into the Michigan Main Street program at the Select Level in Spring of 2017. Since incorporation, downtown Charlotte has enjoyed an upward trajectory of community pride, strong collaboration, and business success. Some of the visible points of pride include:

1. 100 percent business occupancy during the pandemic plus a waiting list of 5 businesses;
2. Downtown Charlotte lost no businesses during the pandemic according to the Michigan Small Business Development Center (Lansing, MI);
3. Strong collaboration between CharlotteRising, Charlotte Chamber of Commerce, and City of Charlotte on downtown matters and events;
4. Festivals grew from a total of 14 in 2019 to 28 in 2023, including a new large vibrant festival drawing 14,000 visitors with many of the festivals taking place in downtown Charlotte;
5. New entertainment facilities constructed include the First Congregational Church Commons and Beach Market, both open-air multipurpose spaces;
6. The downtown 1931 Eaton Theatre was completely renovated to today's theatre standards;
7. Twelve Summer Courthouse Square Community Concerts draw 4,000 to the downtown each summer;
8. Enrollment at Charlotte Public Schools remained stable for the last three years, bucking the declining enrollment trend statewide;
9. Courthouse Square is vibrant with strong rentals and a good sustainability plan.
10. Major renovations and updating occurred at the downtown main office of Eaton Community Bank;
11. New destination restaurants are thriving; and,
12. A growing sense of pride by residents and downtown businesses.

In the interest of good future planning, and under the leadership of the CharlotteRising and its Team Leader volunteers, the organization engaged with School & Municipal Advisory Services, PC, for the sum of \$1 to facilitate a strategic planning process beginning on February 8, 2023. Because of their previous work leading strategic planning for other organizations, community members Donald Sovey, CPA, and Maria Davis, PhD, volunteered to serve as facilitators for the process. Both pledged impartiality and recused themselves from giving input during the data collection phases of the work so that the voices represented in the information collected were those of the leadership of CharlotteRising.

Strategic Planning Committee. A Strategic Planning Committee was formed and comprised of all members of the CharlotteRising board and volunteer team leaders for the various action disciplines of Economic Vitality, Design, Promotions, and Organization. The role of the committee was to assist with interpretation, summarization, and presentation of data relative to the strategic planning process. It was a group that could see the future of what Downtown Charlotte could be and rally the community around that vision for the common good.

The Strategic Plan Committee members were Mayor Michael Armitage, Garrett Bensinger, Kalli Dempsey, Cooper Frost, Cindy Gaedert-wing, Keisha Alexis-Davee Howe, Julie Kimmer, Courtney Mead, Bryan Myrkle, Jonathan Potter, William SaintAmour, Brad Stark, Annie Williams, and Lance Williams. The participants represented the City of Charlotte, Charlotte Chamber of Commerce, Courthouse Square Association, The County Journal, and seven Charlotte Businesses. Many thanks to these individuals for all of their contributions throughout the strategic planning process. Photographer Vincent Brady graciously provided the photography for the main body of this report.

The strategic plan committee did remarkable work in a very short amount of time, generating the framework for the Vision 2028 Strategic Plan that is found on the following pages. The strategies were identified by the committee and the specific recommended actions were discussed with the facilitators, after a thorough review of all input received from the organization and outside entities.

Process Dates. Key dates in the strategic planning process were as follows:

- Feb 8 SP process approved by CharlotteRising Leadership
- Feb 9–13 Background and survey data collected
- Feb 13 SP Committee met regarding current downtown business environment, TOWS Input and Analysis, and Future Headlines anticipated by members

- Mar 9 Committee met to vote on strategic actions resulting from TOWS analysis, development of new Vision and Mission statements, and to sketch out Strategic Plan Pillars
- Mar 20 SP Committee met to review revised Mission and Vision, draft strategic plan format, and brainstorm draft actions for Design and Promotion Teams
- Mar 22 Draft report completed for board review
- Mar 31 Final report sent to board and SP process participants

Research Collected

Threats, Opportunities, Weaknesses and Strengths (TOWS). TOWS input is unlike a more typical SWOT analysis that looks at internal strengths and weaknesses and external opportunities and threats for an organization or project. A TOWS analysis expands on the SWOT framework by matching up strengths as ways to take advantage of opportunities and strengths as a means to reduce threats. The analysis can also help assess how opportunities can help remove or mitigate internal weaknesses and also help explore how internal weaknesses could enhance threats. The process allowed for deeper conversations and greater insight into the strategic planning results in this report.

Main Street America Winter 2022/2023 Trends Survey assisted in the understanding of other structures, programs, and challenges in other regions

A CharlotteRising Community meeting in 2022 including survey results analysis

City of Charlotte 2021 Community 360 Metrics Report by Cobalt Community Research compiled December 2021

Press Release – 2023 Charlotte Points of Pride are Impressive highlights Downtown and region progress based on strategic planning over the years

City of Charlotte Vision 2025 Strategic Plan dated April 30, 2020

CharlotteRising 2022 Program Assessment by Michigan Main Street, MEDC and Main Street America

Charlotte Rotary Club Strategic Vision 2025

First Congregational Church UCC Charlotte Strategic Vision 2025 (An organization in the Charlotte Main Street District)

Charlotte, MI Main Street District Map

Conclusion. This Strategic Plan is the result of input from strong and insightful community members and leadership that provided shared wisdom and vision for the future of CharlotteRising and downtown Charlotte. This remarkable input was shaped into the cohesive framework and action planning that you see represented in the following pages. Many thanks to all who contributed to the planning process, whether it be through research provided, TOWS input, or the meetings and conversations we have had over the past two months.

Now comes the real work! You will need to support and encourage each other along the way and find new unity and purpose in the CharlotteRising shared vision for the future, where those around you know that they can continue to enjoy great success in your downtown community.

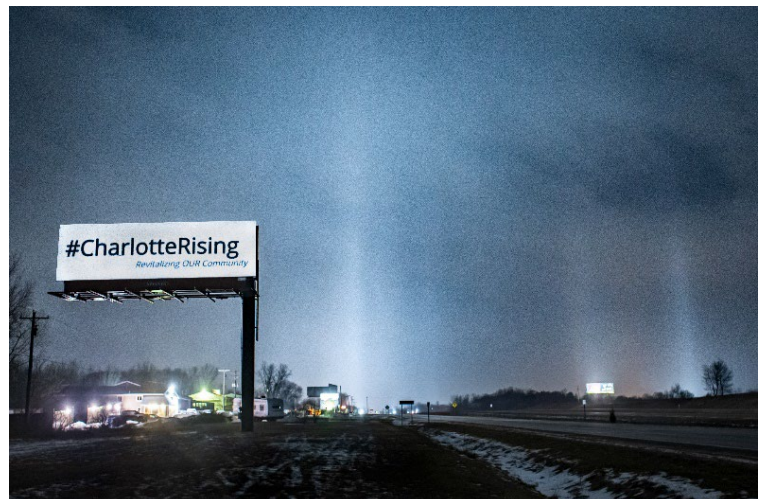
Our sincere hope is that this strategic plan will guide you on a path to unity, sustainability, and a continued success in downtown Charlotte.

Respectfully submitted,



Donald Sovey, CPA
Owner of School & Municipal Advisory Services PC
A Licensed Michigan CPA Firm

Maria Davis, PhD
Professor of Biology and Past Provost



CharlotteRising Strategic Vision 2028

March 20, 2023

Vision

Beautiful historic downtown Charlotte is the vibrant center of our community, serving as a strong foundation for commercial success, a regional hub for the promotion of creative social and recreational activities, an incubator where new businesses can flourish, and a welcoming destination for all.

Mission

Telling our shared story of cultivating a strong, creative, and diverse economy while investing in our future and preserving our historical appeal.

CharlotteRising Strategic Vision 2028

March 20, 2023

STRATEGIC GOALS

- 1. Unify the collaboration and communication among the City, CharlotteRising, Chamber and Service Organizations for project synergy and mutual support.***
- 2. Facilitate the creation and execution of a comprehensive approach to business and residential development in downtown Charlotte.***
- 3. In alignment with the CharlotteRising vision, continue to facilitate creative activities and design in Charlotte that connect to local social and recreational activities.***
- 4. Develop and execute an action plan to sustain Charlotte Rising into the future.***

OUR MISSION: *Telling our shared story of cultivating a strong, creative, and diverse economy while investing in our future and preserving our historical appeal.*

OUR VISION: *Beautiful historic downtown Charlotte is the vibrant center of our community, serving as a strong foundation for commercial success, a regional hub for the promotion of creative social and recreational activities, an incubator where new businesses can flourish, and a welcoming destination for all.*

STRATEGIC GOALS

1. Unify the collaboration and communication among the City, CharlotteRising, Chamber and Service Organizations for project synergy and mutual support.
2. Facilitate the creation and execution of a comprehensive approach to business and residential development in downtown Charlotte.
3. In alignment with the CharlotteRising vision, continue to facilitate creative activities and design in Charlotte that connect to local social and recreational activities.
4. Develop and execute an action plan to sustain CharlotteRising into the future.

ACTION TEAM ECONOMIC DEVELOPMENT APPROACH

ECONOMIC VITALITY	DESIGN	PROMOTIONS	ORGANIZATION
<i>Action Steps</i> <i>Business retention / vitality</i>	<i>Action Steps</i> <i>Aesthetic and physical aspects of downtown</i>	<i>Action Steps</i> <i>Community marketing / promotion</i>	<i>Action Steps</i> <i>Structure, personnel, management, and fundraising</i>
1. Utilize and support the new director to continue relationship building with downtown business owners. 2. Create a social district to help businesses connect to events. 3. Facilitate the creation of a holistic developer package in collaboration with stakeholders. 4. Coordinate resources to mitigate housing issues in Charlotte, downtown and elsewhere. 5. CharlotteRising leadership collaborates with the City to drive new development by pressing for modification of R1 zoning and improvements on building permit approval.	1. Encourage historical building appreciation, including promotion of the National Register historical signage program; provide historical documentation for buildings; seek funding for historic signage. 2. Improve walkability through tactical urbanism by creating safer crossings at Courthouse Square. 3. Redevelop the façade grant program to promote "upstairs" development. 4. Develop a mural festival competition with removeable murals that can be relocated and sold. 5. Establish an education campaign on maintenance responsibilities and resources / coordinate district beautification efforts and partnerships. 6. Design Team develops action items for Goal Statements by employing an annual review process.	1. Regularly inform the community about CharlotteRising accomplishments and future goals. 2. Use cohesive groups to address communication, personnel, resource, & knowledge issues among various groups in town. 3. Highlight business owners with testimonials to promote entrepreneurship. 4. Reestablish community branding campaign, with consistent imaging and messaging. 5. Promote alliances & partnerships with CharlotteRising focusing on downtown. 6. Overhaul social media & website. 7. Partner with organizations to build community and social media engagement. 8. Develop residential and business recruitment campaigns.	1. Use City/CharlotteRising/Chamber/Service Organizations to address communication, personnel, resource, & knowledge issues among various groups in town. 2. Develop Board and Team succession and volunteer recruitment plans. 3. Prepare solicitation letters for annual release. 4. Clearly communicate the fiduciary responsibilities of the board during board orientation and thereafter. 5. Provide visible support for city policy decisions via a unified front by City/CharlotteRising/Chamber/Service Organizations. 6. Skilled leaders engage CharlotteRising to better support the structure of city council in the face of coming changes. 7. Work in collaboration with the City on an expanded tax district that would provide sustainable funding for Charlotte Rising, using CR's already visible results to sell the benefits. 8. Develop actionable diversity, equity, inclusion and access (DEIA) plans for broadening inclusivity of events, activities, and volunteers.



MEMORANDUM

TO: Charlotte City Council

FROM: Annie Williams, Executive Director - CharlotteRising

RE: Social District Signage

DATE: August 9, 2024

The following attachments are reflective examples of logos and signage for the social district.

AJW



CHARLOTTE RISING

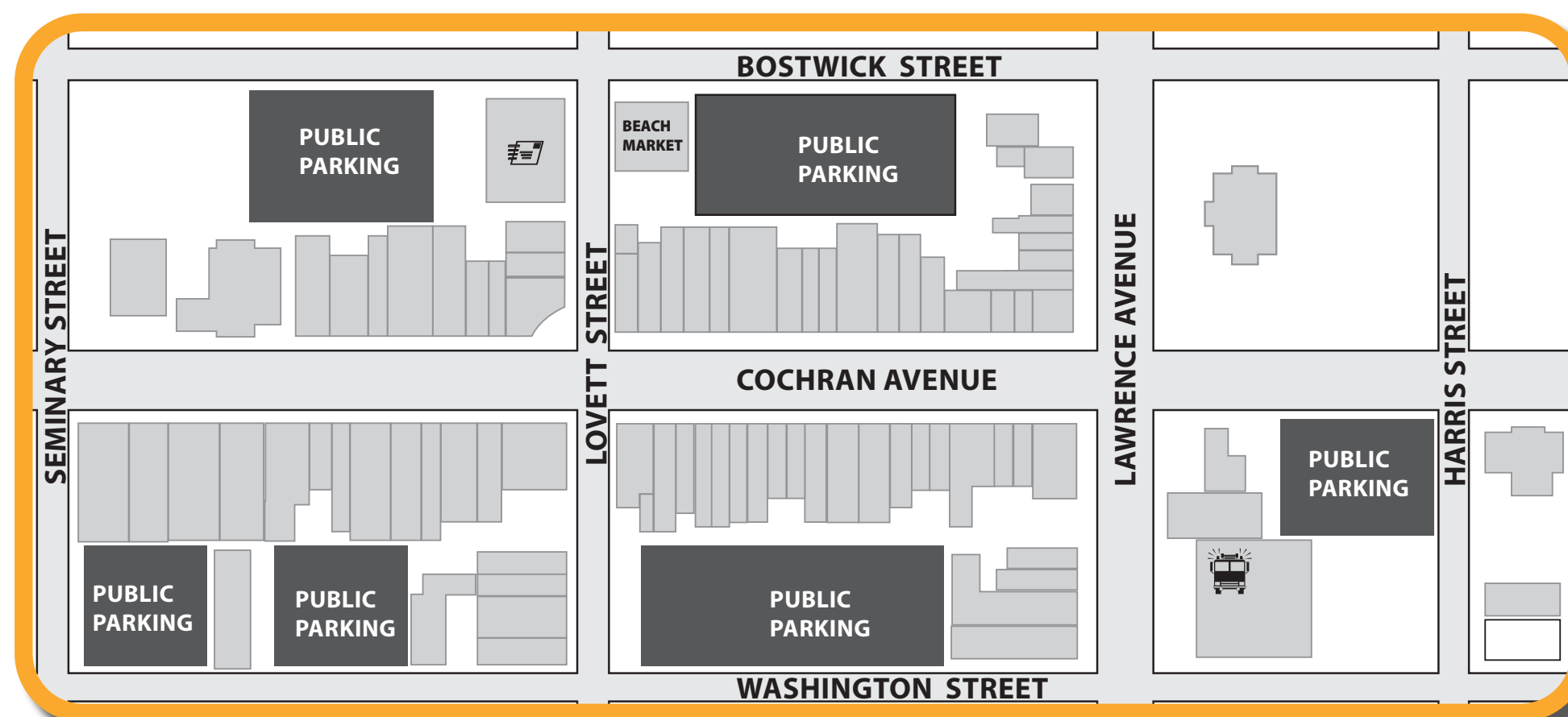
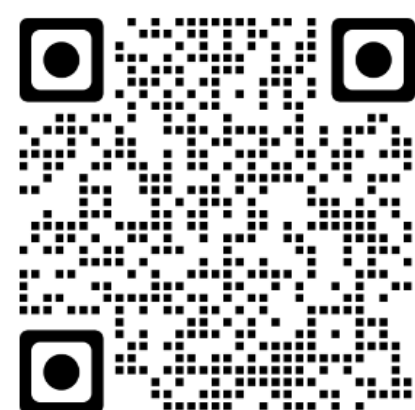
SOCIAL DISTRICT

EST. 2024

HOURS

Monday -Saturday
11 a.m. - 11p.m.

Sunday
12-10 p.m.



CharlotteRising.com

RULES

- 1. Enter any participating liquor establishment & request your favorite adult beverage in a CharlotteRising Social District to-go cup.**
- 2. Exit the liquor establishment** onto the designated walkways or into the back alley. Beverages must be purchased in CharlotteRising Social District cups to leave an establishment and cups must stay within the district's boundaries. Signage indicates those boundaries.
- 3. Properly dispose** of your CharlotteRising Social District cup when empty.
- 4. Repeat!** Drink responsibly and have fun!

Welcome

TO THE



— CHARLOTTERISING —

**SOCIAL
DISTRICT**

Enjoy your stay!

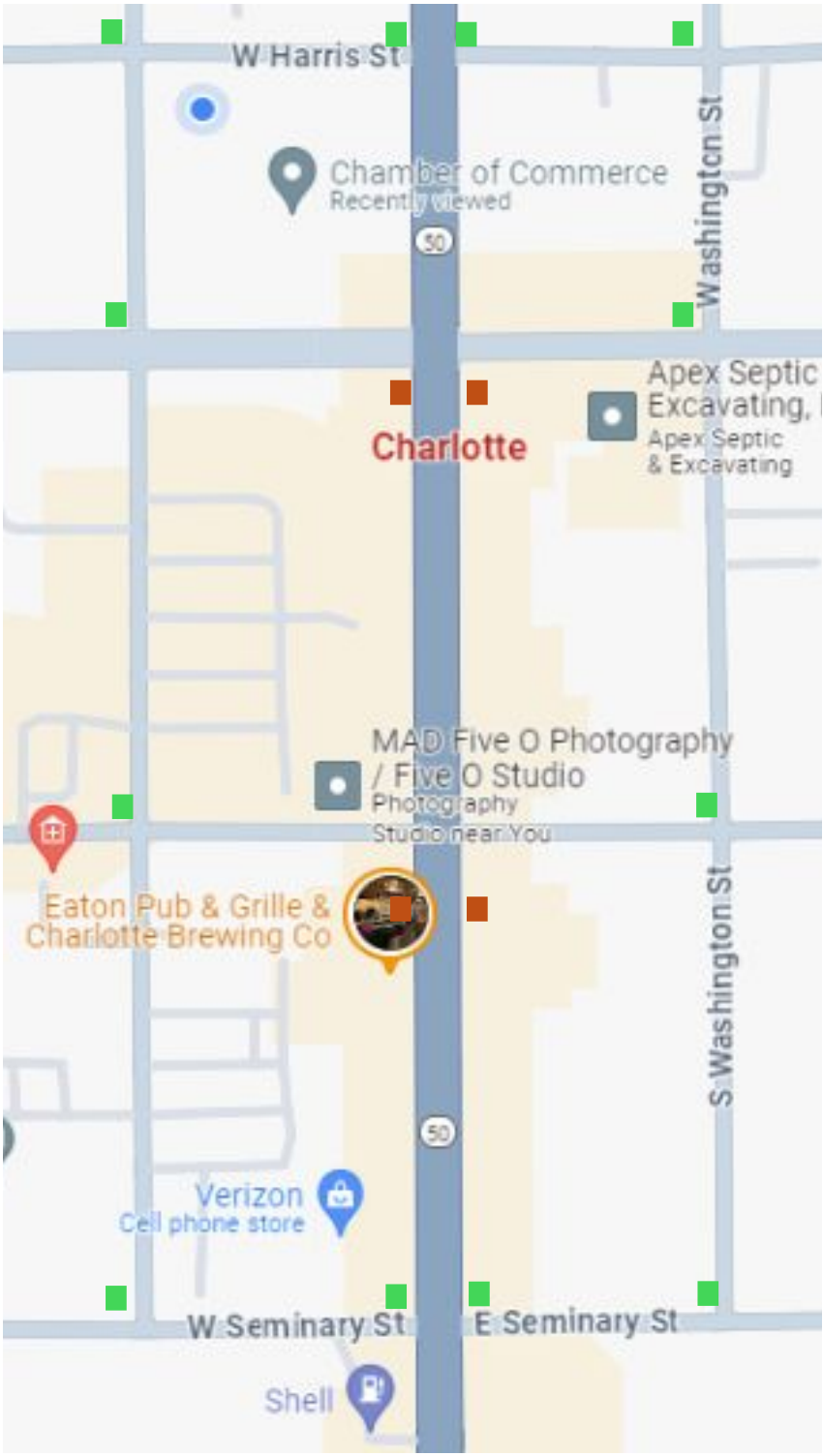
Now Leaving
THE



— CHARLOTTERISING —

**SOCIAL
DISTRICT**

*Thank you
for visiting!*



- Sign
- Kiosk



Memo

To: Honorable Mayor Lewis and City Councilmembers

From: Robert Hillard, City Manager

Date: August 9, 2024

Re: Airport Manager Renewal

Background

The City of Charlotte and Charlotte Air Services, and Todd Cotter as the Airport Manager of Fitch H. Beach Municipal Airport for over fifteen years. Todd has provided excellent service and worked closely with City staff and the Airport Advisory Board during this period of time. Charlotte Air Services presently has a three year contract, and if the City is satisfied with the Airport Manager's performance, the City may enter into a three year renewal option.

After a review of performance of Charlotte Air Services and Todd Cotter, with the Airport Advisory Board, I am recommending the City approve the renewal as established in the previously approved contract for three years.

Financial Impact

The City Council is being asked to renew the contract with Charlotte Air Services. The contract establishes an annual fee of \$10,000.

Recommendation

Approve authorizing the renewal between the City of Charlotte and Charlotte Air Services for three years.

AIRPORT MANAGEMENT CONTRACT

FITCH H. BEACH MUNICIPAL AIRPORT

AGREEMENT effective April 1, 2021, made by and between the City of Charlotte, 111 E. Lawrence Avenue, Charlotte, MI 48813 (“City”), and Charlotte Air Services, LLC, 1325 Island Highway, Charlotte, MI 48813 (“Airport Manager”).

WITNESSETH,

WHEREAS, the City owns and operates the Fitch H. Beach Municipal Airport, which provides general aviation services to the public at large; and

WHEREAS, as required by the Federal Aviation Administration (“FAA”), the City has established the Airport Manager position, which duties and responsibilities include assistance in the development of goals, objectives and priorities for the Airport as overseen by the City Administration, and provides for the compliance with all local, state and federal regulations which pertain to the operation and maintenance of the Fitch H. Beach Municipal Airport; and

WHEREAS, Charlotte Air Services, LLC is the company chosen to provide the identified services at the Airport in accordance with the terms and provisions of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is hereby agreed between the parties as follows:

1. SERVICES TO BE PROVIDED. Airport Manager is hereby engaged by City to perform the following services at the Airport, together with such other incidental services as are reasonably and necessarily related to the services itemized below:

1.1 *Security.* Airport Manager shall provide periodic condition and security inspections of all City owned and privately owned buildings on the Airport site for needed

repairs and/or security corrections. Airport Manager will help the City to develop, coordinate and implement an Airport Security Plan in accordance with guidelines set forth by the Office of Homeland Security and FAA. Additionally, Airport Manager will help the City to develop an emergency action plan for the Airport in conjunction with local police and fire agencies.

1.2 *Maintenance.*

a) Airport Manager shall provide reasonable maintenance services at the Airport, including keeping the property neat and tidy, free from refuse, litter and navigational hazards, keeping restrooms cleaned and serviced with necessary supplies as provided by the City, ensuring that all runway lights are in operation and replacing any burned out bulbs, perform incidental sweeping on an as-needed basis, and such other general maintenance obligations as may from time to time be required by the City. All materials and supplies necessary for general, minor maintenance of the Airport will be provided by the City. Airport Manager shall monitor and report on the condition of Airport buildings, airfield, fuel pumps, and other facilities. Airport Manager shall operate the Airport radio facility (UNICOM). On a daily basis, Airport Manager shall provide monitoring of runway and taxiway conditions, including lights and rotating beacon, FAA equipment such as the AWOS facility, and timely reporting of discrepancies to the Public Works Director and appropriate authorities for correction.

b) Airport Manager will notify the City Manager, or his designee, of any major maintenance item or issue within a reasonably prompt and prudent time frame.

c) It will be the City's responsibility to provide for the mowing and maintenance of the grass, the removal of weeds, and the removal of snow.

1.3 *Information.* Airport Manager shall supply information and assistance to transient users of the Airport concerning the Airport and the Charlotte area. Additionally, Airport Manager shall attend quarterly Airport Advisory Committee meetings and such other special meetings as directed by the City Manager; he shall brief committee members and others on activities and programs at the Airport. Airport Manager will, in conjunction with the City, help coordinate and develop activities designed to promote increased general Airport usage, Airport Revenue and increased community awareness of the Airport.

1.4 *Radio.* Airport Manager shall be responsible for operating the City's UNICOM radio and shall advise the City of any maintenance required for the radio. Airport Manager shall not operate the radio in any manner that would place the City in violation of any applicable FAA, FCC and OAD requirements.

1.5 *Entry Gate(s).* Airport Manager shall establish and maintain procedures in cooperation with City staff, including controls, for the issuance of gate access cards to all users of the Airport. He shall also maintain records and complete annual accounting of all gate access cards in June of each year.

1.6 *Notices to Airmen.* Airport Manager shall compose and timely send NOTAMS (Notices to Airmen) regarding Airport facilities and conditions, as required.

1.7 *Association.* Airport Manager shall develop and maintain an effective working relationship with the FAA, MDOT, the City, and adjacent Airport managers.

1.8 *Inspections and Reports.* Airport Manager shall conduct inspections to ensure compliance with City, State and Federal regulations. He shall ensure that all necessary reports

and records are maintained and transmitted in a timely manner to the appropriate authority (MDOT, DEQ and FAA).

1.9 *Courtesy Automobile.* Airport Manager shall supervise the provision of courtesy car services at the Airport. The City shall be responsible for the automobile maintenance.

1.10 *Airport Operations.* Airport Manager is responsible for managing and running the Airport. Airport Manager shall open and operate the terminal, provide the services necessary for local and transitory pilots to use the Airport, and to do all things reasonably necessary for the Airport to be a functioning Airport.

2. TIE-DOWNS. Tie-downs shall be installed and maintained by the City, at its expense and discretion. Airport Manager shall advise City of any maintenance required for tie-downs.

3. RECORDS AND INSPECTION. Airport Manager shall maintain such records concerning operations under this Agreement as City may require from time to time and shall make such reports to City, both oral and written, as City shall require, but in any event, no less than quarterly. City shall have the right at reasonable times, during normal business hours, to examine and inspect the records required under this paragraph, and to make copies thereof.

4. INDEPENDENT CONTRACTOR STATUS. Airport Manager shall be deemed to be with respect to the parties' respective rights and obligations under this Agreement, an independent contractor for all purposes.

4.1 *Responsibility.* Except as otherwise expressly provided in this Agreement, neither party shall have the right to act for the other in any manner or degree or to incur obligations or debts that will be binding on the other and neither party will be responsible for the obligations or expenses of the other. Each party shall hold the other harmless with respect to that party's

obligations and responsibilities under this Agreement.

4.2 *Personnel.* Airport Manager may employ as Airport Manager's own employees or agents sufficient personnel to perform all of Airport Manager's obligations in accordance with the terms of the Agreement. Airport Manager shall be solely responsible for all matters pertaining to such personnel, including payment or compensation, benefits, taxes and withholdings.

4.3 *Workers' Compensation.* At such time as Airport Manager hires employees, Airport Manager shall obtain, and maintain throughout the term of this Agreement, workers' compensation insurance covering all of Airport Manager's employees, and shall provide evidence of such coverage to City as City may require from time to time.

4.4 *Equipment Provided.* Airport Manager will have use of City-owned equipment as necessary for use in maintenance of Airport. City shall provide fuel maintenance and repair of City-owned equipment and Airport Manager shall provide labor. City shall also provide a City-owned AWOS computer, UNICOM radio, a desk top computer, and DSL service and a router.

5. STANDARD OF PERFORMANCE. The following standards shall apply to Airport Manager's performance under this Agreement.

5.1 *Laws and Regulations.* Airport Manager shall comply with all applicable laws, ordinances, rules and regulations of all governing authorities, including rules and regulations promulgated and modified from time to time by City concerning the operation of the Airport, rules and regulations of the FAA, FCC and other governing authorities, and the laws of the State of Michigan governing public contracts, the provisions of which are hereby incorporated by this reference. The Airport Manager shall obtain and maintain all permits or licenses, as may be

required by the FAA and MDOT.

5.2 *Promotion and Best Efforts.* Airport Manager acknowledges that good public relations are necessary in the proper operation of the Airport and in furthering the public interest served by the Airport. Therefore, Airport Manager will at all times during this Agreement strive for and develop good public relations and require the same of FBO operators, Airport Manager agents and employees in all aspects of its activities under this Agreement.

5.3 *Maintenance and Security Standards.* Airport Manager shall perform the maintenance and security services required under this Agreement in a manner consistent with accepted standards for an Airport of similar size. The building and grounds furnish a primary entry point into the City for use by the flying public. Airport Manager will keep the Airport terminal building clean and well maintained, free from dirt, dust and clutter. Restrooms will be cleaned regularly and paper products and hand soap kept fresh and in constant supply, which supplies shall be provided by the City.

5.4 *Hours of Operation.* Airport Manager, or designee, shall be available by phone or in person between 9:00 a.m. and 5:00 p.m., Monday through Friday (excluding holidays), and outside such normal hours, shall be available by phone in case of an emergency. The terminal and other Airport facilities shall be accessible to pilots at all hours.

6. DAMAGE TO AIRPORT PROPERTY AND EQUIPMENT. Airport Manager shall use reasonable care in use of the Airport and its facilities, improvements, equipment and other personal property belonging to City. Airport Manager shall be responsible for promptly repairing all damage to Airport property and equipment if such damage results from any error or omission, either negligent or intentional, on the part of Airport Manager or Airport Manager's

agents and employees. Airport Manager shall use reasonable care in protecting the Airport and shall promptly notify City of any damage to the Airport, its facilities or equipment, however and by whomsoever such damage was caused.

7. INDEMNIFICATION. Airport Manager will indemnify, defend and hold City harmless from and against all claims, liabilities, costs and expenses, including attorney fees, arising out of or in any manner related to Airport Manager's activities at the Airport, Airport Manager's performance of responsibilities under this Agreement, and the activities of Airport Manager's employees and agents.

8. LIABILITY INSURANCE. City shall add Airport Manager as an additional insured on the City's comprehensive public liability insurance policy.

9. CITY'S OBLIGATIONS. City shall be responsible for the following:

9.1 Foreign object removal from runway, taxiway and paved surfaces on an as needed basis. Airport Manager shall promptly notify the City when any such removal is necessary.

9.2 Construction, maintenance and repair of all runways, taxiways and other hard surface areas, when and as such matters are considered necessary by City.

9.3 Grading and graveling all roads and graveled areas on a regular basis, as considered necessary by the City.

9.4 Providing, maintaining and repairing all tie-downs and all equipment that the Airport Manager may require in carrying out Airport Manager's obligations under this Agreement, except such maintenance and repair that are the specific obligations of Airport Manager under this Agreement.

9.5 Provide, maintain and repair existing office space for use by Airport Manager.

9.6 Provide, maintain and repair fuel tanks including pumps, hoses and the like.

10. COMPENSATION. As compensation for Airport Manager's services under this Agreement, City shall pay to Airport Manager the sum of \$10,000 a year. Monthly payments will be made on a schedule as determined by the City.

11. TERM. The term of this Agreement shall be for three years. If City is satisfied with Airport Manager's performance, the City may enter into a three year renewal option.

12. NOTICES. Any notice required or permitted under this Agreement shall be given when actually delivered or when deposited with postage prepaid in the United States mail, as certified or registered mail, addressed as follows:

CITY: City Manager
City of Charlotte
111 E. Lawrence
Charlotte, MI 48813

AIRPORT Charlotte Aviation Services, LLC
MANAGER: Attn: Todd Cotter
1325 Island Hwy.
Charlotte, MI 48813

or to such other address as may be specified from time to time by either of the parties in writing.

13. ALTERATIONS OF IMPROVEMENTS. Airport Manager shall not make any alterations or improvements to any of the buildings or facilities at the Airport without first obtaining City's written permission.

14. RESTRICTION ON TRANSFER. This Agreement is personal between the parties and shall not be assigned by Airport Manager without the prior written consent of the City.

15. NON-DISCRIMINATION. Airport Manager, in the operation and use of the premises and facilities of the Airport shall not, on the grounds of race, color, national origins, sex or disability discrimination or permit discrimination against any person or group of persons in any manner prohibited by applicable law and, if applicable, shall abide by the provisions Par 21 of the Rules and Regulations of the Office of the Secretary of Transportation, effectuating Title VI

of the Civil Rights Acts of 1964 and the Americans With Disabilities Act of 1990.

16. TERMINATION OF AGREEMENT.

16.1 *Notice of Termination.* Either party, upon 60 days written notice to the other, may terminate this Agreement. In case of a material breach of this contract which jeopardizes public safety or the City's property, or if the Airport Manager engages in conduct which, without limitation, includes insubordination, dishonesty, fraud, a serious dereliction of duty, criminal activity, acts of moral turpitude, or a conviction, or a plea of guilty or *nolo contendere* to a high misdemeanor or a felony, the contract may be terminated without notice.

16.2 *Remedies.* Any claim for damages or other relief resulting from a parties' breach of this Agreement shall survive termination of this Agreement.

16.3 *Waiver.* A parties' election not to terminate this Agreement or not to pursue any remedies available on account of the breach by the other shall not be construed as a waiver, nor shall it preclude the party from terminating this Agreement or pursuing any available remedies for any similar, subsequent breach of the Agreement.

16.4 *Costs and Attorney Fees.* In the event any action or proceeding is commenced to declare, enforce, or obtain any remedy as a result of any breach or default by either party under this Agreement, the prevailing party shall be entitled to recover, in addition to its cost and disbursements, its reasonable attorney fees incurred in prosecuting the action or proceedings, including any such fees incurred on appeal.

17. FBO OPERATIONS. Airport Manager shall not allow anyone, including himself, to engage in any business activities for profit at the Airport without first obtaining City's written consent and without first securing a separate Fixed Base Operator Agreement (FBO Agreement)

in a form approved by the City. Any such FBO operations, including one engaged in by Airport Manager, would require a separate indemnification agreement and a comprehensive public liability insurance policy purchased by the operators required in an FBO Agreement.

CITY OF CHARLOTTE

CHARLOTTE AVIATION SERVICES, LLC

Michael Armitage, Mayor

Todd Cotter, Manager

DATED: _____

DATED: _____

Approved as to form:

Thomas M. Hitch, City Attorney



Memo

To: Honorable Mayor Lewis and City Councilmembers

From: Robert Hillard, City Manager

Date: August 9, 2024

Re: Tree Clearing Contract - New Life Arboricultural Services and Prein and Newhof

Background

The City of Charlotte has pursued a tree trimming project at the Fitch H. Beach (FPK) Airport over the last couple years. The project will be completed after November 1, 2024. The City Council is being asked to approve a change order with New Life Arboricultural Services and Prein and Newhof.

The change order with New Life Arboricultural Services is for the removal of additional trees that have grown within 10' of the airport approach. The amount of the change order is \$19,500. The change order with Prein and Newhof is for additional construction phase services for easement and tree removal coordination in the amount of \$22,000. These expenditures will be offset with a 95% grant from the Federal and State Government.

Financial Impact

The City Council is being asked to authorize payment for the total amount of \$41,500. The City would be reimbursed \$39,425, and pay \$2,075.

Recommendation

Authorize staff to pay New Life Arboricultural Services in the amount of \$19,500 and Prein and Newhof in the amount of \$22,000 for tree removal and professional services.

CHANGE ORDER NO.: 1

Owner: City of Charlotte, Fitch H Beach Airport Owner's Project No.: B-26-0003-2322
 Engineer: Prein&Newhof State's Project No.: 209586
 Contractor: New Life Arboricultural Services Engineer's Project No.: 2210817
 Project: Runway 21 Obstruction Removal
 Contract Name: Package A
 Date Issued: 4/24/2024 Effective Date of Change Order: 4/24/2024

The Contract is modified as follows upon execution of this Change Order:

Description:

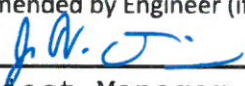
Additional trees were removed on parcel E18. Trees were found to have grown within 10' of the Part77 Approach Surface.

Attachments: See attached RFIs.

Detail and justification sheets

Change in Contract Price		Change in Contract Times [State Contract Times as either a specific date or a number of days]	
Original Contract Price:		Original Contract Times:	
\$ 31,075.00		Substantial Completion:	30
		Ready for final payment:	30
(Increase) (Decrease) from previously approved Change Orders No. 1 to No. 1:		Increase-from previously approved Change Orders No.1 to No. 1:	
\$ 0.00		Substantial Completion:	
		Ready for final payment:	
Contract Price prior to this Change Order:		Contract Times prior to this Change Order:	
\$ 31,075.00		Substantial Completion:	
		Ready for final payment:	
Increase this Change Order:		Increase this Change Order:	
\$ 19,500.00		Substantial Completion:	15
		Ready for final payment:	15
Contract Price incorporating this Change Order:		Contract Times with all approved Change Orders:	
\$ 50,575.00		Substantial Completion:	45
		Ready for final payment:	45

Recommended by Engineer (if required)

By: 
 Title: Project Manager
 Date: 4/30/2024

Authorized by Owner

By: _____
 Title: _____
 Date: _____

Accepted by Contractor

By: 
 Title: CEO
 Date: 4.25.2024

Approved by Funding Agency (if applicable)

By: _____
 Title: _____
 Date: _____

AMENDMENT NO. 1

TO: Agreement for Professional Engineering Service Dated October 4, 2023.

BETWEEN: City of Chalotte

AND

Prein&Newhof

LOCATION: Fitch H. Beach Airport, Chalotte, MI

PROJECT: Tree Clearing: E17, E18, E19, E20, and MDOT ROW

PURPOSE: Establish fees for construction phase services for the project. Scope of work for this amendment shall include Elements 1.20 through 1.29 and 2.21 through 2.22 from the above referenced agreement as amended by Attachment E to this Amendment, as well as design services for the vault building. The fixed fee for construction phase services shall be twenty two thousand dollars (\$22,000.00). A breakdown of the fee (for informational purposes) is included as Attachment C to this Amendment.

ACCEPTED BY SPONSOR

Authorized Representative

Date

Signature of Witness

ACCEPTED BY CONSULTANT

Christopher Cruickshank, PE
Secretary

Date

Signature of Witness

ESTIMATED MAN HOUR ASSIGNMENTS AND COSTS

FAA Project X-26-XXXX-XXXX
Tree Clearing: E19, E20 - Construction Administration

R:\ Aviation\Contracts\FPK Charlotte\2023 Tree Clearing\CA\Attachment-C 2024-template - CA Svcs.xlsx



Memo

To: Honorable Mayor Lewis and City Councilmembers
From: Robert Hillard, City Manager
Date: August 9, 2024
Re: Airport Capital Improvement Program

Background

The City of Charlotte annually prepares an Airport Capital Improvement Program (CIP) for the Fitch H. Beach (FPK) Airport. The majority of the previous tree clearing and easement acquisition project was authorized through this program. The CIP is intended to identify important projects that could potentially be funded by the Michigan Department of Transportation (MDOT) - Aeronautics Division. Generally, the identified projects are funded by Federal (90%), State (5%) and Local Matches (5%). The amount of funding is allocated to each eligible airport, including the Fitch H. Beach (FPK) Airport. A meeting is scheduled with MDOT for early September to discuss the CIP.

The Airport Advisory Board is recommending the enclosed CIP for the next seven years. The plan is based on identified priorities, but can be adjusted annually. For example in State Fiscal Year 2025, the following projects are identified:

Design: Perimeter Fence Improvements \$16,000
Design: Parking Lot/Entrance Road Pavement Rehabilitation \$25,000
Access Road Pavement Rehabilitation \$164,850
Parking Lot Rehabilitation \$132,040
Perimeter Fence Improvements \$148,000
Design: Apron Rehab. (Remark, Crack Seal, and Joint Repair) \$24,000

Financial Impact

The City Council is being asked to authorize staff to present the enclosed plan to the Michigan Department of Transportation - Aeronautics Division. The local share of the plan for State Fiscal Year 2025 is approximately \$43,495.

Recommendation

Authorize staff to present to MDOT the enclosed Airport Capital Improvement Program (CIP) for the Fitch H. Beach (FPK) Airport.

AIRPORT CAPITAL IMPROVEMENT PROGRAM (CIP)

Fitch H Beach - FPK

2025	Available Federal Grant Funds \$600,000 (\$300,000 Carryover)		
	Design: Perimeter Fence Improvements		\$16,000
	Design: Parking Lot/Entrance Road Pavement Rehabilitation		\$25,000
	Access Road Pavement Rehabilitation		\$164,850
	Parking Lot Rehabilitation		\$132,040
	Perimeter Fence Improvements		\$148,000
	Design: Apron Rehab. (Remark, Crack Seal, and Joint Repair)		\$24,000
	Carryover \$141,099	(Local Share \$43,495)	Total \$509,890
2026	Available Federal Grant Funds \$441,099		
	Apron Rehab. (Remark, Crack Seal, and Joint Repair)		\$241,900
	Carryover \$223,389	(Local Share \$12,095)	Total \$241,900
2027	Available Federal Grant Funds \$523,389		
	No project, Carryover Funds		
	Carryover \$523,389	(Local Share \$0)	Total \$0
2028	Available Federal Grant Funds \$673,389		
	Design: 8 Unit T-Hangar		\$45,000
	Carryover \$632,889	(Local Share \$2,250)	Total \$45,000
2029	Available Federal Grant Funds \$782,889		
	8 Unit T-Hangar		\$860,000
	Carryover \$8,889	(Local Share \$43,000)	Total \$860,000
2030	Available Federal Grant Funds \$158,889		
	No project, Carryover Funds		
	Carryover \$158,889	(Local Share \$0)	Total \$0
2031	Available Federal Grant Funds \$308,889		
	No project, Carryover Funds		
	Carryover \$308,889	(Local Share \$0)	Total \$0

Costs Include Federal Cost of 90%, State Cost of 5%, and Local Cost of 5%. "Additional" is listed when costs exceed available Federal Grant Funds and additional funding will be needed from Federal Apportionment, Federal Discretionary, or other funds.

*The cost to clear trees on existing easements will be local only funding. Grant funds can on be used on parcels previously cleared with other grant funds.



Memo

To: Honorable Mayor Lewis and City Councilmembers
From: Robert Hillard, City Manager
Date: July 29, 2024
Re: Michigan Consultants Network Contract Resolution

Background

I am recommending the City Council waive the bidding requirement, and approve a six month contract with IT Consultant Kramer of Michigan Consultants Network. Presently IT Consultant Kramer is not under a contract and has absorbed a number of tasks beyond a managed typical IT approach. He has been a tremendous resource for the City over the last 27 years, and is uniquely qualified to assist in this transition. He has expressed a desire to finish his work with the City, but has agreed to a six month contract. I am recommending the City Council approve the six month contract with Michigan Consultants Network on August 12, 2024. This will allow the transition to begin immediately with a longer term solution, including the hiring and overlap for a full-time IT employee and secure vendors to support this effort, including, but not limited to a detailed bid for the next IT vendor.

Financial Impact

The City Council Is being asked to reestablish a contract with Michigan Consultants Network contract as presented. The financial impact of the contract is less than \$30,000, depending on the official end date. Also, a provision is included in the contract beyond the one-day a week service.

Recommendation

Approve authorizing the contract between the City of Charlotte and Michigan Consultants Network contract as presented.

Contract for Professional IT Services

This Agreement is entered into as of the 12th day of August 2024, between the City of Charlotte ("the City") and Ronald R Kramer/Consultants On Call, LLC ("the Consultant").

1. Independent Consultant: Subject to the terms and conditions of this Agreement, the City hereby engages the Consultant as an independent consultant to perform the services set forth herein, and the Consultant hereby accepts such engagement.
2. Duties, Terms, and Compensation: The Consultant's duties, terms of engagement, compensation, and provisions for payment thereof shall be outlined in the estimate provided to the City by the Consultant and is attached as Exhibit A, which may be amended in writing from time to time or supplemented with subsequent estimates for services to be rendered by the Consultant and agreed to by the City and which collectively are hereby incorporated by reference.
3. Expenses: During the term of this Agreement, the Consultant shall bill and the City shall reimburse the Consultant for all reasonable and pre-approved out-of-pocket expenses which are incurred in connection with the performance of the duties hereunder.
4. Written Reports: Periodically, the City may request that project plans, progress reports, and other reports be provided by the Consultant.
5. Inventions: All inventions, discoveries, developments, and innovations conceived by the Consultant during this engagement relative to the duties under this Agreement shall be the exclusive property of the City, and the Consultant hereby assigns all rights, titles and interest in the same to the City. All inventions, discoveries, developments and innovations conceived by the Consultant before the term of this Agreement and utilized by him/her in rendering duties to the City are hereby licensed to the City for use in its operations and an infinite duration. This license is nonexclusive and may be assigned without the Consultant's prior written approval by the City to a wholly owned subsidiary of the City.
6. Confidentiality: The Consultant acknowledges that during the engagement he/she will have access to and become acquainted with various trade secrets, inventions, innovations, processes, information, records, and specifications owned or licensed by the City and/or used by the City in connection with the operation of its business including, without limitation, the City's business and product processes, methods, customer lists, accounts, and procedures. The Consultant agrees that none of the aforesaid will be disclosed directly or indirectly, or used in any manner, either during the term of this Agreement or at any time thereafter, except as required during this engagement with the City.
7. All files, records, documents, blueprints, specifications, information, letters, notes, media lists, original artwork/creative, notebooks, and similar items relating to the business of the City, whether prepared by the Consultant or otherwise coming into his/her possession, shall remain the exclusive property of the City. The Consultant shall not retain any copies of the foregoing without the City's prior written permission. Upon the expiration or earlier termination of this Agreement, or whenever requested by the City, the Consultant shall immediately deliver to the City all such files, records, documents, specifications, information, and other items in the Consultant's possession or control. The Consultant further agrees that no information will be disclosed regarding the retention as an independent consultant or the terms of this Agreement to any person without the prior written consent of the City and shall at all times preserve the confidential nature of this relationship to the City and of the services hereunder.
8. Conflicts of Interest Non-hire Provision: During the term of this agreement, the Consultant shall devote as much productive time, energy, and abilities to the performance of duties hereunder as is necessary to perform the required duties in a timely and productive manner. The Consultant is expressly free to perform services for other parties while performing services for the City. For six months following any termination, the Consultant shall not, directly or indirectly, hire, solicit, or encourage to leave the City's employment, any employee, consultant, or consultant of the City or hire any such employee, consultant, or consultant who has left the City's employment or contractual engagement.

9. Right to Injunction: The parties hereto acknowledge that the services to be rendered by the Consultant under this Agreement and the rights and privileges granted to the City under the Agreement are of a special, unique, unusual, and extraordinary character which gives them a peculiar value, the loss of which cannot be reasonably or adequately compensated by damages in any action at law, and the breach by the Consultant of any of the provisions of this Agreement will cause the City irreparable injury and damage. The Consultant expressly agrees that the City shall be entitled to injunctive and other equitable relief in the event of, or to prevent, a breach of any provision of this Agreement by the Consultant. Resort to such equitable relief, however, shall not be construed to be a waiver of any other rights or remedies that the City may have for damages or otherwise. The various rights and remedies of the City under this Agreement or otherwise shall be construed to be cumulative, and none shall be exclusive of any other or any right or remedy allowed by law.
10. Merger: The merger or consolidation of the City into or with any other entity shall not terminate this Agreement.
11. Termination: Either party may terminate this Agreement at any time by 60 days written notice to the other party without cause. In addition, if the Consultant is convicted of any crime or offense, fails or refuses to comply with the written policies or reasonable directive of the City, is guilty of serious misconduct in connection with performance hereunder, or materially breaches provisions of this Agreement, the City at any time may terminate the engagement of the Consultant immediately and without prior written notice to the Consultant.
12. Independent Consultant: This Agreement shall not render the Consultant an employee, partner, agent of, or joint ventures with the City. The Consultant is and will remain an independent consultant in relationship to the City. The City shall not be responsible for withholding taxes concerning the Consultant's compensation hereunder. The Consultant shall have no claim against the City hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.
13. Liability: The Consultant will not hold the City liable while performing any services for the City. The Consultant will maintain their liability insurance, with the City named as additional insured, in compliance with City policy.
14. Successors and Assigns: All of the provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, if any, successors, and assigns. "
15. Choice of Law: The laws of the state of state shall govern the validity of this Agreement, the construction of its terms, and the interpretation of the rights and duties of the parties hereto.
16. Headings: Section headings are not to be considered a part of this Agreement and are not intended to be a full and accurate description of the contents hereof.
17. Waiver: Waiver by one party hereto of breach of any provision of this Agreement by the other shall not operate or be construed as a continuing waiver.
18. Assignment: The Consultant shall not assign any rights under this Agreement, or delegate the performance of any duties hereunder, without the prior written consent of the City.
19. Notices: Any notices, demands, or other communications required or desired to be given hereunder by any party shall be in writing and shall be validly given or made to another party if personally served or if deposited in the United States mail. If such notice or demand is served personally, notice shall be deemed constructively made at the time of such personal service. If such notice, demand, or other communication is given by mail, such notice shall be conclusively deemed given five days after deposit thereof the mail addressed to the party to whom such notice, demand, or other communication is to be given as follows:

If to the Consultant:
Consultants On Call, LLC
250 E Holland Lake Drive
Sheridan, MI 48884

If to the City:
City of Charlotte, City Manager and City Clerk
111 E. Lawrence
Charlotte, MI 48813

Any party hereto may change its address for purposes of this paragraph by written notice given the manner provided above.

20. Modification or Amendment: No amendment, change, or modification of this Agreement shall unless in writing signed by the parties hereto.
21. Entire Understanding: This document and any exhibit attached constitute the entire understanding and agreement of the parties, and any prior agreements, understandings, and representations are hereby terminated and canceled in their entirety and are of no further force and effect.
22. Unenforceability of Provisions: If any provision of this Agreement or any portion thereof, is invalid and unenforceable, then the remainder of this Agreement shall nevertheless remain in force and effect.

IN WITNESS WHEREOF, the undersigned have executed this Agreement as of the day and year written above. The parties hereto agree that facsimile signatures shall be as effective as if originals.

City of Charlotte

Consultants On Call, LLC

By: City Clerk

By: Ronald R. Kramer

Date:

Date:

EXHIBIT A

Goals, Duties, Terms, and Compensation

GOALS: During the 6-month contract, the Consultant will help the City with Maintaining Budgets for the 24/25 year, repairs, maintenance, projects and migration to a new IT Firm. If requested, the Consultant will help with interviewing potential IT firms.

DUTIES: The Consultant will work with the City to improve information technology performance to maintain effective support, enhance the city's quality of services, minimize costs, and maximize the return on investment in IT. The Consultant and its staff will report directly to the City Manager.

1. Perform IT support services such as installing PCs, laptops, printers, peripherals and related software; configuring and troubleshooting applications and hardware; and maintenance and updates to all technology services as needed. Manage computer systems and networks including complex applications, databases, messaging, web and other servers and associated hardware, software, communications, and operating systems necessary for the quality, security, performance, availability, recoverability and reliability of the system.
2. Assist City personnel with software and hardware budgets and purchases, assist in the development of IT-related policies and procedures, and provide remote assistance upon request.
3. Support all software products of the City relating to the server and associated hardware. Manage user logins and security. Coordinate repair and maintenance work with designated City personnel to ensure repairs are conducted in a timely fashion.
4. Scope of activity includes, but is not limited, to the City network equipment including firewalls, routers and other security devices; primary installation and maintenance of printers, network copiers/scanners, etc; primary maintenance including regular analysis, routing configuration changes and installation of patches and upgrades; alert notifications to designated City personnel in the event of failure; monitoring of network equipment including bandwidth utilization and other performance indicators, with reporting when specified thresholds are reached.
5. Maintain backups, virus detection, patch deployment and email on the City servers, and all other City computers and laptops. Configure the City system to enable remote access in a secure environment and provide remote access administration as requested by designated City personnel.
6. Provide engineering, planning and design services for major system enhancements, and installations and upgrades of new or existing systems. Examples include major server upgrades, storage system upgrades, redesign of backup systems, etc. Provide technical leadership for server technology issues. Make recommendations for future purchasing and technology needs. Install new servers, software and hardware and transfer data when acquired. Provide strategic planning, design and installation/upgrade of core network systems. Examples include major network upgrades, provider changes, IP schema redesign, "core" network device installation, etc.

TERMS: This engagement shall commence upon approval of this Agreement by the City Council and signed by both parties and shall continue in full force and effect for 6 months. The Agreement may only be extended thereafter by mutual agreement. After expiration of this contract, the Consultant and the City reserve the right to maintain a month-to-month contract to assist in migration to a new IT Firm, unless terminated earlier per the terms of this Agreement. If these TERMS are not agreeable, the City can take this as an immediate termination of services for the City by the Consultant.

COMPENSATION: As full compensation for the services rendered under this Agreement, the City shall pay the Consultant a rate of \$1250 per week. This is based on 1 day of work per week, with special projects billed on hourly time and materials @ \$125 per hour. Such compensation shall be payable by the normal procedures of payment submitted to Accounts Payable according to council meeting dates. If payment is not received within 30 days of submittal, a 1.5 percent late fee will be applied.



Memo

To: Honorable Mayor Lewis and City Councilmembers
From: Robert Hillard, City Manager
Date: July 29, 2024
Re: Google Workspace Annual Renewal

Background

I am recommending the City Council waive the bidding requirement, and provide an annual approval with Google Workspace. The City of Charlotte has utilized this service for a number of years, and is a critical tool for office functions. This unique service provides Gmail, Calendar, Meet, Chat, Drive, Docs, Sheets, and Slides, throughout the City organization, including all the departments.

Financial Impact

Google charges \$1,007.96 monthly or \$12,095.52 annually for Google Workspace. These charges are subject to changes, based on license and space usage. For example, when we add employees or email addresses, there is another license. The renewal happens through an on-line subscription that occurs every August.

Recommendation

Approve authorizing the Google Workspace Annual Renewal.