



PROPOSED AGENDA
REGULAR MEETING OF THE CHARLOTTE CITY COUNCIL
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750
7:00 P.M. Monday, April 28, 2025

Interested persons can participate in-person or via Zoom
Connect to Zoom from your computer, tablet, or smartphone
Website: <https://us02web.zoom.us/j/82768588174>
One tap mobile: +16465588656,,82768588174#
Telephone: (312) 626-6799 Webinar ID:827 6858 8174

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation – Ruby Sanders - Celebration Church**
- 4. Pledge of Allegiance**
- 5. Approval of Minutes**
 - a. April 14, 2025 Regular Council Meeting Minutes
 - b. April 24, 2025 Council Workshop Meeting Minutes
- 6. Absence of Council Members**
- 7. Public Hearing**
 - a. Proposed Ordinance 2025-03 an ordinance to amend section 68-172 - Prohibited Discharges - of Chapter 68 - Utilities, Article IV Sewers, Division 4 Public Sewer Use - of the code of the City of Charlotte by changing the permissible discharges of aluminum concentrations from 2.1 MG/L to 34.2 MG/L within the City of Charlotte
- 8. 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
- 9. Approval of Agenda**
- 10. Communications and Committee Reports**
 - a. City Manager Report
 - b. Councilmember Committee Reports

11. Consent Agenda

- a. Approval of Claims and Expenditures totaling \$513,784.58
- b. Approval of Resolution 2025-16 changes to signatories for Independent Bank accounts
- c. Approval of Markdom Michigan Plastics, Inc. agreement
- d. Approval of Resolution 2025-19 to establish fees for various municipal services and departments effective April 28, 2025

12. Business Agenda

- a. Second reading and consider approval of proposed ordinance 2025-03 an ordinance to amend section 68-172 - Prohibited Discharges - of Chapter 68 - Utilities, Article IV Sewers, Division 4 Public Sewer Use - of the code of the City of Charlotte by changing the permissible discharges of aluminum concentrations from 2.1 MG/L to 34.2 MG/L within the City of Charlotte
- b. First reading and approval of Resolution 2025-17 to set a public hearing on May 12, 2025 and second reading for proposed ordinance 2025-04 to amend Chapter 82 - Zoning, by amending the zoning map to change a certain described parcel from R-1 (Residential) to B-3 (Business)
- c. First reading and approval of Resolution 2025-18 to set a public hearing on May 12, 2025 and second reading for proposed ordinance 2025-06 International Property Maintenance Code (IPMC)
- d. Consider approval of a sealed bid contract with Michigan Paving and Materials Company in the amount of \$340,062.70 for the Washington Street and N. Oliver Street Improvements

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

14. Staff Comments

15. Mayor and Council Comments

16. Adjourn

~Mary LaRocque, City Clerk

ADDRESSING THE CITY COUNCIL

Comments shall be made only during times set aside for that purpose.

Each citizen may speak for up to 5 minutes during each public hearing and comments period.

Comments made during public hearings shall be relevant to the subject of the public hearing.

Comments shall be made from the podium unless otherwise directed by the Mayor.

Comments shall be directed to the Mayor and Council members.

Speakers shall begin by stating their name and indicate if they are a resident or non-resident of the City.

Speakers shall refrain from using vulgarity, hate speech or "fighting words."

CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Regular Council Meeting 7:00 p.m.
April 14, 2025

CALL TO ORDER:

By Mayor Lewis on Monday April 14, 2025 at 7:00 p.m.

ROLL CALL:

Mayor Lewis, Council members, Fullerton, Christensen, 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:

Andy Shaver – Real Life Church

PLEDGE OF ALLEGIANCE:

Led by Lewis

APPROVAL OF MINUTES:

- a. March 24, 2025 Regular Council Meeting Minutes

Motion by Chin supported by Christensen approve the March 24, 2025 Regular Council Meeting Minutes; Carried; Yea 6; Nay 0; Absent 1

ABSENCE OF COUNCIL MEMBERS:

Council member Scott

Motion by Christensen supported by Chin to approve the absence of Council member Scott. Carried; Yea 6; Nay 0; Absent 1

PUBLIC COMMENT:

JoDee Pruden, resident. Spoke in favor of the updated city employee volunteer firefighter policy.

APPROVAL OF AGENDA:

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

COMMUNICATIONS AND COMMITTEE REPORTS:

- a. City Manager Report

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

- b. Council member Committee Reports

Christensen, the Planning Commission approved a rezoning which will come before the Council for approval. The Camp Frances board is seeing positive changes with the management of DPW Director Whitney and are now focusing efforts on community enrichment programs. He also provided the goals of the Downtown Quieting Committee.

Chin, EATRAN is looking at budget cuts and are unsure of the impacts at this time.

Duweck, The Housing Committee met for the first-time last week and worked on establishing their founding documents, objectives, and activities. Their mission is to put out the word that Charlotte is proactively working to grow housing efforts. Community Development Director (CDD) Benavidez is working to establish an inventory database. Interested parties should be directed to the office of the CDD Benavidez.

CONSENT AGENDA:

- a. Approval of Claims and Expenditures totaling \$1,062,570.05
- b. Approval of Employee Sick Time Act (ESTA) Policy
- c. ~~Approval of Administrative Policy 2025-01 – Current City Employee – Volunteer Fire Fighter Response~~ (moved to business i (Chin).
- d. Approval of sealed bid contract with Real Green Lawn Care & Landscaping for code enforcement related mowing, trimming and weed abatement services
- e. Approval of Resolution 2025-10a for designation of Street Administrator for MDOT Act 51
- f. Approval of Resolution 2025-10b for decertification of W. McClure St. and W. Foote St. from the Act 51 Street Certification
- g. Approval of Resolution 2025-11 a resolution of the City Council of Charlotte, Eaton County Michigan, approving participation in the Eaton County Parks Community Grant Program and authorizing the submission of a grant application for the Camp France3s renovations
- h. Approval of Resolution 2025-12 a resolution of the City Council of Charlotte, Eaton County Michigan, approving participation in the Eaton County Parks Community Grant Program and authorizing the submission of a grant application for the Oak Park engineering and renovation project
- i. Approval of Mayoral appointments

Motion by Christensen supported by Fullerton to move item c to business item i and approve consent agenda items a, b, d, e, f, g, h and i. Carried. Yea 6 Nay 0; Absent 1

BUSINESS AGENDA:

- a. First reading and consider approval to set a public hearing and second reading on April 28, 2025 for proposed ordinance 2025-03 an ordinance to amend section 68-172 – Prohibited Discharges – of Chapter 68 – Utilities, Article IV Sewers, Division 4 Public Service Use – of the code of the City of Charlotte by changing the permissible discharges of aluminum concentrations from 2.1 MG/L to 34.2 MG/L within the City of Charlotte.

Motion by Fullerton supported by Chin to approve the first reading and set a public hearing and second reading on April 28, 2025 for proposed ordinance 2025-03 an ordinance to amend section 68-172 – Prohibited Discharges – of Chapter 68 – Utilities, Article IV Sewers, Division 4 Public Service Use – of the code of the City of Charlotte by changing the permissible discharges of aluminum concentrations from 2.1 MG/L to 34.2 MG/L within the City of Charlotte. Carried. Yea 6; Nay 0; Absent 1

- b. Consider approval of Resolution 2025-13 to approve the creation of 2025 SAD – Fire Protection and set a date for the public hearing on May 12, 2025

Motion by Duweck supported by Fullerton to approve Resolution 2025-13 to approve the creation of 2025 SAD – Fire Protection and set a date for the public hearing on May 12, 2025. Carried. Yea 6; Nay 0; Absent 1

- c. Consider approval of Resolution 2025-14 a resolution affirming the City Council of Charlotte’s interest in traffic calming measures and requesting a meeting with the Michigan Department of Transportation to address 18-wheel truck activity in downtown Charlotte.

Motion by Chin supported by Duweck to approve Resolution 2025-14 a resolution affirming the City Council of Charlotte's interest in traffic calming measures and requesting a meeting with the Michigan Department of Transportation to address 18-wheel truck activity in downtown Charlotte. Carried by roll call vote: Yea 6 – Lewis, Fullerton, Christensen, Duweck, Chin, Rodriguez; Nay 0; Absent 1 - Scott

- d. Consider approval to authorize city staff to apply to the MDOT Transportation Economic Development Fund (TEDF) category F grant program

Motion by Rodriguez supported by Fullerton to approve and authorize city staff to apply to the MDOT Transportation Economic Development Fund (TEDF) category F grant program

- e. Consider approval of submission for Combs industrial park road extension project to the FY 2026 Community Project Funding Request

Motion by Chin supported by Rodriguez to approve the submission of Combs industrial park road extension project to the FY 2026 Community Project Funding Request

- f. Consider approval of the 2025 Local Officers Compensation Commission policy

Motion by Duweck supported by Christensen to approve the 2025 Local Officers Compensation Commission policy. Carried by roll call vote Yea (4) Lewis, Fullerton, Christensen, Duweck; Nay (2) Chin, Rodriguez; Absent (1) Scott

- g. Discussion – MML September 17-19th Convention

Council members interested in attending shall email the Clerk who shall enroll members. Enrollment is not yet available for this program.

- h. Discussion – set a date for a budget workshop at 10 a.m. on either April 23 or 24, 2025.

Council members decided the meeting shall be scheduled for Thursday April 24 beginning at 11:00 a.m.

- i. Approval of Administrative Policy 2025-01 – Current City Employee – Volunteer Fire Fighter Response

Chin called to **TABLE** – FAILED by roll call vote; Yea (1) Duweck; Nay (5) Lewis, Christensen, Chin, Rodriguez, Fullerton, Absent (1) Scott

Motion by Fullerton supported by Duweck to approve Administrative Policy 2025-01 – Current City Employee – Volunteer Fire Fighter Response. Carried. Yea 6; Nay 0; Absent 1

PUBLIC COMMENT:

Cooper Frost, resident, inquiring on status of chicken ordinance

STAFF COMMENTS:

No comments

MAYOR AND COUNCIL COMMENTS:

Christensen thanked attendees and announced that Eaton County will be holding a tire recycling event for city residents on August 9. Advanced registration is required, and additional details can be found on his Facebook page. He also reported attending the Tri-County Regional Planning meeting recently which focused on walking trails; however, affected property owners expressed little interest in the project. (Cooper) Frost is currently seeking volunteers to assist with tree digging and planting efforts. Activity at the Markdom (Combs Industrial) site remains steady and in full swing. He also attended the recent Expo, noting that attendance appeared to be lower than in previous years.

Fullerton shared optimism regarding the city's prospects with the Eaton County Parks grant committee, referencing two recent applications submitted for Camp Frances and Oak Park. He noted the Housing Committee is progressing well and emphasized the value of the city's previously established housing inventory, expressing satisfaction that efforts are back on track. He also reminded the Council that a motion to table an item requires a second.

Duweck thanked Fullerton for stepping into the role of Council Parliamentarian, prompting some light laughter.

Chin reported that EATRAN ridership continues to grow.

Rodriguez and Lewis had no comments.

ADJOURN:

Motion by Lewis supported by Christensen to adjourn the meeting at 8:20 p.m. Carried; Yea 6; Nay 0; Absent 1

Respectfully submitted,
Mary LaRocque MiPMC, CMC
City Clerk

CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Workshop Meeting
April 24, 2025 11:00 a.m.

CALL TO ORDER:

By Mayor Lewis on Thursday April 24, 2025 11:00 a.m.

ROLL CALL:

Council members in attendance; Mayor Lewis, Mayor Pro-Tem Duweck, Council members, Chin, Christensen, and Fullerton. A quorum was met. (Scott arrived at 1:13 p.m.)

City staff in attendance; City Clerk LaRocque and City Manager Hillard, Finance Director/Treasurer Horton

PLEDGE OF ALLEGIANCE:

Led by Mayor Lewis

ABSENCE OF COUNCIL MEMBERS:

Motion by Christensen supported by Duweck to excuse council members Rodriguez and Scott. Carried; Yea 5; Nay 0; Absent 2

PUBLIC COMMENT:

No comments

APPROVE AGENDA:

Motion by Christensen supported by Fullerton to approve the agenda. Carried; yea 5; Nay 0; Absent 2

DISCUSSION ITEMS:

a. FY 25/26 Budget

City Manager Hillard presented the proposed 2025/2026 city budget. Proposed revenues for the General (101) fund total \$6,984,922, with proposed expenditures set at \$6,882,861. This puts the projected fund balance at \$3,400,349. It should be noted that this figure is subject to change, pending the completion of spending for the current fiscal year and the decision of the manager and council to fund additional budget items that are not currently included in the budget figures.

The Council will receive a proposed manager's budget at the meeting on May 12, which is scheduled to take place on May 27, due to Monday being Memorial Day and city offices being closed.

PUBLIC COMMENT:

No Comments

MAYOR AND COUNCIL COMMENTS:

No comments were made by council members, except that Lewis and Duweck both thanked Hillard, Horton and staff for all their hard work and efforts to bring forth this year's budget.

ADJOURNMENT:

Motion by Christensen supported by Fullerton to adjourn at 1:38 p.m. Carried; Yea 6; Nay 0; Absent 1 (Rodriguez)

Respectfully submitted by
Mary LaRocque, City Clerk



Memo

To: Honorable Mayor Lewis; City Council

From: Matt Griffith, Superintendent of Utilities

Date: April 4, 2025, updated 4/25/2025

Public Hearing and Second Reading of Ordinance 2025-03

Subject: An Ordinance to Amend Section 68-172 – Prohibited Discharges – of Chapter 68 – Utilities, Article IV – Sewers, Division 4 – Public Sewer Use – of the Code of the City of Charlotte by Changing the Permissible Discharges of Aluminum Concentrations from 2.1 mg/L to 34.2 mg/L within the City of Charlotte

Summary:

The proposed ordinance provides for a revision to the Industrial Discharge Limit for aluminum as listed in the City of Charlotte's Sewer Use Ordinance (SUO), by increasing the allowable concentration from 2.1 mg/L to 34.2 mg/L.

Background:

A Local Limit study was conducted to re-evaluate the existing discharge limit for aluminum, as outlined in Section 68-172 of the City's SUO. The study determined that the current limit of 2.1 mg/L is not reflective of actual system conditions. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has reviewed and approved an updated limit of 34.2 mg/L. This revised concentration is now recommended for formal adoption and incorporation into the SUO.

Recommendation:

It is recommended that the City Council approve the second reading and adopt Ordinance 2025-03. The amendment will officially revise the City's Sewer Use Ordinance to reflect the newly approved aluminum concentration limit of 34.2 mg/L.

Suggested Motion:

Motion to approve the second reading and adopt Ordinance 2025-03, amending Division 4, Section 68-172 of the City of Charlotte Code to revise the allowable aluminum concentration in industrial discharges from 2.1 mg/L to 34.2 mg/L, consistent with the findings of the Local Limit study and approval by EGLE.

Introduced: April 14, 2025
Adopted: April 28, 2025
Effective: May 23, 2025

**CITY OF CHARLOTTE
ORDINANCE NO. 2025-03**

**AN ORDINANCE TO AMEND SECTION 68-172 - PROHIBITED DISCHARGES - OF
CHAPTER 68 - UTILITIES, ARTICLE IV SEWERS, DIVISION 4 PUBLIC SEWER
USE- OF THE CODE OF THE CITY OF CHARLOTTE BY CHANGING THE
PERMISSIBLE DISCHARGES OF ALUMINUM CONCENTRATIONS FROM 2.1
MG/L TO 34.2 MG/L WITHIN THE CITY OF CHARLOTTE.**

Councilmember _____ moved the following:

THE CITY OF CHARLOTTE ORDAINS:

Section 68-172 of Chapter 68 - Utilities - of the Code of the City of Charlotte is hereby amended to read as follows:

§ 68-172 PROHIBITED DISCHARGES.

The following discharges to the public sewer system shall be prohibited.

(1) Any liquid or vapor having a temperature higher than 150 degrees Fahrenheit or of a temperature which causes the influent to the treatment plant to exceed 104 degrees Fahrenheit, whichever is lower.

(2) Any gasoline, benzene, naphtha, fuel oil, petroleum oil, non-biodegradable cutting oil products or mineral oil in amounts that would cause interference or pass through, or other flammable or explosive liquid, solid or gas.

(3) Any garbage that has not been properly shredded.

(4) Any ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, woods, paunch manure or any other solid or viscous substance capable of causing obstruction to flow in sewers or other interference with the proper operation of the sewage works.

(5) Discharges greater than the following concentrations of specific pollutants:

<i>Daily Maximum (24 hour composite) - unless otherwise specified below</i>	
BOD (biochemical oxygen demand)	1600 mg/l
Total suspended solids	2200 mg/l
Total phosphorus	30 mg/l
Fats, total (grab)	250 mg/l*
Fats, non-polar (grab)	50 mg/l
Phosphorus	30 mg/l

Ammonia-N	22 mg/l
pH (grab)	Lower than 6.0 or higher than 9.0*

<i>Inorganics</i>	
Aluminum	34.2 mg/l
Arsenic	0.26 mg/l
Beryllium	0.01 mg/l
Cadmium	0.032 mg/l
Chromium	1.2 mg/l
Copper	0.9 mg/l
Available cyanide ¹ (grab)	0.03 mg/l*
Lead	0.16 mg/l
Total mercury ³	Non-detect
Molybdenum	0.18 mg/l
Nickel	0.25 mg/l
Selenium	0.09 mg/l
Silver	0.014 mg/l
Zinc	1.4 mg/l

Notes:

- 1 Nondetectible per U.S. EPA method 245.
- 2 Nondetectible per U.S. EPA method 608.
- 3 Nondetectible per U.S. EPA method 245.1 at a detection level of 0.2 :g/l.

* Based on daily mean calculated from a minimum of 4 appropriately spaced grab samples in lieu of 24-hour composite.

A user shall comply with all categorical pretreatment standards and any other pretreatment requirements established under §§ 307(b), 307(c), or 402(b)(8) of the Act (33 U.S.C. 1347) that are applicable to that user. If a categorical pretreatment standard and another limit contained in this article regulate any same pollutant, then the more restrictive of the two shall apply.

Future conditions imposed on the city by government agencies with proper jurisdiction may require subsequent amendment of this subsection by the city. Where federal or state promulgated pretreatment standards require limits on parameters not covered in this subsection or limits more stringent than those specified in this subsection, the state or federal limits shall have precedence and take effect with respect to the applicable user on the later of: (i) their promulgation date, or (ii) the date specified for compliance with such standards.

(6) Any waters or wastes containing suspended solids of such character and quantity that unusual attention or expense is required to handle such materials at the sewage treatment plant.

(7) Any pollutants to the POTW that result in toxic gases, vapors, and fumes in quantities that might cause worker health and safety problems, or any malodorous gas or liquid substances capable of creating a public nuisance.

(8) No industrial waste that may cause a deviation from the NPDES permit requirements, pretreatment standards and all other state and federal regulations.

(9) Any waters or wastes having a pH lower than 6.0 or higher than 9.0 or having any other corrosive properties capable of causing damage or hazard to structures, equipment and personnel of the wastewater system.

(10) Any wastewater containing any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the city in compliance with the applicable state or federal regulations.

(11) Any discharge to the sewer which will result in a nuisance or contamination or pollution of receiving waters.

(12) Any discharge which would violate any statute, rule, EPA regulation or ordinance of any public agency.

(13) Any pollutants with a closed cup flash point of less than 140 degrees Fahrenheit.

(14) Any trucked or hauled wastes to POTWs, except at discharge points designated by the POTW. Any truck waste which is targeted for discharge into the POTW system must receive written permission from the city prior to discharge. A report must be prepared indicating what type of waste is going to be discharged and in what condition the pollutant will be.

This ordinance shall become effective 20 days after publication following adoption.

Second, _____ () Yeas. () Nays. () Absent.

Dated: April 28, 2025

Timothy M. Lewis, Mayor

Mary LaRocque, Clerk



To: Honorable Mayor Lewis and City Council
From: Robert Hillard, City Manager
Date: April 25, 2025
RE: City Manager's Report - "The Framework"

This report is intended to outline the progress on "The Framework". Thank you and please give me a call at (517) 543-8850 or rhillard@charlottemi.org, if you have any questions.

City Manager Community Outreach Update

I continue to meet with the Mayor, City Councilmembers, Department Heads, staff, and consulting services. Also, I have attended a variety of meetings and events in the community since the last report: City Council, City Council Budget Workshop, and Downtown Development Authority.

Police Towing Procedures Review Update

From Chief Paul Brentar: The City Manager asked that I outline how the Police Department uses towing agencies and how they are selected. There are two (2) different types of requests for towing: 1) Owner's Expense - Examples of these types of tows are vehicle crashes, motorist assists, and arrests. We have cards that list the towing agencies that service our area provided to us by Eaton County Central Dispatch. Owners/Drivers of the vehicles then MUST choose who they want to tow their vehicle. We do not give any recommendations to them as to who is good or not and will not choose for them. The only caveat to this is when we cannot locate the owner/driver of a vehicle and the vehicle must still be towed. 2) Evidentiary Purposes - This is when the Police Department is going to take possession of the vehicle because it is evidence in a crime. We then choose who we will use to tow these vehicles for us based on a number of factors that include past experiences, cost, employees' criminal backgrounds, etc. This is not a comprehensive list but some of the factors that we use. This is crucial for the Police Department as this is where the chain-of-custody starts when it comes to the prosecution of any case.

"The Framework" Update

Included in the City Manager's Report is the latest version of "The Framework". This document is the main planning tool to organize projects and programs identified for completion by the City of Charlotte.

City of Charlotte
“The Framework”

City Services - Community Development - Neighborhood Enrichment

Clerk

Employee Funded Retirement Policy Review
Health Care Savings Policy Review
Website Review
Council Chamber Communication Review
City Council Compensation Review
Earned Sick Time Policy Revisions Review
Liability Insurance Review
City Funded Retirement Program Review
Health Insurance Review

Community Development

Zoning Ordinance Review
Downtown Strategic Plan/Tax Increment Finance Plan Review
Housing Initiative Review
CHILL Grant Review
Communication Plan Review
Lansing Street/Road Business District Review
Downtown City Role Review
Downtown Social District Review
Community Master Plan Review
Community Development Department Review

Finance

Finance/Budget Review
Capital Improvement Plan Review
Yard Waste Collection Millage Review
Downtown Millage Review
Recycling Center Operating Millage Review
Facility & Site Bond Millage Review
Fire Special Assessment District Review
Downtown Special Assessment District Review
Water/Sewer Rate Review
Purchase Policy Review
Finance Department Review

Fire

Code Enforcement Ordinance Review
Food Truck Ordinance Review
Domestic and Animal Foul Ordinance - Backyard Chicken Regulations Review
Fire Code Review
Fire Agreements Review
Municipal Building Improvement Review
Ambulance Service Review
Building Inspection Program Review
Rental Inspection Review
Sidewalk Snow Removal Review

Police

Overnight Street Parking Review
Police Towing Procedures Review
Downtown Parking Program Review
Golf Cart Usage Review
High Street Traffic Review

Public Works

Eaton County 4-H Agricultural Society Lease Review
Bennett Park Bleacher Review
Charlotte Junior Orioles Lease Review
Lincoln Street Truck Traffic Review
Street Maintenance Program Review
Downtown Semi-Truck Traffic Review
Tree Maintenance Ordinance/Policy Review
Charlotte Area Recycling Review
Charlotte Area Recreation Cooperative Lease Review
Airport Improvements Review
Oak Park Plan Review
Combs Industrial Park Review
Intergovernmental Multi-Use Path Connector Review
Walnut Street Improvement Review
Bennett Park Tennis Courts Review
EATRAN Transit Shelter Review
Safe Routes to School Review
Camp Frances Review
Bennett Park Review
City Gateway Enhancement Review
Parks Master Plan Review
Information Technology Organizational Review
Street Light Program Review
Downtown Sidewalk Snow Removal Review

Charlotte Police Department

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

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

Paul Brentar, Chief of Police

March 2025 Monthly Report

Monthly Statistics:

- See attached report.

Training:

- Officers continued with online training through Virtual Academy.
- Chief Brentar & Captain Brooks conducted Active Violence Training with the Fire Department on 3-5 and then practical training at the Middle School with law enforcement on 3-12.
- Chief Brentar attended ICS 400 at the MSP Training Academy.

Staffing:

- We still have one officer opening and efforts to fill that spot are on-going. We have some applicants and interviews have been scheduled.

Operational Highlights:

- On 03-04, Elkhart PD in Indiana recovered a stolen vehicle from here in Charlotte. They contacted the owner to come and pick it up. This investigation is on-going.
- On 03-05, officers responded to a personal injury crash at Lansing/Island. One of the drivers had minor back pain.
- On 03-05, officers responded to a stolen vehicle complaint at a local business. This investigation is on-going.
- On 03-07, officers assisted the Michigan State Police with traffic control for a crash on I-69.
- On 03-11, officers assisted the Michigan State Police- Marshall Post with attempting to locate an elderly missing man at Meijer and Walmart. Officers were unable to locate the man.
- On 03-12, officers assisted the Michigan State Police with a personal injury crash on I-69 and provided traffic control.
- On 03-14, officers responded to a personal injury crash at Lansing/Island. Only minor injuries were received by the drivers.
- On 03-14, officers assisted the Eaton County Sheriff's Office with a possible active shooter at the Lansing Mall. It was determined that there was no active shooter, just 2 large events that got out of hand.
- On 03-17, officers assisted the Eaton County Sheriff's Office with disorderly juvenile at the Youth Facility.
- On 03-22, officers assisted the Eaton County Sheriff's Office with a combative subject at Sparrow Eaton Hospital.

- On 03-29, officers assisted the Michigan State Police with a combative intoxicated subject at Sparrow Eaton Hospital.

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Outreach/Public Events:

- Chief Brentar read to students at the CUE for March is reading month.
- Chief Brentar traveled to Washington D.C. to meet with Michigan Congress members on behalf of the Coalition Against Bigger Trucks. This trip was paid for by CABT.
- Officer Callahan did a safety presentation at the Seventh Day Adventist Church for pre-school through 4th grade students.

Respectfully,



Chief of Police



#DIV/0!	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2024	%	WARRANTS	ARRESTS
UCR TITLE																	
STATE CRIMES																	
SOVEREIGNTY													0	0	0%		
MILITARY													0	0	0%		
IMMIGRATION													0	0	0%		
Part I Crimes													0				
CRIMES AGAINST PERSONS																	
HOMICIDE-MURDER(ATTEMPT)													0	0	0%		
NEGLIGENT HOMICIDE													0	0	0%		
KIDNAPPING													0	0	0		
PARENTAL KIDNAPPING													0	0	0%		
SEX. ASSAULT-ALL	3	2	6										11	0	1100%		1
ROBBERY													0	2	-200%		
NON-AGG ASSAULT	4	10	7										21	44	-52%		7
AGGRAVATED ASSAULT	1	2	3										6	3	100%		1
INTIMIDATION/STALKING	14	20	12										46	35	31%		3
PROPERTY CRIMES																	
ARSON													0	0	0%		
EXTORTION													0	2	-100%		
BURGLARY-FORCED	1												1	3	-200%		2
BURGLARY-W/O FORCE													0	0	0%		
BURGLARY-ILLEGAL ENTRY	1												1	2	-100%		
POSS BURGLARY TOOLS	1												1	0	100%		
LARCENY	5	3	6										14	40	-65%		1
MOTOR VEHICLE THEFT		1	1										2	5	-60%		
Part II Crimes																	
STOLEN PROPERTY-MOTOR VEHICLE													0	1	-100%		
FORGERY/COUNTERFEIT-ING													0	2	-100%		
FRAUDULENT ACTIVITY	3	6	7										16	18	-11%		
EMBEZZLEMENT													0	0	0%		
REC/CONCEALING STOLEN PROPERTY	1	1											2	0	200%		1
DESTRUCTION OF PROPERTY	2	3	4										9	15	-40%		1
RETAIL FRAUD-ALL	5	10	9										24	25	-4%		1
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
MORALS/DECENCY CRIMES																	
V.C.S.A.	1	1	1										3	14	-79%		3

End of Part II Crimes

#DIV/0!	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2024	%	WARRANTS	ARRESTS
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
JUVENILE MINOR																	
DELINQUENT MINOR	5	4	7										16	46	-65%		
RUNAWAY		5	5										10	11	-9%		
CIVIL-NON CRIMINAL																	
DIVORCE/SUPPORT													0	0	0%		
INCAPACITATION	1	1	2										4	1	300%		
INSANITY	15	12	15										42	43	-2%		
TRAFFIC																	
CRASH-PD-PUBLIC ST.	14	17	13										44	53	-17%		
CRASH-PI-PUBLIC ST	4		2										6	6	0%		
CRASH-FATAL-PUBLIC ST													0	0	0%		
CRASH-PD-PRIVATE	3	3	6										12	6	100%		
CRASH-PI-PRIVATE		2											2	0	200%		
CRASH-FATAL-PRIVATE PROPERTY													0	0	0%		
CIVIL INFRACTION	30	20	25										75	114	-34%		
PARKING VIOLATION	4	2	2										8	12	-33%		
Park. Tickets- 524-2021, 356-2023	48	59	48										155	69			
ABANDONED VEHICLE	1	3	2										6	10	-40%		
TRAFFIC HAZARD INVES	9	5	5										19	23	-17%		
TRAFFIC DIRECTION	4		4										8	9	-11%		
TRAFFIC SAFETY PUBLIC APPEARANCE			3										3	0	300%		
BREATHALYSER TEST-													0	0	0%		
OTHER POLICE													0	0	0%		
ALARMS																	
ALARM-POLICE RESPONSE	14	12	9										35	44	-20%		
ALARM-MALFUNCTION													0	3	-300%		
ALARM-TEST	3		4										7	2	250%		
ALARM-WATER & SEWER													0	0	0%		
FIRE																	
ACCIDENT-FIRE													0	0	0%		
ACCIDENT-EXPLOSION													0	0	0%		
ACCIDENT-CHEMICAL													0	0	0%		
HAZARDOUS FIRE COND.	1												1	0	100%	Fireworks	
FIRE REGULATION VIOL													0	0	0%		
ASSIST BUILDING DEPT	3												3	0	300%		

#DIV/0!																	
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2024	%	WARRANTS	ARRESTS
ASSIST C.F.D.		3	3										6	4	50%		
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		1	1										2	8	-75%		
INSPECT-TRAFFIC CITATION													0	0	0%		
INSPECT-BUSINESS	18	18	10										46	77	-40%		
INSPECT-RESIDENCE	16	15	20										51	29	76%		
INSPECT-HANDGUN	18	12	14										44	37	19%		
INSPECT LIQUOR LICENSE	7	2	1										10	4	600%		
INSPECT-OTHER/SOR CHECK	9	8	9										26	32	-19%		
INSPECT-CCW APPLIC													0	0	0%		
DOMESTIC DISPUTES	9	8	17										34	51	-33%		
CIVIL DISPUTE	13	8	10										31	38	-18%		
SUSPICIOUS SITUATION	74	59	86										219	245	-11%		
FIELD INTERROGATION CARD													0	0	0%		
HAZARDOUS SITUATION													0	0	0%		
SUSPECTED NARCOTIC ACTIVITY																	
	1	1	2										4	8	-50%		
ABANDONED/RECOVERED PROPERTY	5	2	6										13	19	-32%		
DRUG OVERDOSE	1	1	1										3	6	-50%		
BOMB THREAT													0	0	0%		
MISC. INCIDENTS																	
MISC/P.B.T.													0	0	0%		
SUICIDE													0	3	-300%		
SUICIDE ATTEMPT	5	3	2										10	14	-29%		
DEATH-NATURAL		1	4										5	5	0%		
DEATH-UNDETERMINED													0	0	0%		
MISSING PERSON			2										2	7	-71%		

#DIV/0!													TOTAL	2024	%	WARRANTS	ARRESTS
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2024	%	WARRANTS	ARRESTS
NATURAL DISASTER													0	0	0%		
PUBLIC RELATIONS ACTIVITY													0	0	0%		
PATROL INFORMATION			1										1	1	0%		
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
GENERAL ASSISTANCE																	
ASSIST CITIZEN	49	46	62										157	153	3%		
ASSIST MOTORIST	5	1	7										13	20	-35%		
ASSIST POLICE AGENCY	15	14	10										39	30	30%		
ASSIST OTHER AGENCY	8	11	4										23	31	-26%		
ASSIST D.P.W.	1	5											6	5	20%		
ESCORT-FUNERAL													0	0	0%		
ESCORT-MONEY													0	0	0%		
ESCORT-OTHER													0	0	0%		
TRANSPORT-PRISONER	19	16	7										42	46	-9%		
TRANSPORT-PAPERWORK	1	7	8										16	13	23%		
TRANSPORT-OTHER													0	0	0%		
LOCKOUT		1	1										2	4	-200%		
SUBPOENA SERVICE	7	3	1										11	8	38%		
PERMISSION TO PARK	5	1	5										11	6	83%		
PATROL-FOUND DOOR OPEN	2	3	2										7	17	-59%		
PATROL-FOUND OPEN WINDOW													0	0	0%		
PATROL-FOUND B&E													0	0	0%		
ASSIST E.C.S.D.-	7	6	13										26	20	30%		
GENERAL NON CRIMINAL																	
JUVENILE SAFETY VIOL													0	0	0%		
ANIMAL CONTROL	4	4											8	28	-71%		
ZONING ORD VIOLATION			4										4	2	100%		
TOTALS	526	504	572	0	0	0	0	0	0	0	0	0	1602	1801	-11%		
TRAFFIC STOPS	117	74	95										286	298	0%		
OFFICER TRAINING HOURS	98.5	185	50										333.5	219	52%		
COMMUNITY HOURS	18.5	60	2.5										81	90.5	-10%		
PAPERWORK HOURS	422	395.5	344.5										1162	1114	4%		

SRO STATS

#DIV/0!																
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	2024	%	WARRANTS ARRESTS

The School Resource Officer handled 19 calls for service for the Charlotte Public Schools in March.

The SRO's calls include:1- Agg/Felonious Assault, 1- Intimidation/Threats, 1- Public Peace, 1- Health and Safety Violation, 2- Delinquent Minor

2- Runaway, 2- Insanity, 1-Civil Infaction,4- Alarm-Test,3-Suspicious Activity, 1- Subpoena Service

VCSA STATS

During the month of March, the Charlotte Police Department dealt with 4 VCSA incidents. They are the follows:

1-Heroin,1- Cocaine, 2-Unknown,

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



Memo

To: City Council
From: Salena Benavidez, Community Development Director
Date: April 25, 2025
Re: Community Development Monthly Activity Report

CHILL Grant

The City of Charlotte was awarded \$200,000 by the Michigan State Housing Development Authority (MSHDA) to provide eligible homeowners in the City with much needed health- and safety-related repairs to their homes. This is a great opportunity for the City to provide additional assistance to homeowners in the community. The following memorandum provides a status update on the grant activities that have been completed as of April 22, 2025.

The following activities have been completed as of April 23, 2025:

- Received Tier I Environmental Approval from MSHDA and Certification of Release of Funds.
- Confirmed qualification of two applicants and have begun the preinspection and Tier II Environmental Review Process for these properties.
- Reached out to potential interested applicants referred to the Community Development Director by the Code Enforcement Officer to inform them of the availability of the CHILL Grant.
- Continued to correspond with potential applicants on additional information required for submission.
- Sent email promotions to various council and board members to share information on the grant with community members.

In collaboration with the City and MSHDA, McKenna will continue with the following next steps:

1. Continue to receive and review applications until all funding has been allocated.
2. Submit application documentation to MSHDA.
3. Continue to coordinate with qualified applicants on the pre-inspection and Tier II Environmental Review process.
4. Review estimates for qualified applicants once received.



Memo

To: City Manager Rob Hilard; Honorable Mayor Lewis; City Council
From: Christina Horton, Finance Director/Treasurer
Date: April 25, 2025
Re: Finance/Treasury Department Update

Activities within the Finance Department for March and April have included working with department heads on budgeting and working with MGT for the cost allocation study. I have hired a Deputy Treasurer and we are scheduled to attend the Basic Institute class offered by the Michigan Municipal Treasurer's Association the week of April 27th through May 2nd. Upcoming activities include working on reconciling bank statements to the ledger to prepare budget amendments.

THE CITY OF
CHARLOTTE
MICHIGAN

Memo

To: Honorable Mayor Lewis; City Council
From: Mary LaRocque, City Clerk
Date: April 23, 2025
Re: Claims and Expenditures for Council approval on Monday April 28, 2025

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 Finance Director/Treasurer 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

HRA Insurance claims week of April 14, 2025	\$ 2,828.52
HRA Insurance claims week of April 21, 2025	\$ 20, 743.10
Payroll paid Friday April 18, 2025	\$333,839.34
Invoiced claims as of April 23, 2025	\$156,373.62
Total	<u>\$513,784.58</u>

Suggested Motion

Motion to approve Claims and Expenditures in the amount of **\$513,784.58**

04/23/2025 02:03 PM
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INVOICE ENTRY DATES 04/10/2025 - 04/23/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

Page: 1/7

Vendor Code	Vendor Name	Invoice	Description	Amount
01695	ACE HARDWARE & LUMBER CO.			
		63961	(WWTP) WOOD FOR WASTEWATER SIGN OUT FRONT	113.85
		64013	(WWTP) SUPPLIES/PLYWOOD	151.40
TOTAL FOR: ACE HARDWARE & LUMBER CO.				265.25
01667	ALTOGAS			
		859982	PROPANE REFILL	26.40
TOTAL FOR: ALTOGAS				26.40
01764	AMAZON CAPITAL SERVICES			
		16KN-9JCX-6JWH	ACCOUNT # A264N6SLCWDWHU (FIRE) STRIPPER PAD, ZEP FLOOR STRIPPER	98.21
		1DJM-HF3J-K4CW	ACCOUNT # A264N6SLCWDWHU (DPW ADMIN) LAP TOP BAG FOR WOMEN	35.19
		1JHJ-L6LJ-6QN7	ACCOUNT # A264N6SLCWDWHU (FIRE)	18.98
		1L7F-VWGP-FQTT	ACCOUNT # A264N6SLCWDWHU (FIRE) WASHING MACHINE PARTS	152.95
		1N4K-K79Y-963K	ACCOUNT # A264N6SLCWDWHU (FIRE) CLEANING SUPPLIES CITY HALL	62.48
		1W6K-M6HW-JCPT	ACCOUNT # A264N6SLCWDWHU (FIRE) DESK PARTS	65.90
		1X44-M6VR-3Q37	ACCOUNT # A264N6SLCWDWHU (DPW) TOWELS	104.30
TOTAL FOR: AMAZON CAPITAL SERVICES				538.01
02036	AMAZON CAPITAL SERVICES			
		1PLH-KXJM-7CQD	ACCT # A1K517P63NLQUT(POLICE)	58.38
TOTAL FOR: AMAZON CAPITAL SERVICES				58.38
02049	ANDERSON CONSTRUCTION & CONCRETE,LL			
		1537	EATRAN PAD @OLD COURTHOUSE SQUARE	6,000.00
TOTAL FOR: ANDERSON CONSTRUCTION & CONCRETE,LL				6,000.00
01915	APEX SEPTIC & EXCAVATING, INC.			
		1895	N OLIVER STREET LEAD SERVICE REPLACEMENT 113 N OLIVER, AND 301 N OLIVER	13,500.00
		1908	WATER REPLACEMENT SERVICE AT 312 W LAWRENCE	3,933.24
		1909	WATER SERVICE REPLACEMENT AT 304 4TH ST	3,851.40
TOTAL FOR: APEX SEPTIC & EXCAVATING, INC.				21,284.64
MISC	BIRSEN, SAMANTHA			
		04/21/2025	UB refund for account: 03661 *UB refund for account: 03661	48.46
TOTAL FOR: BIRSEN, SAMANTHA				48.46
01561	BS&A SOFTWARE			
		159745	ANNUAL SERVICE SUPPORT FOR BS&A PROGRAMS/PAYROLL, TIMESHEETS, COMMUNITY DEV., ASSESSING, DELINQUENT	6,018.00
TOTAL FOR: BS&A SOFTWARE				6,018.00
01558	BULLSEYE PEST DEFENSE			
		94192	MONTHLY PREVENTIVE REPLACED TO BAIT STATIONS IN GARAGE	50.00
		97834	PREVENTIVE MAINTENANCE DOWNTOWN & AIRPORT	75.00
TOTAL FOR: BULLSEYE PEST DEFENSE				125.00

04/23/2025 02:03 PM
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BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

Page: 2/7

Vendor Code	Vendor Name	Invoice	Description	Amount
01555	BYRUM ACE HARDWARE			
		436767	(DPW) WOOD STAKES, FASTENER	22.89
		436857	(DPW) PLASTIC ANCHOR	8.29
		437031	(DPW) 1000 STRIP SURGE, 1800 STRIP SURGE	95.13
		437179	(DPW) LATEX GLOVES, WALLPLATES, SCRAPER OR SPREADER	37.54
		437376	(DPW) CORNER BRACE AND MENDING BRACE	32.95
		437493	(DPW) ALKALINE BATTERIES	16.99
		437529	(FIRE) BRASS KEYS	19.95
		438459	(FIRE) DOOR HARDWARE	13.49
		438625	(WWTP) SUPPLIES FOR ARMORY ELECTRIC	71.44
		438626	(WWTP) CABLE	34.99
		438906	(WWTP) ELECTRIC SUPPLY FOR NEW LIGHT	2.79
		440054	(POLICE) BRASS CLAMP, PLASTIC BUCKET, REPLACEMENT WASH HOSE, HILLMAN FASTENERS, HOSE CONNECTOR	88.51
		440066	(POLICE) HOSE FITTING	22.98
TOTAL FOR: BYRUM ACE HARDWARE				467.94
01548	CANDY FORD, INC.	45682	REPAIR POWER POINT #319	318.45
TOTAL FOR: CANDY FORD, INC.				318.45
01547	CANON FINANCIAL SERVICES, IN	40051167	MONTHLY MAINTENANCE CHARGE	220.72
TOTAL FOR: CANON FINANCIAL SERVICES, IN				220.72
00849	CAPITAL ASPHALT	6657	COLD PATCH	2,343.00
TOTAL FOR: CAPITAL ASPHALT				2,343.00
01541	CAPITAL CAR WASH HOLDING LLC	983212	CAR WASH TOKENS	270.00
TOTAL FOR: CAPITAL CAR WASH HOLDING LLC				270.00
01520	CITY OF CHARLOTTE			
		10281-04.01.2025	1310 S. COCHRAN AVE.	376.13
		11516-04.01.2025	301 TIRRELL HWY	424.02
		11517-04.01.2025	301 TIRRELL HWY DPW	400.54
		11518-04.01.2025	313 TIRRELL REAR	266.50
		11519-04.01.2025	313 TIRREL HWY SCRE	5,644.16
		14288-04.01.2025	911 W. SHEPHERD ST.	1,651.32
		14995-04.01.2025	1225 S. COCHRAN AVE.	351.71
		15517-04.01.2025	620 W. SHEPHERD ST.	356.41
TOTAL FOR: CITY OF CHARLOTTE				9,470.79
01816	CITY OF MARSHALL	0000003835	BACTI-ANALYSIS	1,450.00
TOTAL FOR: CITY OF MARSHALL				1,450.00

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INVOICE ENTRY DATES 04/10/2025 - 04/23/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

Page: 3/7

Vendor Code	Vendor Name	Description	Amount
Invoice			
01471	CONSUMERS ENERGY		
	201009270607	1325 ISLAND HWY #C	158.20
	201631839786	1225 S COCHRAN AVE	59.89
	201898813352	620 W SHEPHERD ST	83.64
	201987822848	103 VAN LIEU ST	40.77
	202343779854	301 TIRRELL RD	316.29
	202343779855	301 TIRRELL RD R2	1,333.53
	202343779856	301 TIRRELL RD MAINTENANCE	999.44
	202432779678	1213 S COCHRAN AVE	62.42
	202432779679	1216 S COCHRAN AVE	154.08
	202432779680	1216 1/2 S COCHRAN AVE	18.00
	202432779681	1216 S COCHRAN AVE	226.92
	202432780138	811 CHADS WAY	19.60
	202610757157	1152 S COCHRAN AVE CAMP FRANCIS	74.43
	202788711364	911 W SHEPHERD ST FIRE DEPT 2	3,914.01
	203322666780	526 W STODDARD ST	30.01
	203322666932	1325 ISLAND HWY GATE-AIRPORT	34.12
	203589647371	619 W SHEPHERD ST	243.88
	203589647372	620 W SHEPHERD ST	70.64
	203856617462	508 N. SHELDON ST.	121.62
	204301572361	1064 NORTHWAY	51.83
	204301573040	112 1/2 S COCHRAN	28.28
	205102425538	700 LANSING RD	32.54
	205280398202	1167 E CLINTON TRAIL	80.44
	205280399304	108 E LAWRENCE AVE	53.56
	205280399305	108 E LAWRENCE AVE	18.00
	205636322913	1005 PAINE DR	781.69
	205903322421	811 CHADS WAY	216.69
	205992266747	111 E LAWRENCE AVE	3,088.58
	205992267096	203 HALL ST	78.86
	206170190869	1800 PACKARD HWY	40.14
	206525951807	245 S COCHRAN AVE	24.21
	206703852405	1310 S COCHRAN AVE	2,536.79
	206792801146	1005 PAINE DR. FRNT GEN CHARLOTTE	24.18
	206792814882	201 HALL ST (AREA LIGHTING)	112.49
	206970578121	201 HALL ST	108.25
	206970578306	1325 ISLAND HWY	697.62
	206970578307	1329 1/2 ISLAND HWY	39.34
	206970591459	076 - 12 TRAFFIC LIGHTS	473.38
	206970591460	AREA LIGHTING	672.00
	206970591461	076 - 2 TRAFFIC LIGHTS	3.15
	206970591462	065 & 068 -460 STREETLIGHTS	5,134.57
	206970591463	TULLY BROWN DR (AREA LIGHTING)	149.98
	207059388038	1005 PAINE DR	11,557.48
	207147896784	1104 MIKESELL ST	257.14
	207147896788	544 LANSING ST/WWTP LIFT STATION	112.46
	207147896789	544 LANSING ST	570.09
	207147896790	700 E. SHEPHERD ST.	192.74
	207147896795	1075 INDEPENDENCE BLVD	261.38
	207147896798	1305 S COCHRAN AVE	467.08
	207147896832	1216 S COCHRAN AVE	1,967.96
	207147896878	111 E LAWRENCE AVE	2,908.40
	207147898662	1227 S COCHRAN AVE	5,041.64
TOTAL FOR: CONSUMERS ENERGY			45,744.43
01452	CUMMINS SALES & SERVICE		
	S3-250332517	REPAIR FOR TRUCK #313	2,500.89
TOTAL FOR: CUMMINS SALES & SERVICE			2,500.89

04/23/2025 02:03 PM
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INVOICE ENTRY DATES 04/10/2025 - 04/23/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

Page: 4/7

Vendor Code	Vendor Name	Invoice	Description	Amount
00882	DARRELL SLAUGHTER	04.15.2025	REPLACEMENT OF BOOTS (BOTH ARE TORN)	294.68
TOTAL FOR: DARRELL SLAUGHTER				294.68
01409	DUBOIS COOPER ASSOCIATES INC	20250291	RUBBERSEALS FOR THE PUMPS	212.00
		449364	EMERGENCY PUMP REPAIRS - CHAD LIFT	8,906.71
TOTAL FOR: DUBOIS COOPER ASSOCIATES INC				9,118.71
01392	EATON CUSTOM SEWING	1913	CAPTAIN DALY PANTS REPAIR	106.25
		1916	SCBA MASK BAG LABELS	135.00
TOTAL FOR: EATON CUSTOM SEWING				241.25
01380	EDWARDS INDUSTRIAL SALES	3423283	(WWTP) REPLACEMENT BELTS(DIGESTER H2O PUMPS)	172.96
TOTAL FOR: EDWARDS INDUSTRIAL SALES				172.96
02178	ENG. INC	0018867	BID DOCUMENTS FOR CRUSH ,MILL AND SHAPE PROJECT 25011.00	175.00
TOTAL FOR: ENG. INC				175.00
01965	ESRI	94945469	PROGRAMMING THAT HOLDS INFORMATION	3,419.32
TOTAL FOR: ESRI				3,419.32
01343	FISH WINDOW CLEANING	2883-47924	CLEANED CITY HALL WINDOWS	650.00
TOTAL FOR: FISH WINDOW CLEANING				650.00
00502	GANNETT MICHIGAN LOCALIQ	0006971489	LANSING STATE JOURNAL (BIDS & PROPOSALS) INVOICE PERIOD FEBRUARY 1- FEB 28TH	161.45
TOTAL FOR: GANNETT MICHIGAN LOCALIQ				161.45
01281	HART INTERCIVIC, INC	INV001829	LICENSE AND SUPPORT RENEWAL 03/01/2025 - 02/28/2026	3,260.00
TOTAL FOR: HART INTERCIVIC, INC				3,260.00
01438	HASSEL FREE FUELS	CFSI-11926	ACCOUNT # 010109 (FIRE) FUEL	705.40
TOTAL FOR: HASSEL FREE FUELS				705.40
01242	JACK DOHNEY COMPANIES, INC	259369	CERAMIC INSERTS, SWIVEL 1- 1/4 IN 90	807.72
TOTAL FOR: JACK DOHNEY COMPANIES, INC				807.72
MISC	JEFFREY CHRISTENSEN	04.15.2025	MILEAGE AND PARKING REIMBURSEMENT FOR CAPCON 2025	43.60
TOTAL FOR: JEFFREY CHRISTENSEN				43.60

04/23/2025 02:03 PM
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Page: 5/7

Vendor Code	Vendor Name	Invoice	Description	Amount
02180	JEN GUSEY PHOTOGRAPHY	04.16.2025	HEADSHOTS AND GROUP PHOTO OF POLICE DEPARTMENT	450.00
TOTAL FOR: JEN GUSEY PHOTOGRAPHY				450.00
02101	JL MUNICIPAL SERVICES, LLC	77761	2025 PASER RATINGS	3,200.00
TOTAL FOR: JL MUNICIPAL SERVICES, LLC				3,200.00
01207	KENNEDY INDUSTRIES INC.	646204B	BW-PUMP INSTALL/START-UP	1,800.00
TOTAL FOR: KENNEDY INDUSTRIES INC.				1,800.00
01195	KONICA MINOLTA BUSINESS	501617852	MONTHLY MAINTENANCE AGREEMENT BILLING PERIOD 03/17/2025 - 04/16/2025	24.76
TOTAL FOR: KONICA MINOLTA BUSINESS				24.76
01173	LEA'S AUTO BODY	9519	OIL CHANGE 2022 CHEVROLET TAHOE	90.89
		9535	OIL CHANGE #413	92.79
TOTAL FOR: LEA'S AUTO BODY				183.68
02174	LINDENMEYR MUNROE	21.65	CODE ENFORCEMENT PAPER	21.65
TOTAL FOR: LINDENMEYR MUNROE				21.65
MISC	LOOMIS REAL ESTATE LLC	04/15/2025	UB refund for account: 16697 *UB refund for account: 16697	479.09
TOTAL FOR: LOOMIS REAL ESTATE LLC				479.09
02154	MCKENNA ASSOC. INC.	25-011-2	PLANNING ADVISORY SERVICES	1,695.00
TOTAL FOR: MCKENNA ASSOC. INC.				1,695.00
02146	MICROTECH SERVICES, INC	36384	DELIVER AND SET UP TWO NEW WORKSTAIONS, REMOVED EMAIL ACCESS FROM 2 ACCOUNTS	325.00
		36385	(WASTEWATER) TROUBLESHOOT MONITON STOPPED DISPLAYING	125.00
TOTAL FOR: MICROTECH SERVICES, INC				450.00
01063	MOORE & BRUGGINK INC	250100.2.1	NPDES -PERMIT	1,380.14
TOTAL FOR: MOORE & BRUGGINK INC				1,380.14
01536	NAPA MPEC	278911	BELTS/MAINTENANCE	165.61
		279083	CARLYLE SERVICE TOOLS BLEEDER	39.94
TOTAL FOR: NAPA MPEC				205.55

04/23/2025 02:03 PM
User: CKOENIG
DB: Charlotte

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF CHARLOTTE
INVOICE ENTRY DATES 04/10/2025 - 04/23/2025
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: POOL

Page: 6/7

Vendor Code	Vendor Name	Invoice	Description	Amount
02091	NEW LIFE ARBORICULTURAL SERVICES			
		2302-2	TREE REMOVAL	1,400.00
		2303-2	TREE REMOVAL CLEARING SECTION E19, SECTION E20	7,600.00
TOTAL FOR: NEW LIFE ARBORICULTURAL SERVICES				9,000.00
02147	ORCHARD, HILTZ & MCCLIMENT. INC			
		87117	COMBS INDUSTRIAL PARK ENGINEERING SERVICES	5,088.50
TOTAL FOR: ORCHARD, HILTZ & MCCLIMENT. INC				5,088.50
MISC	PECKHAM VOCATIONAL INDUST			
		04/15/2025	UB refund for account: 08995	647.20
			*UB refund for account: 08995	
TOTAL FOR: PECKHAM VOCATIONAL INDUST				647.20
01997	POTTERVILLA APPLIED TECHNOLOGY			
		32112	CHANGE TO BOARD & COMMISSION APPLICATIONS	37.50
TOTAL FOR: POTTERVILLA APPLIED TECHNOLOGY				37.50
01030	QUADIANT FINANCE USA, INC.			
		7900 0444 1719	4POSTAGE FEBRUARY 2025	1,092.57
		FEBUARY 2025	POSTAGE FUNDING	1,093.23
TOTAL FOR: QUADIANT FINANCE USA, INC.				2,185.80
02169	SCHAEFFER'S MFG CO			
		8053279	OIL FOR PUMPS YEARLY MAINTENANCE	2,306.64
TOTAL FOR: SCHAEFFER'S MFG CO				2,306.64
MISC	SHETENHELM, BILL			
		04/15/2025	UB refund for account: 08034	70.33
			*UB refund for account: 08034	
TOTAL FOR: SHETENHELM, BILL				70.33
MISC	SHILA KIANDER			
		04.16.2025	VIRTUAL CLASS FOR TAX RATE REQUEST FORM L-4029	25.00
TOTAL FOR: SHILA KIANDER				25.00
MISC	SIPLE-WHITTUM, BRITTANY			
		04/23/2025	UB refund for account: 05795	178.70
			*UB refund for account: 05795	
TOTAL FOR: SIPLE-WHITTUM, BRITTANY				178.70
00762	SPARROW MEDICAL SUPPLY			
		05448644-00	OXYGEN TANKS	240.00
TOTAL FOR: SPARROW MEDICAL SUPPLY				240.00
02085	THE WOODHILL GROUP, LLC			
		2478	ESTIMATE OF FISCAL YEAR 2025 SERVICES THROUGH 12/31/2024	346.85
TOTAL FOR: THE WOODHILL GROUP, LLC				346.85

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User: CKOENIG
DB: Charlotte

INVOICE APPROVAL BY INVOICE REPORT FOR CITY OF CHARLOTTE
INVOICE ENTRY DATES 04/10/2025 - 04/23/2025
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Page: 7/7

Vendor Code	Vendor Name		Amount
	Invoice	Description	
00820	TRACE ANALYTICAL LABORATORIES		
	5040351	WATER QUALITY ANALYSIS	396.00
	5040736	QUARTERLY ANALYSIS	603.00
TOTAL FOR: TRACE ANALYTICAL LABORATORIES			999.00
02176	TRANSMISSION TECHNOLOGY		
	7027	TRANSMISSION REPAIR TRUCK #317	4,748.08
TOTAL FOR: TRANSMISSION TECHNOLOGY			4,748.08
00809	TRUGREEN #2801		
	205879271	LAWN SERVICE AT CITY HALL	41.21
TOTAL FOR: TRUGREEN #2801			41.21
00808	TSC TRACTOR SUPPLY		
	748658	SOFTENER SALT	358.50
TOTAL FOR: TSC TRACTOR SUPPLY			358.50
00785	VERIZON WIRELESS		
	6109960181	MAR 02 - APR 01	1,509.99
TOTAL FOR: VERIZON WIRELESS			1,509.99
01798	WEILER EXCAVATION LLC		
	2409	INTALL NEW WATER SERVICE @319 N WASHINGTON ST	2,450.00
TOTAL FOR: WEILER EXCAVATION LLC			2,450.00
00753	WOLVERINE PEST SERVICE		
	128393	MONTHLY PREVENTIVE	50.00
TOTAL FOR: WOLVERINE PEST SERVICE			50.00
TOTAL - ALL VENDORS			156,373.62
PAYMENT TYPE TOTAL			
Paper Check			101,158.40
EFT Transfer			55,215.22

Fw: Extra info from expense report

1 message

Christina Horton <chorton@charlottemi.org>

Fri, Apr 25, 2025 at 8:53 AM

To: Anthony Rodriguez <arodriguez@charlottemi.org>, Curtis Scott <cscott@charlottemi.org>, "Joseph Chin Jr." <jchin@charlottemi.org>, Kevin Fullerton <kfullerton@charlottemi.org>, Michael Duweck <mduweck@charlottemi.org>, Tim Lewis <tlewis@charlottemi.org>
Cc: Mary LaRocque <mlarocque@charlottemi.org>

Good morning Mayor and Council,

I have attached the invoices Council Christensen requested. Please let me know if you have any additional questions.

Thank you,

Christina Horton

Finance Director/Treasurer

City of Charlotte

[111 E. Lawrence Ave.](#)

[Charlotte, MI 48813](#)

517-543-8875

chorton@charlottemi.org

www.charlottemi.gov

From: Jeffrey A. Christensen <jchristensen@charlottemi.org>

Sent: Wednesday, April 23, 2025 4:34 PM

To: chorton@charlottemi.org <chorton@charlottemi.org>

Subject: Extra info from expense report

Good afternoon Christina:

I am hopeful that you could provide for me information on the following three vendors and billing from this week's expense report. The first is invoice number 1537 for \$6000 from Anderson construction and concrete. The second invoice I would like to have is invoice number 6657 for \$2343 from Capital Asphalt. The final one is from ESRI invoice number 94945469 for \$3419.32. It would be greatly appreciated. Thank you.

Sincerely,

--

Jeffrey A. Christensen

Charlotte City Councilman

District 1

616-822-0204

jchristensen@charlottemi.org

3 attachments

 **Anderson Construction.pdf**
330K

 **Capital Asphalt LLC.pdf**
373K

 **ESRI.pdf**
381K

CITY OF CHARLOTTE
RESOLUTION NO. 2025-16
TO APPROVE CHANGES TO SIGNATORIES
FOR INDEPENDENT BANK ACCOUNTS

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

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

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

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

BE IT RESOLVED that Deputy Treasurer Brittany Siple is to be added as a signatory, and that Heather Brandell shall be removed as signatory.

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

CERTIFICATION

I, Mary LaRocque, City Clerk for the City of Charlotte, County of Eaton, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Charlotte during its regular meeting held on April 28, 2025, 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

— THE CITY OF —
CHARLOTTE
— MICHIGAN —

An AGREEMENT (“Agreement”) between CITY OF CHARLOTTE, a municipal corporation located at 111 E. Lawrence Avenue, Charlotte, MI 48813 (“City”) and Markdom Michigan Plastics, Inc. (“Company”), (individually a “party”, collectively, the “parties”) is entered, as follows:

Recitals:

- A. The Company has applied to City for the issuance of an Industrial Facilities Exemption Certificate (“Certificate”) pursuant to the provisions of Act 198 of the Public Acts of 1974, as amended (the “Act”), which requires a contract between the City and the Company to be agreed and submitted with the Company’s application for said Certificate.
- B. That in addition to statutory requirements, the City has determined that it is in the best interests of the taxpayers, property owners, and residents of the City that this Agreement be approved and executed prior to the issuance of the requested Certificate, and the City deems this Contract, together with the conditions set forth in the said Act to constitute a necessary element in the City’s determination whether or not to issue the Certificate.
- C. The Company intends to implement the project set forth in its Certificate application (“Project”) at 400 Parkland Drive, Charlotte, MI 48813, which it believes qualifies for the process of issuing the Certificate.
- D. The City, provided this Agreement is executed, will determine whether to issue the Certificate based upon the potential for the creation of full-time jobs, the continuation or increase of economic activity, planning and zoning considerations, and the City’s general plan and intentions regarding economic development.

NOW THEREFORE THE PARTIES AGREE:

1. **COMPANY AGREEMENT**

The Company irrevocably commits to the substantial completion of the investment and job creation promises based on its application, a copy of which is attached hereto and incorporated herein (the “Application”). In particular the Company agrees:

That no less than Seventy Five Percent (75%) of the estimated new jobs on Application, or 131 jobs, shall be on payroll as full-time employees by a date no later than five (5) years from the date of the granting of the Certificate by the Michigan State Tax Commission (the “Commission”) (the “Achievement Date”).

- 1.1. The Company, with an estimated real property investment of \$1,500,000.00, as noted in the Application, shall, by the Achievement Date shall have completed no less than Seventy Five Percent (75%) of the estimated investment level, or \$1,125,000.00, in real property improvements. Similarly, with an estimated personal property investment of \$15,000,000.00, as shown in the Application, the Company shall, by the Achievement

— THE CITY OF —
CHARLOTTE
— MICHIGAN —

Date, have substantially completed no less than Seventy Five Percent (75%), or \$11,250,000.00, investment in machinery and equipment (industrial personal property). The estimated economic benefit under the certificate to the Company while the certificate is in effect over the 10-year term is approximately \$307,000.00, more or less, subject to the real property taxable values established under state law and applicable millage rates during the 10-year term. The parties acknowledge that industrial personal property is exempt from local taxation to the extent permitted under applicable law, so long as all necessary and completed forms and documentation have been filed with governmental agencies.

- 1.2. That the improvements and equipment to receive the tax abatement treatment shall be completed by the Achievement Date.
- 1.3. The Company shall pay its specific taxes required by the Act in a timely manner, and shall not delay payments so as to incur any penalties or interest.
- 1.4. The Company shall fully cooperate with the City and with the City's representatives in supplying all requested and required documentation regarding jobs, investment, the meeting of all goals, and the timely installation and utilization of the equipment and improvements. The City shall be entitled to inspect at reasonable hours and with reasonable notice the Company's premises where the said improvements and equipment have been installed and where the said jobs are performed.
- 1.5. The Company shall maintain, from the Achievement Date through the entire period for which the tax abatement is granted (which date will be 10-years following the date of the Certificate, the "Term of the Abatement"), the level of jobs, production and utilization of the improvements and equipment at the site where the Certificate has been granted, except as provided in Section 4. The parties agree to meet after the completion of the second year of this Agreement to review the Term of the Abatement and discuss extension thereof, subject to written agreement as amendment to this Agreement.
- 1.6. The Company shall comply with all environmental law and governmental codes, regulations and orders on its premises in the City. It shall report any releases of hazardous substances to the appropriate governmental authority in a timely and complete manner, and simultaneously provide copies of said report documentation to the City.
- 1.7. The Company shall maintain the equipment and improvements so as to minimize physical or functional obsolescence.
- 1.8. The Company shall comply with all zoning and building codes as well as other, ordinances, codes, and regulations or restrictions as enacted or approved by the Charlotte City Council.

2. AGREEMENT BY THE CITY

Provided this Agreement has been executed and further provided all applications to create an Industrial Development District and issue the Certificate have been properly filed, the City shall, in a timely manner, determine in a public meeting to receive, process, and approve thereafter the Company's complete application for an Industrial Facilities Exemption Certificate. The City may consider this Agreement in a meeting separate from and prior to the meeting in which the City considers the issuance of the Certificate. The City shall require the submission of this Agreement signed by the Company together with its applications, before issuing the Certificate.

3. EVENTS OF DEFAULT

During the Term of the Abatement, the following actions or failures to comply shall be considered events of default by the Company each of which would warrant revocation of the Abatement by the City:

- 3.1. Failure to meet any of the commitments and terms set forth above.
- 3.2. The closing of the Company's facilities in the City. Closing shall mean relocating the jobs and investment as described under the application to a community outside of the City or laying off all or substantially all of the jobs created by this improvement for greater than 30 consecutive days, or all or substantially all of the production that results from the improvement ceases at the Company's facility in Charlotte for greater than 30 consecutive days. Closing does not mean any matters related to force majeure.
- 3.3. Failure to deliver and convey to the City the documentation and reporting required.
- 3.4. The failure to pay any and all taxes and assessments levied on the Company's property or any other taxes, local, state or federal, and any required fees.
- 3.5. The performance or omission of any act which would lead to revocation under MCLA 207.565, being subsection 15 of the Act.
- 3.6. The violation of any provisions, promises, commitments, considerations, or covenants of this Agreement.

4. REPORTING REQUIREMENTS

4.1. Commencing on year three (3) of the term of the Certificate, the Company shall provide an annual report as follows:

- a) A jobs report that includes the number of jobs created and retained, and current total employment at the facility in Charlotte.
- b) A vehicle or product production report related to the improvement for which the Certificate was obtained.

5. REMEDIES ON DEFAULT

In the event the Company defaults, the City shall have the following remedies which it may invoke without notice, except as may be reasonably required by the Company's rights to due process:

5.1 Except as provided in Section 4, in the event of closing as determined after investigation of the facts and a public hearing, the Company shall be immediately liable for clawback of all taxes to be paid forthwith to the City, determined as follows:

5.1.1 The Company shall pay to the City, for pro rata distribution to the taxing units experiencing the abatement, an amount equal to the difference between the Industrial Facilities Tax which it has paid during the year of closing, and the total property taxes for that period to the relevant taxing units which it would have paid, given its installations or improvements or equipment, during the years for which the Certificate was in effect.

5.1.2 Immediate Revocation. The Company hereby consents to the revocation of the Certificate before the Commission and the City shall submit a copy of this Agreement to the Commission in connection with its revocation procedure, giving notice that the default has occurred and immediate revocation should occur.

5.2 In the event the improvements and equipment have not been installed by the Achievement Date, in addition to the revocation procedures before the Commission, then the abatement shall immediately be reduced by the City proportionately, and any installations which have not been finished by the Achievement Date shall not be eligible for the abatement thereafter and shall be placed on the regular tax roll. Provided, however, this shall not apply if the City and the Company have collectively agreed that conditions upon which the targeted investment and job creation have been delayed or reduced are acceptable.

5.3 Failure to Expend the Funds Represented. In the event, (whether or not the installations have been completed), the Company has not expended the funds it has represented on its Application that it would invest for the installation or equipment, the abatement shall be reduced pro rata, and any remaining value of equipment shall be placed on the regular tax roll.

5.4 Job Creation and Retention. In the event the promised number of jobs have not been created or retained by the Achievement Date, the abatement shall be reduced proportionately. Notwithstanding, the parties agree to meet and discuss a remediation plan, that may also include an amendment to the Agreement, as approved by the City Council.

5.5 Special Assessment. For any amount due to be paid to the City, under this Section 5, the Company consents that the City shall have an action against the Company for the said amount, and in addition, cumulatively, and not by election, the City shall have a special assessment lien on all the property of the Company personal and real, located in the City, for the collection of the amounts due as and in the manner of property taxes and in such case the collection of the said special assessment shall be accomplished by addition by the City to the Company's property tax statement regularly rendered.

5.6 For other violations of this Agreement or for actions or omissions by the Company amounting to grounds for revocation by statute, the City shall recommend to the Commission immediate revocation of the Certificate.

6. GOVERNING LAW

This Agreement shall be construed and enforced in accordance with the laws of the State of Michigan, in the State Courts of Eaton County, within the State of Michigan.

7. COUNTERPARTS

This Agreement may be executed in one or more counterparts, all of which shall constitute one and the same Agreement.

8. BENEFIT

This Agreement shall be binding upon and insure to the benefit of the respective parties, their successors, and personal representatives.

9. EFFECTIVE DATE

This Agreement shall be effective on the date the Commission grants to the Company the Certificate.

City of Charlotte

By: Mayor

Date: _____

and

By: Clerk

Date: _____

Company Markham Michigan Plastics, Inc.

By: Nick Orlando
President & CEO



Date: April 24, 2025

**CITY OF CHARLOTTE
RESOLUTION 2025-19
A RESOLUTION TO ESTABLISH
FEES FOR VARIOUS MUNICIPAL
SERVICES AND DEPARTMENTS
EFFECTIVE APRIL 28, 2025**

WHEREAS, fees to be paid for planning, zoning, and fire department review of new construction projects, as well as zoning change requests, fire inspections, fire call outs, Planning Commission and Zoning Board of Appeals requests, etc., are to be established by resolution of the City Council; and

WHEREAS, fees to be paid for services provided by the Department of Public Works, including but not limited to water turn-on charges, NSF checks, sewer cleaning, call-out rates, meter testing, street repairs, and sidewalk permits are to be established by resolution of the City Council; and

WHEREAS, fees to be paid for rental property registration, inspection, and re-inspection under the City's rental registration and inspection program are to be established by resolution of the City Council; and

WHEREAS, fees to be paid for police department services, including but not limited to gun permits, police reports, fingerprinting, breath tests, false alarm responses, and other public safety-related requests are to be established by resolution of the City Council; and

WHEREAS, fees to be paid for fire department services, including inspections, fire reports, permits, and emergency response activities, are to be established by resolution of the City Council; and

WHEREAS, fees to be paid for administrative services, such as document copying, FOIA requests, notary services, and related requests, are to be established by resolution of the City Council; and

WHEREAS, fees to be paid for code enforcement actions, including inspections, re-inspections, and compliance monitoring are to be established by resolution of the City Council; and

WHEREAS, fines and fees for municipal civil infractions, including ordinance violations, late penalties, and associated court costs, are to be established by resolution of the City Council; and

WHEREAS, fees to be paid for commercial cannabis licenses and associated regulatory costs are to be established by resolution of the City Council; and

WHEREAS, from time to time, fees must be reviewed and adjusted to reflect the true costs of providing services and issuing permits and licenses.

RESOLUTION 2025-19

NOW, THEREFORE, BE IT RESOLVED, that these fees be established as follows, and shall be posted on the city’s website, and kept on file with the City Clerk’s office and made available for public inspection; and

PLANNING AND ZONING	
Zoning Approval:	40.00
Residential Fence / Deck / Shed under 200 Sqft	50.00
Residential 1 or 2 family Structure or Accessory building	50.00
Chicken Permit (2 year) – Zoning Approval	50.00
Residential Temporary Carport (2 year permit)	50.00
Commercial Shed under 120Sqft	75.00
Commercial Accessory Building	100.00
Commercial Signage:	
Temporary	50.00
Permanent Wall/ground/freestanding (per type)	100.00
Replacement of sign face – no dimensional change	50.00
Comprehensive sign plan review (addition to permanent sign fee)	100.00
Commercial Plan Review – Administrative	150.00
Commercial Plan Review – Planning Commission	250.00
Commercial Temporary use permit	100.00
Zoning Verification Letter (non-FOIA)	50.00
Commercial Cannabis license	5,000.00
Commercial Cannabis license - Annual renewal	5,000.00
Act 425 agreement	1,000.00
Rezoning	500.00

RESOLUTION 2025-19

Master Plan Change	500.00
Board of Appeals hearing	400.00
Site plans, including planned development districts	200.00
Planning Commission - Condition Use Permit	400.00
Outdoor Café Permit	150.00
DEPARTMENT OF PUBLIC WORKS - WATER/SEWER/STREETS/SIDEWALKS	
Normal Business Hours M-F 7:30am-4:00pm	
Late Payments Fees of water/sewer bills is calculated at 10% of the unpaid balance	10%
Water:	
Water Turn On/Off (Seasonal)	40.00
After Hours – Water Turn On/Off (Seasonal)	100.00
Non-payment shut off	80.00
Water Turn On/Off	50.00
After Hours Water Turn On/Off	100.00
Usage Investigation = per visit	50.00
Meter Check:	
Meter to be found in error – none	-
Meter not found to be in error - varies	varies
Water Meter Rental	
Meter Deposit (refundable, less any unpaid charges)	500.00
0 To 5,000 gallons (minimum fee)	50.00
Over 5,000 gallons	100.00
Water billed at 2x usage rate	varies
Frozen Meter Replacements (labor, meter & amp; copper horn) - \$50.00 +	
meter/copper horn (varies)	varies

RESOLUTION 2025-19

Frozen Meter in Pit - Cost of meter (varies)	varies
Frozen Water Service (labor, equipment, material) – Varies	varies
Sprinkler Meter (labor, meter, copper horn) - \$50.00 + meter/copper horn (varies)	varies
Water Permit	100.00
Water Inspection	100.00
System Equity Charge = Varies based on size of connection	varies
Water Tap Fee (residential) = Time & Materials (varies based on size of service)	varies
Administration Tap Fee = 10% of water tap fee	varies
Sanitary Sewer:	
Sanitary Sewer Permit	100.00
Sewer Inspection	100.00
Sanitary Sewer Connection (residential/commercial) = varies	varies
Right of Way:	
Permit (any work done in the ROW)	200.00
Dumpster Permit (annually)	50.00
Parking Lot Storage:	
Deposit (cleanup/damages)	200.00
Storage Permit	25.00
Weekly Rent (per space)	50.00
Sidewalk:	
Permit & Inspection	60.00
Curb Cut:	
Permit & Inspection	110.00
Replace or Repair = \$100.00 per Linear Ft.	100.00
Driveway Approach: (including sidewalk)	
Permit & Inspection	110.00
Street Cut permit:	

RESOLUTION 2025-19

Permit & Inspection	110.00
Repair = Time & Materials	varies
Lane Closures - traffic control plan required for ALL closures	
Application Fee - local street	25.00
Daily Fee - local street	50.00
Application Fee - major street	50.00
Daily Fee - major street	100.00
Cleanup Service Charges:	
Brush cleanup (labor, equipment, contractual services) minimum -	200.00
Trash cleanup (labor, equipment, contractual services) minimum -	250.00
RENTAL REGISTRATION & INSPECTION	
Registration application fees:	
Single family home	100.00
Multi-family home (2-7 dwelling units in one structure):	
First unit	100.00
Units 2-7 (per unit)	50.00
Apartment complex:	
First unit of each building	100.00
Units 2 and above (per unit)	50.00
Mobile home park registration application fee:	
First unit	100.00
Units 2 and above (per unit)	50.00
Re-inspection fee for any unit (per unit)	50.00
POLICE DEPARTMENT	
Emergency response incidents involving DUI	Varies
False alarm response:	

Residential	100.00
Commercial	200.00
Gun Permit (Notary fee)	10.00
Downtown overnight parking permit (6-month, residents only)	30.00
Police report (copy fees are calculated using FOIA itemization) Varies	varies
Preliminary breath testing - court ordered, city residents – conducted only on weekends and holidays at 6:00 A.M.	5.00
Vehicle crash reports - order online (https://policereports.lexisnexis.com)	online only
FIRE DEPARTMENT	
Certificate of Occupancy:	100.00
Building/structure fire \$ 500.00	500.00
False alarms:	
Residential	100.00
Commercial	200.00
Vehicle accident	200.00
Vehicle accident with extrication	500.00
Vehicle fire	500.00
Power line hazard / Gas Leak Standby	
First hour	250.00
Each additional hour (or fraction thereof)	50.00
Fire department standby (per hour)	100.00
Fire report (non FOIA)	25.00
Mobile Food Vending Permit	25.00

Special event fire inspection	150.00
(+\$10.00 for each mobile food vending unit, part of the event)	10.00
Fire Inspection Fees (based on square footage):	
0 - 4,999	150.00
5,000 - 9,999	200.00
10,000 - 14,999	250.00
15,000 - 24,999	300.00
25,000 - 49,999	350.00
50,000 - 99,999	400.00
100,000 and above	450.00
Fire re-inspection fees:	
2nd re-inspection No charge	-
3rd re-inspection	100.00
4th re-inspection	150.00
5th and subsequent re-inspections - per day (in addition to a citation \$ 200.00 per item, per day)	200.00
Plan review fees:	
Fire safety plan (plus an additional .01 for every square ft. over 2,000)	50.00
Fire suppression plan	200.00
Fire alarm system plan	200.00
Membrane structure, tents, and canopies permit	25.00
Special outdoor events (Over 1,000 People)	25.00
ADMINISTRATION	
Copies (per page)	0.25

Notary services (per document)	10.00
Freedom of Information Act Request (FOIA) per quarter hour, may incur other fees	9.84
NSF returned check fee	30.00
CODE ENFORCEMENT	
Weed / Tall Grass Cutting Contract Fee plus \$25 administrative fee	Varies
Sidewalk Snow Removal Contract Fee plus \$25 administrative fee	Varies
MUNICIPAL CIVIL INFRACTIONS	
1st offense	100.00
2nd Offense	200.00
3rd offense	300.00
4th Offense	500.00

BE IT FURTHER RESOLVED, that this resolution shall supersede any previously adopted resolutions in conflict herewith and shall take immediate effect upon adoption.



CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

Fire Chief – Kevin Christiansen

111 E. Lawrence Ave., Charlotte MI 48813

Ph. 517-543-0241



4/8/2025

To: City Manager Hillard

Subject: Rezone Request – Parcel #'s 200-013-100-036-00 & 200-013-100-033-00

The City of Charlotte has received a request from Mr. Kirchen to rezone two parcels of undeveloped land located at the northeast corner of Lawrence Avenue and Wheaton Road. The request is to rezone the properties from their current designation of R-1 (Residential) to B-3 (Business). Mr. Kirchen has an accepted offer to purchase the property, contingent upon the approval of the rezoning.

The properties in question are shown in the attached map. Based on historical zoning patterns in the area and the vision of past commissions & councils, it is evident that the intention for this corridor of M-79 (W. Lawrence) entering into the city was to maintain a business zoning along the frontage of the state truckline. This aligns with the character of the surrounding areas and supports commercial development that can enhance the entrance to the city from the west.

Furthermore, this rezoning request is consistent with our recently adopted master plan, which emphasizes the development of strategic corridors to support business and commercial growth. We believe that, when developed and properly maintained, this property would contribute positively to the visual and economic landscape of the city, particularly as travelers enter Charlotte from the west.

On 4/1/25 Charlotte Planning Commission held a public hearing on the matter, after reviewing the information and discussion among the members, they voted in favor to recommend approval of this request to City Council.

Please note that any future development of the property will be subject to a more detailed site plan review, in accordance with the city's zoning standards.

Please let me know if you have any questions or require further information.

Tyger Fullerton
Assistant Fire Chief – Zoning/Code Admin
Charlotte Fire Department

CITY OF CHARLOTTE

RESOLUTION No. 2025-17

RESOLUTION TO INTRODUCE ORDINANCE NO. 2025-04

Zoning District Map Amendment, April, 2025

City of Charlotte, Eaton County, Michigan (hereinafter, "Charlotte City" or "City Council").

At a regular meeting of the Charlotte City Council held at City Hall, in the City of Charlotte, in the County of Eaton, State of Michigan, on the 28th day of April, 2025, at 7 o'clock in the PM.

The meeting was called to order at 7 o'clock in the PM by

_____.

Present: _____

Absent: _____

The following preamble and resolution were offered by _____ and supported by _____:

WHEREAS:

1. The City Council desires to allow for the use of land to be productive to enhance taxable values and benefit to the citizens of the City and properties located in the City.
2. The City Planning Commission has considered and held a duly noticed public hearing regarding the rezoning of certain property located in the City.
3. The City Council introduces Ordinance No. 2025-04 to rezone certain property from R-1 Residential to B-3 and to amend the Zoning District Map accordingly.
4. The City Council desires to set a public hearing date to consider the adoption of the Zoning District Map amendment.

NOW, THEREFORE BE IT RESOLVED that the City Council of Charlotte resolves as follows:

- A. The City Council of Charlotte introduces Ordinance No. 2025-04 to rezone certain property from R-1 Residential to B-3 and to amend the Zoning District Map accordingly.
- B. All resolutions and parts of resolutions in conflict herein are hereby repealed.

Upon a call of the roll, the vote was:

AYES: _____

NAYES: _____

RESOLUTION No. 2025-17

ABSENT: _____

Resolution declared adopted this 28th day of April, 2025.

Mary LaRocque MiPMC, CMC
Clerk, City of Charlotte

The undersigned duly qualified and acting Clerk of the City of Charlotte, hereby certifies that the foregoing is a true and complete copy of a Resolution adopted by the City Council at a Regular meeting held on the 28th of April, 2025, the original of which is a part of the City's minutes and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

Mary LaRocque MiPMC, CMC
Clerk, City of Charlotte

Introduced: April 28, 2025

Adopted:

Effective:

**CITY OF CHARLOTTE
ORDINANCE NO. 2025-04**

AN ORDINANCE TO AMEND CHAPTER 82 - ZONING, BY AMENDING THE ZONING MAP TO CHANGE CERTAIN DESCRIBED PARCELS FROM R-1 RESIDENTIAL TO B-3 BUSINESS, TO REPEAL ANY ORDINANCES IN CONFLICT THEREOF, AND TO PROVIDE AN EFFECTIVE DATE HEREOF.

Councilmember _____ moved the following:

THE CITY OF CHARLOTTE ORDAINS:

Section 1. Title. This ordinance shall be known as “Zoning District Map Amendment, April, 2025”.

Section 2. Purpose. The purpose of the ordinance is to amend the Zoning District Map of the City of Charlotte.

Section 3. Amendment to Chapter 82 – Zoning. Chapter 82 - Zoning, of the Code of the City of Charlotte, is hereby amended as follows:

That subject properties are known as:

LEGAL DESCRIPTIONS:

200-013-100-036-00 COM 180 FT N OF INTERSECTION W SEC.LINE & HWY M-79, SELY PAR HWY 254 FT, N 150 FT, NWLY PAR HWY 254 FT, S TO BEG. SEC.13, T2N,R5W, CITY OF CHARLOTTE 1994; and

200-013-100-033-00 COM INTERSECTION W SEC LINE & C/L LAWRENCE AVE, SELY ON C/L 200 FT, N 29DEG 13MIN 31SEC E 89.15 FT N 67.79 FT, N 60DEG 46MIN 29SEC W 254 FT, S 170 FT TO BEG. SEC. 13, T2N,R5W, CITY OF CHARLOTTE 1995

is hereby rezoned from R-1 Residential to B-3 Business.

Section 4. Approval. Approval of this rezoning is contingent upon the submission and approval of a detailed site plan in accordance with the City of Charlotte’s zoning and development regulations.

Section 5. Revisions. The City Clerk is hereby directed to make the necessary revisions evidencing this zoning change.

Section 6. Zoning District Map Revised. The attached Zoning District Map is hereby revised evidencing this change in zoning and shall be marked and designated as Ordinance No. 2025-04 and the City Clerk shall enter on the Zoning District Map this Ordinance number and the date of the adoption thereof and shall maintain a file containing a copy of this ordinance and the attached map.

Section 7. Savings Clause. Except as specifically amended herein, all other provisions of the Charlotte Zoning Ordinance shall remain in full force and effect.

Section 8. Conflicting Ordinance and Code Provisions Repealed. Any Charlotte Ordinance, parts of Ordinances, or any Charlotte Code provision in conflict or inconsistent with any of the provisions of this Ordinance shall be and is hereby repealed.

Section 9. Publication. This Ordinance shall be published in a newspaper of general circulation in the City of Charlotte qualified under state law to publish legal notices. This Ordinance shall be recorded in the Ordinance Book and such recording shall be authenticated by the signatures of the Mayor and the City Clerk.

Section 10. Effective. This Ordinance is declared to be effective twenty (20) days after publication or as provided by law.

Section 11. Code Edits. The editors of the Charlotte Code are hereby authorized, subject to approval of the City Manager, Clerk, or Council authorized designee, to update and revise Code section numbers to effectuate the provisions of this Ordinance.

Adopted and signed this _____ day of _____, 2025.

Second, _____. Carried/Failed with the following roll call vote:

Yeas
Nays
Absent

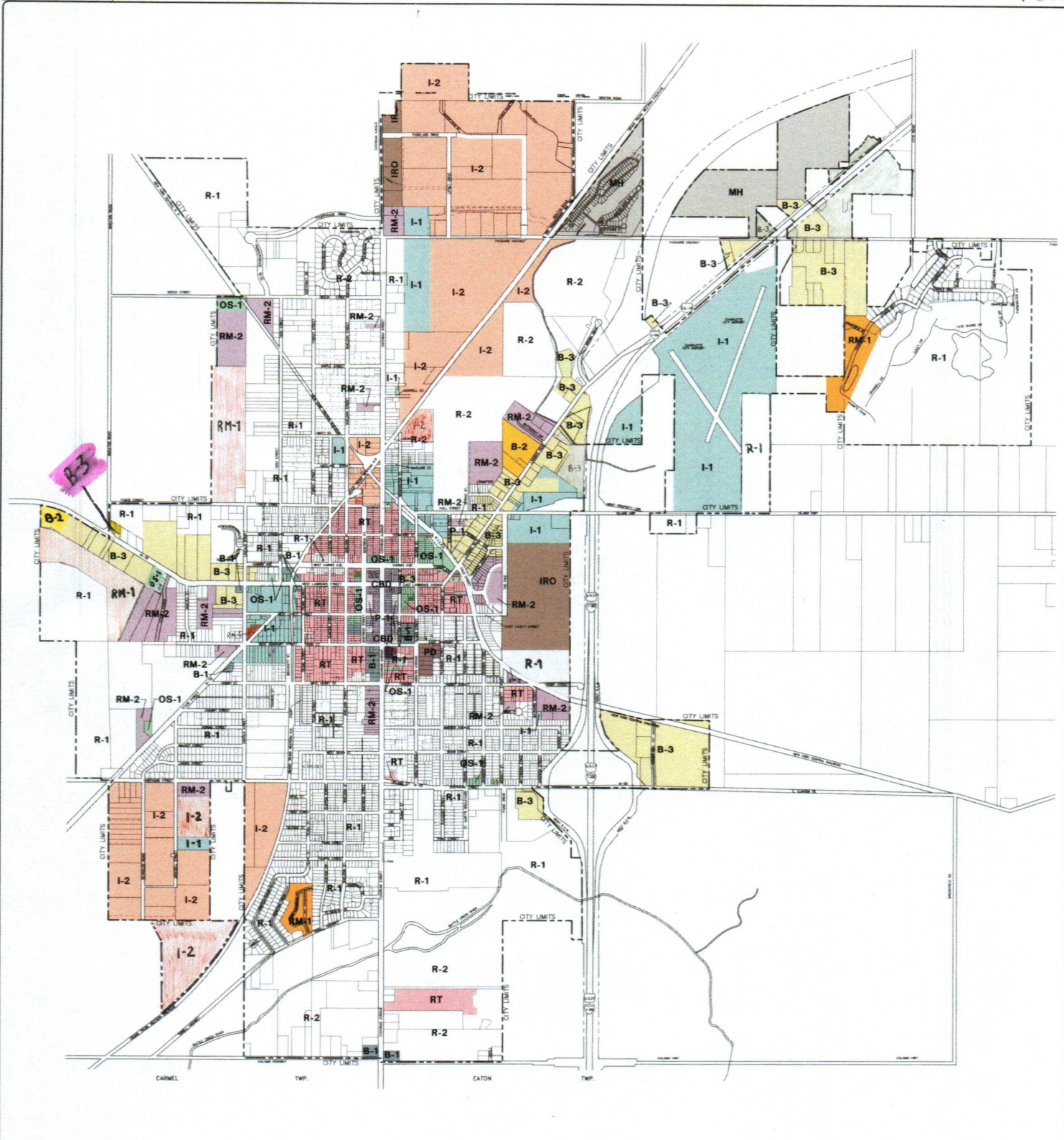
Dated: _____

Tim Lewis, Mayor

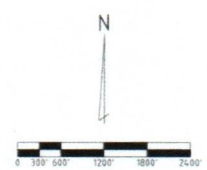
Mary LaRocque, Clerk, City of Charlotte

I, Mary LaRocque, being duly sworn as the City Clerk for the City of Charlotte, hereby certify that the foregoing is a true and complete copy of an ordinance approved by the City Council, City of Charlotte, County of Calhoun, State of Michigan, at a regular meeting held on _____, 2025, 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 Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available by said Act.

Mary LaRocque, Clerk, City of Charlotte



- | | | |
|---|---------------------------------|---|
| R-1 ONE-FAMILY RESIDENTIAL DISTRICT | OS-1 OFFICE-SERVICE DISTRICT | IRO INDUSTRIAL RESEARCH OFFICE DISTRICT |
| R-2 ONE-FAMILY RESIDENTIAL DISTRICT | B-1 LOCAL BUSINESS DISTRICT | I-1 LIGHT INDUSTRIAL DISTRICT |
| RT TWO-FAMILY RESIDENTIAL DISTRICT | B-2 COMMUNITY BUSINESS DISTRICT | I-2 GENERAL INDUSTRIAL DISTRICT |
| RM-1 MULTIPLE-FAMILY RESIDENTIAL DISTRICT | B-3 GENERAL BUSINESS DISTRICT | P-1 VEHICULAR PARKING DISTRICT |
| RM-2 MULTIPLE-FAMILY RESIDENTIAL DISTRICT | CBD CENTRAL BUSINESS DISTRICT | PD PLANNED DEVELOPMENT DISTRICT |
| MH MOBILE HOME RESIDENTIAL DISTRICT | C CONSERVANCY | |



ZONING MAP

CITY OF CHARLOTTE
 EATON COUNTY, MICHIGAN



35 Fadden Street Lansing, Michigan 48906 (517) 271-1988 121 West Main Street, Suite 200 Grand Rapids, Michigan 49503 (616) 722-8833 4328 Three Mile Road, Suite 200 Grand Rapids, Michigan 49504 (616) 791-1000	REVISIONS 	DATE: 11/2000 SCALE: 1"=500' PROJ. NO.: 02900 DATE: 11/2000
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**CITY OF CHARLOTTE
PLANNING COMMISSION
RESOLUTION 2025-01**

**A RESOLUTION TO APPROVE A CONDITIONAL REZONE REQUEST FOR
PARCELS #200-013-100-036-00 AND 200-013-100-033-00 AT THE NORTHEAST
CORNER OF LAWRENCE AVE. AND WHEATON RD.
FROM R-1 (RESIDENTIAL) TO B-3 (BUSINESS)**

WHEREAS, the City of Charlotte has received a request from Mr. Kirchen to rezone two parcels of undeveloped land located at the northeast corner of Lawrence Avenue and Wheaton Road, identified as Parcel #200-013-100-036-00 and Parcel #200-013-100-033-00, from their current zoning designation of R-1 (Residential) to B-3 (Business); and

WHEREAS, the properties in question are currently undeveloped, and Mr. Kirchen has an accepted offer to purchase the property, contingent upon the approval of the rezoning; and

WHEREAS, historical zoning patterns and past Commission visions for the area indicate an intent to maintain business zoning along the frontage of the state truckline corridor of M-79 (W. Lawrence), particularly entering the city from the west; and

WHEREAS, the requested rezoning is consistent with the City's recently adopted master plan, which prioritizes the development of strategic corridors to support business and commercial growth; and

WHEREAS, the rezoning of this property aligns with the goal of enhancing the visual and economic landscape of the city, especially as travelers approach Charlotte from the west; and

WHEREAS, future development of the property will be subject to a more detailed site plan review in accordance with the city's zoning standards, ensuring compatibility with the surrounding area; and

WHEREAS, the Planning Commission has reviewed all relevant materials and has determined that the proposed rezoning is in the best interest of the City of Charlotte;

NOW, THEREFORE, BE IT RESOLVED, that the Charlotte Planning Commission hereby recommends approval of the conditional rezoning request for Parcel #200-013-100-036-00 and Parcel #200-013-100-033-00 from R-1 (Residential) to B-3 (Business), and forwards this recommendation to the City Council for further consideration.

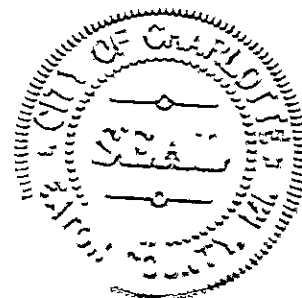
BE IT FURTHER RESOLVED, that this recommendation is contingent upon the submission of a detailed site plan in accordance with the City of Charlotte's zoning regulations, as part of the future development process.

The foregoing resolution was presented by McRae and supported by Bearup for approval. Carried by roll call vote; Yea (4) Snyder, Bearup, Bliven, Packowski; Nay (3) Christensen, McRae, Brummette; Absent (2) Snyder, Garrett

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 Planning Commission of the City of Charlotte during its regular meeting held on April 01, 2025, 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



**PLANNING COMMISSION
RESOLUTION 2025-01**



CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

Fire Chief – Kevin Christiansen
111 E. Lawrence Ave., Charlotte MI 48813
Ph. 517-543-0241



MEMORANDUM

April 14, 2025

To: Mayor Timothy Lewis, City Council,
Mr. Hillard, City Manager

From: Dan Daley, Caption and Tyger Fullington, Asst. Fire Chief

Re: Amend Chapter 52 – Property Maintenance and Nuisance/RE-Adoption of 2021 IPMC

Over the past several weeks we have been working with City Attorney David Revore on updating the City ordinance that adopts the International Property Maintenance Code (IPMC), 2021 Ed. The City adopted the current version of the IPMC 2021 Ed. in July 2022. As part of our routine practice, we periodically review and update ordinances to ensure they align with the current standards and operational practices within the City of Charlotte.

In anticipation of the upcoming update to the International Fire Code, IFC 2021 Ed., we reviewed the IPMC to ensure that sections of this code will align with the International Fire Code and applicable practices for code enforcement, that address blighted and unsafe structures and properties.

City code officials utilize the IPMC in a variety of ways, including rental inspections, property maintenance and code enforcement, and integration with fire code requirements. The IPMC is used daily by city staff to ensure compliance with city ordinances. These internationally recognized codes play a crucial role in protecting the public health, safety, and welfare of residents and visitors to the City of Charlotte. Additionally, the code establishes enforcement and administrative standards to ensure equal protection and due process provisions. Regular updates ensure that our local codes remain effective and reflective of best practices.

We request that the City Council adopt the proposed Ordinance 2025-__.

Respectfully,

Dan Daly Captain / Fire Inspector
Charlotte Fire Department

C: Mary LaRocque, Clerk
David M. Revore, City Attorney

CITY OF CHARLOTTE

RESOLUTION 2025-18

RESOLUTION TO INTRODUCE ORDINANCE NO. 2025-06

THE INTERNATIONAL PROPERTY MAINTENANCE CODE, 2021 EDITION

City of Charlotte, Eaton County, Michigan (hereinafter, "Charlotte City" or "City Council").

At a regular meeting of the Charlotte City Council held at City Hall, in the City of Charlotte, in the County of Eaton, State of Michigan, on the 28th day of April, 2025, at 7 o'clock in the PM.

The meeting was called to order at 7 o'clock in the PM by _____.

Present: _____

Absent: _____

The following preamble and resolution were offered by _____ and supported by _____:

WHEREAS:

1. The City Council desires to reduce blighted and unsafe buildings and to prioritize the safety of structures within the City, and
2. The City Council has adopted prior editions of the International Property Maintenance Code (IPMC), including the 2021 Edition, and
3. The City Council introduces Ordinance No. 2025-06 to Re-Adopt and Amend the International Property Maintenance Code 2021 Edition, as amended by ordinance, and
4. The City Council desires to authorize the City's Manager to appoint City officials to facilitate enforcement of the International Property Maintenance Code, as amended.

NOW, THEREFORE BE IT RESOLVED that the City Council of Charlotte, agrees, adopts, and resolves as follows:

- A. The City Manager is granted such authority to appoint City officials to enforce City ordinance and the International Property Maintenance Code, as amended.
- B. The City Council of Charlotte introduced Ordinance No. 2025-06 to re-adopt the International Property Maintenance Code 2021 Edition, as amended by ordinance, and set a public hearing for May 12, 2025 and consideration for final adoption, and

C. All resolutions and parts of resolutions in conflict herein are hereby repealed.

Upon a call of the roll, the vote was:

AYES: _____
NAYES: _____
ABSENT: _____

Resolution declared adopted this 28th day of April, 2025.

Mary LaRocque, MiPMC, CMC
Clerk, City of Charlotte

The undersigned duly qualified and acting Clerk of the City of Charlotte, hereby certifies that the foregoing is a true and complete copy of a Resolution adopted by the City Council at a Regular meeting held on the 28th of April, 2025, the original of which is a part of the City's minutes and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

Mary LaRocque, MiPMC, CMC
Clerk, City of Charlotte

City of Charlotte, Ordinance #2025-06

An Ordinance to Re-Adopt and Amend the International Property Maintenance Code of 2021; to Amend Chapter 52 – Property Maintenance and Nuisance – of the Code of the City of Charlotte; to Establish Penalties for the Violation Thereof, Pursuant to the Authorization Set Forth in Section 3(K) of the Michigan Home Rule Cities Act (MCL 117.3); to Repeal Any Code Provision Inconsistent Herewith; and to Establish an Effective Date Hereof.

The City of Charlotte Ordains:

Section 1. Amendment to the Adoption of International Property Maintenance Code of 2021.

- A. Pursuant to the authorization set forth in Section 3(k) of the Michigan Home Rule Cities Act (MCL 117.3), the City does hereby re-adopt and amend the International Property Maintenance Code of 2021 prepared by the International Code Council, Inc., as the Property Maintenance Code of the City, as amended herein.
- B. That said Code, four (4) copies of which shall at all times be available for public inspection at the office of the City Clerk together with all amendments marked and designated as the International Property Maintenance Code, 2021 Edition, published by the International Code Council shall be and is hereby adopted by the City, including all referenced codes within the International Property Maintenance Code. That said code is adopted and made a part hereof by reference except as amended by and within this ordinance. In accordance with the Authorization Set Forth in Section 3(K) of the Michigan Home Rule Cities Act (MCL 117.3), the City Clerk shall make available copies of the ordinance in the City Clerk's office together with amendments which shall be available for distribution to members of the public at large at a charge to be established by the City Council.

Section 2. Amendments to the International Property Maintenance Code of 2021.

The International Property Maintenance Code of 2021, as adopted by the City, shall be and is hereby amended as follows:

- A. Sections 101.1 and 103.1 and 103.2 shall be and are hereby amended to read:

101.1 Title. These regulations shall be known as the International Property Maintenance Code of the City of Charlotte, hereinafter referred to as "this code".

103.1 Designated agencies within the City of Charlotte. The City of Charlotte Community Development Department and the Fire Department are the designated agencies, and officials in charge therein shall administer the International Property

Maintenance Code. The functions of the agencies may be carried out by designees, including the Fire Department Code Official, Code Enforcement Officer and Rental Inspector. All such persons shall be individually and collectively known as the "code official."

103.2 Appointment. The City Manager shall appoint the code officials, subject to confirmation of the City Council, and the Oath shall be administered by the Clerk, or designee.

B. Sections 104.1, 105.2, and 107.1, shall be amended and Sections 107.5, 107.6, 107.7, 107.8 and 107.9, shall be and are hereby added to read:

SECTION 104 FEES AND FINES

104.1 Fees and Fines. A schedule of fees for activities necessary to the administration of this code and fines as penalties for violation of this code shall be established and may be amended from time to time by resolution of the City Council.

SECTION 105 DUTIES AND POWERS OF CODE INSPECTORS

105.2 Inspections. Inspections shall be scheduled as needed when the building or code official has cause to believe there exists in any property any condition which makes such property, or any portion thereof, substandard, or unsafe, or that a violation of this chapter or other applicable ordinances or laws may exist.

SECTION 107 MEANS OF APPEAL

107.1 General. In order to hear and decide appeals of orders, decisions, or determinations made by the code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be the City of Charlotte Zoning Board of Appeals. The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the code official.

107.5 Code Violations. Notice of violation or order issued under this code issued pursuant to a City municipal ordinance violation citation, district court citation, or those violations instituted at law or in equity in district court or circuit court, to, but not limited to, restrain, correct or abate such violation, or demolition of structures or building, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this Code or of the order or direction made pursuant thereto, jurisdiction of such violation(s) and actions vest in the state courts of Eaton County.

107.6. Decision. The decision of the Board shall be in writing, and a copy thereof shall be furnished to the appellant and to the Code Official.

107.7 Judicial Review. Any party shall have the right to seek judicial review of the Board's decision in the state courts of Eaton County, which review shall be limited to a determination of whether the decision is supported by a preponderance of the evidence on the record as a whole.

107.8 Appeals. Appeals of notice and orders (other than Imminent Danger notice) shall stay the enforcement of the notice and order until the appeal is heard by the appeals board.

107.9. Hearings. Hearings before the Board shall be open to the public and shall comply with the Michigan Open Meetings Act (MCL 15.261 et seq). The appellant, the appellant's representative, the Code Official, and any person whose interests are affected shall be given an opportunity to be heard. A quorum shall consist of not less than a majority of the Board membership.

C. **SECTION 108 ABOARD OF APPEALS.** Section 108.1 shall be and are hereby amended to read:

108.1 Membership of Board. The board of appeals shall consist of the membership of the City of Charlotte Zoning Board of Appeals.

D. **SECTION 109 VIOLATIONS.** Section 109.3, shall be and is hereby amended and Sections 109.6 through 109.15, shall be and are hereby added to read:

109.3 Prosecution of Violation.

Except where designated as a misdemeanor violation, subject to the penalties herein, any person or entity failing to comply with a notice of violation or order served in accordance with Section 111.4 shall be responsible for a municipal civil infraction or district court civil infraction citation and shall be subject to a civil fine subject to City Resolution, or as provided herein. Municipal civil infraction violations are made payable at the City Municipal ordinance violation bureau. Repeat violations are determined based on the date of the commission of the violation. Each day that a violation continues beyond the time specified for compliance shall be deemed to be a separate offense. If the notice of violation is not complied with, City officials may institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this Code or of the order or direction made pursuant thereto. Such legal or court action shall serve as notice. Any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Jurisdiction for district court citations and legal action as necessary to enforce City ordinance, this Code, and state law, vest in the state courts of Eaton County.

Section 109.6. Violation of Code Section 111.1.1 Unsafe structures; Penalties. No person shall keep nor maintain an unsafe structure as defined by code section 111.1.1. Violation of section 111.1.1, shall be a civil infraction subject to a fine of Five Hundred Dollars (\$500.00).

Section 109.7. Violation of Code Section 111.1.2 Unsafe equipment; Penalties. No person shall keep nor maintain unsafe equipment as defined by code section 111.1.2. Violation of section 111.1.2, shall be a civil infraction subject to a fine of Five Hundred Dollars (\$500.00).

Section 109.8. Violation of Code Section 111.1.3 Structure unfit for human occupancy; Penalties. No person shall keep nor maintain a structure unfit for human occupancy as defined by code section 111.1.3. Violation of section 111.1.3, shall be a civil infraction subject to a fine of Five Hundred Dollars (\$500.00).

Section 109.9. Violation of Code Section 111.1.4 Unlawful Structure; Penalties. No person shall keep nor maintain an unlawful structure as defined by code section 111.1.4. Violation of section 111.1.4, shall be a civil infraction subject to a fine of Five Hundred Dollars (\$500.00).

Section 109.10. Violation of Code Section 111.1.5 Dangerous structure or premises; Penalties. No person shall keep nor maintain a dangerous structure or premises as defined by code section 111.1.5. Violation of section 111.1.3, shall be a civil infraction subject to a fine of Five Hundred Dollars (\$500.00).

Section 109.11. Violation of Code Section 111.5 Unauthorized tampering; Penalties. No person shall mutilate, destroy, or tamper with, or remove any signs, tags or seals posted by the code official without permission, from the code official. Violation of section 111.5, shall be a civil infraction subject to a fine of Five Hundred Dollars (\$500.00).

Section 109.12. Violation of Code Section 111.7 Placarding; Penalties. Violation of section 111.7, shall be a civil infraction subject to a fine of Five Hundred Dollars (\$500.00).

Section 109.13. Violation of Code Section 117.1.1 Placard removal; Penalties. Any person who defaces or removes a condemnation placard without the approval of the code official shall be in violation of Code Section 117.1.1. Conviction for violation of section 117.1.1, shall be a misdemeanor punishable by imprisonment for not more than ninety (90) days or a fine of not more than Five Hundred Dollars (\$500.00), or both such fine and imprisonment.

Section 109.14. Violation of Code Section 111.8 Prohibited occupancy; Penalties. Any person who shall occupy a condemned structure or premise, placarded by the code official, and any owner, owner's authorized agent or person responsible for the premises who shall let anyone occupy a placarded premises or operate placarded equipment shall be in violation of Code Section 111.8. Conviction for violation of section 111.8,

shall be a misdemeanor punishable by imprisonment for not more than ninety (90) days or a fine of not more than Five Hundred Dollars (\$500.00), or both such fine and imprisonment.

Section 109.15. Violation of Code Section 112 – Emergency Measures, Section 112.1 Imminent danger; Penalties. Conviction for violation of section 112.1, shall be a misdemeanor punishable by imprisonment for not more than ninety (90) days or a fine of not more than Five Hundred Dollars (\$500.00), or both such fine and imprisonment.

- E. **SECTION 111 UNSAFE STRUCTURES AND EQUIPMENT.** Section 111.4 shall be and is hereby amended to read:

Section 111.4 Notice to person responsible. Whenever the code official determines that there has been a violation of this code or has grounds to believe that a violation has occurred, notice shall be given in the manner prescribed in Sections 111.4.1 and 111.4.2 to the person responsible for the violation as specified in this code. Code officials may issue municipal civil infractions or district court citation pursuant to Section 109 of this Code. Notwithstanding Section 109, the City Manager or City Council may initiate legal action as necessary to enforce City ordinance, this Code, and state law, including but not limited to, abate violations and nuisances, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this Code or of the order or direction made pursuant thereto and such action shall serve as notice of the violation.

- F. **SECTION 112 EMERGENCY MEASURES.** Section 112.6 Hearing shall be and is hereby amended to read:

Section 112.6 Hearing. Any person ordered to take emergency measures shall comply with such order forthwith. An appeal or request for hearing shall not delay compliance with an order to take emergency measures. A hearing regarding an order to take emergency measures shall be limited to whether the order should be continued, modified, or revoked.

- G. **SECTION 302 EXTERIOR PROPERTY AREAS.** Section 302.4 Weeds shall be amended as provided for under City ordinance section 52-91.

- H. **SECTION 304 EXTERIOR STRUCTURE.** Section 304.14 Insect Screens shall be amended to indicate that during the period from March 1 through November 30.

- I. **SECTION 602 HEATING FACILITIES.** Sections 602.3 and 602.4 shall be and are hereby amended to indicate the following dates:

Section 602.3 Heating supply. Dates shall be during the period from October 1 through April 30.

Section 602.4 Occupiable work spaces. Dates shall be during the period from October 1 through April 30.

J.

Section 3. Applicability of remaining provisions. All provisions of the International Property Maintenance Code not specifically amended herein shall remain as printed in said Code.

Section 4. Savings Clause. All proceedings pending and all rights and liabilities existing or incurred at the time this amendatory Ordinance takes effect are saved and may be consummated according to the law enforced when they were commenced. This amendatory Ordinance shall not be construed to affect any prosecution pending or initiated before the effective date of this amendatory Ordinance for an offense committed before that date.

Section 5. Conflicting Ordinances Repealed. Except as to prosecution and legal actions pending and saved pursuant to Section D above, any City Ordinances or parts of Ordinances in conflict with or inconsistent with any of the provisions of this Ordinance are repealed.

Section 6. Severability. The provisions of this ordinance are severable, and if any section, sub-section, paragraph, sentence, clause, phrase, or portion of this ordinance is, for any reason, held invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of all remaining sections, sub-sections, paragraphs, sentences, clauses, phrases, or portions of this ordinance.

Section 7. Section Headings. The section headings used in this ordinance are for convenience only and are not a part of this ordinance.

Section 8. Code Edits. The editors of the Charlotte City Code are hereby authorized, subject to approval of the City Manager, or designee, to update and revise code section numbers to effectuate the provisions of this Ordinance

Section 9. Effective Date. This ordinance shall take effect thirty (30) days after it has been adopted by the City Council and published according to law.

Introduced by the Charlotte City Council this _____ day of April, 2025.

Motion by

Second by

Ayes:

Nays:

Absent

:

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

Motion by

Second by

Ayes:

Nays:

Absent

:

Approved:

Timothy Lewis, Mayor

I, Mary LaRocque, Charlotte City Clerk, certify this is Ordinance # 2025-__ adopted by the Charlotte City Council at a meeting held the ____ day of _____, _____, a meeting held according to the Open Meetings Act, Public Act No. 267 of 1976, as amended. I further certify Ordinance # 2025-__ was published in the _____, a newspaper of general circulation in the City of Charlotte, the ____ day of _____, _____, subsequent to its adoption.

Mary LaRocque, City Clerk

Introduced:

Public Hearing:

Adopted:

Published:

Effective:

Introduced: July 18, 2022
Adopted: August 1, 2022
Effective: August 26, 2022

CITY OF CHARLOTTE

ORDINANCE NO. 2022-04

AN ORDINANCE TO AMEND CHAPTER 52 - PROPERTY
MAINTENANCE AND NUISANCE ABATEMENT- OF THE
CODE OF THE CITY OF CHARLOTTE BY AMENDING
ARTICLE I - PROPERTY MAINTENANCE CODE.

Councilmember Dyer moved that the following ordinance be adopted:

THE CITY OF CHARLOTTE ORDAINS:

SECTION 1. PURPOSE. The purpose of this ordinance is to update the provisions of the City Ordinance related to property maintenance standards and enforcement.

SECTION 2. Article I of Chapter 52 shall be amended as follows:

**§ 52-1 INTERNATIONAL PROPERTY MAINTENANCE CODE ADOPTED BY
REFERENCE.**

The International Property Maintenance Code, 2021 Edition, as published by the International Code Council, Inc., for the purpose of regulating existing buildings and structures and premises in the City of Charlotte, as in this article modified, is hereby adopted, and the current, 2006 Edition, along with the local changes thereto, is repealed.

§ 52-2 AMENDMENTS TO INTERNATIONAL PROPERTY MAINTENANCE CODE.

The following chapters of the 2021 Edition of the International Property Maintenance Code are hereby amended or added as set forth herein.

Chapter 1, Scope and Administration,

Section 101.1, is amended to read as follows:

101.1 Title. These regulations shall be known as the International Property Maintenance Code **of the City of Charlotte**, hereinafter referred to as "this code".

Section 103.1 is amended to read as follows:

103.1 Designated agency. The **City of Charlotte Community Development Department** is the designated agency and the official in charge thereof shall be known as the Community Development Director. The function of the agency shall be the implementation, administration, and enforcement of the provisions of this code. The functions of the agency may be carried out by a designee, including the Code Enforcement Officer and Rental Inspector.

Section 107.01 is amended to read as follows:

107.1 General. In order to hear and decide appeals of orders, decisions, or determinations made by the code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. **The board of appeals shall be the City of Charlotte Zoning Board of Appeals.** The board shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the code official.

Section 108.1 is amended to read as follows:

108.1 Membership of Board. **The board of appeals shall consist of the membership of the City of Charlotte Zoning Board of Appeals.**

Chapter 3 General Requirements

Section 302.4 is amended, in part, to read as follows:

Section 302.4 Weeds. Premises and exterior property shall be maintained free from weeds or plant growth in excess of **ten (10) inches in height...**

Section 304.14 is amended, in part, to read as follows:

Section 304.14 Insect Screens. During the period from **March 1** through **November 30**, every door, window and other outside opening is required for ventilation of habitable rooms...

Chapter 6 Mechanical and Electrical Requirements

Section 602.3 is amended, in part, to read as follows:

Section 602.3 Heating supply. Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either

expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from **October 1** through **April 30** to maintain a minimum temperature of 68°F...

Section 602.4 is amended, in part, to read as follows:

Section 602.4 Occupiable work spaces. Indoor occupiable work spaces shall be supplied with heat during the period from **October 1** to **April 30** to maintain a minimum temperature of 65°F...

§§ 15-3 -- 15-25 RESERVED.

SECTION 3. SEVERABILITY. If any section, clause or provision of this Ordinance shall be declared to be inconsistent with the Constitution and laws of the State of Michigan and voided by any court of competent jurisdiction, said section, clause or provision declared to be unconstitutional and void shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force.

SECTION 4. SAVING CLAUSE. All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law when they were commenced.

SECTION 5. REPEALER. Any Ordinance conflicting with this Ordinance be and the same is hereby repealed.

SECTION 6. EFFECTIVE DATE. This ordinance shall become effective 20 days after publication.

Second, Chin. Motion to approve with addition of dates in Section 602.4 (6) Yeas. (0) Nays. (1) Absent.

Dated: August 1, 2022


Micheal Armitage, Mayor


Mary LaRocque, City Clerk

APPROVED
AUG 01 2022



Memo

To: Robert Hillard – City Manager
From: Stephanie Whitney - Director of Public Works
Date: April 25, 2025
Re: Staff report on Washington Street and N. Oliver Street Improvements

Dear City Council Members,

I am writing to recommend the award of the **Washington Street & N. Oliver Street Improvements** project for the **City of Charlotte**, the lowest responsive bidder was Michigan Paving and Materials Company, for the amount of **\$340,062.70**.

Bids for the project were opened on **Wednesday, April 23, 2025**, and four bids were received:

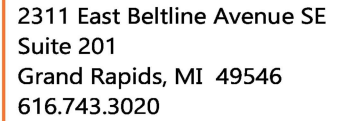
- **Michigan Paving and Materials Company:** \$340,062.70
- **Rieth-Riley Construction:** \$360,389.10
- **Leavitt and Stark Excavating, Inc.:** \$401,761.50
- **Tomco Asphalt Inc.:** \$543,765.20

After a thorough review of the bid documentation, it was determined that **Michigan Paving and Materials Company** is fully responsive to the bid requirements. Their bid is below the engineer's estimate of \$505,036.50, demonstrating a competitive and cost-effective proposal for the project.

The funding for this project will come from 100% city major street funds (GL: 202-460.000-971.000).

Recommendation

I recommend that City Council approve the award of this project to **Michigan Paving and Materials Company** for the amount of **\$340,062.70**.

[illegible]



CITY OF CHARLOTTE - WASHINGTON STREET & N. OLIVER STREET IMPROVEMENTS										
Tabulation of Bids Opened APRIL 23, 2026			MICHIGAN PAVING AND MATERIALS CO		RIETH-RILEY CONSTRUCTION		LEAVITT AND STARCK EXCAVATING INC.		TOMCO ASPHALT INC.	
ITEM DESCRIPTION	UNIT	EST QUANT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
OLIVER STREET CRUSH & SHAPE										
Mobilization, Max 10%	LSUM	1	\$6,000.00	\$6,000.00	\$22,500.00	\$22,500.00	\$3,000.00	\$3,000.00	\$25,000.00	\$25,000.00
Sidewalk, Rem	SYD	62	\$20.00	\$1,240.00	\$16.50	\$1,023.00	\$24.00	\$1,488.00	\$20.00	\$1,240.00
Subgrade Undercutting, Type II	CYD	300	\$40.00	\$12,000.00	\$40.00	\$12,000.00	\$45.00	\$13,500.00	\$45.00	\$13,500.00
Erosion Control, Inlet Protection, Fabric Drop	EA	12	\$175.00	\$2,100.00	\$90.00	\$1,080.00	\$135.00	\$1,620.00	\$150.00	\$1,800.00
HMA Base Crushing and Shaping, Modified	SYD	3560	\$5.56	\$19,793.60	\$3.25	\$11,570.00	\$2.80	\$9,968.00	\$7.50	\$26,700.00
Road Grade Biaxial Geogrid	SYD	250	\$3.00	\$750.00	\$2.72	\$680.00	\$6.50	\$1,625.00	\$8.00	\$2,000.00
Dr Structure, Temp Lowering	EA	4	\$425.00	\$1,700.00	\$250.00	\$1,000.00	\$200.00	\$800.00	\$265.00	\$1,060.00
Dr Structure Cover, Adj, Case 1	EA	1	\$775.00	\$775.00	\$565.00	\$565.00	\$550.00	\$550.00	\$850.00	\$850.00
Sanitary Structure Cover, Adj, Case 1	EA	3	\$775.00	\$2,325.00	\$600.00	\$1,800.00	\$550.00	\$1,650.00	\$850.00	\$2,550.00
Hand Patching	TON	10	\$150.00	\$1,500.00	\$200.00	\$2,000.00	\$160.00	\$1,600.00	\$250.00	\$2,500.00
HMA, 13A	TON	805	\$70.00	\$56,350.00	\$75.70	\$60,938.50	\$93.38	\$75,170.90	\$116.00	\$93,380.00
Curb and Gutter, Rem	FT	90	\$15.00	\$1,350.00	\$13.50	\$1,215.00	\$14.00	\$1,260.00	\$10.00	\$900.00
Detectable Warning Surface	FT	20	\$50.00	\$1,000.00	\$48.00	\$960.00	\$104.45	\$2,089.00	\$50.00	\$1,000.00
Curb and Gutter, Conc, Det F4	FT	90	\$32.00	\$2,880.00	\$32.00	\$2,880.00	\$48.25	\$4,342.50	\$30.00	\$2,700.00
Sidewalk, Conc, 4 inch	SFT	350	\$6.00	\$2,100.00	\$8.34	\$2,919.00	\$9.27	\$3,244.50	\$6.50	\$2,275.00
Curb Ramp, Conc, 6 inch	SFT	200	\$10.00	\$2,000.00	\$12.04	\$2,408.00	\$13.10	\$2,620.00	\$11.00	\$2,200.00
Barricade, Type III, High Intensity, Double Sided, Lighted	EA	8	\$59.85	\$478.80	\$59.85	\$478.80	\$59.85	\$478.80	\$70.50	\$564.00
Barricade, Type III, High Intensity, Double Sided, Lighted	EA	8	\$2.10	\$16.80	\$2.10	\$16.80	\$2.10	\$16.80	\$5.00	\$40.00
Pedestrian Type II Barricade, Temp	EA	4	\$36.75	\$147.00	\$36.75	\$147.00	\$36.75	\$147.00	\$58.50	\$234.00
Minor Traf Device	LSUM	1	\$2,500.00	\$2,500.00	\$4,750.00	\$4,750.00	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00
Plastic Drum, Fluorescent, Furn	EA	10	\$13.65	\$136.50	\$13.65	\$136.50	\$13.65	\$136.50	\$13.50	\$135.00
Plastic Drum, Fluorescent, Oper	EA	10	\$1.05	\$10.50	\$1.05	\$10.50	\$1.05	\$10.50	\$1.50	\$15.00
Sign, Type B, Temp, Prismatic, Furn	SFT	64	\$3.25	\$208.00	\$3.25	\$208.00	\$3.25	\$208.00	\$3.90	\$249.60
Sign, Type B, Temp, Prismatic, Oper	SFT	64	\$0.25	\$16.00	\$0.25	\$16.00	\$0.25	\$16.00	\$0.15	\$9.60
Traf Regulatory Control	LSUM	1	\$1,000.00	\$1,000.00	\$3,500.00	\$3,500.00	\$500.00	\$500.00	\$4,000.00	\$4,000.00
Turf Establishment, Performance	SYD	50	\$10.00	\$500.00	\$19.00	\$950.00	\$15.00	\$750.00	\$50.00	\$2,500.00
Gate Box, Adj, Temp, Case 1	EA	3	\$450.00	\$1,350.00	\$250.00	\$750.00	\$125.00	\$375.00	\$400.00	\$1,200.00
Gate Box, Adj, Case 1	EA	3	\$500.00	\$1,500.00	\$500.00	\$1,500.00	\$550.00	\$1,650.00	\$400.00	\$1,200.00
SUBTOTAL OLIVER STREET				\$121,727.20		\$138,002.10		\$129,816.50		\$192,302.20
AS READ OLIVER STREET BID				\$121,727.20		\$133,252.10		\$129,816.50		\$192,302.20
WASHINGTON STREET MILL AND FILL										
Mobilization, Max	LSUM	1	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$25,000.00	\$25,000.00
Sidewalk, Rem	SYD	154	\$20.00	\$3,080.00	\$11.00	\$1,694.00	\$24.00	\$3,696.00	\$20.00	\$3,080.00
Erosion Control, Inlet Protection, Fabric Drop	EA	24	\$175.00	\$4,200.00	\$90.00	\$2,160.00	\$135.00	\$3,240.00	\$150.00	\$3,600.00
Cold Milling Pavt	SYD	8725	\$2.00	\$17,450.00	\$2.60	\$22,685.00	\$2.96	\$25,826.00	\$3.60	\$31,410.00
Dr Structure, Temp Lowering	EA	12	\$425.00	\$5,100.00	\$250.00	\$3,000.00	\$200.00	\$2,400.00	\$500.00	\$6,000.00
Dr Structure Cover, Adj, Case 1	EA	8	\$775.00	\$6,200.00	\$565.00	\$4,520.00	\$550.00	\$4,400.00	\$850.00	\$6,800.00
Sanitary Structure Cover, Adj, Case 1	EA	4	\$775.00	\$3,100.00	\$600.00	\$2,400.00	\$550.00	\$2,200.00	\$850.00	\$3,400.00
Dr Structure Cover, Type K	EA	1	\$900.00	\$900.00	\$875.00	\$875.00	\$900.00	\$900.00	\$1,000.00	\$1,000.00
Hand Patching	TON	10	\$150.00	\$1,500.00	\$200.00	\$2,000.00	\$160.00	\$1,600.00	\$250.00	\$2,500.00
HMA Approach	TON	5	\$80.00	\$400.00	\$150.00	\$750.00	\$160.00	\$800.00	\$250.00	\$1,250.00
HMA, 13A	TON	1950	\$70.00	\$136,500.00	\$70.00	\$136,500.00	\$93.38	\$182,091.00	\$116.00	\$226,200.00
Curb and Gutter, Rem	FT	235	\$15.00	\$3,525.00	\$13.75	\$3,231.25	\$14.00	\$3,290.00	\$10.00	\$2,350.00
Detectable Warning Surface	FT	50	\$50.00	\$2,500.00	\$48.00	\$2,400.00	\$104.45	\$5,222.50	\$50.00	\$2,500.00
Curb and Gutter, Conc, Det F4	FT	235	\$32.00	\$7,520.00	\$34.75	\$8,166.25	\$43.00	\$10,105.00	\$30.00	\$7,050.00
Sidewalk, Conc, 4 inch	SFT	800	\$6.00	\$4,800.00	\$8.75	\$7,000.00	\$9.27	\$7,416.00	\$6.50	\$5,200.00
Curb Ramp, Conc, 6 inch	SFT	580	\$10.00	\$5,800.00	\$10.25	\$5,945.00	\$13.10	\$7,598.00	\$11.00	\$6,380.00
Barricade, Type III, High Intensity, Double Sided, Lighted,	EA	20	\$59.85	\$1,197.00	\$59.85	\$1,197.00	\$59.85	\$1,197.00	\$70.50	\$1,410.00
Barricade, Type III, High Intensity, Double Sided, Lighted,	EA	20	\$2.10	\$42.00	\$2.10	\$42.00	\$2.10	\$42.00	\$5.00	\$100.00
Pedestrian Type II Barricade, Temp	EA	10	\$36.75	\$367.50	\$36.75	\$367.50	\$36.75	\$367.50	\$58.50	\$585.00
Minor Traf Device	LSUM	1	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$2,500.00	\$2,500.00
Plastic Drum, Fluorescent, Furn	EA	20	\$13.65	\$273.00	\$13.65	\$273.00	\$13.65	\$273.00	\$13.50	\$270.00
Plastic Drum, Fluorescent, Oper	EA	20	\$1.05	\$21.00	\$1.05	\$21.00	\$1.05	\$21.00	\$1.50	\$30.00
Sign, Type B, Temp, Prismatic, Furn	SFT	160	\$3.25	\$520.00	\$3.25	\$520.00	\$3.25	\$520.00	\$3.90	\$624.00
Sign, Type B, Temp, Prismatic, Oper	SFT	160	\$0.25	\$40.00	\$0.25	\$40.00	\$0.25	\$40.00	\$0.15	\$24.00
Traf Regulatory Control	LSUM	1	\$1,000.00	\$1,000.00	\$6,200.00	\$6,200.00	\$500.00	\$500.00	\$4,000.00	\$4,000.00
Turf Establishment, Performance	SYD	100	\$10.00	\$1,000.00	\$14.00	\$1,400.00	\$15.00	\$1,500.00	\$50.00	\$5,000.00
Gate Box, Adj, Temp, Case 1	EA	4	\$450.00	\$1,800.00	\$250.00	\$1,000.00	\$125.00	\$500.00	\$400.00	\$1,600.00
Gate Box, Adj, Case 1	EA	4	\$500.00	\$2,000.00	\$500.00	\$2,000.00	\$550.00	\$2,200.00	\$400.00	\$1,600.00
SUBTOTAL WASHINGTON STREET				\$218,335.50		\$222,387.00		\$271,945.00		\$351,463.00
AS READ WASHINGTON STREET BID				\$218,335.50		\$227,137.00		\$271,945.00		\$351,463.00
TABULATED TOTALS BOTH STREETS COMBINED				\$340,062.70	\$360,389.10		\$401,761.50		\$543,765.20	
BIDS AS READ BOTH STREETS COMBINED				\$340,062.70	\$360,389.10		\$401,761.50		\$543,765.20	