CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Regular Council Meeting 7:00 p.m.
March 24, 2025

CALL TO ORDER:

By Mayor Lewis on Monday March 24, 2025 at 7:00 p.m.

ROLL CALL:

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

City staff in attendance; City Clerk LaRocque, City Attorney Revore, and City Manager Hillard. DPW Director Whitney was in the audience

INVOCATION:

Chuck Jenson – West Carmel Church

PLEDGE OF ALLEGIANCE:

Led by Lewis

APPROVAL OF MINUTES:

a. March 10, 2025 Regular Council Meeting Minutes

Motion by Chin supported by Scott approve the March 10, 2025 Regular Council Meeting Minutes; Carried; Yea 6; Nay 0; Absent 1

ABSENCE OF COUNCIL MEMBERS:

Mayor Pro-Tem Duweck

Motion by Christensen supported by Chin to approve the absence of Mayor Pro-Tem Duweck. Carried; Yea 6; Nay 0; Absent 1

PUBLIC COMMENT:

John Laupp, resident. RR Quiet Zone meeting update; housing initiatives = 34 acres on N. side of Hall St. – what is proposed use? Downtown parking policy suggestions; Praised new Community Development Director Salena Benavidez.

Cooper Frost, resident. Provided update on activities of the Charlotte Street Trees campaign and invited community participation.

JoDee Pruden, (Zoom) resident. Thanked the DPW for their help removing a tree limb and brush from the recent wind storm.

APPROVAL OF AGENDA:

Motion by Rodriguez supported by Fullerton to approve the agenda as printed. Carried; Yea 6; Nay 0; Absent 1

SPECIAL PRESENTATION:

a. Proclamation 2025-02 Arbor Day

Motion by Christensen supported by Scott to proclaim Friday April 25, 2025 as Arbor Day in the City of Charlotte. Carried by roll call vote; Yea 6; Nay 0; Absent 1 (Duweck)

COMMUNICATIONS AND COMMITTEE REPORTS:

a. City Attorney Report

The attorney's report was received, and a summary of the key items was provided.

b. City Manager Report

The manager's report was received, and a summary of the key items was provided. Discussion with the council resulted in support for two proposed main street projects; crush and shape on Oliver St. and mill and fill on Washington St. which will be planned for this spring.

c. Council member Committee Reports

Chin: Provided updates on the EATRAN board meeting, noting that a millage proposal will be coming next year. For the Youth Advisory Council, plans are underway and expect to kick off the program in the fall with the new school year.

Scott: Reported that the CARC meeting was successful. A request was received from the CJO Football program, and the Oak Park project was discussed. He, along with Chin and Duweck attended the CEDAM conference, where they learned about housing and its financing. The area N. of Hall St. mentioned by Laupp has a brownfield designation.

Fullerton: The Park Board reported that all new signs are being planned by the DPW Director. The brownfield area, located at North of Hall Street, was previously the site of the city's former dump and is not suitable for development.

Christensen: Announced the upcoming Planning Commission meeting on April 1st at 7 p.m. Regarding Camp Frances, there's consideration to shift maintenance responsibility away from the board to allow more focus on programs. The Downtown Traffic Quieting ad hoc committee had a positive meeting with Rep. Witwer and Sen. Anthony and expects support at the state, federal, and local levels for these projects.

Lewis: Shared that the Downtown Traffic Quieting ad hoc committee met with Rep. Witwer and Sen. Anthony, who were very receptive to the ideas proposed and noted that both representatives were very engaged and appreciative of the local issue. There have been discussions with MDOT and the Marshall City Manager. Lewis emphasized the need for strong support from the Council, businesses, and citizens to make progress with MDOT.

Rodriguez: Sought clarification on the Youth Advisory and Housing ad hoc committees, suggesting a focus on entry-level housing. Chin responded that they are currently in the information-gathering stage and emphasized the importance of aligning with the Master Plan.

<u>CONSENT AGENDA:</u>

a. Approval of Claims and Expenditures totaling $511,048.12

b. Approval of Mayoral Appointments

c. Approval of the release of escrow funds for Charlotte Estates/The Meadows for tree trimming

d. Police patrol vehicle outfitting – updated staff report

Motion by Chin supported by Scott to approve consent agenda items a through d. Carried by roll call vote; Yea 6 Nay 0; Absent 1 (Duweck)

<u>BUSINESS AGENDA:</u>

a. Consider approval of 2025 Liability & Property Pool Insurance Policy

Diane Jones, Account Executive at Meadowbrook, provided the Council with a concise overview of the policy and its offerings, including a summary of the City's longstanding relationship with MML. She highlighted MML's dividend returns to its members, noting that the City has received over $142,000 in dividends since 2012 and anticipates an additional $10,000 upon renewal of this policy, which we will receive sometime in May.

Motion by Chin supported by Scott to approve 2025 Liability & Property Pool Insurance Policy. Carried by roll call vote; Yea 6; Nay 0; Absent 1 (Duweck)

b. Consider approval of amendment to Downtown Dwelling Overnight Parking Program

Motion by Christensen supported by Scott to approve the amendment to Downtown Dwelling Overnight Parking Program. Carried by roll vote; Yea 6; Nay 0; Absent 1 (Duweck)

c. Discussion – Oak Park Plan Review

Mike Hoffmeister, CPRP Project Manager from The Mannik & Smith Group, Inc., the firm contracted by the City for design development and construction management services on the Oak Park Plan, presented an overview of the project to the Council. The report, available in the packet, includes a project synopsis, cost projections, and a rendering of the proposed design.

Motion by Fullerton supported by Scott to approve the Oak Park concept rendering and to allocate $20,000 in City funds, authorize staff to draft grant applications for the Charlotte Area Recreation Authority Grant and the Eaton County Parks Community Grant Program and to return to the City Council at a future date for formal approval through resolution. Carried by roll call vote; Yea 6; Nay 0; Absent 1 (Duweck)

PUBLIC COMMENT:

Nicole Christensen, resident and District 12 Eaton County Commissioner: Serves on the Eaton County Parks Community Grant Program and expressed her support for the City's grant application. Additionally, she requested support for a proposed change to code enforcement that would allow large furniture items to be placed curbside for a designated period to facilitate community pick-up.

Cooper Frost, resident: Noted that the energy in the room has improved since his last visit. As the Rotary Interactive Advisor leader, he offered to serve as a connection for Council member Chin for his Youth Advisory Council. Expressed support for rerouting downtown truck traffic and provided recommendations and resources for the Housing Ad Hoc Committee.

Zack Story, (Zoom) resident and Parks Board Chairperson: Thanked the Council, City Manager Hillard, Council Member Fullerton, Mike Hoffmeister from Mannik Smith Group, and his fellow board members for the work on Oak Park project. Expressed pride and enthusiasm for the ongoing parks project and highlighted additional upcoming projects at Bennett Park.

STAFF COMMENTS:

No comments

MAYOR AND COUNCIL COMMENTS:

Scott: Welcomed John Laupp to the housing discussion and expressed appreciation for his input.

Chin: Requested an update on the (Carmel) Township fire services contract. Reported on his participation in the Cap-Con conference through MML, where he engaged with State representatives and senators. Announced that he has earned Level 1 certification in the MML Elected Officials Academy and is nearing completion of Level 2.

Christensen: Thanked all attendees for their participation. Expressed interest in the City contracting with an arborist and updating the tree policy. Provided an update on discussions with the owner of the old middle school regarding recent reported issues and noted plans to meet with him to discuss future developments for the property. Attended the Cap-Con conference, where he connected with representatives from other communities and expressed a commitment to developing skills in lobbying.

Rodriguez: No comment.

Lewis: No comment.

Fullerton: No comment.

ADJOURN:

Motion by Christensen supported by Scott to adjourn the meeting at 8:32 p.m. Carried; Yea 6; Nay 0; Absent 1

Respectfully submitted,
Mary LaRocque MiPMC, CMC
City Clerk