



PROPOSED AGENDA
REGULAR MEETING OF THE CHARLOTTE CITY COUNCIL
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750
7:00 P.M. Monday, July 08, 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/83022142354>
One tap mobile: +16465588656,,83022142354#
Telephone: (312) 626-6799 Webinar ID: 830 2214 2354

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation – Chuck Jenson, West Carmel Church**
- 4. Pledge of Allegiance**
- 5. Approval of Minutes**
 - a. June 24, 2024 Regular Council Meeting
- 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. Communications and Committee Reports**
 - a. City Attorney Report
 - b. Councilmember Committee Reports
- 10. Consent Agenda**
 - a. Approval of Claims and Expenditures totaling \$451,427.27
 - b. Approval of Resolution 2024-21 to authorize the plan creation of a HCSP with MERS for the IAFF
 - c. Approval of Mayor Appointments - Youth Advisory Committee

11. Business Agenda

- a. Consider approval of the DPW backhoe loader purchase through Cooperative Procurement with AIS Construction
- b. Consider approval of the DPW Truck Chassis Purchase through Cooperative Procurement with Lunghamer Ford
- c. Consider approval of the purchase of an SUV- Fire Inspector Vehicle
- d. Consider approval of Resolution 2024-22 the Community Development Block Grant Housing Improving Local Livability Grant Reauthorization
- e. Discussion 2024 City of Charlotte Framework

12. 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

13. Mayor and Council Comments

14. Staff Comments

15. 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.
June 24, 2024

CALL TO ORDER:

By Mayor Lewis on Monday June 24, 2024 at 7:00 p.m.

ROLL CALL:

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

City staff in attendance; City Manager Hillard, City Clerk LaRocque, and City Attorney Revore and in the audience Fire Chief Christiansen

INVOCATION:

~~Andy Shaver, Real Life Church~~, absent

PLEDGE OF ALLEGIANCE:

Led by Lewis

APPROVAL OF MINUTES:

- a. June 10, 2024 Regular Council Meeting Minutes

Motion by Chin supported by Fullerton to approve the minutes as presented, Carried; Yea 7; Nay 0; Absent 0

ABSENCE OF COUNCIL MEMBERS:

All present

PUBLIC COMMENT:

JoDee P (Via Zoom) Edmunds Sr. Apts. had elevator issues again requiring calls to the Fire Dept., and asked for updates on any follow-up actions from the City

APPROVAL OF AGENDA:

Motion by Chin supported by Scott to approve the agenda as presented. Carried; Yea 7; Nay 0; Absent 0

COMMUNICATIONS AND COMMITTEE REPORTS:

- a. City Manager Report with departmental reports

Provided the Council with updates on the emergency response plan; Parks and Recreation plan; MSHDA CDGB Chill Grant; Council workshop for finance will be held on July 29, 2024 at 7:00 p.m.

- b. Councilmember Committee Reports

Library Board – Scott – Seeking a Finance Director

Camp Frances – Christensen – no July meeting

Planning Commission – Christensen – Next meeting July 09, 2024

DDA – Lewis – meetings to resume July 16, finances and filling two board vacancies are the current priorities

CONSENT AGENDA:

- a. Approval of Claims and Expenditures totaling \$680,944.73
- b. Mayoral Appointments
- c. Consider Resolution 2024-20 To approve changes to signatories for Independent Bank accounts

Motion by Scott supported by Chin to approve the consent agenda. Carried; Yea 7; Nay 0; Absent 0

BUSINESS AGENDA:

- a. Consider approval of the sale of three (3) DPW trucks through Rangerbid Online Auctions in accordance with City Ordinance 2-184.

Motion by Chin supported by Scott to approve the sale of three (3) DPW trucks through Rangerbid Online Auctions in accordance with City Ordinance 2-184. Carried by roll call vote; Yea 7; Nay 0; Absent 0

PUBLIC COMMENT:

No comment

STAFF COMMENTS:

No comment

MAYOR AND COUNCIL COMMENTS:

Christensen – fireworks tents are up and running, early discharge of fireworks is a problem in his neighborhood. Cautions residents about leaving pets in hot cars, and he and his wife Nicole attended the senior center Beverly Hillbilly’s Fundraiser event and had a good time.

Duweck – no comment

Fullerton – no comment

Scott – Thanked Chin for attending the solar panel installation at First Congregational Church

Chin – Posed question if solar panels could be beneficial to City Hall and West Side Fire Station. Questioned impact to the IFT with the Shyft group considering recent layoffs; inquired about the PILOT agreement with Edmonds Apartments and provided briefings on MML, and State revenue sharing increases.

Rodriguez – Is also concerned with IFT with the Shyft Group

Lewis – no comment

RECESS TO CLOSED SESSION:

- a. 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)).

Motion by Lewis supported by Duweck to enter into closed session regarding the negotiations of collective bargaining agreements as requested by a party. (MCL 15.268(c)). Carried; Yea 7; Nay 0; Absent 0

RECONVENE OPEN SESSION:

Motion by Chin supported by Scott to reconvene open session. Carried. Yea 7; Nay 0; Absent 0

- a. Consider ratification and approval of the tentative agreement between the City of Charlotte and Charlotte Fire Fighters Local 5290 collective bargaining agreement, 2024-2028

Motion by Lewis supported by Duweck to ~~Consider ratification and approval of the tentative agreement between the City of Charlotte and Charlotte Fire Fighters Local 5290 collective bargaining agreement, 2024-2028~~ to approve the Tentative Agreement between the CITY OF CHARLOTTE AND CHARLOTTE FIRE FIGHTERS LOCAL 5290, presented June 24, 2024, and to incorporate the Tentative Agreement into the successor collective bargaining agreement for 2024-2028 according to its terms, in substantial form, and to authorize the Mayor, City Clerk, and City Manager to execute the 2024-2028 collective bargaining agreement. Carried by roll call vote; Yea 7; Nay 0; Absent 0

ADJOURN:

Motion by Chin supported by Scott to adjourn the meeting at 8:20 p.m. Carried; Yea 7; Nay 0; Absent 0

Respectfully submitted,
Mary LaRocque, City Clerk

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.mcgintrylaw.com

MEMORANDUM

TO: Charlotte City Council
FROM: Thomas M. Hitch, David M. Revore, City Attorneys
RE: **CITY ATTORNEY REPORT – June 2024 Through July 5, 2024**
DATE: July 5, 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. Social District. Continue work with City officials and CharlotteRising for implementation of the Social District. Amendment to Service Agreement under review.
3. District Court. Prosecute misdemeanor offenses.
4. Collective Bargaining. Final agreement signed for Patrol. Command union representatives reviewing final agreement. Charlotte Fire Fighters union representatives reviewing final agreement. City and SEIU union representatives negotiated proposed tentative agreement, pending financial review.
5. Ordinance Amendments Under Review:
 - a. 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 is under construction.
 - b. Cannabis Overlay Ordinance and code sections under review for amendment to clarify or remove special land use.
 - c. Ordinance to adopt 2021 International Fire Code to coordinate with the City's adoption of the 2021 International Property Maintenance Code is under review.
6. Grants. Work with City Manager Rob Hillard on CHILL Grant and MEDC Fire Grant.

DMR

— THE CITY OF —
CHARLOTTE
— MICHIGAN —

Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: July 03, 2024
Re: Claims and Expenditures for Council approval on Monday July 08, 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 June 24, 2024	\$ 1,996.95
Insurance Claims week of July 01, 2024	\$ 5,254.75
Payroll paid Friday June 28, 2024	\$199,700.86
Invoiced claims as of July 03, 2024	<u>\$244,474.71</u>
Total	<u>\$451,427.27</u>

Suggested Motion

Motion to approve Claims and Expenditures in the amount of **\$451,427.27**

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Vendor Code	Vendor Name		Amount
	Invoice	Description	
01695	ACE HARDWARE & LUMBER CO.		
	268259	FILTER	128.94
	58749	2X4-12 BOARDS, PINE BOARDS,TREATED BOARDS	89.68
	58751	PINE BOARDS & CREDIT TO INVOICE 58749	(2.80)
TOTAL FOR: ACE HARDWARE & LUMBER CO.			215.82
01673	ALEXANDER CHEMICAL CO		
	82425	FERRIC CHEMICAL SUPPLY	10,958.98
TOTAL FOR: ALEXANDER CHEMICAL CO			10,958.98
02113	ALLIED FIRE SALES & SERVICE LLC		
	4219	CHRIS SLOAN HELMET	425.09
TOTAL FOR: ALLIED FIRE SALES & SERVICE LLC			425.09
01764	AMAZON CAPITAL SERVICES		
	14P6-MJHM-MQDV	ACCOUNT # A264N6SLCWDWHU SECURITY CAMERA	181.98
	1R4V-R37N-6647	ACCOUNT # A264N6SLCWDWHU (FIBERGLASS SNOW HYDRANT MARKER- QUANTITY 6)	263.94
	1V1N-Q1KY-MTNT	ACCOUNT # A264N6SLCWDWHU 2TB PORTABLE EXTERNAL HARD DRIVE	65.50
	1VMX-RTPF-XLFX	ACCOUNT # A264N6SLCWDWHU (HEAVY DUTY TARP)	71.99
	1W3C-16XC-V69D	ACCOUNT # A264N6SLCWDWHU (ASSESSING SUPPLIES)	788.99
TOTAL FOR: AMAZON CAPITAL SERVICES			1,372.40
02036	AMAZON CAPITAL SERVICES		
	1KF7-9TP1-MNVL	ACCT # A1K517P63NLQUT(POLICE) CREDIT BACK TO (INVOICE # 1PQ4-MK7K-6HLJ0	155.99
	1Q6T-LPTH-L4CQ	ACCT # A1K517P63NLQUT(POLICE) LABEL PRINTER	518.00
TOTAL FOR: AMAZON CAPITAL SERVICES			673.99
01665	AMBS MESSAGE CENTER INC.		
	240611099	ANSWEING SERVICE (USAGE PERIOD 06.01.2024 - 06.30.2024)	116.80
TOTAL FOR: AMBS MESSAGE CENTER INC.			116.80
01663	AMERICAN LEGAL PUBLISHING		
	34724	2024 S-17 FOLIO/INTERNET SUPPLEMENT PAGES	181.35
TOTAL FOR: AMERICAN LEGAL PUBLISHING			181.35
01915	APEX SEPTIC & EXCAVATING, INC.		
	1597	SERVICE FOR 525 E SHAW	4,012.35
	1602	WATER SERVICE FOR 418 WARREN AVE	3,194.40
TOTAL FOR: APEX SEPTIC & EXCAVATING, INC.			7,206.75
02108	ASSESSING SOLUTIONS INC.		
	#CHARLOTTECITY00	JUNE ASSESSING SERVICES	3,750.00
	#CHARLOTTECITY00	JULY ASSESSING SERVICES	3,750.00
TOTAL FOR: ASSESSING SOLUTIONS INC.			7,500.00
01635	AT&T LONG DISTANCE		
	517543228806.6	AIRPORT MODEM LINE MAY 14 - JUN 13, 2024	173.83
	517543839606.6	CITY HALL MAIN LINE MAY 14 - JUN 13,2024	308.56
	5175438874066	DPW CALLOUT MAY 14 - JUN 13,2024	62.14
TOTAL FOR: AT&T LONG DISTANCE			544.53

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Vendor Code	Vendor Name	Invoice	Description	Amount
01608	BARYAMES CLEANERS	BN1615-07.01.202	DRYCLEANING- FIRE UNIFORMS	249.30
TOTAL FOR: BARYAMES CLEANERS				249.30
01581	BLUE CARE NETWORK	241590014448	MEDICAL COVERAGE COVERAGE PERIOD 07.01.2024 - 07.31.2024	59,887.88
		241590015227	MEDICAL COVERAGE (RETIRED) COVERAGE PERIOD 07.01.2024 - 07.31.2024	2,361.17
TOTAL FOR: BLUE CARE NETWORK				62,249.05
01561	BS&A SOFTWARE	154714	DELINQUENT PERSONAL PROPERTY.NET PROGRAM	1,655.00
TOTAL FOR: BS&A SOFTWARE				1,655.00
01555	BYRUM ACE HARDWARE	0	CREDIT TO INVOICE 360950	61.73
		373049	GRAFFITI REMOVER	31.98
		373096	PAINT BRUSH, SPRAY PAINT, 1 GAL EXTERIOR FLAT	68.95
		373823	V BELT 3/8" X 27"	6.99
		373898	PARTS AND SUMP PUMP FOR SOUTH TOWER	255.35
		373988	GLUE & PRIMER FOR PLASTIC PIPE	24.98
		374287	WALL MOUNT RACK, COAT/HATHOOK	49.64
		374540	TRASH CAN	81.98
		374568	WIRE ROPE	8.94
		374675	WOOD STAKES	19.08
		374917	EXTERIOR POLE, PAINT, ROLLER, PAINT BRUSH)	222.10
		375662	PAINT	42.99
		376446	FAN REPAIR	25.75
		376659	MULCH CITY HALL	35.94
		376662	LED BULBS	35.98
		376804	CREDIT ON MULCH	(18.00)
		376958	BALL VALVE	37.99
		377096	PURELIFE DISTILLED WATER FOR BATTERIES	5.98
		377557	COVER BOX	1.59
		377586	HEATSHRINK TUBING	3.99
		377690	2 1/2 INTAKE	7.29
TOTAL FOR: BYRUM ACE HARDWARE				1,011.22
01553	C&C LANDFILL	5007-000020267	MSW	69.13
TOTAL FOR: C&C LANDFILL				69.13
01882	CALEDONIA FARMERS ELEVATOR	463799	4 TIRES AND LABOR	1,540.00
TOTAL FOR: CALEDONIA FARMERS ELEVATOR				1,540.00
01541	CAPITAL CAR WASH HOLDING LLC	903180	WASH TOKENS	270.00
TOTAL FOR: CAPITAL CAR WASH HOLDING LLC				270.00
01954	CAPITAL CITY JANITORIAL LLC	1626	CONTRACTUAL CLEANING MONTH OF: JUNE 2024	507.02
		1647	STRIP AND WAX FLOORS AT CITY HALL	725.73
TOTAL FOR: CAPITAL CITY JANITORIAL LLC				1,232.75

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Vendor Code	Vendor Name	Description	Amount
	Invoice		
01522	CHARLOTTE AIR SERVICES LLC		
	JULY 1, 2024	HANGAR MANAGEMENT & FUEL SALES MANMAGEMENT JUNE 2024	623.95
TOTAL FOR: CHARLOTTE AIR SERVICES LLC			623.95
01397	COUNTY OF EATON		
	2024-00000010	FULL DAY SERVICE AT CHARLOTTE AIRPORT	600.00
TOTAL FOR: COUNTY OF EATON			600.00
01446	CUSTOM TRUCK ONE SOURCE		
	2024002230096	ASSEMBLY CATCH, CAB LOCK RELEASE	97.00
TOTAL FOR: CUSTOM TRUCK ONE SOURCE			97.00
01429	DELAU FIRE & SAFETY INC		
	376778	SERVICE CALL	50.00
TOTAL FOR: DELAU FIRE & SAFETY INC			50.00
01428	DELTA DENTAL PLAN OF MICHIGAN		
	RIS005775529	DENTAL PREMIUMS BILLING PERIOD 07.01.2024 - 07.31.2024	4,669.47
TOTAL FOR: DELTA DENTAL PLAN OF MICHIGAN			4,669.47
02017	DINGES FIRE COMPANY		
	46662	5" STORKS CONNECTION WITH LOCKS	382.28
	47605	HYDRANT WRENCH MOUNT	475.64
TOTAL FOR: DINGES FIRE COMPANY			857.92
01392	EATON CUSTOM SEWING		
	1759	REPAIRS- SNORKEL BASKET	305.00
TOTAL FOR: EATON CUSTOM SEWING			305.00
01402	EJ USA INC		
	110240043044	7000Z FR, 7000M1 DNW DTW LO GR	693.10
TOTAL FOR: EJ USA INC			693.10
01375	ELHORN ENGINEERING COMPANY		
	302525	ACCUTABS, PUMP TUBES	4,495.00
	302636	MAINTENANCE SUPPLIES	392.00
TOTAL FOR: ELHORN ENGINEERING COMPANY			4,887.00
01358	FAMILY FARM & HOME		
	001827/C	2"X30' 10000# LG HD RAT W/J HOOKS	49.98
	1832/36	PVC PIPE, PVC COUPLING, PLASTIC FUNNEL	21.75
TOTAL FOR: FAMILY FARM & HOME			71.73
01981	FIRE CATT, LLC		
	14339	FIRE HOSE TESTING UTILIZING FIRE DEPTS LABOR	3,885.75
TOTAL FOR: FIRE CATT, LLC			3,885.75
01330	FISHBECK, THOMPSON, CARR		
	439061	PROJECT DWAM SERVICES THROUGH 06/30/2024	5,072.68
TOTAL FOR: FISHBECK, THOMPSON, CARR			5,072.68

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01322	GALE BRIGGS, INC.			
		M1483	CONCRETE, LIMESTONE IN CONCRETE	355.75
		M1492	CONCRETE, LIMESTONE IN CONCRETE	403.00
		M1542	CONCRETE, LIMESTONE IN CONCRETE	428.00
TOTAL FOR: GALE BRIGGS, INC.				1,186.75
01301	GUNTHORPE MECHANICAL			
		25719	A.C. REPAIR	1,666.34
TOTAL FOR: GUNTHORPE MECHANICAL				1,666.34
01297	H2O COMPLIANCE SERVICES INC			
		00009518	CROSS CONNECTION PROGRAM JUNE 1 -30, 2024	1,217.70
TOTAL FOR: H2O COMPLIANCE SERVICES INC				1,217.70
01438	HASSEL FREE FUELS			
		CFSI-10842	ACCOUNT # 010109 (FIRE) FUEL	847.34
TOTAL FOR: HASSEL FREE FUELS				847.34
02037	HASSEL FREE FUELS			
		CFSI-10793	ACCNT #010107 (DPW/WWTP) FUEL	1,833.29
TOTAL FOR: HASSEL FREE FUELS				1,833.29
MISC	HILLARD, ROBERT C			
		06.28.2024	PAYROLL DATE JUNE 28, 2024	4,086.33
TOTAL FOR: HILLARD, ROBERT C				4,086.33
01970	HOPKINS MECHANICAL SERVICES, LLC			
		H24279	CITY HALL A C LINE REPAIRS APPROVED BY DOUG TERRY	5,000.00
TOTAL FOR: HOPKINS MECHANICAL SERVICES, LLC				5,000.00
00915	JIM R. SALDANA			
		06.25.2024	MEAL REIMBURSEMENT FOR CONFERENCE	14.31
TOTAL FOR: JIM R. SALDANA				14.31
01976	KENT COMMUNICATIONS INC			
		336411	SUMMER 2024 TAX BILLS	835.28
TOTAL FOR: KENT COMMUNICATIONS INC				835.28
01883	KENYON AND SONS LLC			
		#10-06/22/2024	WEEKLY LAWN MOWING JUNE 16TH TO JUNE 22TH	4,320.00
		#11-06/29/2024	WEEKLY LAWN MOWING : JUNE 23 - JUNE 29TH	4,420.00
TOTAL FOR: KENYON AND SONS LLC				8,740.00
01195	KONICA MINOLTA BUSINESS			
		294301335	MONTHLY MAINTENANCE AGREEMENT 05/17/2024 - 06/16/2024	38.32
		294309919	MAINTENANCE BILLING PERIOD 06.17.2024 - 07.16.2024	55.44
TOTAL FOR: KONICA MINOLTA BUSINESS				93.76
01182	LANSING UNIFORM CO.			
		103832-A	FIRE CHIEF PANTS	180.00
TOTAL FOR: LANSING UNIFORM CO.				180.00

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01173	LEA'S AUTO BODY			
		002489	ROAD SERVICE FOR 2022 TAHOE	45.50
		8496	REPLACE AND BALANCE TIRES	60.00
TOTAL FOR: LEA'S AUTO BODY				105.50
MISC	LINDSEY BOWSER			
		06.26.2024	REFUND REQUEST FOR CAMP GRANCES	120.00
TOTAL FOR: LINDSEY BOWSER				120.00
02016	MACQUEEN EMERGENCY			
		P31624	SHIPPING FEE FROM PREVIOUS INVOICE	31.47
TOTAL FOR: MACQUEEN EMERGENCY				31.47
02072	MANER COSTERISAN			
		55089	PROGRESS BILLING FOR PLANNING AND FIELDWORK RELATED TO 2024 AUDIT	4,000.00
TOTAL FOR: MANER COSTERISAN				4,000.00
01958	MARY LAROCQUE			
		06.24.2024	MILEAGE & MEAL REIMBURSEMENT FOR SUMMER MAMC CONFERENCE	299.85
TOTAL FOR: MARY LAROCQUE				299.85
MISC	MICHELLE GLOOR			
		07.01.2024	REFUND	70.00
TOTAL FOR: MICHELLE GLOOR				70.00
01098	MICHIGAN RURAL WATER ASSOC.			
		2020-11305	MRWA DUES	825.00
TOTAL FOR: MICHIGAN RURAL WATER ASSOC.				825.00
01155	MWEA			
		23895	J SALDANA ANNUAL MEMBERSHIP	95.00
		24023	C. MILLER MEMBERSHIP RNEWAL	95.00
TOTAL FOR: MWEA				190.00
01040	NALCO CROSSBOW WATER			
		6660260601	FAUCETS FOR LAB	266.28
TOTAL FOR: NALCO CROSSBOW WATER				266.28
01536	NAPA MPEC			
		268418	AIR FILTER	68.13
TOTAL FOR: NAPA MPEC				68.13
01004	OTIS ELEVATOR, INC.			
		100401586345	MAINTENANCE SERVICE 7/01/2024 - 06/30/2025	8,580.72
TOTAL FOR: OTIS ELEVATOR, INC.				8,580.72
01933	PREMIER SAFETY			
		04248671	REPAIR GAS MONITOR	279.80
TOTAL FOR: PREMIER SAFETY				279.80
01418	REINALT-THOMAS CORPORATION			
		6519326	5 TIRES FOR POLICE VEHICLE	1,196.85
TOTAL FOR: REINALT-THOMAS CORPORATION				1,196.85

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00166	ROAD EQUIPMENT PARTS CENTER	2400196723	SPRING BRAKE 3" LONGS WELDED YOKE 2.25	447.33
TOTAL FOR: ROAD EQUIPMENT PARTS CENTER				447.33
02112	SPARTAN COMMERCIAL ROOFING LLC	79275	ROOFING PROJECT WELLS 5 &	29,063.76
TOTAL FOR: SPARTAN COMMERCIAL ROOFING LLC				29,063.76
00861	STANDARD LIFE INSURANCE CO	006468820001-7	2024 JULY	1,389.36
TOTAL FOR: STANDARD LIFE INSURANCE CO				1,389.36
02021	STAPLES	6004918748	GEL STAMP PAD	4.07
TOTAL FOR: STAPLES				4.07
00872	THE SHYFT GROUP, INC	SVA0020236	FUEL FILTER, OIL, WATER FILTER, TRANSMISSION FILTER TRUCK 314	581.43
TOTAL FOR: THE SHYFT GROUP, INC				581.43
02085	THE WOODHILL GROUP, LLC	2246	MAY 2024	28,773.11
TOTAL FOR: THE WOODHILL GROUP, LLC				28,773.11
01466	TODD COTTER	2024 JULY	AIRPORT MANAGEMENT JUNE 2024	833.33
TOTAL FOR: TODD COTTER				833.33
00820	TRACE ANALYTICAL LABORATORIES	4060870	LEAD & COPPER ANALYSIS	1,045.00
		4060895	WATER QUALITY TESTING	91.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES				1,136.00
01739	TRUSCO MANUFACTURING COMPANY	18007	5" SPRAY BOX WITH COMPLETE SPRAY ASSEMBLY	232.40
TOTAL FOR: TRUSCO MANUFACTURING COMPANY				232.40
00808	TSC TRACTOR SUPPLY	31265	FAN FOR PLANT	299.99
		684952	METAL	17.99
		685055	ROUND UP	39.99
TOTAL FOR: TSC TRACTOR SUPPLY				357.97
00791	USA BLUE BOOK	INV00390354	LAB SUPPLIES	398.24
TOTAL FOR: USA BLUE BOOK				398.24
00761	WILLIAMS FARM MACHINERY, INC.	24302	SHARPEN BLADE FOR TRUCK 315	10.00
		24703	CHAIN SAW CHAINS, BAR OIL	207.26
TOTAL FOR: WILLIAMS FARM MACHINERY, INC.				217.26

Vendor Code	Vendor Name		Amount
	Invoice	Description	
02013	WOW! BUSINESS		
	020130258/JUNE	GARAGE INTERNET	19.99
TOTAL FOR: WOW! BUSINESS			19.99
TOTAL - ALL VENDORS			224,474.71
PAYMENT TYPE TOTAL			
	Paper Check		155,622.30
	EFT Transfer		68,852.41

Fwd: Claims & Expenditure

Rob Hillard <rhillard@charlottemi.org>

Fri, Jul 5, 2024 at 2:23 PM

To: Tim Lewis <tlewis@charlottemi.org>, Michael Duweck <mduweck@charlottemi.org>, Anthony Rodriguez <arodriguez@charlottemi.org>, Curtis Scott <cscott@charlottemi.org>, Joseph Chin Jr <jchin@charlottemi.org>, "Jeffrey A. Christensen" <jchristensen@charlottemi.org>, Kevin Fullerton <kfullerton@charlottemi.org>
Cc: Mary LaRocque <mlarocque@charlottemi.org>, David Revore <davidrevore@mcgintylaw.com>, Karen Lancaster <karen.lancaster@woodhillgrp.com>

Honorable Mayor Lewis and City Council Members,

The following are questions that were received by Council Members related to the Claims and Expenditures that will be in the City Council packet on July 8, 2024. Please let me know if you have additional questions.

Is this a contract? Is this a yearly purchase? Sole Source? I assume this is for water treatment?

2425 FERRIC CHEMICAL SUPPLY 10,958.98

TOTAL FOR: ALEXANDER CHEMICAL CO 10,958.98

Attached are the invoices as requested. The City Council approved the vendor on April 8, 2024. Several purchases of the product are needed throughout the year, so the invoice does not represent a one-time, yearly purchase. It is not a Sole Source. This is for operations of the Wastewater Treatment Plant. The memo submitted to the City Council on April 8, 2024, is included in the attachment, along with the invoices.

APEX SEPTIC & EXCAVATING, INC.

1597 SERVICE FOR 525 E SHAW 4,012.35

1602 WATER SERVICE FOR 418 WARREN AVE 3,194.40

Attached are the invoices as requested.

Details of this. I can't remember if we approved a contract on this

THE WOODHILL GROUP, LLC

2246 MAY 2024 28,773.11

Attached is the invoice as requested. A contract was approved by the City Council on February 26, 2024, with an amendment to the contract on April 22, 2024. The contract and the amendment are included in the attachment, along with the invoice.

Details of this expenditure Monthly billing? Contract? Is this the Jewell Contract? or replacement?

ASSESSING SOLUTIONS INC.

#CHARLOTTECITY001JUNE ASSESSING SERVICES

3,750.00

#CHARLOTTECITY002JULY ASSESSING SERVICES

3,750.00

Attached are the invoices as requested. These are monthly invoices. A contract was approved by the City Council with Assessing Solutions on May 28, 2024. This is not the Jewell Contract, but the invoices for the replacement company for assessing services. The contract is included in the attachment, along with the invoices.

Please let me know if you have additional questions or need further information.

[Quoted text hidden]

4 attachments



Alexander Chemical Corporation and Information.pdf

665K



Apex Septic and Excavating.pdf

398K



The WoodHill Group and Information.pdf

3987K



Assessing Solutions and Information.pdf

5327K

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Vendor Code	Vendor Name		Amount
	Invoice	Description	
01695	ACE HARDWARE & LUMBER CO.		
	268259	FILTER	128.94
	58749	2X4-12 BOARDS, PINE BOARDS,TREATED BOARDS	89.68
	58751	PINE BOARDS & CREDIT TO INVOICE 58749	(2.80)
TOTAL FOR: ACE HARDWARE & LUMBER CO.			215.82
01673	ALEXANDER CHEMICAL CO		
	82425	FERRIC CHEMICAL SUPPLY	10,958.98
TOTAL FOR: ALEXANDER CHEMICAL CO			10,958.98
02113	ALLIED FIRE SALES & SERVICE LLC		
	4219	CHRIS SLOAN HELMET	425.09
TOTAL FOR: ALLIED FIRE SALES & SERVICE LLC			425.09
01764	AMAZON CAPITAL SERVICES		
	14P6-MJHM-MQDV	ACCOUNT # A264N6SLCWDWHU SECURITY CAMERA	181.98
	1R4V-R37N-6647	ACCOUNT # A264N6SLCWDWHU (FIBERGLASS SNOW HYDRANT MARKER- QUANTITY 6)	263.94
	1V1N-Q1KY-MTNT	ACCOUNT # A264N6SLCWDWHU 2TB PORTABLE EXTERNAL HARD DRIVE	65.50
	1VMX-RTPF-XLFX	ACCOUNT # A264N6SLCWDWHU (HEAVY DUTY TARP)	71.99
	1W3C-16XC-V69D	ACCOUNT # A264N6SLCWDWHU (ASSESSING SUPPLIES)	788.99
TOTAL FOR: AMAZON CAPITAL SERVICES			1,372.40
02036	AMAZON CAPITAL SERVICES		
	1KF7-9TP1-MNVL	ACCT # A1K517P63NLQUT(POLICE) CREDIT BACK TO (INVOICE # 1PQ4-MK7K-6HLJ0	155.99
	1Q6T-LPTH-L4CQ	ACCT # A1K517P63NLQUT(POLICE) LABEL PRINTER	518.00
TOTAL FOR: AMAZON CAPITAL SERVICES			673.99
01665	AMBS MESSAGE CENTER INC.		
	240611099	ANSWEING SERVICE (USAGE PERIOD 06.01.2024 - 06.30.2024)	116.80
TOTAL FOR: AMBS MESSAGE CENTER INC.			116.80
01663	AMERICAN LEGAL PUBLISHING		
	34724	2024 S-17 FOLIO/INTERNET SUPPLEMENT PAGES	181.35
TOTAL FOR: AMERICAN LEGAL PUBLISHING			181.35
01915	APEX SEPTIC & EXCAVATING, INC.		
	1597	SERVICE FOR 525 E SHAW	4,012.35
	1602	WATER SERVICE FOR 418 WARREN AVE	3,194.40
TOTAL FOR: APEX SEPTIC & EXCAVATING, INC.			7,206.75
02108	ASSESSING SOLUTIONS INC.		
	#CHARLOTTECITY00	JUNE ASSESSING SERVICES	3,750.00
	#CHARLOTTECITY00	JULY ASSESSING SERVICES	3,750.00
TOTAL FOR: ASSESSING SOLUTIONS INC.			7,500.00
01635	AT&T LONG DISTANCE		
	517543228806.6	AIRPORT MODEM LINE MAY 14 - JUN 13, 2024	173.83
	517543839606.6	CITY HALL MAIN LINE MAY 14 - JUN 13,2024	308.56
	5175438874066	DPW CALLOUT MAY 14 - JUN 13,2024	62.14
TOTAL FOR: AT&T LONG DISTANCE			544.53

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Vendor Code	Vendor Name	Invoice	Description	Amount
01608	BARYAMES CLEANERS	BN1615-07.01.202	DRYCLEANING- FIRE UNIFORMS	249.30
TOTAL FOR: BARYAMES CLEANERS				249.30
01581	BLUE CARE NETWORK	241590014448	MEDICAL COVERAGE COVERAGE PERIOD 07.01.2024 - 07.31.2024	59,887.88
		241590015227	MEDICAL COVERAGE (RETIRED) COVERAGE PERIOD 07.01.2024 - 07.31.2024	2,361.17
TOTAL FOR: BLUE CARE NETWORK				62,249.05
01561	BS&A SOFTWARE	154714	DELINQUENT PERSONAL PROPERTY.NET PROGRAM	1,655.00
TOTAL FOR: BS&A SOFTWARE				1,655.00
01555	BYRUM ACE HARDWARE	0	CREDIT TO INVOICE 360950	61.73
		373049	GRAFFITI REMOVER	31.98
		373096	PAINT BRUSH, SPRAY PAINT, 1 GAL EXTERIOR FLAT	68.95
		373823	V BELT 3/8" X 27"	6.99
		373898	PARTS AND SUMP PUMP FOR SOUTH TOWER	255.35
		373988	GLUE & PRIMER FOR PLASTIC PIPE	24.98
		374287	WALL MOUNT RACK, COAT/HATHOOK	49.64
		374540	TRASH CAN	81.98
		374568	WIRE ROPE	8.94
		374675	WOOD STAKES	19.08
		374917	EXTERIOR POLE, PAINT, ROLLER, PAINT BRUSH)	222.10
		375662	PAINT	42.99
		376446	FAN REPAIR	25.75
		376659	MULCH CITY HALL	35.94
		376662	LED BULBS	35.98
		376804	CREDIT ON MULCH	(18.00)
		376958	BALL VALVE	37.99
		377096	PURELIFE DISTILLED WATER FOR BATTERIES	5.98
		377557	COVER BOX	1.59
		377586	HEATSHRINK TUBING	3.99
		377690	2 1/2 INTAKE	7.29
TOTAL FOR: BYRUM ACE HARDWARE				1,011.22
01553	C&C LANDFILL	5007-000020267	MSW	69.13
TOTAL FOR: C&C LANDFILL				69.13
01882	CALEDONIA FARMERS ELEVATOR	463799	4 TIRES AND LABOR	1,540.00
TOTAL FOR: CALEDONIA FARMERS ELEVATOR				1,540.00
01541	CAPITAL CAR WASH HOLDING LLC	903180	WASH TOKENS	270.00
TOTAL FOR: CAPITAL CAR WASH HOLDING LLC				270.00
01954	CAPITAL CITY JANITORIAL LLC	1626	CONTRACTUAL CLEANING MONTH OF: JUNE 2024	507.02
		1647	STRIP AND WAX FLOORS AT CITY HALL	725.73
TOTAL FOR: CAPITAL CITY JANITORIAL LLC				1,232.75

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Invoice			
01522	CHARLOTTE AIR SERVICES LLC		
JULY 1, 2024		HANGAR MANAGEMENT & FUEL SALES MANMAGEMENT	623.95
		JUNE 2024	
TOTAL FOR: CHARLOTTE AIR SERVICES LLC			623.95
01397	COUNTY OF EATON		
2024-00000010		FULL DAY SERVICE AT CHARLOTTE AIRPORT	600.00
TOTAL FOR: COUNTY OF EATON			600.00
01446	CUSTOM TRUCK ONE SOURCE		
2024002230096		ASSEMBLY CATCH, CAB LOCK RELEASE	97.00
TOTAL FOR: CUSTOM TRUCK ONE SOURCE			97.00
01429	DELAU FIRE & SAFETY INC		
376778		SERVICE CALL	50.00
TOTAL FOR: DELAU FIRE & SAFETY INC			50.00
01428	DELTA DENTAL PLAN OF MICHIGAN		
RIS005775529		DENTAL PREMIUMS BILLING PERIOD 07.01.2024 -	4,669.47
		07.31.2024	
TOTAL FOR: DELTA DENTAL PLAN OF MICHIGAN			4,669.47
02017	DINGES FIRE COMPANY		
46662		5" STORKS CONNECTION WITH LOCKS	382.28
47605		HYDRANT WRENCH MOUNT	475.64
TOTAL FOR: DINGES FIRE COMPANY			857.92
01392	EATON CUSTOM SEWING		
1759		REPAIRS- SNORKEL BASKET	305.00
TOTAL FOR: EATON CUSTOM SEWING			305.00
01402	EJ USA INC		
110240043044		7000Z FR, 7000M1 DNW DTW LO GR	693.10
TOTAL FOR: EJ USA INC			693.10
01375	ELHORN ENGINEERING COMPANY		
302525		ACCUTABS, PUMP TUBES	4,495.00
302636		MAINTENANCE SUPPLIES	392.00
TOTAL FOR: ELHORN ENGINEERING COMPANY			4,887.00
01358	FAMILY FARM & HOME		
001827/C		2"X30' 10000# LG HD RAT W/J HOOKS	49.98
1832/36		PVC PIPE, PVC COUPLING, PLASTIC FUNNEL	21.75
TOTAL FOR: FAMILY FARM & HOME			71.73
01981	FIRE CATT, LLC		
14339		FIRE HOSE TESTING UTILIZING FIRE DEPTS LABOR	3,885.75
TOTAL FOR: FIRE CATT, LLC			3,885.75
01330	FISHBECK, THOMPSON, CARR		
439061		PROJECT DWAM SERVICES THROUGH 06/30/2024	5,072.68
TOTAL FOR: FISHBECK, THOMPSON, CARR			5,072.68

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	Invoice	Description	
01322	GALE BRIGGS, INC.		
	M1483	CONCRETE, LIMESTONE IN CONCRETE	355.75
	M1492	CONCRETE, LIMESTONE IN CONCRETE	403.00
	M1542	CONCRETE, LIMESTONE IN CONCRETE	428.00
TOTAL FOR: GALE BRIGGS, INC.			1,186.75
01301	GUNTHORPE MECHANICAL		
	25719	A.C. REPAIR	1,666.34
TOTAL FOR: GUNTHORPE MECHANICAL			1,666.34
01297	H2O COMPLIANCE SERVICES INC		
	00009518	CROSS CONNECTION PROGRAM JUNE 1 -30, 2024	1,217.70
TOTAL FOR: H2O COMPLIANCE SERVICES INC			1,217.70
01438	HASSEL FREE FUELS		
	CFSI-10842	ACCOUNT # 010109 (FIRE) FUEL	847.34
TOTAL FOR: HASSEL FREE FUELS			847.34
02037	HASSEL FREE FUELS		
	CFSI-10793	ACCNT #010107 (DPW/WWTP) FUEL	1,833.29
TOTAL FOR: HASSEL FREE FUELS			1,833.29
MISC	HILLARD, ROBERT C		
	06.28.2024	PAYROLL DATE JUNE 28, 2024	4,086.33
TOTAL FOR: HILLARD, ROBERT C			4,086.33
01970	HOPKINS MECHANICAL SERVICES, LLC		
	H24279	CITY HALL A C LINE REPAIRS APPROVED BY DOUG TERRY	5,000.00
TOTAL FOR: HOPKINS MECHANICAL SERVICES, LLC			5,000.00
00915	JIM R. SALDANA		
	06.25.2024	MEAL REIMBURSEMENT FOR CONFERENCE	14.31
TOTAL FOR: JIM R. SALDANA			14.31
01976	KENT COMMUNICATIONS INC		
	336411	SUMMER 2024 TAX BILLS	835.28
TOTAL FOR: KENT COMMUNICATIONS INC			835.28
01883	KENYON AND SONS LLC		
	#10-06/22/2024	WEEKLY LAWN MOWING JUNE 16TH TO JUNE 22TH	4,320.00
	#11-06/29/2024	WEEKLY LAWN MOWING : JUNE 23 - JUNE 29TH	4,420.00
TOTAL FOR: KENYON AND SONS LLC			8,740.00
01195	KONICA MINOLTA BUSINESS		
	294301335	MONTHLY MAINTENANCE AGREEMENT 05/17/2024 - 06/16/2024	38.32
	294309919	MAINTENANCE BILLING PERIOD 06.17.2024 - 07.16.2024	55.44
TOTAL FOR: KONICA MINOLTA BUSINESS			93.76
01182	LANSING UNIFORM CO.		
	103832-A	FIRE CHIEF PANTS	180.00
TOTAL FOR: LANSING UNIFORM CO.			180.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
01173	LEA'S AUTO BODY			
		002489	ROAD SERVICE FOR 2022 TAHOE	45.50
		8496	REPLACE AND BALANCE TIRES	60.00
TOTAL FOR: LEA'S AUTO BODY				105.50
MISC	LINDSEY BOWSER			
		06.26.2024	REFUND REQUEST FOR CAMP GRANCES	120.00
TOTAL FOR: LINDSEY BOWSER				120.00
02016	MACQUEEN EMERGENCY			
		P31624	SHIPPING FEE FROM PREVIOUS INVOICE	31.47
TOTAL FOR: MACQUEEN EMERGENCY				31.47
02072	MANER COSTERISAN			
		55089	PROGRESS BILLING FOR PLANNING AND FIELDWORK RELATED TO 2024 AUDIT	4,000.00
TOTAL FOR: MANER COSTERISAN				4,000.00
01958	MARY LAROCQUE			
		06.24.2024	MILEAGE & MEAL REIMBURSEMENT FOR SUMMER MAMC CONFERENCE	299.85
TOTAL FOR: MARY LAROCQUE				299.85
MISC	MICHELLE GLOOR			
		07.01.2024	REFUND	70.00
TOTAL FOR: MICHELLE GLOOR				70.00
01098	MICHIGAN RURAL WATER ASSOC.			
		2020-11305	MRWA DUES	825.00
TOTAL FOR: MICHIGAN RURAL WATER ASSOC.				825.00
01155	MWEA			
		23895	J SALDANA ANNUAL MEMBERSHIP	95.00
		24023	C. MILLER MEMBERSHIP RNEWAL	95.00
TOTAL FOR: MWEA				190.00
01040	NALCO CROSSBOW WATER			
		6660260601	FAUCETS FOR LAB	266.28
TOTAL FOR: NALCO CROSSBOW WATER				266.28
01536	NAPA MPEC			
		268418	AIR FILTER	68.13
TOTAL FOR: NAPA MPEC				68.13
01004	OTIS ELEVATOR, INC.			
		100401586345	MAINTENANCE SERVICE 7/01/2024 - 06/30/2025	8,580.72
TOTAL FOR: OTIS ELEVATOR, INC.				8,580.72
01933	PREMIER SAFETY			
		04248671	REPAIR GAS MONITOR	279.80
TOTAL FOR: PREMIER SAFETY				279.80
01418	REINALT-THOMAS CORPORATION			
		6519326	5 TIRES FOR POLICE VEHICLE	1,196.85
TOTAL FOR: REINALT-THOMAS CORPORATION				1,196.85

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Vendor Code	Vendor Name	Invoice	Description	Amount
00166	ROAD EQUIPMENT PARTS CENTER	2400196723	SPRING BRAKE 3" LONGS WELDED YOKE 2.25	447.33
TOTAL FOR: ROAD EQUIPMENT PARTS CENTER				447.33
02112	SPARTAN COMMERCIAL ROOFING LLC	79275	ROOFING PROJECT WELLS 5 &	29,063.76
TOTAL FOR: SPARTAN COMMERCIAL ROOFING LLC				29,063.76
00861	STANDARD LIFE INSURANCE CO	006468820001-7	2024 JULY	1,389.36
TOTAL FOR: STANDARD LIFE INSURANCE CO				1,389.36
02021	STAPLES	6004918748	GEL STAMP PAD	4.07
TOTAL FOR: STAPLES				4.07
00872	THE SHYFT GROUP, INC	SVA0020236	FUEL FILTER, OIL, WATER FILTER, TRANSMISSION FILTER TRUCK 314	581.43
TOTAL FOR: THE SHYFT GROUP, INC				581.43
02085	THE WOODHILL GROUP, LLC	2246	MAY 2024	28,773.11
TOTAL FOR: THE WOODHILL GROUP, LLC				28,773.11
01466	TODD COTTER	2024 JULY	AIRPORT MANAGEMENT JUNE 2024	833.33
TOTAL FOR: TODD COTTER				833.33
00820	TRACE ANALYTICAL LABORATORIES	4060870	LEAD & COPPER ANALYSIS	1,045.00
		4060895	WATER QUALITY TESTING	91.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES				1,136.00
01739	TRUSCO MANUFACTURING COMPANY	18007	5" SPRAY BOX WITH COMPLETE SPRAY ASSEMBLY	232.40
TOTAL FOR: TRUSCO MANUFACTURING COMPANY				232.40
00808	TSC TRACTOR SUPPLY	31265	FAN FOR PLANT	299.99
		684952	METAL	17.99
		685055	ROUND UP	39.99
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00791	USA BLUE BOOK	INV00390354	LAB SUPPLIES	398.24
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00761	WILLIAMS FARM MACHINERY, INC.	24302	SHARPEN BLADE FOR TRUCK 315	10.00
		24703	CHAIN SAW CHAINS, BAR OIL	207.26
TOTAL FOR: WILLIAMS FARM MACHINERY, INC.				217.26

Vendor Code	Vendor Name		
	Invoice	Description	Amount
02013	WOW! BUSINESS		
	020130258/JUNE	GARAGE INTERNET	19.99
TOTAL FOR: WOW! BUSINESS			19.99
TOTAL - ALL VENDORS			224,474.71
PAYMENT TYPE TOTAL			
	Paper Check		155,622.30
	EFT Transfer		68,852.41



Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: July 2, 2024
Re: Resolution 2024-21 for the creation of MERS Health Care Savings Program plan for the IAFF

Background:

The Charlotte City Council has recently approved the Charlotte Firefighters IAFF Local 5290 Collective Bargaining Agreement for the period of July 1, 2024, through June 30, 2028. Article 43 of the agreement pertains to the Health Care Savings Program (HCSP), which specifies that the City will offer an HCSP in partnership with the Municipal Employees Retirement System (MERS).

MERS requires a resolution from the City Council to establish this plan.

Recommendation:

The Council is recommended to approve the resolution required by MERS to establish the HCSP as outlined above.

Financial Impacts:

The HCSP will not involve any contributions from the employer; contributions will be made exclusively by employees.

Suggested Motion:

Motion to approve Resolution 2024-21 for the adoption of the MERS Health Care Savings Program and to authorize City Clerk LaRocque, as the designated representative of the City of Charlotte with MERS, to execute the plan.

**MERS Health Care Savings Program
Uniform Resolution**



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

WHEREAS, the Municipal Employees Retirement Act authorized the Municipal Employees' Retirement Board ("Board") to establish additional programs including but not limited to defined benefit and defined contribution program (MERS Plan Document Section 72; MCL 38.1536(2)(a)).

WHEREAS, the Board has authorized MERS' establishment of the health care savings program ("HCSP" or "Program"), which a participating municipality or court, or another eligible public employer that constitutes a "municipality" under MERS Plan Document Section 2; MCL 38.1502b(2) ("Eligible Employer"), may adopt for its Eligible Employees.

WHEREAS, MERS has been determined by the Internal Revenue Service to be a tax qualified "governmental plan" and trust under section 401(a) of the Internal Revenue Code of 1986, and all trust assets within MERS reserves are therefore exempt from taxation under Code section 501(a) (IRS Letter of Favorable Determination dated October 8, 2016).

WHEREAS, the Board has established a governmental trust (the "Trust Fund") to hold the assets of the HCSP, which Trust Fund shall be administered under the discretion of the Board as fiduciary, directly by (or through a combination of) MERS or MERS' duly-appointed Program Administrator.

WHEREAS, 1999 PA 149, the Public Employee Health Care Fund Investment Act, MCL 38.1211 et seq. ("PA 149") provides for the creation by a public corporation of a public employee health care fund, and its administration, investment, and management, in order to accumulate funds to provide for the funding of health benefits for retirees and beneficiaries.

WHEREAS, a separate MERS health care trust fund created under PA 149 also constitutes a governmental trust established by an Eligible Employer, provided that all such employers shall be the State of Michigan, its political subdivisions, and any public entity the income of which is excluded from gross income under Section 115 of the Internal Revenue Code; provided further, that the PA 149 trust shall not accept assets from any defined benefit health account established under Section 401(h) of the Internal Revenue Code.

WHEREAS, the Board acts as investment fiduciary for the pooled assets of each MERS participating municipality as defined by the MERS 401(a) Plan Document, on whose behalf MERS performs all plan administration and investment functions, and such participating municipalities and courts have full membership, representation and voting rights at the Annual Meeting as provided under Plan Section 78; MCL 38.1545.

WHEREAS, the Board also acts as investment fiduciary for those participating employers who are non-MERS participating municipalities and courts that have adopted the MERS Health Care Savings Program, Retiree Health Funding Vehicle, or Investment Service Program, and such entities are not accorded membership, representation or voting rights provided to MERS participating municipalities and courts at the Annual meeting under Plan Document Section Document 78; MCL 38.1545.

MERS Health Care Savings Program Uniform Resolution

WHEREAS, adoption of this Uniform Resolution and the HCSP Participation Agreement (the "Uniform Resolution") by each Eligible Employer is necessary and required in order that the benefits available under the MERS HCSP may be extended to the Eligible Employer's employees.

- It is expressly agreed and understood as an integral and nonseverable part of extension or continuation of coverage under this HCSP Resolution that Section 43 of the MERS Plan Document shall not apply to this Uniform Resolution Adopting MERS HCSP, the Participation Agreement, the HCSP Plan Document, the Trust Agreement, and their administration or interpretation.
- In the event any alteration of the language, terms or conditions stated in this Uniform Resolution Adopting MERS HCSP is made or occurs, it is expressly recognized that MERS and the Board, as fiduciary of the MERS Plan and its trust reserves, and whose authority is nondelegable, shall have no obligation or duty to administer (or to have administered) the Trust Fund, or to continue administration.

WHEREAS, concurrent with this HCSP Uniform Resolution, and as a continuing obligation, this governing body has completed, approved, and submitted to MERS documents necessary for participation in and implementation of the HCSP. This obligation applies to any documents deemed necessary to the operation of the Trust Fund by MERS.

NOW, THEREFORE, BE IT RESOLVED that the governing body adopts (or readopts) the MERS HCSP as provided below.

SECTION 1. HCSP PARTICIPATION

EFFECTIVE July 01, 2024, (to be known as the ADOPTION DATE) the

MERS HCSP is hereby adopted by the COUNCIL OF THE CITY OF CHARLOTTE, MI
(MERS municipality or court or other eligible employer)

- (A) **CONTRIBUTIONS** shall be as allowed and specified in the MERS Health Care Savings Program Participation Agreement. Basic Employer Contributions, Mandatory Salary Reduction Contributions, Mandatory Leave Conversion Contributions, and Post-Tax Employee Contributions, shall be remitted pursuant to MERS by the Eligible Employer, and credited to the Eligible Employer's separate fund within the MERS Trust Fund.
- (B) **INVESTMENT** of funds accumulated and held in the Health Care Savings Program Trust Fund shall be held in a separate reserve and invested on a pooled basis by MERS subject to the Public Employee Retirement System Investment Act ("PERSIA"), 1965 PA 314, as provided by MERS Plan Document Section 76; MCL 38.1539, and PA 149.
- (C) **THE ELIGIBLE EMPLOYER** shall abide by the terms of the HCSP, including the HCSP Plan Document, HCSP Trust Agreement, all investment, administration, and service agreements, and all applicable provisions of the Code and other law. It is affirmed that no assets from any defined benefit health account established under Section 401(h) of the Internal Revenue Code shall be transferred to, or accepted by, MERS.

MERS Health Care Savings Program Uniform Resolution

SECTION 2. IMPLEMENTATION DIRECTIONS FOR MERS

- (A) The governing body of this Eligible Employer desires that all assets placed in its MERS HCSP Trust Fund (as a sub-fund within all pooled HCSP trust funds with MERS) be administered by MERS, which shall act as investment fiduciary with all powers provided under PERSIA, pursuant to PA 149, all applicable provisions of the Internal Revenue Code and other relevant law.
- (B) The governing body desires, and MERS upon its approval of this Resolution agrees, that all funds accumulated and held in the MERS HCSP Trust Fund shall be invested and managed by MERS within the collective and commingled investment of all HCSP funds held in trust for all Eligible Employers.
- (C) All monies in the MERS HCSP Trust Fund (and any earnings thereon, positive or negative) shall be held and invested for the sole purpose of paying health care benefits for the exclusive benefit of "Eligible Employees" who shall constitute "qualified persons" who have retired or separated from employment with the Eligible Employer, and for any expenses of administration, and shall not be used for any other purpose, and shall not be distributed to the State.
- (D) The Eligible Employer will fund on a defined contribution, individual account, basis its MERS HCSP Trust sub-fund to provide funds for health care benefits for "Eligible Employees" who shall constitute "qualified persons" under the Internal Revenue Code. Participation in and any coverage under HCSP shall not constitute nor be construed to constitute an "accrued financial benefit" under Article 9 Section 24 of the Michigan Constitution of 1963.
- (E) The Eligible Employer designates and incorporates as "Eligible Employees" who shall constitute "qualified persons" under this HCSP Resolution those who are "Eligible Employees" as defined in the HCSP Participation Agreement under this HCSP.
- (F) The Eligible Employer may designate employer contacts who shall receive necessary reports, notices, etc. and shall act on behalf of the Eligible Employer.

SECTION 3. EFFECTIVENESS OF THIS HCSP UNIFORM RESOLUTION

This Resolution shall have no legal effect until an executed copy of this adopting Resolution is filed with MERS, and MERS determines that all necessary requirements under MERS Plan Document Section 72, PA 149 and other relevant laws, and this Resolution have been met. Upon MERS' determination that all necessary documents have been submitted, MERS shall execute this Resolution, and return a copy to the Eligible Employer's designated primary contact.

In the event an amendatory resolution or other action by the Eligible Employer is required by MERS, such Resolution or action may be deemed effective as of the date of the initial Resolution or action where concurred in by this governing body and MERS (and the Program Administrator if necessary). Section 86 of the MERS Plan Document shall apply to this Resolution and all acts performed under MERS' authority. The terms and conditions of this Resolution supersede and stand in place of any prior resolution, and its terms are controlling.

MERS Health Care Savings Program Uniform Resolution

I hereby certify that the above is a true copy of the Uniform Resolution Adopting The MERS Health Care Savings Program, adopted at the official meeting held by the governing body of this municipality:

On JULY 08, 2024 _____
(Signature of authorized official)

Printed name: MARY LAROCQUE Position title: CITY CLERK
(Authorized Official - printed) (Authorized Official - position)

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20_____
(Authorized MERS signatory)

MERS Health Care Savings Program Participation Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9707

www.mersofmich.com

The Employer, a participating municipality or court within the state of Michigan, hereby agrees to adopt and administer the MERS Health Care Savings Program provided by the Municipal Employees' Retirement System of Michigan, in accordance with the [MERS Health Care Savings Program Plan Document](#), subject to the terms and conditions herein.

I. PARTICIPATING EMPLOYER

Employer Name: City of Charlotte
(Name of municipality or court)
Municipality Number: 2301 **Division Number:** _____

II. EFFECTIVE DATE

1. If this is the initial Participation Agreement relating to the MERS Health Care Savings Program for this covered group, the effective date of the program here adopted shall be the 1st day of July, 2024.
(Month) (Year)
2. If this is an amendment and restatement of an existing Participation Agreement relating to the MERS Health Care Savings Program for this covered group, the effective date of this amendment and restatement shall be effective the 1st day of _____, 20____.
(Month) (Year)

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

III. COVERED EMPLOYEE GROUPS

A participating Employer may cover all of its employee groups, bargaining units, or personnel/employee classifications ("Covered Group") in the same Health Care Savings Program plan. **Contributions shall be made on the same basis within each Covered Group according to the associated [HCSP Contribution Addendum](#), remitted as directed by MERS.** This agreement encompasses the following group(s):

IAFF hired after 7/1/2012

(Name/s of HCSP covered group/s)

Note: To maintain the tax-favored status of the employer's Health Care Savings Program and to comply with federal law, the Employer may not provide coverage or benefit levels to highly-compensated employees that are not provided to non highly-compensated employees.

IV. ELIGIBLE EMPLOYEES

Only Employees of a "municipality" may be covered by the Health Care Savings Program Participation Agreement. Independent contractors may not participate in the Health Care Savings Program.

The Employer shall provide MERS with the name, address, Social Security Number, and date of birth for each Eligible Employee, as defined by the Participation Agreement.

Probationary Periods (select one):

- ☐ Contributions will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, contributions will not be reported and service toward vesting will begin when probationary period has ended.

The probationary period will be _____ month(s).

- ☒ No probationary period.

MERS Health Care Savings Program Participation Agreement

V. EMPLOYER CONTRIBUTIONS

The Participating Employer hereby elects to make contributions to the Plan. Contributions shall be made on the same basis within each Covered Group specified in this agreement, and remitted to MERS as directed by the employer, to be credited to the individual accounts of Eligible Employees according to the associated [Contribution Addendum](#).

Frequency:

Contributions will be remitted according to Employer's "Payroll Period" which represents the actual period amounts are withheld from participant paychecks, or within the month during which amounts are withheld. Contributions will be submitted (check one):

- ☐ Weekly ☒ Semi-Monthly (twice each month)
☐ Bi-Weekly (every other week) ☐ Monthly

Vesting Cycle For Basic Employer Contributions Only. The employer contributions identified in this Participation Agreement are subject to the following vesting cycle (where vesting is different, separate participation agreement must be completed).

- ☒ Immediate Vesting upon Participation
- ☐ Cliff Vesting: The participant is 100% vested upon _____ year(s).
(Stated years)
- ☐ Graded Vesting Percentage per year of service: Employers can select the percentage of vesting with the corresponding years of service:

Years of Service	Percent Vested
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	100%

FORFEITURE PROVISION. Upon separation from service with the Employer prior to meeting the required vesting schedule set out above or in the event a Participant dies without Dependent(s) and/or a named Beneficiary, a Participant's account assets shall (where forfeiture is different, separate participation agreement must be completed):

Check only one:

- ☐ Remain in the HCSP sub-trust to be reallocated among all Plan participants equally
☒ Remain in the HCSP sub-trust to be used to offset future Employer Contributions
☐ Be transferred to the Retiree Health Funding Vehicle ("RHFV")

MERS Health Care Savings Program Participation Agreement

VI. MODIFICATION OF THE TERMS OF THE PARTICIPATION AGREEMENT

If a Participating Employer desires to amend any of its previous elections contained in this Participation Agreement, including attachments, the Governing Body by official action must adopt a new Participation Agreement and forward it to the Board for approval. The amendment of the new Participation Agreement is not effective until approved by the Board and other procedures required by the Plan Document have been implemented.

VII. APPOINTING MERS AS THE PROGRAM ADMINISTRATOR

The Employer hereby agrees to the provisions of the [MERS Health Care Savings Program Plan Document](#) ("Plan Document"). The Employer also agrees that in the event of any conflict between the Plan Document and this Participation Agreement, the Plan Document controls.

VIII. FEES AND EXPENSES

Employer acknowledges that investment selection and associated participant fees and operating expenses are established and charged by MERS as set forth in the Investment Fund and Fee Summary sheets available at www.mersofmich.com and may be amended by MERS.

IX. STATE LAW

To the extent not preempted by federal law, this agreement shall be interpreted in accordance with Michigan law.

X. TERMINATION OF THE PARTICIPATION AGREEMENT

This Participation Agreement may be terminated only in accordance with the Plan Document.

XI. ENFORCEMENT

1. This Participation Agreement may be terminated only in accordance with the [MERS Health Care Savings Program Plan Document](#).
2. The Employer hereby agrees to the provisions of the [MERS Health Care Savings Program Plan Document](#).
3. The employer hereby acknowledges it understands that failure to properly fill out this Participation Agreement may result in the ineligibility of the program.

XII. EXECUTION

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Participation Agreement is hereby approved by _____
on _____ (Name of Approving Employer)
(MM/DD/YYYY)

Authorized signature: _____

Name (printed): _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

Contribution Addendum for MERS Health Care Savings Program (HCSP)



1134 Municipal Way Lansing, MI 48917 | 800.767.2308 | Fax 517.703.9711

www.mersofmich.com

This is an Addendum to the Participation Agreement completed by City of Charlotte
Name of Participating Employer
for IAFF Hired after 7/1/2012 of
Covered Employee Group Division Code

The Addendum modifies the *MERS Health Care Savings Program Participation Agreement*. Please complete this addendum for each contribution structure associated with the covered employee group.

Check one or more (A or B, C and/or D):

- A. ☐ Employer Contributions for Retirees / Former Employees.** Employer contributions may be made according to any frequency. Identify below the contribution formula or amount that will apply to all in this covered group. *Note: If this contribution is selected, Sections B, C, and D do not apply.*

Contribution structure (specify \$ or %): _____

For active employees, please check one or more below (B, C, and/or D).

- B. ☐ Basic Employer (Before-Tax) Contributions.** Before-tax employer contributions may be made as a percentage of salary and/or by a specified dollar amount. Identify below the basic employer contribution formula to be applied to the covered groups within the Health Care Savings Program identified in this addendum.

Contribution structure (**specify \$ or %** and, if a %, include the basis for that contribution. For example: Employer will contribute 3% of base wages):

- C. ☒ Mandatory Salary Reduction (Before-Tax) Contributions.** Before-tax Employer Contributions shall be made that represent a mandatory salary reduction resulting from collective bargaining or the establishment of a personnel policy. These reductions may be made as a percentage of salary or a specific dollar amount.

Contribution structure (**specify \$ or %** and, if a %, include the basis for that contribution. For example: Employees will contribute 3% of base wages):

Employees shall contribute \$25 per pay.

Contribution Addendum for MERS Health Care Savings Program (HCSP)

- D. ☐ Mandatory Leave Conversion (Before-Tax) Contributions.** Before-tax Employer Contributions shall be made that represent a mandatory conversion of accrued leave including, but not limited to vacation, holiday, sick leave, or severance amounts otherwise paid out, to a cash contribution. These contributions may be calculated as a percentage of accrued leave or a specific dollar amount representing the accrued leave. Leave conversions may be made on an annual basis or at separation from service, or at such other time as the Employer indicates. *(Note: The leave conversion program shall not permit employees the option of receiving cash in lieu of the employer contribution.)*

- ☐ Check here if the covered employee group has the option to direct any/all of the leave conversion lump sum to an existing 457 program.

Check one or more:

- ☐ As of _____, _____% of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
must be contributed to the HCSP.
- ☐ As of _____, _____% of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
must be contributed to the HCSP.
- ☐ As of _____, _____% of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
must be contributed to the HCSP.
- ☐ As of _____, _____% of _____
Annual date or X weeks before termination Percentage Type of Leave Conversion (sick, vacation, etc.)
must be contributed to the HCSP.

Post-Tax Employee Contributions. Post-tax Employee Contributions made by Eligible Employees within the Covered Group(s) shall be remitted as directed by the Program Administrator, to be credited to the individual accounts of Eligible Employees. All Employee Contributions must be remitted to MERS along with the Participation Report.



Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: July 05, 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
Robert Phillips	Board of Review (BOR)	12/31/2028
Joseph Chin Jr	Youth Advisory Committee	11/13/2028
Anthony Rodriguez	Youth Advisory Committee	11/09/2026

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: Mary LaRocque, City Clerk
Date: July 05, 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
Joseph Chin Jr	Youth Advisory Committee	11/13/2028
Anthony Rodriguez	Youth Advisory Committee	11/09/2026

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: Amy E. Gilson, PE - Director of Public Works
Date: June 27, 2024
Re: Staff report on DPW Backhoe Loader Purchase

Background

In the FY 24-25 Budget, there is \$170,000 budgeted to purchase a new backhoe loader (TLB) to replace the existing one. The current TLB is a 2004 piece of equipment that is in poor condition requiring a lot of maintenance and needs to be replaced.

We have contacted the holder of the Cooperative Purchasing Contract 071B7700090 through State of Michigan. They are able to provide the replacement piece of equipment for a cost of \$176,424.00 through the State contract. AIS Construction is offering a \$20,000 trade-in for the old TLB which makes the total cost \$156,424.00. The estimated time for delivery is November, 2024.

Recommendation

Section 2-186 of the City Ordinances allows for the waiver of sealed bids for purchases when using a purchasing contract from another governmental agency. City Council agrees to waive the sealed bid process and approves the purchase the TLB from AIS Construction Equipment in Lansing in the amount of \$176,424.00 and trade in the old TLB for \$20,000.00 making the total cost \$156,424.00.

Financial Impacts

The purchase price is slightly more than the amount budgeted in the Motor Vehicle Pool. This will be offset by the \$20,000.00 trade in and reserves.

Suggested Motion

City Council approves the purchase of the TLB from AIS Construction Equipment in the amount of \$176,424.00, and it further approves the trade in of the old TLB in the amount of \$20,000.00 for a total cost of \$156,424.00 and agrees to waive the sealed bid process.



Memo

To: Honorable Mayor Lewis; City Council
From: Amy E. Gilson, PE - Director of Public Works
Date: July 3, 2024
Re: Staff report on DPW Truck Chassis Purchase

Background

In the FY 24-25 Budget, there is \$220,000 budgeted to purchase a new equipment and vehicles for the DPW. The current chassis for the service truck is a regular cab, and it needs to be replaced with a crew cab to store temperature sensitive equipment.

We have contacted the holder of the Cooperative Purchasing Contract 071B7700180 through State of Michigan and Macomb County Contract #21-18. They are able to provide the required chassis for the service truck at a cost of \$51,309.00 through those contracts. Due to current manufacturing issues, they are unable to provide a delivery date, but they anticipate the delivery to be six months.

Recommendation

Section 2-186 of the City Ordinances allows for the waiver of sealed bids for purchases when using a purchasing contract from another governmental agency. City Council agrees to waive the sealed bid process and approves the purchase the truck chassis from Lunghamer Ford in the amount of \$51,309.00.

Financial Impacts

The purchase price is slightly more than the amount budgeted in the Motor Vehicle Pool. The difference will offset with reserves in the Motor Vehicle Pool.

Suggested Motion

City Council approves the purchase of the service truck chassis from Lunghamer Ford in the amount of \$51,309.00 and agrees to waive the sealed bid process.



Memo

To: Honorable Mayor Lewis; City Council, and City Manager
From: Fire Chief – Kevin Christiansen
Date: July 2, 2024
Re: SUV – Fire Inspector Vehicle

Background: City Council approved the Fire Department Fire Inspector position and purchase of a vehicle not to exceed \$35,000. The Fire Department has found a 2018 Chevrolet Suburban 4x4 Command Unit offered by Commander Fleet Corp.

Recommendation: City Council approve the purchase of this type of vehicle for the Fire Inspector. This vehicle is listed at \$40,000 and the offer that is excepted is \$35,000, with the shipping cost of \$1,350. The department is requesting a budget of up to \$35,000.00 to be used from the State of Michigan grant acquired in 2022. Shipping cost will come from the fire Department budget.

Financial Impacts: By authorizing the purchase of this vehicle the city would save around \$35,000 on cost of a vehicle. There is no financial impact to this year's budget as we are using allocated money from the million-dollar State of Michigan grant. Shipping cost would come from this year Fire Department budget.

Suggested Motion: City Council approve the purchase of \$35,000 and \$1,350 for shipping.



Memo

To: City Council

From: Robert Hillard, City Manager

Date: July 2, 2024

Re: Community Development Block Grant Housing Improving Local Livability Grant Reauthorization

Background

The Michigan State Housing Development Authority introduced a Community Development Block Grant (CDBG) program called CDBG Housing Improving Local Livability (CHILL).

MSHDA has invited the City of Charlotte to submit a full application. However, they have requested the City to pass a resolution reauthorizing, based on the change in staffing. If authorized by City Council, the City would apply for \$200,000 in funding to be re-granted to local homeowners in the targeted area for qualifying home repairs (roofs, windows, porches, plumbing, etc). The grant would also come with \$36,000 to procure the services of a professional grant administrator.

We believe that through the City's normal networks, we will be able to promote local participation in this program. We would hope to do approximately 10 projects in the range of \$25,000 each, with homeowners contributing a \$5,000 match to the grant program's \$20,000.

As City Council members know, Charlotte is a community with older housing stock where there is visible evidence of neglect and deferred maintenance in many neighborhoods. In most cases, the owner occupants of these houses would likely meet the low-to-moderate income guidelines the grant is intended to benefit. It is also the case that many of these homes might also be contributing properties to the Charlotte Central Historic District (listed on the National Register of Historic Places).

Identifying issues related to neighborhood quality and finding opportunities to address those issues is an ongoing priority of the City of Charlotte. In order to move forward with this grant application, the City Council must hold a public hearing where we provide certain relevant information, and approve a resolution authorizing application to the program.

Financial Impact

If awarded, this grant would bring \$200,000 to the community to be re-granted to local residents for home repairs. It would also provide \$36,000 to procure the services of a third-party grant administrator. The value of staff time associated with this project is estimated as \$5,000.

Recommendation

Approve the reauthorizing resolution 2024-22 associated with the CDBG CHILL grant application.

**CITY OF CHARLOTTE
CITY COUNCIL RESOLUTION NO. 2024-22**

**A RESOLUTION TO REAUTHORIZE THE APPLICATION TO THE MICHIGAN
STATE HOUSING DEVELOPMENT AUTHORITY'S CDBG HOUSING IMPROVING
LOCAL LIVABILITY PROGRAM**

WHEREAS, the City of Charlotte desires to make application in the amount of \$236,000 to the CDBG Housing Improving Local Livability; and

WHEREAS, the project will fall under the Homeowner Improvement portion of the grant program; and

WHEREAS, this proposed project is consistent with the City of Charlotte's community development plan as described in the application; and

WHEREAS, at least 51% of the beneficiaries of the proposed project will be low- and moderate-income persons; and

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

THEREFORE, BE IT RESOLVED that the City Council of the City of Charlotte hereby authorizes the submittal of said grant application to the CDBG Housing Improving Local Livability program.

BE IT FURTHER RESOLVED that City Manager Robert Hillard be authorized to sign the grant application and all attachments.

BE IT FURTHER RESOLVED that Mayor Tim Lewis be authorized to sign the Grant Agreement and all amendments thereto.

BE IT FURTHER RESOLVED that City Manager Robert Hillard be authorized to sign Payment requests.

BE IT FURTHER RESOLVED that City Manager Robert Hillard be authorized to be the Certifying Officer.

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 July 8, 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.

Mary LaRocque, City Clerk



Memo

To: Honorable Mayor Lewis and City Councilmembers
From: Robert Hillard, City Manager
Date: July 2, 2024
Re: 2024 City of Charlotte Framework

As the City Manager, I have had many discussions with individual City Councilmembers and Department Heads in my first 30 days. This has significantly helped me orient myself to the community, and the thoughts and desires of the City leadership. As a result of these discussions, I am providing to the City Council a DRAFT 2024 City of Charlotte Framework for your continued review and discussion.

The basic framework as suggested creates a focus on three areas including City Services, Community Development, and Neighborhood Enrichment. The balance of the framework lists a number of future plans and reviews that need to be developed to enhance the three areas. As you will notice, this is a very complete list, and will need prioritization and commitment by the City to make a positive impact.

The purpose of the document and the ensuing discussions, is to begin a community conversation, challenge the three areas and its relevance to Charlotte, and reaffirm with City Council that the framework meets the majority of the City Councilmembers' goals and objectives. This discussion is intended to be brought back to City Council over a period of time to sort out the differences between shorter-term desires and longer-term direction. My additional hope is that I can utilize this document during outreach sessions with the community over the next six months, in order to communicate the basic framework as agreed upon by the City Council and solicit additional ideas from the community.

I look forward to your review and discussion. Please let me know if you have any questions.

DRAFT
City of Charlotte
2024
Framework
(7-5-2024)

City Services

Capital Improvement Plan
Emergency Response Plan
Communication Plan
Street Maintenance Program Review
Budget/Finance Review
Public Works Organization Review
Information Technology Management Review
Ambulance Service Review
Building Inspection Program Review
Finance/Clerk Office Review
Website Review
Fire Agreement - Carmel Township Review
Special Assessment District Review
Solid Waste Review

Community Development

Community Master Plan
Airport Improvement Plan
Economic Development/Planning Organization Review
Lansing Business District Review
City Gateway Enhancement Review
Downtown Development Review
Downtown Parking Review
Downtown Truck Traffic Review

Neighborhood Enrichment

Parks Master Plan
Street Light Program Review
Lincoln Street Traffic Review
High Street Traffic Review
Overnight Street Parking Review
Sidewalk Snow Removal Review
Housing Initiatives Review