



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 22, 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/81964639221>
One tap mobile: +16465588656,,81964639221#
Telephone: (312) 626-6799 Webinar ID: 819 6463 9221

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation – Randy Royston New Hope Community Church**
- 4. Pledge of Allegiance**
- 5. Approval of Minutes**
 - a. July 8, 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 Manager Report
 - b. Parks Advisory Board memo regarding Time Piece Park
 - c. Councilmember Committee Reports
- 10. Consent Agenda**
 - a. Approval of Claims and Expenditures totaling \$473,584.83
 - b. Approval of 2024 MERS annual conference delegate appointments
- 11. Business Agenda**
 - a. Discussion on MML Annual Meeting Sept. 11 to 13, 2024

12. Public Comments - 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. Staff Comments

14. Mayor and Council Comments

15. Recess to Closed Session

- a. 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.
- b. 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))

16. Reconvene Open Session

17. 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.

18. 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 08, 2024

CALL TO ORDER:

By Mayor Pro-Tem Duweck on Monday July 08, 2024 at 7:00 p.m.

ROLL CALL:

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. In the audience Fire Chief Christiansen.

INVOCATION:

~~Chuck Jenson, West Carmel Church~~, absent

PLEDGE OF ALLEGIANCE:

Led by Duweck

APPROVAL OF MINUTES:

- a. June 24, 2024 Regular Council Meeting Minutes

Council was presented with a correction by the City Attorney regarding the motion language for collective bargaining agreements

Motion by Chin supported by Fullerton to approve the minutes as amended, Carried; Yea 6; Nay 0; Absent 1

ABSENCE OF COUNCIL MEMBERS:

Motion by Scott supported by Fullerton to excuse the absence of Mayor Lewis, Carried; Yea 6; Nay 0; Absent 1

PUBLIC COMMENT:

No comment

APPROVAL OF AGENDA:

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

COMMUNICATIONS AND COMMITTEE REPORTS:

- a. City Attorney Report

Revore provided council an update of his written report

Rodriguez asked for an explanation of Section 4.4 paragraph 7 of City Charter, which was provided by Revore.

- b. Councilmember Committee Reports

EATRAN – Chin – Board meeting is next Wednesday. He arranged a meeting to introduce Mayor Lewis and City Manager Hillard to the CEO of EATRAN/Lansing CATA

Airport Advisory – Rodriguez – Meeting on the 17th. Will be absent for the July 22nd meeting.

Camp Frances – Christensen – no July meeting

Planning Commission – Christensen – next meeting is July 9th

CONSENT AGENDA:

- a. ~~Approval of Claims and Expenditures totaling \$451,427.27~~ moved to business item f (Chin)
- b. Approval of Resolution 2024-21 to authorize the plan creation of a HCSP with MERS for the IAFF
- c. Approval of Mayoral Appointments – Youth Advisory Committee

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

BUSINESS AGENDA:

- a. Consider approval of the DPW backhoe loader purchase through Cooperative Procurement with AIS Construction

Motion by Chin supported by Scott to approve the DPW backhoe loader purchase through Cooperative Procurement with AIS Construction. Carried; Yea 6; Nay 0; Absent 1

- b. Consider approval of the DPW Truck Chassis purchase through Cooperative Procurement with Lunghamer Ford

Motion by Chin supported by Scott to approve the DPW Truck Chassis purchase through Cooperative Procurement with Lunghamer Ford. Carried; Yea 6; Nay 0; Absent 1

- c. Consider approval of the purchase of an SUV-Fire Inspector Vehicle

Motion by Chin supported by Scott to approve the purchase of an SUV-Fire Inspector Vehicle. Carried; Yea 6; Nay 0; Absent 1

- d. Consider approval of Resolution 2024-22 The Community Development Block Grant Housing Improving Local Livability Grant Reauthorization

Motion by Chin supported by Scott to approve Resolution 2024-22 The Community Development Block Grant Housing Improving Local Livability Grant Reauthorization. Carried; Yea 6; Nay 0; Absent 1

- e. Discussion of the 2024 City of Charlotte Framework

Council overall pleased with the framework but asked for these items to add to the list; IT contract, audio/video quality for meetings, identify the ways the city will inform citizens to share

information. Research ways to revitalize assets we already have. Identify “on the shelf” projects, and develop a better tree policy,

- f. Approval of Claims and Expenditures totaling \$451,427.27

Chin noted, the amendment to provide for an annual contract review, which was part of the motion to approve the Assessing Solutions, Inc. contract, is missing from the executed document.

Motion by Chin supported by Rodriguez to approve Claims and Expenditures totaling \$451,427.27. Carried; Yea 6; Nay 0; Absent 1

PUBLIC COMMENT:

No comment

MAYOR AND COUNCIL COMMENTS:

Christensen – Shell Station now open, Charlotte Plaza improvements, expect full occupancy by the end of October. Residents are observing the fireworks ordinance.

Fullerton – Eaton County Training Committee was awarded a 700k grant to build a live fire training facility down at the training facility on Pain Dr. Will be open to all fire departments in Eaton County. No more burning houses – this will allow for safer controlled burn training. Commended Hillard and urged council members to allow him the room to

Scott – Nice to be functioning

Chin – Thank Rep. Witwer and Sen. Anthony for getting the fire training facility grant to us. Gave updates on the State budget and other updates. Would like an update on the status of our Pension Corrective Action Plan with the State.

Rodriguez – Happy with the framework document provided by Hillard, commended him on his first 30 days.

Duweck – Pension fund update – Dec 2022 to 2023 – obligation went up 1.5 million, State grant funds of 1.2 million helped reduce, asked for a complete assessment by Karen Lancaster.

STAFF COMMENTS:

Hillard – Adjustments will be made to the Framework, MERS actuary’s review will be presented to the Council at the July 29th workshop meeting, he will review of the Corrective Action Plan to provide Council with updates. He has been working on the audio problem (in Council Chambers) with the IT provider and will be seeking the advice of a sound consultant.

ADJOURN:

Motion by Christensen supported by Fullerton to adjourn the meeting at 8:03 p.m. Carried; Yea 7; Nay 0; Absent 0

Respectfully submitted,
Mary LaRocque, City Clerk



To: Honorable Mayor Lewis; City Council
From: Robert Hillard, City Manager
Date: July 19, 2024
Re: City Manager's Report for July 2024

Honorable Mayor Lewis and City Council,

The following is the City Manager's Report for July 2024. This report is not intended to cover all activities of the City Manager, but will attempt to cover certain items relevant to City Council proceedings and citizen interest. Thank you and please give me a call at (517) 543-8850 or rhillard@cityofcharlottemi.org, if you have any questions.

"The Framework" Update

Provided as an attachment to this report is the most recent version of "The Framework". Every month the latest version of "The Framework" will be presented. Items added since the last version provided to City Council include a separate listing of the Downtown Social District under Community Development, and reordering the items. Future versions will attempt to include fixed dates to manage expectations and reflect priorities.

City Manager Community Outreach Efforts

Since I have been with the City of Charlotte, my meeting schedule has primarily been spent with the Mayor, City Councilmembers, Department Heads, staff, and consulting services. However, I have attended a variety of meetings and events over this period of time. This is not a complete list of community outreach efforts, but provides a majority of the activity. Rotary President's BBQ, Celebrate Charlotte, Eaton County Emergency Preparedness Coordinator, DDA Chair Bob Phillips, MSHDA, Rural Fire Association President Dave Roberts, EATRAN Executive Director Brad Funkhouser, CharlotteRising Executive Director Annie Williams, Charlotte Chamber of Commerce Executive Director Courtney Mead, Consumers Energy, Planning Commission (2), Community Master Plan Committee, Beckett and Raeder, Parks Advisory Board Member Nate Lovaas, Charlotte Public Schools Superintendent Mandy Stewart, Eaton County Courthouse Square Association Manager Julie Kimmer, ERESA Superintendent Sean Williams, Downtown Bookstore Open House, and many citizens through meetings and other communications. I appreciate all that have assisted me in introductions to the community.

City Council - Budget/Finance Workshop

The City Council has a scheduled meeting on July 29, 2024, at 7:00P. The proposed agenda includes a review of the previously submitted 2024/25 Fiscal Budget presentation, the 2024/25 Fiscal Budget with a column added for 2023/24 Fiscal Budget Actuals as of 6/30/2024, a MERS Defined Benefit presentation, and a City Council Discussion related to the Special Assessment District. Financial Consultant Lancaster will be present to answer questions.

Parks Master Plan - Recreational Businesses

At a previous City Council meeting, the Council discussed recreational businesses included in the Parks Master Plan. The primary purpose of the Parks Master Plan is to provide a needs assessment and to identify projects related to public/non-profit recreation facilities. However, to assure the private sector is reflecting recreational needs, there is a section dedicated to "Private Recreation". I will be taking the Parks Master Plan back to the Parks Advisory Board, and discuss this specific section, and make sure we are all familiar with the document, its practical use, and ways to make sure this document reflects the goals and objectives of the City of Charlotte. The next meeting of the Parks Advisory Board is August 13, 2024, at 7:00P.

Public Works Director Position Update

I interviewed two firms that specialize in public works services that are listed on the MIDEal State Purchasing Program. As a result and after discussions with the firms, I will be signing a contract with one of the firms to provide public works coordination services for approximately one month. The approach is to seek an in depth review to managing public works. After a strategy is presented and evaluated with staff, a one year contract will be provided to City Council on August 26, 2024, for review and decision.

Airport Update

I met with Airport Chair Pray, Councilmember Rodriguez, and Airport Manager Cotter, to discuss the Airport Advisory Board, and items that need to be resolved at the airport. These items included the Airport Manager's contract, engineering contract to develop the Airport Improvement Plan and attend a meeting with MDOT, mandated fuel farm repairs, as well as other issues. A special meeting or possibly two with the Airport Advisory Board will be scheduled in August, with a series of recommendations coming to the City Council.

City of Charlotte

“The Framework”

(7-16-2024)

City Services

Capital Improvement Plan
Emergency Response Plan
Communication - Transparency Plan
Street Maintenance Program Review
Budget/Finance Review
Public Works Organization Review
Information Technology Management Review
Council Chamber Sound 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
Downtown Development Plan
Downtown Social District Review
Downtown Parking Review
Downtown Truck Traffic Review
Economic Development/Planning Organization Review
Lansing Business District Review
City Gateway Enhancement 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
Tree Policy Review

Charlotte Police Department

111. E. Lawrence Ave., Charlotte, MI 48813

Phone: 517-543-1552 Fax: 517-543-8396

Paul Brentar, Chief of Police

June 2024 Monthly Report

Monthly Statistics:

- See attached report.

Training:

- All officers completed emergency driving training at the high school instructed by SRO Callahan.
- Chief Brentar, Captain Brooks, Sgt. Antcliff, & SRO Callahan attended the North American Active Assailant Conference in Troy. Registration for the conference was paid for by Eaton County Emergency Manager's Office.
- All officers completed Defensive Tactics training instructed by Sgt. McDaniel.
- Captain Brooks, Sgt. McDaniel, & SRO Callahan attended Behavioral Threat Assessment Training.
- Captain Brooks & Sgt. McDaniel provided Active Violence training for members of the fair board.
- Chief Brentar & Captain Brooks provided Active Violence training for Eaton County Employees.
- Chief Brentar was awarded a grant through the Michigan Association of Chief's of Police to attend the International Association of Chief's of Police in Boston, MA coming up in October.
- Chief Brentar attended the Michigan Association of Chief's of Police Summer Conference and was elected to the Board of Directors as the 3rd Vice President.

Staffing:

- We have 2 officer vacancies currently with one of those positions being filled in September. We have received an application for the upcoming police academy and are working through the background investigation of the candidate. Hopefully we can complete the process in time for the candidate to attend the academy in August.

Operational Highlights:

- On 06-05, officers responded to a Personal Injury crash at Cochran/Lovett. Only minor injuries were received.
- On 06-06, officers assisted the Eaton County Civil Division with an immediate eviction at 515 Forest St.
- On 06-09, officers were called to Walmart for a Retail Fraud complaint where a female left with merchandise. The vehicle involved was located and stopped. The driver was a male with 5 outstanding warrants for his arrest, he was lodged at the jail. The female suspect was released but charges have been requested.
- On 06-09, officers were dispatched to a vehicle that drove off the road at Cochran/Parkland. Upon arrival officers located the driver and arrested them for Operating While Intoxicated.
- On 06-18, officer responded to a Retail Fraud where a female pushed out over \$500 worth of merchandise. She was arrested on outstanding warrants and charges have been requested.

- On 06-19, officers assisted the Eaton County Sheriff's Office at Goldies with a runaway female who took off on foot.
- On 06-25, officers assisted the Eaton County Sheriff's Office with a subject who fled on a bike. The suspect was located and taken into custody.
- On 06-27, officers assisted the Battle Creek Police Department with recovering a stolen car.
- On 06-28, officers assisted the Michigan State Police by locating a suspect they wanted for breaking and entering, assault, and malicious destruction of property.
- On 06-28, officers assisted the Eaton County Sheriff's Office on NB I-69 near the 57-mile marker with a domestic assault. The suspect was taken into custody and turned over to ECSO.

Outreach/Public Events:

- Officers provided traffic control and PR for the Charlotte Celebrates events- Touch a Truck & the Car Show.
- Officer Fullerton attended the Tri County Electric Picnic at Bennett Park.
- SRO Callahan attended CHS graduation.
- Officer Carroll stopped into the Bluegrass festival while on patrol.

Respectfully,



Chief of Police



1

#DIV/0!														TOTAL	2023	%	WARRANTS	ARRESTS
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC						
SEX OFFENSE	1	1	1	1	2	2								8	9	-13%		
OBSCENITY														0	5	-100%		
FAMILY ABUSE/NEGLECT	6	5		1	7	3								22	29	-24%		3
FAMILY-NON SUPPORT														0	7	-100%		5
FAMILY-OTHER														0	0	0%		
GAMBLING														0	0	0%		
COMMERCIALIZED SEX OFFENSE														0	0	0%		
LIQUOR LICENSE VIOLATION					1									1	0	100%		
LIQUOR LAW VIOLATION		1	3		1									5	7	-40%		
PUBLIC ORDER CRIMES																		
OBSTRUCTING POLICE		3	1	3	1	2								10	10	0%	1	3
ESCAPE-CORRECTIONAL INSTITUTION														0	0	0%		
ESCAPE-MENTAL INST.														0	0	0%		
ESCAPE/FLIGHT														0	0	0%		
OBSTRUCTING JUSTICE	1	1	3		3	1								9	83	-89%	61	74
BRIBERY														0	0	0%		
WEAPONS-CONCEALED	1		1	1										3	5	-40%		
WEAPONS-EXPLOSIVE														0	0	0%		
WEAPONS-OTHER		2		1		2								5	4	25%		
PUBLIC PEACE	17	19	26	18	17	15								112	135	-17%		5
TRAFFIC-HIT AND RUN	7	1	4	6	5	4								27	27	0%		
TRAFFIC-O.U.I.L./O.U.I.D	2	2	6	2		2								14	36	-61%		8
TRAFFIC-MISD	5	4		2	5	6								22	27	-19%	4	6
HEALTH/SAFETY VIOLATION	4	6	5	3	3	6								27	31	-13%		
CIVIL RIGHTS														0	0	0%		
TRESPASS/PRIVACY	2	6	11	5	9	5								38	59	-36%		1
SMUGGLING														0	0	0%		
ELECTION LAWS														0	0	0%		
ANTI-TRUST														0	0	0%		
TAX REVENUE														0	0	0%		
CONSERVATION	1		4											5	4	25%		
VAGRANCY	1	2	1	2	2	10								18	30	-17%		
MISC. CRIMINAL OFFENSE														0	1	-100%		
GRAND JURY INVESTIGATION														0	0	0%		
CONSPIRACY														0	1	-100%		

End of Part II Crimes

3

#DIV/0!													TOTAL	2023	%	WARRANTS	ARRESTS
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2023	%	WARRANTS	ARRESTS
ASSIST C.F.D.	3	1		1	1	5							11	12	-8%		
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
ACCIDENTS																	
ACCIDENT-AIRCRAFT													0	0	0%		
ACCIDENT-HUNTING													0	0	0%		
ACCIDENT-SHOOTING													0	0	0%		
ACCIDENT-BOATING													0	0	0%		
ACCIDENT-WATER													0	0	0%		
ACCIDENT-OTHER													0	0	0%		
INSPECTIONS-																	
INVESTIGATIONS																	
INSPECT-BOAT													0	0	0%		
INSPECT-MOTOR VEHICLE	5	2	1	3	3	1							15	10	64%		
INSPECT-TRAFFIC CITATION													0	0	0%		
INSPECT-BUSINESS	35	34	8	26	29	25							157	291	-46%		
INSPECT-RESIDENCE	3	9	17	18	5	4							56	115	-51%		
INSPECT-HANDGUN	12	15	10	19	11								67	111	-40%		
INSPECT LIQUOR LICENSE		4		4									8	10	-20%		
INSPECT-OTHER/SOR CHECK	13	9	10	14	5	7							58	73	-21%		
INSPECT-CCW APPLIC													0	0	0%		
DOMESTIC DISPUTES	16	23	12	12	25	21							109	126	-13%		
CIVIL DISPUTE	8	16	14	19	20	20							97	113	-14%		
SUSPICIOUS SITUATION	82	81	82	95	100	111							551	683	-19%		
FIELD INTERROGATION CARD													0	0	0%		
HAZARDOUS SITUATION													0	0	0%		
SUSPECTED NARCOTIC ACTIVITY	1	6	1	4	3	3							18	12	50%		
ABANDONED/RECOVERED PROPERTY	5	3	11	2	8	7							36	47	-23%		
DRUG OVERDOSE	1	2	3			2							8	6	50%		
BOMB THREAT													0	0	0%		
MISC. INCIDENTS																	
MISC/P.B.T.													0	0	0%		
SUICIDE	2		1			1							4	0	3%		
SUICIDE ATTEMPT	6	4	4	2	6	3							25	52	-52%		
DEATH-NATURAL	2	2	1	1	1	2							9	1	200%		
DEATH-UNDETERMINED													0	1	0%		
MISSING PERSON	3	1	3	1	1	1							10	3	233%		

SRO STATS

#DIV/0!														UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2023	%	WARRANTS	ARRESTS
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The School Resource Officer 8 calls for the Charlotte Public Schools in June which include the following:

1- Non-Agg. Assault, 1- Larceny 1- Sex Offense, 1- Delinquent Minor, 1-Civil Infraction

2- Suspicious Situation, 1 Assist Other Agency

VCSA STATS

During the month of June the Charlotte Police Department dealt with 7 VCSA incidents. They are the follows:

1- Cocaine, 4-Meth,1- Heroin, 1-Unknown

(This includes the VCSA, Suspected Narcotics Activity, and Drug Overdose Categories)



Memo

To: Interim City Manager Terry; Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: July 22, 2024
Re: Monthly report – Office of the City Clerk

I am pleased to inform you of recent developments and important announcements within our department:

CLERK NEWS:

We continue to work through training, including cross training in the Clerk and Treasurers departments. Our goal continues to ensure excellent customer service for our internal and external customers.

ELECTION NEWS – August 06, 2024 State Primary election:

- Registering to vote within 14 days before an election requires mandatory in-person registration at the Clerk's office with proof of residency. You may alternatively vote in your last precinct if you have moved within 30 days.
- For City of Charlotte registered voters: If you are not already enrolled in the permanent absent voter ballot list and you would like to enroll – or – you want an absent voter ballot just for the August or November election, please apply online here [Voter Information Center](#).
- Election day voting in the polls: Polls open at 7:00 a.m. and close at 8:00 p.m. District 1 precinct is in the Community Room, lower level at City hall 111 E. Lawrence; District 2 precinct is in the Community Room at West Side Fire Station 911 W. Shepherd.
- 9-day (in-person) Early Voting begins Saturday July 27 and ends Sunday August 4th for the August 6, 2024 State Primary Election, as follows:

To the qualified electors of the CITY OF CHARLOTTE – you have the right to mark a ballot and deposit the ballot in the tabulator beginning the second Saturday before an election and ending the Sunday before the election.

Early voting (in-person) is only available at CARMEL TOWNSHIP HALL – 661 BEECH HWY. CHARLOTTE, MI 48813 for the hours noted:

SATURDAY JULY 27 – 8:00 A.M. TO 4:00 P.M.

SUNDAY JULY 28 – 8:00 A.M. TO 4:00 P.M.

MONDAY JULY 29 – 9:00 A.M. TO 5:00 P.M.

TUESDAY JULY 30 – 9:00 A.M. TO 5:00 P.M.



WEDNESDAY JULY 31 – 9:00 A.M. TO 5:00 P.M.

THURSDAY AUGUST 1 – 12:00 P.M. TO 8:00 P.M.

FRIDAY AUGUST 2 – 9:00 A.M. TO 5:00 P.M.

SATURDAY AUGUST 3 – 8:00 A.M. TO 4:00 P.M.

SUNDAY AUGUST 4 – 8:00 A.M. TO 4:00 P.M.

UPCOMING CITY MEETINGS:

- Planning Commission Meeting: August 13*, 2024 7 p.m. *date changed due to August 6th election*
- City Council Meetings: August 12, 2024 at 7 p.m.; and August 26, 2024 at 7 p.m. and tentatively August 21, 2024 at 7 p.m. for a Council workshop.
- DDA - Downtown Development Authority: August 20, 2024 6:30 p.m.
- Camp Frances August 6, 2024 6:30 - held at the cabin

For detailed information on meeting locations, times, agendas, minutes, and more, please refer to the city's online calendar by clicking on the respective meeting date [here](#).

JOB OPENINGS:

We are currently accepting resumes and applications for the following positions:

- DPW Director (full time)

To learn more about these opportunities, please visit our website [here](#).

Should you have any questions or require further information, please do not hesitate to contact me.

Respectfully submitted,
Mary LaRocque, City Clerk

DEPARTMENT OF PUBLIC WORKS

PROJECT STATUS REPORT

July 17, 2024

I continue spending a lot of time trying to get processes and projects in order. Twenty years of knowledge is hard to put into words. I have set up meetings with two consultants on the state bid that have staff who have been DPW Directors in the past. Rob and I have met with them and will make a recommendation for one of them to do the job until the position is filled. It will cost a lot of money, but there are certain documents that require a Professional Engineer's signature. I'm sure a lot of the day-to-day operations will fall through the cracks, but there is nothing else I can do about it. I will be giving the manager a list of projects and consultants working on them as well as a list of other important tasks that need to be completed.

PROJECTS IN PROGRESS

DWAM Grant

Potholing for lead service lines through the grant's contractor is complete. We continue to find errors in the data provided by the low bid contractor, so we're spending a lot of time re-verifying information. The DPW is continuing to complete potholing, but we have expended the grant money, and this work is being funded through the Water & Sewer Fund. Fishbeck has completed their asset management portion of the project.

Lead Service Line Identification

When time allows, the DPW staff has been potholing services. Additionally, both divisions are working on obtaining service material inside of houses. New EPA guidelines say we need a complete inventory by October 2025, which we should be able to meet.

New Well House Roofs

The contractor has completed the work, and the invoice is in the bills this meeting.

Torque Tube Replacement

The contract has been awarded by council, and I have been trying to complete the contract documents. I have been preparing all of the paperwork for that internally as the work was done by me, not a consultant. As soon as the torque tube is delivered, we anticipate the work to be completed by the end of August or early September. I don't know who will be doing the project closeout on this project.

Torque Tube Painting

I prepared bid documents for the painting of the new torque tube. There was only one bid received and reviewed with the manager. The bid is for \$6,900.00 so it did not go to council. I have the contract and insurance from the contractor. Someone will need to manage the project, and perform the project closeout. A consultant needs to be hired to inspect the paint.

Water Tower Painting Project

The tower is being cleaned now with painting to follow. A preconstruction meeting has been held. I assume that the Utility Superintendent will have to take the lead on the project. All project decisions, paperwork, and project closeout will likely need to be approved by the City Manager.

Wellhead Protection

I facilitated a meeting with the Eaton County 911 and Tri-County Regional Planning regarding wellhead protection areas in the county. The intent is to create a GIS layer that 911 can use in case of a spill, release, or crash within anyone of the Type 1 wellhead protection areas. It was a very productive meeting including folks from 911, Emergency Management, and the GIS Department. There is still some work to be done on our part before we meet again. We are working with Michigan Rural Water Association to update our Source Water Protection Plan. I also participated in the Regional Wellhead Protection Team meeting facilitated by TCRPC.

MDOT Category B Grant

We were notified that we received grant money for the milling and resurfacing of Walnut Street from Shepherd to Lincoln in MDOT's FY 25 per council's previous resolution. They asked for a meeting with myself and our consultant, but we do not have a consultant. In accordance with the new purchasing policy, someone will need to prepare a request for qualifications for engineering services. This RFQ will be a little different in that there will not be a publicly employed engineer on the project. My employment with the city will be over before any of the engineering starts, so someone will need to herd that project through the process and review the engineer's documents. Construction will have to be next season given the timeline.

Sanitary Survey for the Water System

We have submitted answers to the inane questions and comments from EGLE. We will continue to wait to see if there is another response.

Wastewater Plant Local Limits

Staff has been working on the local limits of our permit to accommodate the new Michigan Can Line and proposed business in the industrial park.

Hall Washington McClure Street Reconstruction

The engineer is working with the contractor to close out the MDOT paperwork on the project. The contractor is still disputing one item, but the engineer met with them and physically measured quantities that they had previously approved after each day of work.

Consumers Energy Railroad Street Property

This has been a multi-year process working with Consumers and the Michigan Department of Environment, Great Lakes, and Energy (EGLE). The last letter has been sent to the Barry Eaton Health Department to complete the project. We will now wait to see if EGLE has any final comments on the project.

Safe Routes to School Project

The contractor did a little work on the preliminary list of unsatisfactory work. After that, we spent 2 full days working on the official punch list that is five pages long. The contractor is deciding when they think they may come back to complete the unsatisfactory work. They have given us five different days so far, and they keep pushing it. The issue about the retaining walls is still being debated and analyzed. We are in discussions with MDOT about levying liquidated damages because the contractor has severely missed their completion date, and it requires more time and money from the consultant to meet the MDOT paperwork requirements. We are continuing to stay up with the MDOT paperwork and soil erosion inspections.

BL-69 Bridge Replacement-MDOT

My staff and I are monitoring environmental concerns that we have. Please note that this will be a complete road closure for about three months with anticipated completion in late October.

Park Advisory Board

The Board held a special meeting because Timepiece Park was put in the Social District, but the ordinance does not allow alcohol in the parks. While there is an exception under certain conditions, it needs to be looked at as it relates to the Timepiece Park conflict. The Board's recommendation was sent to council.

We still need a student liaison, so if you know anyone in the 8-12 grade range that would like to serve on the Board, please let me know. They can receive community service hours for their time spent. It has been invaluable to have a young person's perspective on the Board. The young man who requested to turn the old ice rink concrete slab into basketball courts was supposed to be at the meeting, but he did not show. He is supposed to bring some numbers and a plan. There has also been a request to turn the old tennis courts into pickleball courts. The Board has also discussed using it for a tots Safety Town prior to the basketball request. It will be up to the Board to work through this at their next meeting. The next regularly scheduled meeting is in August.

Community Development

I've been in meetings with and working with the engineers and surveyors on the Combs Industrial Park project. Several surveys have been completed, and we are awaiting a proposal from a developer for a possible project. I have also been answering questions about the Development Agreement properties from interested parties.

I have also taken on the unfinished conversion of our paper zoning map to GIS with the county. This was supposed to be completed by community development, but apparently the never reviewed or returned any comments. I am also working with Tyger on this as he uses the map as part of his new duties.

Site Plan Reviews

Reviews are being performed on an ongoing basis. We continue to work with different projects such as SEH, Shell and MI Can as they work toward completion of their construction. We have been meeting with MI Can regarding their site utilities and improvements, and a thorough review of their utility plans has been completed. We are now working with their contractors so that the work is done in accordance with our specifications. We have also been working with a developer who is interested in buying property in Combs Industrial Park. There are several issues that need to be worked out that weren't previously taken into consideration when property was sold.

Permitting

We continue to review and issue permits for work in the right-of-way. Water and sewer permits continue as well. Driveway and dumpster permits continue as well. Right-of-way permits 2024 to date: 34. We have one pending permit looking for additional information.

Bid Packages

I continue to prepare specifications and bid documents for several projects that may not get completed by time I leave. It will be up to someone else to complete.

MDOT

We have received the signed five-year maintenance contract from MDOT.



CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

Fire Chief

111 E. Lawrence Ave., Charlotte MI 48813

Ph. 517-543-0241



CFD Monthly Report

DATE: July 17, 2024

SUBJECT: CFD Monthly Report

To: City Manager Rob Hillard, Honorable Mayor Lewis, and City Council

Item; Fire Inspector Vehicle

- We are expecting the Fire Inspector vehicle to arrive within a week.

Item; Rental Inspector Position

- We are still developing the job description and the posting for replacing the current Rental Inspector vacancy.

Item; SAFER Grant

- We have 16 applicants for the SAFER Grant Firefighter positions. We will be narrowing down our list to three (3) over the next two (2) weeks.

Item; Code Administration

- We are continually improving the processes for Fire Inspections, Zoning, Code Enforcement and Rental.

EATON COUNTY 911

Events by Nature Code by Agency

Agency: CFD, Event date/Time range: 06/01/2024 00:00:00 - 06/30/2024 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
CFD	BRUSH FIRE	0	1	3	4	5%	0:01:26	0:07:58	0:29:58	2:36:05	0:39:01
	CARDIAC OR RESP ARREST	0	0	5	5	6%	0:00:15	0:03:34	0:54:46	3:56:22	0:47:16
	COMMERCIAL FIRE ALARM	0	0	10	10	12%	0:01:31	0:04:29	0:28:02	4:39:58	0:28:00
	COMMERCIAL STRUCTURE FIRE	0	0	2	2	2%	0:01:33	0:01:17	0:35:58	1:17:35	0:38:48
	COMPLAINT FIRE INVESTIGATION	0	0	4	4	5%	0:01:12	0:06:00	0:09:41	0:56:43	0:14:11
	MEDICAL ASSIST	0	1	15	16	19%	0:00:11	0:04:45	0:12:26	4:37:47	0:17:22
	MISCELLANEOUS FIRE RUN	0	5	2	7	8%	0:01:03	0:03:57	0:35:46	3:54:34	0:33:31
	ODOR INVESTIGATION	0	0	6	6	7%	0:02:41	0:04:56	0:23:10	3:04:44	0:30:47
	PERSONAL INJURY CRASH	0	0	15	15	17%	0:00:30	0:07:30	0:12:25	4:40:12	0:18:41
	RESIDENTIAL FIRE ALARM	0	0	5	5	6%	0:02:00	0:03:37	0:18:20	1:44:40	0:20:56
	SPECIAL RESCUE	0	0	1	1	1%	0:00:59	0:02:57	0:02:10	0:06:06	0:06:06
	STRUCTURE FIRE LARGE	0	0	5	5	6%	0:00:50	0:10:22	0:59:11	7:27:37	1:29:31
	WIRES DOWN	0	0	6	6	7%	0:01:20	0:04:32	0:09:40	1:33:12	0:15:32
	Subtotals for No Summary Code	0	7	79	86	100%	0:01:12	0:05:04	0:25:30	40:35:35	0:30:45
Subtotals for CFD		0	7	79	86	100%	0:01:12	0:05:04	0:25:30	40:35:35	0:30:45



CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

Fire Chief

111 E. Lawrence Ave., Charlotte MI 48813

Ph. 517-543-0241



CFD Monthly Report

EATON COUNTY 911

Event List with Report Numbers

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
20240000279	06/01/2024 01:36	RESIDENTIAL FIRE	431 PLEASANT ST	312	R	06/01/2024 02:00:55
20240000280	06/01/2024 18:50	CARDIAC OR RESP	200 STATE ST	312	R	06/01/2024 19:23:59
20240000281	06/03/2024 13:42	COMPLAINT FIRE	409 JOHNSON ST	312	CLR	06/03/2024 13:57:46
20240000283	06/03/2024 20:31	ODOR INVESTIGATION	208 E SHEPHERD ST	311	CLR	06/03/2024 21:23:25
20240000284	06/03/2024 21:44	PERSONAL INJURY	S COCHRAN RD/E NYE	312	CLR	06/03/2024 22:05:17
20240000282	06/03/2024 19:48	MEDICAL ASSIST	1111 S CLINTON ST	312	CLR	06/03/2024 19:56:56
20240000285	06/04/2024 08:43	PERSONAL INJURY	S COCHRAN AVE/W	311	R	06/04/2024 08:52:56
20240000288	06/05/2024 13:50	ODOR INVESTIGATION	602 E SHAW ST	312	R	06/05/2024 14:12:47
20240000289	06/05/2024 21:28	PERSONAL INJURY	1219 GIDNER RD	312	CLR	06/05/2024 21:37:08
20240000290	06/06/2024 00:46	MEDICAL ASSIST	100-107 BUTTERNUT DR	311	R	06/06/2024 01:04:46
20240000291	06/06/2024 08:21	PERSONAL INJURY	ISLAND HWY/N PERKEY RD	311	R	06/06/2024 08:40:04
20240000292	06/06/2024 19:38	MEDICAL ASSIST	330 N PERKEY RD	312	CLR	06/06/2024 19:49:07
20240000293	06/07/2024 00:00	WIRES DOWN	JOHNSON ST/E HENRY ST	CFD	CLR	06/07/2024 00:17:47
20240000294	06/07/2024 07:03	BRUSH FIRE	3425 E CLINTON TRL	302	R	06/07/2024 07:53:33
20240000295	06/07/2024 12:30	WIRES DOWN	117 E HARRIS AVE	311	R	06/07/2024 12:44:11
20240000286	06/04/2024 20:05	MEDICAL ASSIST	1122 S CLINTON ST	312	R	06/04/2024 20:34:18
20240000287	06/04/2024 23:37	RESIDENTIAL FIRE	430 W HENRY ST	312	R	06/05/2024 00:00:15
20240000296	06/08/2024 16:52	MEDICAL ASSIST	447 S AINGER RD	312	R	06/08/2024 17:14:12
20240000297	06/09/2024 07:22	MISCELLANEOUS FIRE	762 COURTHOUSE DR	312	R	06/09/2024 07:56:30
20240000298	06/09/2024 21:22	COMMERCIAL	751-7 W SHEPHERD ST	312	R	06/09/2024 22:17:59
20240000300	06/10/2024 09:40	BRUSH FIRE	W HENRY ST/BRACKETT	314	R	06/10/2024 09:50:12
20240000299	06/10/2024 08:14	STRUCTURE FIRE	403 MARYJANE	312	R	06/10/2024 09:58:59
20240000301	06/10/2024 15:49	PERSONAL INJURY	483 N CLINTON TRL	312	R	06/10/2024 16:10:09
20240000302	06/10/2024 17:54	PERSONAL INJURY	1146 W SPICERVILLE HWY	312	CLR	06/10/2024 18:08:43
20240000303	06/11/2024 00:48	COMMERCIAL FIRE	100 BUTTERNUT DR	312	CLR	06/11/2024 02:02:26
20240000306	06/11/2024 04:41	COMMERCIAL FIRE	1658 LANSING RD	312	CLR	06/11/2024 05:29:58
20240000304	06/11/2024 02:41	COMMERCIAL FIRE	1658 LANSING RD	312	CLR	06/11/2024 03:52:07
20240000305	06/11/2024 03:52	MEDICAL ASSIST	430-43 S COCHRAN AVE	312	CLR	06/11/2024 04:11:11
20240000308	06/13/2024 12:06	PERSONAL INJURY	N CHESTER RD/W KINSEL	312	R	06/13/2024 12:23:11
20240000307	06/13/2024 04:26	PERSONAL INJURY	1865 LANSING RD	312	CLR	06/13/2024 04:57:47
20240000309	06/13/2024 15:45	PERSONAL INJURY	5501 NARROW LAKE RD	312	R	06/13/2024 16:06:00
20240000310	06/13/2024 19:13	COMMERCIAL FIRE	2675 S COCHRAN RD	CFD	CLR	06/13/2024 19:18:23
20240000312	06/13/2024 19:40	WIRES DOWN	309 TIRRELL RD	312	CLR	06/13/2024 19:59:44
20240000311	06/13/2024 19:24	WIRES DOWN	815 PEARL ST	312	CLR	06/13/2024 19:33:57
20240000313	06/14/2024 12:23	ODOR INVESTIGATION	1607 BATTLE CREEK RD	312	R	06/14/2024 12:43:38
20240000314	06/14/2024 19:10	MEDICAL ASSIST	225 S WASHINGTON ST	311	R	06/14/2024 19:19:59
20240000315	06/15/2024 20:24	COMPLAINT FIRE	120 E FIRST ST	312	CLR	06/15/2024 20:33:27
20240000316	06/16/2024 16:04	RESIDENTIAL FIRE	9112 HOOPER RD	312	R	06/16/2024 16:13:03
20240000317	06/16/2024 17:29	MEDICAL ASSIST	2239 S STEWART RD	311	R	06/16/2024 17:49:28
20240000318	06/16/2024 17:37	COMMERCIAL FIRE	1663 REYNOLDS RD	312	R	06/16/2024 18:07:43
20240000319	06/17/2024 01:54	WIRES DOWN	100 EMERALD DR	312	R	06/17/2024 02:16:29

Report Generated: 07/01/2024 10:44:50 | User ID: THART

EventHistory_EventListWithReportNumbers



CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

Fire Chief

111 E. Lawrence Ave., Charlotte MI 48813

Ph. 517-543-0241



CFD Monthly Report

Report #	Call Time	Nature	Location	Prime Unit	Disp.	Close Time
20240000321	06/17/2024 05:43	BRUSH FIRE	1422 E BELLEVUE HWY	311	CLR	06/17/2024 06:14:07
20240000320	06/17/2024 02:20	STRUCTURE FIRE	7377 THUMA RD	315	CLR	06/17/2024 05:06:59
20240000322	06/17/2024 06:57	MISCELLANEOUS FIRE	2135 BATTLE CREEK RD	312	CLR	06/17/2024 07:12:12
20240000324	06/17/2024 13:55	PERSONAL INJURY	86 WI96	311	CLR	06/17/2024 13:55:19
20240000323	06/17/2024 13:49	ODOR INVESTIGATION	224 N WASHINGTON ST	312	R	06/17/2024 14:13:47
20240000325	06/17/2024 14:06	MEDICAL ASSIST	430 S COCHRAN AVE	311	R	06/17/2024 14:20:35
20240000327	06/17/2024 21:52	ODOR INVESTIGATION	5901 W VERMONTVILLE	312	CLR	06/17/2024 22:33:38
20240000326	06/17/2024 21:30	ODOR INVESTIGATION	321 E HARRIS AVE	312	R	06/17/2024 21:56:11
20240000328	06/18/2024 00:04	COMMERCIAL FIRE	226 S BOSTWICK ST	312	R	06/18/2024 00:13:46
20240000329	06/18/2024 00:57	RESIDENTIAL FIRE	210 E STODDARD ST	312	R	06/18/2024 01:11:54
20240000330	06/18/2024 09:58	COMMERCIAL FIRE	2675 S COCHRAN RD	312	R	06/18/2024 10:01:39
20240000331	06/18/2024 09:59	COMMERCIAL FIRE	1650 PACKARD HWY	CFD	R	06/18/2024 10:15:10
20240000332	06/18/2024 10:18	COMMERCIAL	1663 REYNOLDS RD	312	R	06/18/2024 10:40:08
20240000333	06/18/2024 13:03	COMPLAINT FIRE	919 S COCHRAN AVE	319	R	06/18/2024 13:08:26
20240000334	06/18/2024 14:20	SPECIAL RESCUE	225 S WASHINGTON ST	312	R	06/18/2024 14:26:07
20240000335	06/18/2024 17:33	MEDICAL ASSIST	225 S WASHINGTON ST	312	R	06/18/2024 17:44:00
20240000336	06/18/2024 19:31	BRUSH FIRE	1225 S COCHRAN AVE	312	CLR	06/18/2024 20:37:33
20240000337	06/19/2024 13:23	PERSONAL INJURY	3450 W KALAMO HWY	312	CLR	06/19/2024 13:42:28
20240000338	06/20/2024 15:32	MISCELLANEOUS FIRE	911 W SHEPHERD ST	312	CLR	06/20/2024 15:53:02
20240000339	06/21/2024 11:04	MISCELLANEOUS FIRE	1100 PACKARD HWY	312	R	06/21/2024 12:42:22
20240000340	06/21/2024 16:33	MEDICAL ASSIST	100-107 BUTTERNUT DR	312	R	06/21/2024 16:41:42
20240000341	06/21/2024 19:14	CARDIAC OR RESP	310 E SHEPHERD ST	312	CLR	06/21/2024 19:30:48
20240000342	06/21/2024 22:03	COMPLAINT FIRE	3991 ASH HWY	312	CLR	06/21/2024 22:30:38
20240000343	06/21/2024 23:13	PERSONAL INJURY	1751 S STEWART RD	CFD	R	06/21/2024 23:15:53
20240000344	06/22/2024 13:55	PERSONAL INJURY	63-64 NI69	CFD	CLR	06/22/2024 14:41:02
20240000345	06/22/2024 18:03	MEDICAL ASSIST	2882 MAUREEN DR	312	CLR	06/22/2024 18:35:06
20240000346	06/22/2024 18:24	MEDICAL ASSIST	887 STATE ST	311	CLR	06/22/2024 18:46:48
20240000347	06/23/2024 13:21	MISCELLANEOUS FIRE	822 CHADS WAY	312	R	06/23/2024 13:44:52
20240000348	06/23/2024 16:52	CARDIAC OR RESP	530 BEECH ST	CFD	R	06/23/2024 16:54:33
20240000349	06/23/2024 18:19	MEDICAL ASSIST	303-9 PACKARD HWY	CFD	CLR	06/23/2024 18:38:25
20240000350	06/24/2024 06:27	STRUCTURE FIRE	5485 PACKARD HWY	312	R	06/24/2024 07:16:24
20240000351	06/24/2024 15:09	MISCELLANEOUS FIRE	10320 W VERMONTVILLE	CFD	CLR	06/24/2024 15:12:16
20240000352	06/24/2024 15:20	COMMERCIAL FIRE	100 BUTTERNUT DR	312	R	06/24/2024 15:30:38
20240000353	06/25/2024 10:22	PERSONAL INJURY	NARROW LAKE RD/E FIVE	312	CLR	06/25/2024 10:55:02
20240000354	06/25/2024 17:19	WIRES DOWN	525 E SHAW ST	311	CLR	06/25/2024 17:32:47
20240000355	06/25/2024 19:32	RESIDENTIAL FIRE	2350 BROOKMEAD WAY	305	R	06/25/2024 20:07:49
20240000356	06/26/2024 08:05	MISCELLANEOUS FIRE	941 WARREN AVE	312	R	06/26/2024 08:46:39
20240000357	06/26/2024 11:12	STRUCTURE FIRE	421 E HENRY ST	312	CLR	06/26/2024 11:27:57
20240000358	06/26/2024 16:43	MEDICAL ASSIST	3110 S COCHRAN RD	312	R	06/26/2024 16:55:02
20240000359	06/26/2024 17:38	STRUCTURE FIRE	7618 WILLOW HWY	315	R	06/26/2024 19:30:47
20240000360	06/27/2024 08:44	MEDICAL ASSIST	1079 W KINSEL HWY	312	R	06/27/2024 09:07:17
20240000363	06/28/2024 20:26	CARDIAC OR RESP	1592 OTTO RD	312	R	06/28/2024 21:48:39
20240000364	06/29/2024 22:19	PERSONAL INJURY	WILCOX RD/E BELLEVUE	311	CLR	06/29/2024 22:40:13
20240000361	06/28/2024 08:46	CARDIAC OR RESP	303-35 PACKARD HWY	312	R	06/28/2024 10:28:59
20240000362	06/28/2024 09:42	COMMERCIAL FIRE	1055 MIKESELL ST	311	R	06/28/2024 09:56:33



CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

Fire Chief

111 E. Lawrence Ave., Charlotte MI 48813

Ph. 517-543-0241



CFD Monthly Report

Total Number of Events Listed: 86

Kevin Christiansen
Fire Chief
City of Charlotte Fire Department
111 E Lawrence Ave.
Charlotte, MI 48813
Station 517-543-0241
Cell 517-243-8332
www.charlottemi.org

Memo

To: City Council
From: Park Advisory Board
Date: July 17, 2024
Re: Timepiece Park in the Social District

As requested by the City Manager, a Special Meeting of the Park Advisory Board was held on July 16, 2024 to discuss City's inclusion of Timepiece Park in the newly created Social District. Charlotte Rising representatives explained the district, how it operates, and what hours it operates.

Following is a summary of the discussion and recommendation of the Board.

There is concern that Timepiece Park will become a patio dining area for the area bars. The other major concern was the neighboring businesses and residences. In order to include Timepiece Park in the Social District, it would take an ordinance amendment that would further delay the implementation of the Social District.

After much discussion, the idea was posed that the Timepiece Park be taken out of the purview of the park system. The Board did not feel that Timepiece Park is like other city parks that are a place to go play or exercise. The creation of Timepiece Plaza was offered as a solution. The Timepiece Plaza would be under the cloak of the DDA or Community Development. That would open it up for more unrestricted use as well as not delay the Social District by months for ordinance revisions. The Board felt it was important to keep the existing ordinance language for allowing alcohol in parks under certain conditions for other non-profits.

The Park Board appreciates the opportunity to review the issue. They are also willing to meet again if necessary to discuss any changes Council feels needs reviewing.

cc: Park Advisory Board

— THE CITY OF —
CHARLOTTE
— MICHIGAN —

Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: July 17, 2024
Re: Claims and Expenditures for Council approval on Monday July 22, 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 08, 2024	\$ 4,928.33
Insurance Claims week of July 15, 2024	\$ 3,797.23
Payroll paid Friday July 12, 2024	\$240,384.56
Invoiced claims as of July 17, 2024	<u>\$224,474.71</u>
Total	<u>\$473,584.83</u>

Suggested Motion

Motion to approve Claims and Expenditures in the amount of **\$473,584.83**

07/17/2024 03:13 PM
User: CKOENIG
DB: Charlotte

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF CHARLOTTE
INVOICE ENTRY DATES 07/04/2024 - 07/17/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

Page: 1/8

Vendor Code	Vendor Name	Invoice	Description	Amount
01683	ACD.NET			
		81518-284/81518	JUNE CHARGES 2024 & JULY CHARGES 2024	1,408.49
		91177-136	JULY 2024 CHARGES	565.84
TOTAL FOR: ACD.NET				1,974.33
01695	ACE HARDWARE & LUMBER CO.			
		58901	DECKING SCREWS, TREATED WOOD,	126.69
TOTAL FOR: ACE HARDWARE & LUMBER CO.				126.69
01678	ADVANCE AUTO PARTS			
		5565403357543	DIE HARD TOOL	12.87
		5565419232364	BRAKE PAD, ROTORS, GREASE	468.17
TOTAL FOR: ADVANCE AUTO PARTS				481.04
01764	AMAZON CAPITAL SERVICES			
		11CW-HTL3-D46X	ACCOUNT # A264N6SLCWDWHU (DRIP BOWLS FOR RANGES)	21.84
		1D9F-TYJV-JWPJ	ACCOUNT # A264N6SLCWDWHU (FOAM CUPS, TRASH BAGS, WIRELESS KEYBOARD, PAPER TOWELS, DISPOSABLE PLATES)	885.05
		1DXN-N1D7-VXC3	ACCOUNT # A264N6SLCWDWHU (LIQUID HAND SOAP)	26.00
		1TKW-RH7L-J6HM	ACCOUNT # A264N6SLCWDWHU (GAS MONITOR BATTERIES)	71.71
TOTAL FOR: AMAZON CAPITAL SERVICES				1,004.60
02036	AMAZON CAPITAL SERVICES			
		1D73-WL76-3QQD	ACCT # A1K517P63NLQUT(POLICE) USB HUB SPLITTER	15.98
		1KMW-69PJ-FX1L	ACCT # A1K517P63NLQUT(POLICE) (FLASH DRIVE)	31.98
		1P74-WVJT-X71L	ACCT # A1K517P63NLQUT(POLICE) CANON POWERSHOT DIGITAL CAMERA	272.20
TOTAL FOR: AMAZON CAPITAL SERVICES				320.16
01915	APEX SEPTIC & EXCAVATING, INC.			
		1649	APEX SEPTIC & EXCAVATING	5,880.00
TOTAL FOR: APEX SEPTIC & EXCAVATING, INC.				5,880.00
01635	AT&T LONG DISTANCE			
		07.17.2024	AIRPORT INTERNET (JUNE 2024)	51.38
TOTAL FOR: AT&T LONG DISTANCE				51.38
01608	BARYAMES CLEANERS			
		BN1616-07.01.202	POLICE DRY CLEANING	207.22
TOTAL FOR: BARYAMES CLEANERS				207.22
01602	BEAVER RESEARCH COMPANY			
		0372757-IN	SILICONE LUBE-LUBRICANT, PARADOX LUBE	206.26
TOTAL FOR: BEAVER RESEARCH COMPANY				206.26
MISC	BRIAN NEUMANN			
		07.12.2024	PAYROLL CHECK 07.12.2024	523.01
TOTAL FOR: BRIAN NEUMANN				523.01

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Vendor Code	Vendor Name	Description	Amount
Invoice			
01561	BS&A SOFTWARE		
154718		DELINQUENT PERSONAL PROPERT. NET TRAINING	1,000.00
TOTAL FOR: BS&A SOFTWARE			1,000.00
01555	BYRUM ACE HARDWARE		
0.		OVERPAYMENT ON CHECKS #22006 & #22198	(117.46)
377885		SPRAYER REPAIR	22.14
377931		FASTENERS	7.16
378114		WIRE BRUSH	15.18
378171		PAINT ROLLER, PAINT TRAY LINER,	30.97
378602		TOOLS	63.98
379609		SUPPLIES-PIPE	20.55
379772		PAINT BRUSH,LOCTITE GLUE	9.98
380025		RUBBER Mallet, STORAGE BOX	20.98
TOTAL FOR: BYRUM ACE HARDWARE			73.48
01910	CGS, INC.		
5421		CONFINED SPACE AWARENESS	2,213.25
5422		TRENCHING AND SHORING TRAINING 6/11/2024	2,213.25
TOTAL FOR: CGS, INC.			4,426.50
01517	CHARLOTTE PUBLIC LIBRARY		
TY2023		TY 2023 PILOT PAYOUT	2,288.67
TOTAL FOR: CHARLOTTE PUBLIC LIBRARY			2,288.67
01508	CHARLOTTE PUBLIC SCHOOLS		
TY2023		TY 2023 PILOT PAYOUT	13,441.69
TOTAL FOR: CHARLOTTE PUBLIC SCHOOLS			13,441.69
01520	CITY OF CHARLOTTE		
10281-07.01.2024		1310 S. COCHRAN AVE.	362.98
11516-07.01.2024		301 TIRRELL HWY	386.46
11517-07.01.2024		301 TIRRELL HWY DPW	402.41
11518-07.01.2024		313 TIRRELL REAR	338.81
11519-07.01.2024		313 TIRREL HWY SCRE	5,721.15
14288-07.01.2024		911 W. SHEPHERD ST.	1,501.08
14995-07.01.2024		1225 S. COCHRAN AVE.	378.00
15517-07.01.2024		620 W. SHEPHERD ST.	367.68
TOTAL FOR: CITY OF CHARLOTTE			9,458.57
01489	CMP DISTRIBUTORS INC		
015856		OPTICS PURCHASE PROGRAM	3,252.00
015954		SIGHTS	463.95
TOTAL FOR: CMP DISTRIBUTORS INC			3,715.95
01712	COINS WITH PRIDE		
CHAR724		COMMEMORATIVE COINS	625.00
TOTAL FOR: COINS WITH PRIDE			625.00
MISC	COMMANDER FLEET CORP.		
24096		2018 CHEVROLET SUBURBAN 4X4 COMMAND UNIT (VIN # 1GNSKGKC8JR370913)	35,000.00
TOTAL FOR: COMMANDER FLEET CORP.			35,000.00
01486	CONSULTANTS ON CALL, LLC		
2024-20295		MANAGED SERVICE FEES	2,800.00
TOTAL FOR: CONSULTANTS ON CALL, LLC			2,800.00

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Vendor Code	Vendor Name	Description	Amount
Invoice			
01471	CONSUMERS ENERGY		
	201008853841	620 W SHEPHERD ST	17.60
	201631424913	1005 PAINE DR. FRNT GEN CHARLOTTE	22.89
	201720421871	1213 S COCHRAN AVE	58.66
	201720421872	1216 S COCHRAN AVE	30.37
	201720421873	1216 1/2 S COCHRAN AVE	16.00
	201720421874	1216 S COCHRAN AVE	42.34
	201720423023	108 E LAWRENCE AVE	49.21
	201720423024	108 E LAWRENCE AVE	64.34
	201987406706	1152 S COCHRAN AVE CAMP FRANCIS	51.88
	202165373746	1064 NORTHWAY	42.64
	202165373820	1325 ISLAND HWY GATE-AIRPORT	34.30
	202699315435	526 W STODDARD ST	31.55
	202966275470	508 N. SHELDON ST.	68.59
	203322255611	301 TIRRELL RD	223.48
	203322255612	301 TIRRELL RD R2	307.03
	203322255613	301 TIREELL RD MAINTENANCE	59.90
	203589237869	811 CHADS WAY	16.80
	204034179231	1310 S COCHRAN AVE	123.34
	204212169604	1800 PACKARD HWY	40.62
	204212169747	1167 E CLINTON TRAIL	73.13
	204301163857	811 CHADS WAY	104.87
	204390158244	203 HALL ST	65.73
	205013060941	201 HALL ST	57.23
	205013061121	1325 ISLAND HWY	417.17
	205013061122	1329 1/2 ISLAND HWY	44.48
	205279996411	700 LANSING RD	31.68
	205457981381	619 W SHEPHERD ST	77.91
	205457981382	620 W SHEPHERD ST	101.03
	206169803066	1005 PAINE DR	43.14
	206258772600	1325 ISLAND HWY #C	113.04
	206347649428	111 E LAWRENCE AVE	305.43
	206525553100	1104 MIKESELL ST	216.80
	206525553104	544 LANSING ST/WWTP LIFT STATION	24.78
	206525553105	544 LANSING ST	656.83
	206525553106	700 E. SHEPHERD ST.	153.10
	206525553111	1075 INDEPENDENCE BLVD	231.76
	206525553114	1305 S COCHRAN AVE	50.33
	206525553146	1216 S COCHRAN AVE	1,964.69
	206525553189	111 E LAWRENCE AVE	3,510.36
	206525569960	076 - 12 TRAFFIC LIGHTS	462.50
	206525569961	AREA LIGHTING	658.22
	206525569962	076 - 2 TRAFFIC LIGHTS	3.12
	206525569963	065 & 068 -460 STREETLIGHTS	5,671.86
	206525569964	TULLY BROWN DR (AREA LIGHTING)	147.18
	206614566620	245 S COCHRAN AVE	23.83
	206881322784	112 1/2 S COCHRAN	28.77
	207059029912	1225 S COCHRAN AVE	87.63
	207059045020	201 HALL ST (AREA LIGHTING)	110.38
	207147565391	1227 S COCHRAN AVE	4,733.08
	207147573283	1005 PAINE DR	11,204.50
	601013609022	065 & 068 -460 STREETLIGHTS	5,706.30
	601013611021	911 W SHEPHERD ST FIRE DEPT 2	1,754.08
TOTAL FOR: CONSUMERS ENERGY			40,136.48
01459	CRB CRANE SERVICES		
	0061125-IN	PUMP HOISTINSTALL	2,692.25
	0061126-IN	REPLACEMENT HOIST	5,077.48
TOTAL FOR: CRB CRANE SERVICES			7,769.73

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Vendor Code	Vendor Name		Amount
	Invoice	Description	
01838	CULLIGAN WATER CONDITIONING		
	96975TN	DURA CUBE DELIVERY	39.75
TOTAL FOR: CULLIGAN WATER CONDITIONING			39.75
01448	CUSTOM HOME INTERIORS		
	CG401367	CARPET TILE	4,317.67
TOTAL FOR: CUSTOM HOME INTERIORS			4,317.67
02017	DINGES FIRE COMPANY		
	45760	SHIPPING FOR FIRE BOOTS	131.14
	47272	ENVIRO CONES W REFLECTIVE COLLARS (220)	3,144.46
	47873	TRAFFICE VEST SHIPPING	162.08
TOTAL FOR: DINGES FIRE COMPANY			3,437.68
01398	EATON COUNTY-TREASURER		
	TY 2023	TY 2023 PILOT PAYOUT	15,928.94
TOTAL FOR: EATON COUNTY-TREASURER			15,928.94
01388	EATON RESA		
	TY 2023	TY 2023 PILOT PAYOUT	6,216.23
TOTAL FOR: EATON RESA			6,216.23
01384	EATON TOWNSHIP TREASURER		
	MAR - APR	JUNE REVENUE SHARING	2,264.00
TOTAL FOR: EATON TOWNSHIP TREASURER			2,264.00
01957	EGANIX		
	20557	FOG TREATMENT	2,170.00
TOTAL FOR: EGANIX			2,170.00
01375	ELHORN ENGINEERING COMPANY		
	302769	PHOSPHATE- WATER	4,905.00
TOTAL FOR: ELHORN ENGINEERING COMPANY			4,905.00
01372	ENCOMPASS EAP		
	ENC-IN-100338	EMPLOYEE ASSISTANCE 07.01.2024 - 06.30.2025	2,080.00
TOTAL FOR: ENCOMPASS EAP			2,080.00
01365	ETNA SUPPLY		
	S105769763.001	SENSUS ANNUAL MAINTENANCE/SUPPORT (8/04/2024 - 8/03/2025)	4,000.00
TOTAL FOR: ETNA SUPPLY			4,000.00
01319	GARDENSCAPES LAWN & LANDSCAPE		
	01734	MOW AND TRIM MEMORIAL PARK JUNE 2024	210.00
TOTAL FOR: GARDENSCAPES LAWN & LANDSCAPE			210.00
02117	HAMMOND FARMS WEST		
	5-118585	PLAYGROUND MULCH	183.39
TOTAL FOR: HAMMOND FARMS WEST			183.39
01438	HASSEL FREE FUELS		
	CFSI-10905	ACCOUNT # 010109 (FIRE) FUEL	599.56
TOTAL FOR: HASSEL FREE FUELS			599.56

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Vendor Code	Vendor Name	Invoice	Description	Amount
02037	HASSEL FREE FUELS			
		CFSI-10859	ACCNT #010107 (DPW/WWTP) FUEL	1,190.26
TOTAL FOR: HASSEL FREE FUELS				1,190.26
01970	HOPKINS MECHANICAL SERVICES, LLC			
		H24291	AC START-UP	1,855.00
TOTAL FOR: HOPKINS MECHANICAL SERVICES, LLC				1,855.00
01252	INDEPENDENT BANK			
		5867-06.13.2024	JUNE 2024	6,719.12
TOTAL FOR: INDEPENDENT BANK				6,719.12
01294	JEREMY HAFNER			
		07.08.2024	BOOTS PER CONTRACT	400.00
TOTAL FOR: JEREMY HAFNER				400.00
01216	KALAMAZOO RIVER WATERSHED			
		2020-122	TMDL- AHGREEMENT DUES	703.00
TOTAL FOR: KALAMAZOO RIVER WATERSHED				703.00
01976	KENT COMMUNICATIONS INC			
		336880	JULY UTILITY BILLS	878.75
TOTAL FOR: KENT COMMUNICATIONS INC				878.75
01883	KENYON AND SONS LLC			
		#12-07/06/2024	WEEKLY LAWN MOWING -JUNE 30TH TO JULY 6TH	4,420.00
TOTAL FOR: KENYON AND SONS LLC				4,420.00
01199	KIMBALL MIDWEST			
		102394309	SILICONE	138.24
TOTAL FOR: KIMBALL MIDWEST				138.24
00781	KNIGHT WATCH, INC.			
		INV055680	MONTHLY MONITORING- CELLULAR	123.00
TOTAL FOR: KNIGHT WATCH, INC.				123.00
01182	LANSING UNIFORM CO.			
		103476-A	UNIFORM SHIRTS,NAME TAGS, ALTERATIONS	676.70
		103768-A	NAME TAGS	45.00
TOTAL FOR: LANSING UNIFORM CO.				721.70
01173	LEA'S AUTO BODY			
		8522	OIL CHANGE FO R2021 CHEVROLET TAHOE	89.00
		8567	OIL CHANGE 2023 CHEVROLET TAHOE	81.68
TOTAL FOR: LEA'S AUTO BODY				170.68
01684	LEXISNEXIS RISK SOLUTIONS			
		1275544-20240630	JUNE 2024 CHARGES	200.00
TOTAL FOR: LEXISNEXIS RISK SOLUTIONS				200.00
01156	LYNN PEAVEY COMPANY			
		410904	EVIDENCE SUPPLIES	80.07
TOTAL FOR: LYNN PEAVEY COMPANY				80.07

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Vendor Code	Vendor Name		Amount
	Invoice	Description	
02016	MACQUEEN EMERGENCY		
	P24249	STRIP BRM-PELIC UPSTAIR	1,386.24
TOTAL FOR: MACQUEEN EMERGENCY			1,386.24
01137	MCGINTY, HITCH, PERSON, ANDE., P.C.		
	07.16.2024	JUNE 2024 SERVICES	18,166.54
TOTAL FOR: MCGINTY, HITCH, PERSON, ANDE., P.C.			18,166.54
01096	MICHIGAN DEPT. OF TREASURY		
	TY2023	TY 2023 PILOT PAYOUT	62,347.07
TOTAL FOR: MICHIGAN DEPT. OF TREASURY			62,347.07
01082	MICHIGAN NETWORK CONSULTANTS		
	2024-20289	IT SERVICES	2,437.50
TOTAL FOR: MICHIGAN NETWORK CONSULTANTS			2,437.50
01078	MICHIGAN STATE POLICE		
	551-639490	SOR REGISTRATION	30.00
TOTAL FOR: MICHIGAN STATE POLICE			30.00
02116	MOHRE SOFT WATER		
	296625352	TIRRELL WATER SOFTENER	2,299.00
TOTAL FOR: MOHRE SOFT WATER			2,299.00
01048	MUNICIPAL SUPPLY COMPANY		
	INV82969	PREMIUM GENERAL PURPOSE DIA BLADE	250.00
TOTAL FOR: MUNICIPAL SUPPLY COMPANY			250.00
01536	NAPA MPEC		
	268793	NAPA GREASE	41.94
	268794	BEARING SET, NAPA OIL SEAL,	64.68
	268844	PANEL FILTERS	42.95
TOTAL FOR: NAPA MPEC			149.57
02091	NEW LIFE ARBORICULTURAL SERVICES		
	2302	TREE REMOVAL	9,850.00
TOTAL FOR: NEW LIFE ARBORICULTURAL SERVICES			9,850.00
01021	NORTHERN SAFETY CO., INC.		
	906247415/103070	NITRILE GLOVES, 2 TONE VESTS, ALL PLUS WIPERS, EYE WEAR	659.90
TOTAL FOR: NORTHERN SAFETY CO., INC.			659.90
MISC	SIGNAL 5 FIRE APPARATUS		
	24096	SHIPPING 2018 CHEVROLET SUBURBAN 4X4 COMMAND UNIT (VIN # 1GNSKGKC8JR370913)	1,350.00
TOTAL FOR: SIGNAL 5 FIRE APPARATUS			1,350.00
00887	SILK SCREEN STUFF		
	2437	SCIENCE CAMP T-SHIRTS	584.00
TOTAL FOR: SILK SCREEN STUFF			584.00
02114	STATE OF MICHIGAN		
	07.08.2024	MUNICIPAL LICENSE PLATES	130.00
TOTAL FOR: STATE OF MICHIGAN			130.00

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Vendor Code	Vendor Name	Invoice	Description	Amount
00848	SUPERFLEET MASTERCARD PROG.	FB749-07.01.2024	POLICE FUEL	3,861.32
TOTAL FOR: SUPERFLEET MASTERCARD PROG.				3,861.32
01984	TARGET SOLUTIONS LEARNING	INV97591	VGS-GTEPMS- GUARDIAN TRACKING	1,077.97
TOTAL FOR: TARGET SOLUTIONS LEARNING				1,077.97
01465	THE COUNTY JOURNAL	277554	SCIENCE ADVENTURE CAMP ADD	145.00
		279162	PLANNING COMMISSSION HEARING NOTICE JULY 9, 2024	99.50
TOTAL FOR: THE COUNTY JOURNAL				244.50
02004	THE RAPID GROUP, LLC	165391	SHRED CART	25.00
TOTAL FOR: THE RAPID GROUP, LLC				25.00
00820	TRACE ANALYTICAL LABORATORIES	4070146	LEAD & COPPER ANALYSIS	100.00
		4070200	WATER QUALITY ANALYSIS	116.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES				216.00
00809	TRUGREEN #2801	195949648	VEGETATION CONTROL	46.45
TOTAL FOR: TRUGREEN #2801				46.45
00871	UM HEALTH -SPARROW OCCUPATIONAL HEA	00070611-00	PHYSICAL - DOT	95.00
TOTAL FOR: UM HEALTH -SPARROW OCCUPATIONAL HEA				95.00
00791	USA BLUE BOOK	INV00408598	LAB SUPPLIES- WWTP	699.83
TOTAL FOR: USA BLUE BOOK				699.83
00785	VERIZON WIRELESS	9968034708	JUNE 02 -JULY 01, 2024	1,541.73
TOTAL FOR: VERIZON WIRELESS				1,541.73
02118	VIRTUAL ACADEMY	VA12848	VIRTUAL ACADEMY TRAINING (DATES 07/11/2024 - 07/11/2025)	1,275.00
TOTAL FOR: VIRTUAL ACADEMY				1,275.00
00777	WALDRON FUELS	6502	FUEL	413.69
TOTAL FOR: WALDRON FUELS				413.69
00774	WASTE MANAGEMENT-	8493727-1710-8	REFUSE PICKUP	1,762.00
TOTAL FOR: WASTE MANAGEMENT-				1,762.00
00766	WEST SHORE FIRE, INC	32428	SERVICE CALL FOR SIREN SHOWING FAILURE	1,130.05
TOTAL FOR: WEST SHORE FIRE, INC				1,130.05

Vendor Code	Vendor Name		
	Invoice	Description	Amount
00758	WINDEMULLER		
	237016	CONTROL PANEL REPAIR	559.96
TOTAL FOR: WINDEMULLER			559.96
TOTAL - ALL VENDORS			308,051.12
PAYMENT TYPE TOTAL			
Paper Check			251,685.57
EFT Transfer			56,365.55

COMMERCIAL CREDIT CARD STATEMENT 2023

June, 2024

	DATE	VENDOR	DESCRIPTION	ACCOUNT #	AMOUNT
Perry, S	5/31/2024	OTP/AIR Technologies	Filters/Oil	510-550.000-731.000	\$ 390.60
	5/29/2024	Water Environment Fed	Dues For Water	510-537.000-960.000	\$ 235.00
			Subtotal		\$ 625.60
City Manager	6/1/2024	Google Suite	GSuite monthly subscription	666-228.000-810.000	\$ 997.13
			Subtotal		\$ 997.13
Fullerton, T	5/29/2024	Jones & Bartlett	Return Fire officer Books	206-336.000-965.000	\$ (71.36)
	5/16/2024	Fire Safety USA	Hose Washer	206-336.000-741.000	\$ 644.90
	5/21/2024	Jones & Bartlett	Fire officer books	206-336.000-965.000	\$ 71.36
	5/22/2024	State of Michigan	T. Briggs EMS License	206-336.000-960.000	\$ 25.00
	5/22/2024	Jones & Bartlett	Fire officer books	206-336.000-965.000	\$ 91.86
	6/3/2024	Sec of State Lansing	Fire Truck Titles	206-336.000-740.000	\$ 30.00
	6/3/2024	ELAVON service fee	Fire Truck Titles - Fee	206-336.000-740.000	\$ 0.62
	6/10/2024	CVS/PHARMACY	EPI - Auto-Injector	206-336.000-738.000	\$ 329.98
			Subtotal		\$ 1,122.36
Griffith, M	5/17/2024	Walmart	Office supplies	510-550.000-731.000	\$ 87.69
	5/24/2024	State EGLE	2024 MECC Conference	510-562.000-965.000	\$ 400.00
			Subtotal		\$ 487.69
Smith, A	5/22/2024	EGLE	Drinking Water Operator Training	510-562.000-965.000	\$ 95.00
	6/12/2024	Beltron	Heavy Duty Belt Clip Holster	601-582.000-731.000	\$ 18.95
			Subtotal		\$ 113.95
Brentar, P	5/23/2024	Wilder Tactical	Urban Defender Belts	101-301.000-815.000	\$ 2,419.80
	6/4/2024	Granite City	(Meals)Conference	101-301.000-965.000	\$ 109.40
	6/6/2024	Yard House	(Meals)Conference	101-301.000-965.000	\$ 104.87
			Subtotal		\$ 2,634.07
Larocque,M	6.06.2024	Dairy Queen	Employee meeting Expense	101-215.000-956.000	\$ 32.99
			Subtotal		\$ 32.99
Gilson,A	5/23/2024	Boyne Mountain Resor	APWA 2024 Conference	510-537.000-965.000	\$ (21.78)
	5/21/2024	Boyne Mountain Resor	APWA 2024 Conference	510-537.000-965.000	\$ 74.18
	5/21/2024	Boyne Mountain Resor	APWA 2024 Conference	510-537.000-965.000	\$ 74.17
	6/7/2024	Aircraft Spruce	Base Antenna	295-595.000-731.000	\$ 368.88
	6/6/2024	Aircraft Spruce	Base Antenna	295-595.000-731.000	\$ 209.88
			Subtotal		\$ 705.33
Total					\$ 6,719.12

Fwd: Claims

Rob Hillard <rhillard@charlottemi.org>

Mon, Jul 22, 2024 at 1:42 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: David Revore <davidrevore@mcgintylaw.com>, Karen Lancaster <karen.lancaster@woodhillgrp.com>, Mary LaRocque <mlarocque@charlottemi.org>

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 22, 2024.

01915 5,880.00 APEX SEPTIC & EXCAVATING 1649 5,880.00- Copy of Invoice

Attached is the invoice from Apex Septic & Excavating

CHARLOTTE PUBLIC SCHOOLS TY2023 TY 2023 PILOT PAYOUT 13,441.69 - several "pilot payout" as description - What is this?

The City issues Pay in Lieu of Taxes (PILOT) payouts. These are a result of development agreements between the entities and the City of Charlotte. The revenues that support the PILOT are from Butternut Creek (\$59,938), Edmond (\$32,224), and Sugar Mill (\$33,520). The payouts are to the County (\$15,928.94), Library (\$2,288.67), ISD \$6,216.23), and Local School District (\$13,441.69). The City also receives a payment of \$15,928.94.

MCGINTY, HITCH, PERSON, ANDE., P.C. 07.16.2024 JUNE 2024 SERVICES 18,166.54- Copy of Invoice

Attached is the invoice for MCGINTY, HITCH, PERSON, ANDE., P.C

[Quoted text hidden]

2 attachments

 **Apex Septic & Excavating - June 14.pdf**
193K

 **McGinty Hitch - Invoice July 1 2024.pdf**
50K



Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: July 18, 2024
Re: 2024 MERS Annual Conference Delegate Appointment

Background

The MERS (Michigan Employees' Retirement System) 2024 Conference is scheduled to take place from October 9 to 11, 2024, at the Amway Grand Plaza Hotel in Grand Rapids, Michigan. Each participating municipality's governing body is required to certify the names of their delegates for the business meeting. Authorized delegates have the voting authority during the business proceedings. Budgetary allocations have been made to facilitate attendance at this event. Robert Hillared has been designated as the Officer delegate. According to MERS regulations, Rob Rich was elected as the Employee delegate through a vote of employees. Mary LaRocque (Officer) and James Saldana (Employee) will serve as alternate delegates in the event that the primary delegates are unable to attend.

Recommendation

We recommend approving and certifying Robert Hillard as the Officer delegate and Rob Rich as the Employee delegate for the 2024 MERS annual business meeting, along with approving the alternate delegates as specified above.

Financial Impacts

The anticipated cost for two attendees is estimated at \$1,800, which will be covered by the allocated funds for this purpose.

Suggested Motion

Motion to approve and certify Rob Hillard as the Officer delegate and Rob Rich as the Employee delegate for the 2024 MERS annual business meeting, and to approve the alternate delegates as detailed.



Municipal Employees' Retirement System of Michigan
1134 Municipal Way • Lansing, MI 48917
800.767.6377
www.mersofmich.com

2024 Officer and Employee Delegate Certification Form

MERS Annual Business Meeting | October 2024

Please print clearly • Scan and attach this file when you register online • Retain a copy for your records

IMPORTANT: If you are not electing/appointing delegates to vote during the MERS Annual Business Meeting, please **DO NOT** submit this form. A **delegate** is **NOT** confirmed to have voting rights until this form has been uploaded with their online registration.

The voting delegate representative must be a MERS member, defined as an **active employee on payroll** who is enrolled in either a MERS Defined Benefit Plan, Defined Contribution Plan or Hybrid Plan.

1. Officer (and alternate) delegate information

The officer delegate (or alternate) shall be a MERS member who holds a department head position or above, exercises management responsibilities, and is directly responsible to the legislative, executive, or judicial branch of government.

Officer Delegate name

Robert Hillard

Officer Alternate name

Mary LaRocque

Officer delegate and alternate listed above were appointed to serve during the 2024 MERS Annual Business Meeting by official action of the governing body (or chief judge for a participating court) on July 22, 2024.

2. Employee (and alternate) delegate information

The employee delegate (or alternate) shall be an employee member who is not responsible for management decisions, receives direction from management and, in general, is not directly responsible to the legislative, executive, or judicial branch of government.

Employee Delegate name

Rob Rich

Employee Alternate name

Jim Saldana

Employee delegate and alternate listed above were elected to serve during the 2024 MERS Annual Business Meeting by secret ballot election conducted by an authorized officer on July 17, 2024.

3. Certification

NOTE: Certification should be signed by a member of the governing body or chief administrative officer, or the chief judge for a participating court. **An electronic signature is permissible.**

I certify that the officer delegate and alternate selections are true and correct, and the secret ballot election results for the employee delegate and alternate are true and correct.

Employer/municipality name*

CITY OF CHARLOTTE

Municipality number*

2301

Email address

tlewis@charlottemi.org

Employer address

111 E. LAWRENCE AVE.

Employer city

CHARLOTTE

Employer state

MI

Employer zip code

48813

Printed name

Tim Lewis

Title of authorized authority*

Mayor

Authorized signature*

Date

July 22, 2024

* Required field

2

ways to
complete

1. You may complete it electronically (an electronic authorized signature is permissible), then save it and upload it when registering your delegate(s) – OR –
2. You may print it off and complete it, then scan and upload it to your computer for uploading when you register your delegate(s).

July 5, 2024

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held on Mackinac Island, September 11-13, 2024. The League's "**Annual Meeting**" is scheduled for 4:30 pm on Wednesday, September 11 in the Terrace at the Grand Hotel. The meeting will be held for the following purposes:

1. **Election of Trustees.** To elect five members of the Board of Trustees for terms of four years each (see #1 on page 2).
2. **Policy.** A) **To vote on the Core Legislative Principles document.**

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <https://mml.org/resources-research/delegate/>. If you would like to receive a copy of the proposed principles by fax, please call Monica Druksis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **August 11, 2024.**

3. **Other Business.** To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <https://mml.org/resources-research/delegate/> **no later than August 11, 2024.**

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Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary Members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, five members of the Board of Trustees will be elected at the annual meeting for a term of four years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus, the deadline this year for the League to receive resolutions is **August 11, 2024**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

Further, “Every proposed resolution submitted to the Board of Trustees by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or a modification thereof.

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3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, September 10, 2024, at the Grand Hotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



Robert E. Clark
President
Mayor, City of Monroe



Daniel P. Gilmartin
Executive Director & CEO

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