



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 19, 2021

PER PA 254 OF 2020 AND THE MICHIGAN OPEN MEETINGS ACT & EATON COUNTY
RESOLUTION 21-3-34
THIS MEETING WILL BE HELD ELECTRONICALLY

1. **Call to Order**
2. **Roll Call**
3. **Invocation** – Chuck Jenson, West Carmel Church
4. **Pledge of Allegiance**
5. **Approval of Minutes**
 - a. Approval of April 5, 2021 – 7:00pm meeting minutes
 - b. Approval of April 13, 2021 – 7:00pm workshop minutes
6. **Absence of Council Members**
7. **Public Hearings**
 - a. Special Assessment District Cost Estimates
 - b. Zoning Board of Appeals – Consideration of Modification to Height and Area Regulations – 704 St. Mary’s Blvd.
8. **Public Comment** - Limit presentation to five (5) minutes
9. **Approval of Regular Agenda and Unanimous Consent Agenda**
10. **Special Presentations**

UNANIMOUS CONSENT PROCEDURE

1. *Mayor asks Council members if there are any items to be added to or removed from the printed agenda and, after receiving a motion and second, conducts a vote to approve the agenda.*
2. *Mayor asks Council members if there are items on the printed agenda they wish to take up individually and notes them.*
3. *Mayor asks for a motion to approve the remaining items on the printed agenda by unanimous consent. After motion and second, Mayor asks for a roll call vote on the motion for unanimous consent.*

11. **Expedited Resolutions and Ordinances**
 - a. Consider Resolution No. 2021-057 Approving Special Assessment District Cost Estimates and Establish District

- b. Consider Resolution No. 2021-058 Authorizing the Advertising of Clerk and Treasurer Positions
- c. Consider Resolution No. 2021-059 Authorizing the Public Hearing for Distribution of Levy
- d. Consider Resolution 2021-060 Approving Claims and Expenditures
- e. Consider Resolution 2021-067 Approving Mayoral Appointments

12. Approval of Resolutions and Ordinances

- a. Consider Resolution 2021-030 Authorizing a Contract with Axon for Tasers
- b. Consider Resolution 2021-043 Authorizing a Sale of Dump Truck and Miscellaneous Equipment
- c. Consider Resolution 2021-047 Approving the MML Insurance Renewal
- d. Consider Resolution 2021-048 Parking TCO
- e. Consider Resolution 2021-051 Approving the Purchase of Primary Sampler
- f. Consider Resolution 2021-052 Renewing the Airport Manager Contract
- g. Consider Resolution 2021-053 Renewing Fixed Base Operator Contract
- h. Consider Resolution 2021-054 Authorizing Lease of Ground at Municipal Airport
- i. Consider Resolution 2021-055 Authorizing Correspondence to Transfer Administration of Building Code to Eaton County
- j. Consider Zoning Board of Appeals Resolution 2021-063 Authorizing a Modification to the Height and Area Regulations for 704 St. Mary's Boulevard
- k. Consider Resolution 2021-065 Approving a West Seminary Street Rezone Request
- l. Consider Resolution 2021-066 Approving West Lawrence Rezone Request

13. Introduction of Resolutions and Ordinances

- a. Consider Resolution 2021-061 Authorizing Contract with Fedewa, Inc. for Painting of North Water Tower
- b. Consider Resolution 2021-062 Authorizing Contract with TH Eifert for the Rebuilding of Main Primary Clarifier Drive
- c. Consider Resolution 2021-064 Authorizing Charlotte Celebrates Activities June 17-19, 2021

14. Public Comment - Limit presentation to five (5) minutes

15. Communications and Committee Reports

- a. City Attorney Report
- b. City Manager Report
- c. Revenue and Expense Report
- d. Councilmember Committee Reports

16. Mayor and Council Comments

17. Adjourn

~Pearl Tidwell, 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.”

Connect to Zoom from your computer, tablet, or smartphone

Website: <https://us02web.zoom.us/j/89218353356> Meeting ID: 892 1835 3356 Or

Call in by telephone: Phone number: (312) 626-6799 Webinar ID: 892 1835 3356

**CITY OF CHARLOTTE
COUNCIL PROCEEDINGS**

**Regular Meeting
April 5, 2021**

CALL TO ORDER:

By Mayor Armitage on Monday, April 5, 2021 at 7:00 p.m

PRESENT:

Councilmembers: McRae, Baker, Weissenborn, Hoogstra, VanStee, Dyer & Mayor Armitage. All reported their remote meeting location as being in the City of Charlotte, County of Eaton and State of Michigan. Staff: Manager LaPere, Clerk Tidwell, Police Chief Brentar

PLEDGE OF ALLEGIANCE:

Mayor Armitage led the Pledge of Allegiance to the Flag of the United States of America.

APPROVAL OF MINUTES:

Motion by Baker, supported by Dyer to approve the minutes from March 1, 2021 and March 15, 2021 as presented. Carried. 7 Yes. 0 No. 0 Absent.

EXCUSE ABSENT MEMBERS:

All members were present.

PUBLIC HEARINGS:

**A. Consider Ordinance 2021-03 to Amend Chapter 14 –
Buildings and Building Regulations**

Manager LaPere discussed the process to amend the building and building regulations to implement county administration.

Public hearing opened at 7:14pm.

There was no public comment.

Public hearing closed at 7:15pm.

PUBLIC COMMENT:

Martin Fabric, a resident of the City and President of the Board of Directors for the Eaton County Fair, discussed the fairground event list provided to council.

SPECIAL PRESENTATION:

Erin Wagner gave a presentation on the Michigan Independent Citizens Redistricting Commission.

**APPROVAL OF REGULAR AGENDA AND UNANIMOUS
CONSENT AGENDA:**

Motion by Dyer, supported by McRae to approve the Regular Meeting Agenda with the addition of agenda item 11) i. Consider Resolution 2021-57 Establishment of Fire Chief Search Committee. Carried. 7 Yes. 0 No. 0 Absent.

Motion by VanStee, supported by Dyer to approve the Unanimous Consent Agenda as presented.

Dyer requested items 11)f, 13a and 11)i be removed from the Unanimous Consent Agenda.

McRae requested item 12)b be removed from the Unanimous Consent Agenda.

Carried with roll call vote. 7 Yes. 0 No. 0 Absent.

EXPEDITED RESOLUTIONS AND ORDINANCES:

**A. Consider Resolution No. 2021-041 Approving Mayoral
Appointments**

RESOLUTION NO. 2021-041

**A RESOLUTION TO APPROVE MAYORAL
APPOINTMENTS**

WHEREAS, a need for a Council appointments to the, Planning Commission exists; and

WHEREAS, Mayor Armitage is recommending the following individuals to be appointed:

Name	Board	Term Ending
Nicole Christensen	Planning Commission	3/31/2024
Kellie Garrett	Planning Commission	3/31/2023
Margaret Bales	Camp Frances	5/15/2024

THEREFORE, BE IT RESOLVED that the appointment listed above shall be and the same are hereby approved.

The foregoing resolution offered by Council member VanStee and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No.

B. Consider Resolution No. 2021-042 Approving the Payment of Claims and Accounts

RESOLUTION NO. 2020-042

A RESOLUTION TO APPROVE EXPENDITURES OF THE CITY OF CHARLOTTE

FOR APRIL 5, 2021

WHEREAS, Section 7.7(B) of the City Charter requires Council approval for the expenditure of city funds; and

WHEREAS, the March 26, 2021, payroll totaled \$163,724.50; and

WHEREAS, the March 31, 2021, claims total in the amount of \$2,304,842.03 and

WHEREAS, the March 15, 2021, insurance claims totaled \$5,735.42; and

WHEREAS, the March 22, 2021, insurance claims totaled \$2,098.31; and

WHEREAS, the March 22, 2021, insurance claims totaled \$3,774.23; and

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for April 5, 2021, in the amount of \$2,480,174.49.

The foregoing resolution offered by Council member VanStee and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No.

C. Consider Resolution No. 2021-044 Approving the 2021 Calendar of Events at the Eaton County Fairgrounds

RESOLUTION NO. 2021-044

A RESOLUTION TO APPROVE THE 2021 CALENDAR OF EVENTS

TO BE HOSTED AT THE EATON COUNTY FAIRGROUNDS

WHEREAS, the City of Charlotte is the owner of property known as the Eaton County Fairgrounds, which property is leased to the Eaton County Agricultural Society; and

WHEREAS, the lease between the City and the Eaton County Agricultural Society provides, in part, that the Society must obtain the permission of the City Council for events that will take place at the fairgrounds; and

WHEREAS, the Eaton County Agricultural Society has submitted a letter dated March 26, 2021 in which they have listed the larger events that will occur during 2021, which list has been provided to the City Council; and

NOW, THEREFORE, BE IT RESOLVED that permission is hereby granted to the Eaton County Agricultural Society for the events listed in its March 26, 2021 letter provided those are held in accordance with current MDHHS or other public health orders in effect; and

BE IT FURTHER RESOLVED that the Eaton County Agricultural Society is permitted to host other smaller events and activities during 2021 as are described generally in the same letter.

The foregoing resolution offered by Council member McRae and supported by Dyer. Motion carried with roll call vote. 7 Yes. 0 No.

D. Consider Proclamation 2021-01 Recognizing Arbor Day

**PROCLAMATION 2021-01
RECOGNIZING ARBOR DAY**

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the City of Charlotte has been recognized as a Tree City USA by the National Arbor Foundation; and

NOW THEREFORE, the City Council of the City of Charlotte, Michigan does hereby proclaim Friday, April 30, 2021 as ARBOR DAY in the City of Charlotte and urges all citizens to celebrate Arbor Day; and

FURTHER, the City Council of the City of Charlotte, Michigan urges all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

The foregoing resolution offered by Council member VanStee and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No.

E. Consider Resolution 2021-045 Approving a Public Hearing on SAD Cost Estimates

RESOLUTION 2021-045

**A RESOLUTION TO SET DATE FOR A PUBLIC HEARING
ON THE ESTIMATED COSTS AND CREATION OF A
SPECIAL ASSESSMENT DISTRICT**

WHEREAS, the City Manager has prepared a cost estimate for fire protection for the fiscal year that begins July 1, 2021 and has submitted the document to the City Council; and

WHEREAS, the City Council wishes to consider the creation of a special assessment district to defray the costs as estimated to provide fire protection; and

WHEREAS, prior to the creation of the special assessment district, the City Council is required to afford the public an opportunity to appear or protest the assessment;

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby authorize a public hearing on the estimated costs and creation of a special assessment district to defray the costs of fire protection to be held on Monday, April 19 at 7:00 p.m.; and

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized to provide notice of the public hearing in accordance with legal requirements.

The foregoing resolution offered by Council member VanStee and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No.

F. Consider Resolution 2021-046 Authorizing Expenditures of Budget Sequestered Items

RESOLUTION 2021-046

**A RESOLUTION TO AUTHORIZE EXPENDITURES
PREVIOUSLY
SEQUESTERED FOR THE 2020-21 FISCAL YEAR**

WHEREAS, the City Council has adopted a budget for the fiscal year that began July 1, 2020 and ends June 30, 2021; and

WHEREAS, in adopting the resolution for the budget, the Council sequestered certain appropriations so that additional discussion could occur prior to authorizing the expenditure of funds for those purposes; and

WHEREAS, the Council has determined that expenditures for certain purposes are appropriate and a prudent use of the City's funds and wishes to authorize expenditures for those purposes;

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby authorize expenditures for the following purposes in accordance with the appropriations authorized by the budget resolution:

1. Community Development; 101-230-755, Contribution to others, \$8,000 to Courthouse Square
2. Parks & Recreation; 101-825-755, Contribution to others, \$15,000 to CARC

3. Clerk; 101-200-737, codification, \$4,000

4. Parking Services; 101-424-871, Loan repayment, \$50,000 to repay OI loan

The foregoing resolution offered by Baker and supported by Dyer.

Council discussed sequestered items.

Motion by McRae, support by VanStee to approve and amended resolution with the deletion of item 1 and item 3, support by VanStee. Council discussed. Motion failed with McRae, VanStee in support and Hoogstra, Weissenborn, Baker, Armitage and Dyer opposed. 2 Yes. 5 No.

The foregoing resolution offered by Baker and supported by Dyer Motion carried with VanStee, Hoogstra, Weissenborn, Baker, Armitage and Dyer in support and McRae opposed. 6 Yes. 1 No.

G. Consider Resolution 2021-050 Approving Agreement for Services with BidNet

RESOLUTION 2021-050

Parties to this Agreement: The parties to this Services Agreement (hereinafter referred to as "the Agreement") are the City of Charlotte (hereinafter referred as the "Participating Organization") and International Data Base Corp., doing business under the trade name BidNet, a legally incorporated body having its principal place of business at 15 British American Boulevard, Latham, NY 12110 (hereinafter referred to as "BidNet")

RECITALS:

WHEREAS the Participating Organization is in need of web-based solicitation and bidding services, including maintenance and support services;

WHEREAS under the Agreement, BidNet has developed a web-based solicitation system, providing on-line bidding services,

including maintenance and support services for the Michigan Inter-governmental Trade Network (hereinafter referred to as “MITN”)

WHEREAS the Participating Organization wishes to join MITN and benefit from the services provided by BidNet;

THE PARTIES AGREE:

Description of Services:

System Membership: The Participating Organization has agreed to join MITN. It is understood that BidNet will provide the Participating Organization with access to MITN.

Promotion of System Name: To avoid confusion with the Participating Organization staff and supplier community, the Participating Organization agrees that any endorsement or advertising it may do internally or externally, will promote MITN.

Term of Agreement: This Agreement shall become effective on the date of execution for an initial term of thirty-six (36) months (the “Initial Term”). The Initial Term of this Agreement may be extended in one-year increments, without notice unless terminated by either party.

Payment for Services:

Participating Organization Fees:

Subscription Fees: There will be no subscription fees incurred by the Participating Organization under this Agreement.

Mailing Fees: BidNet will send an invoice to the Participating Organization for reimbursement of postage fees incurred to produce the mailing to suppliers for new members.

Programming Fees: The Participating Organization agrees to use MITN on an “as is” basis. Any customized work to the system requested by the Participating Organization shall be made available on a time and material basis.

Surplus Auction Fees: Should the Participating Organization choose to use the Surplus Auctions program to sell unwanted goods and equipment, a 5% commission will be paid to BidNet for items sold.

Supplier Registration Fees:

Basic Service: This option gives suppliers access to search for documents of interest for all Participating Organizations actively using MITN at no charge, but requires them to remember to login frequently to ensure they catch opportunities before they close. This includes bids, addendums and awards.

Purchasing Group Notification Service: Suppliers that choose to register for this value added service option will be charged a nominal annual subscription fee. This includes notification from all Participating Organizations when bids, addendums and awards are posted on MITN that matches their profile. In the event of a price change, BidNet will review with the Participating Organization ninety (90) days prior to implementation of any change.

In the event of a price decline, contract renewal or should BidNet at any time, during the life of this agreement, sell the Purchasing Group Notification Service at prices below those offered for MITN, BidNet will immediately extend such lower prices to the MITN membership. Exclusions include; current systems pricing and previous contractual obligations.

Termination: This Agreement may be terminated by either party upon sixty (60) days notice. Notice shall be in writing, sent by certified mail, return receipt requested.

Entire Agreement: This Agreement constitutes the entire understanding of the parties and the parties agree that there are no other understandings, representations or warranties, either expressed or implied, whether written or oral, made by either party, except as stated within this Agreement.

Amendments: No alteration of this Agreement shall be valid unless made in writing and signed by the parties and no oral understanding or agreements not incorporated herein shall be binding on the parties.

Governing Law: This Agreement shall be governed by the laws of the State of Michigan.

Severability: If any provision of this Agreement will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable.

Work Product Ownership: Any copyrightable works, ideas, discoveries, inventions, patents, products, or other proprietary information developed in whole or in part by BidNet in connection of this Agreement, will be the exclusive property of BidNet. The Participating Organization supplier database is not subject to this work product ownership provision and remains the property of the Participating Organizations and upon written notice BidNet will transmit the database to the Participating Organizations in an ODBC compliant format within twenty (20) business days.

Unauthorized Use: The Participating Organization agrees to require each user obtain a username and password to gain access to MITN. Sharing of usernames and passwords is strictly prohibited.

Warranty: BidNet shall provide its services and meet its obligations under this Agreement in a timely manner, using knowledge for performing the services which meet a standard of care equal to service providers similar to BidNet on similar projects.

Signatures: The individuals executing this Agreement represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.

Liability and Indemnity: BidNet agrees to protect, defend, reimburse, indemnify and hold each MITN member, its officers, affiliates, employees and agents harmless at all times from and against any and all claims, liabilities, expenses, losses, demands, damages, fines and causes of action of every kind and character

made, incurred, sustained or initiated by any party hereto, any party acquiring any interest hereunder, any agent or employee of any party hereto, any third or other party whomsoever, or any governmental agency, arising out of, incident to, or in connection with this contract, or any claims based on a contention with the MITN system or any infringes on patents, copyrights or intellectual property or in the performance, non performance or purported performance of the work or services or breach of the terms hereof, except when a MITN member is solely at fault.

THEREFORE, BE IT RESOLVED that the City Council approves the agreement for services with BidNet.

The foregoing resolution offered by Council member VanStee and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No.

G. Consider Resolution 2021-056 Approving Council Policy 2021-056

A RESOLUTION TO APPROVE COUNCIL POLICY 2021-05 REMOTE AND HYBRID MEETINGS

WHEREAS, PA 254 of 2020 which amended section 3 (MCL 15.263) of PA 267 of 1976 (amended previously by PA 228 of 2020 and PA 485 of 2018) and added a section 3a, allowing for the following: a) An allowance for members of the public body to attend a meeting of the public body electronically under certain terms and conditions, and b) A requirement that members of the public and media attend a meeting of the public body electronically under certain terms and conditions; and

WHEREAS, section 3 (MCL 15.263) further states that the public body shall establish procedures to accommodate the absence of any member of the public body due to military duty, a medical condition, or a statewide or local state of emergency or state of disaster declared pursuant to law or charter or

local ordinance by the governor or a local official, governing body, or chief administrative officer that would risk the personal health or safety of members of the public or the public body if the meeting were held in person; and

WHEREAS, the County of Eaton declared a local emergency on March 17, 2021 and the City of Charlotte public meetings are held within the county jurisdiction; and

WHEREAS, the City Council desires to continue to meet electronically to comply with Michigan Department of Health and Human Services public gathering limits; and

THEREFORE, BE IT RESOLVED that Council Policy 2021-05 regarding remote and hybrid meetings of public bodies of the City of Charlotte is hereby approved.

The foregoing resolution offered by Council member VanStee and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No.

H. Consider Resolution 2021-057 Establishment of Fire Chief Search Committee

WHEREAS, on April 30, 2021, the contract with Kevin Fullerton to serve as the Fire Chief will conclude and Chief Fullerton has announced his intent to retire his position at that time; and

WHEREAS, on March 1, 2021, the City Council confirmed the appointment of Tyger Fullerton to serve as the Fire Chief effective May 1, 2021 upon the retirement of the current Fire Chief; and

WHEREAS, the City Manager has received correspondence from Tyger Fullerton stating his withdraw of his application as a candidate for the position of Fire Chief thereby creating a vacancy in the office effective April 30, 2021; and

WHEREAS, the position of Fire Chief is an appointed officer of the City and pursuant to City Charter, Section 3.13 (B) a

vacancy in any appointive office must be filled within 120 days and such time may only be extended by an additional 60 days by resolution of Council; and

WHEREAS, the Fire Service Agreement between the City and Rural Fire Association, Section E. Fire Chief, 2. Appointment states that the City of Charlotte shall establish a Fire Chief Selection Committee to select the new Chief; and

WHEREAS, Section 2-66 of the City Ordinance authorizes the City Manager to designate an interim or acting officer until such time the vacancy is filled per the Charter, and Tyger Fullerton has offered to serve as acting Fire Chief until such time the vacancy has been filled;

NOW, THEREFORE, BE IT RESOLVED that the Council does hereby accept Tyger Fullerton's withdraw of his candidacy to be appointed as the Fire Chief and serve as Acting Fire Chief until the vacancy is filled; and

BE IT FURTHER RESOLVED that pursuant to the City Charter and Fire Services Agreement with the RFA, the City of Charlotte shall establish a Fire Chief Selection Committee to carry out the duties of selection of a Fire Chief.

The foregoing resolution offered by Baker and supported by Weissenborn. Council discussed. Carried with roll call vote. 7 Yes. 0 No.

APPROVAL OF RESOLUTIONS AND ORDINANCES:

A. Consider Ordinance 2021-03 to Amend Chapter 14 – Building and Building Regulations

CITY OF CHARLOTTE ORDINANCE NO. 2021-03

**AN ORDINANCE TO AMEND CHAPTER 14 – STATE
CONSTRUCTION CODE –OF THE CODE OF THE CITY OF
CHARLOTTE BY AMENDING ARTICLE II TO RESCIND
THE CITY’S AUTHORITY TO ENFORCE THE STATE
CONSTRUCTION CODE.**

Councilmember VanStee moved that the following ordinance be adopted, supported by Dyer:

THE CITY OF CHARLOTTE ORDAINS:

SECTION 1. RESCINDING AUTHORITY TO ENFORCE.

Chapter 14, ARTICLE II. STATE CONSTRUCTION CODE,

Sections listed below shall hereby be rescinded and shall no longer have any force or effect

§ 14-28 AGENCY DESIGNATED.

Pursuant to the provisions of the State Construction Code, in accordance with § 8b(6) of Public Act 230 of 1972, as amended, the Building Official and his or her designees of the city are hereby designated as the enforcing agency to discharge the responsibilities of the city under such act. The city assumes responsibility for the administration and enforcement of such act throughout its corporate limits.

§ 14-29 CHANGES IN CODE.

Sections 14-30 through 14-32 amend sections of the State Construction Code as set forth.

§ 14-30 BOARD OF APPEALS.

The Zoning Board of Appeals is hereby constituted as the Building Code Board of Appeals under the code adopted in this article.

§ 14-31 FEES.

(A) Generally. A permit to begin work for new construction, alteration, removal, demolition or other building operation shall not be issued until fees prescribed in this section shall have been paid to

the Department of Building Inspection or other authorized agency of the city, nor shall an amendment to a permit necessitating an additional fee, because of an increase in the estimated cost of the work involved, be approved until the additional fee shall have been paid.

(B) Special fees. The payment of the fee for the construction, alteration, removal or demolition and for all work done in connection with or concurrently with the work contemplated by a building permit shall not relieve the applicant or holder of the permit from the payment of other fees that may be prescribed by law or ordinance for water taps, sewer connections, electrical permits, erection of signs and display structures, marquees or other appurtenant structures or fees of inspection, certificates of use and occupancy or other privileges or requirements, both within and without the jurisdiction of the Department of Building Inspection.

(C) New construction and alterations. The fees for all building activities permits shall be as prescribed by resolution of the City Council from time to time.

(D) Fee schedule. A fee for each plan examination and building permit shall be paid in accordance with a schedule to be adopted by resolution of the City Council.

§ 14-32 CODE APPENDIX ENFORCED.

Pursuant to the provisions of the State Construction Code, in accordance with § 8b(6) of Act 230 of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency with the city.

§ 14-34 VIOLATIONS.

(A) Any person erecting, using, moving, demolishing, occupying or maintaining any building or structure in violation of the code adopted in this article or causing, permitting or suffering any such violation to be committed, shall be punished as prescribed in § 1-16 of this Code.

(B) Any building or structure erected, used, moved, demolished, occupied or maintained in violation of this chapter is hereby declared to be a nuisance per se. Upon application to any court of competent jurisdiction, the court may order the nuisance abated and/or the violation or threatened violation restrained and enjoined.

SECTION 2. EFFECT ON REMAINING SECTIONS. The remaining Sections of Chapter 14, Article II as listed below shall remain in full force and effect.

§ 14-26 ADOPTED.

Pursuant to the provisions of the State Construction Code Act, Public Act 230 of 1972, § 8b(6), as amended, the State Construction Code is hereby adopted by reference subject to the modifications contained in this chapter.

§ 14-27 REFERENCES IN CODE.

References in the State Construction Code to “state” and “Michigan” shall mean the State of Michigan; references to “municipality” shall mean the City of Charlotte; references to the “municipal charter” shall mean the Charter of the City of Charlotte and references to “local ordinances” shall mean the Charlotte City Code.

§ 14-33 DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS.

The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) entitled Eaton County, Michigan (all jurisdictions) dated November 26, 2010 and the Flood Insurance Rate Map(s) (FIRMS) panel numbers 26045C; 303E, 304E, 311E, 312E and 325E dated November 26, 2010 are adopted by reference for the purposes of administration of the Michigan Construction Code and declared to be a part of § 1612.3 of the Michigan Building Code, and to provide the content of the “Flood Hazards” section of Table R301.2(1) of the Michigan Residential Code.

§§ 14-35 -- 14-55 RESERVED.

Carried with roll call vote. 7 Yes. 0 No.

B. Consider Resolution 2021-035 Approving the MME Fellowship Application

RESOLUTION NO. 2021-035

A RESOLUTION TO SUBMIT APPLICATION TO MME FELLOWSHIP PROGRAM AS HOST COMMUNITY

WHEREAS, the City Manager was notified of the opportunity for Charlotte to apply as a host community for a Michigan Municipal Executive Fellowship program; and

WHEREAS, the City would be responsible for a financial commitment of \$6,000 in annual stipend if selected; and

WHEREAS, the Student would benefit from experience in serving the City of Charlotte for one year and gain hands-on municipal skills and future opportunities;

NOW, THEREFORE, BE IT RESOLVED the City Council does hereby authorize the City Manager to submit the application to MME Fellowship program to serve as a host community.

The foregoing ordinance offered by Council member Dyer and supported by Weissenborn. Council discussed.

Motion by McRae to table the resolution. Council discussed with Manager LaPere.

McRae withdrew his motion.

Carried with roll call vote with McRae and Weissenborn opposing the motion. 5 Yes. 2 No.

C. Consider approval of Resolution 2021-038 Authorizing a Contract with Eric Rogers, LLC

A RESOLUTION TO AUTHORIZE A CONTRACT WITH ERIC ROGERS, LLC FOR LAWN CARE SERVICES

WHEREAS, the City owns various properties and right-of-ways that require mowing at regular intervals; and

WHEREAS, sealed bids were received on Tuesday, March 9, 2021 for the mowing of the aforementioned properties; and

WHEREAS, Eric Rogers, LLC submitted the lowest valid price for the weekly and every other week (parks) mowing listed in Contract A; and

WHEREAS, Eric Rogers, LLC submitted the lowest price for the monthly and three times per year mowing listed in Contract B; and

WHEREAS, the contract is for one year with the option of 2- one year renewals based on performance for a total a three year contract; and

WHEREAS, Eric Rogers, LLC was awarded the last City contract for lawn care, and their work was satisfactory; and

THEREFORE, BE IT RESOLVED that the City enter into a contract with Eric Rogers, LLC for the weekly mowing listed in Contract A at the stated bid prices.

BE IT FURTHER RESOLVED that the City enter into a contract with Eric Rogers, LLC for the monthly and three times a year mowing listed in Contract B at the stated bid prices.

The foregoing ordinance offered by Council member VanStee and supported by Dyer. Carried with roll call vote. 7 Yes. 0 No.

INTRODUCTION OF RESOLUTIONS AND ORDINANCES:

- A. **Consider first reading of Resolution 2021-030 Authorizing a Contract with Axon for Tasers**

RESOLUTION NO. 2021-030

A RESOLUTION TO AUTHORIZE A CONTRACT WITH AXON FOR TASERS

WHEREAS, tasers used by officers are essential pieces of equipment; and

WHEREAS, the current department tasers are out of manufacturer's warranty and should be replaced; and

WHEREAS, the Police Department staff researched and identified that AXON provides the only viable option for tasers; and

WHEREAS, AXON, the manufacturer of tasers, has submitted a quote to replace the current tasers for a 5-year cost of \$55,200; and

WHEREAS, Section 2-178 of the City Ordinances allows for the waiver of sealed bids.

THEREFORE, BE IT RESOLVED that the City Council authorizes the purchase of 16 tasers from AXON in the amount of \$55,200 and agrees to waive the sealed bid process.

Chief Brentar discussed the need for the purchase of the tasers.

Motion by Baker, support by Hoogstra to approve the first reading of Resolution No. 2021-030. Carried with roll call vote. 7 Yes. 0 No

- B. **Consider Resolution 2021-043 Authorizing a Sale of Dump Truck and Miscellaneous Equipment**

RESOLUTION NO. 2021-043

A RESOLUTION TO AUTHORIZE A SALE OF DUMP TRUCK AND MISCELLANEOUS EQUIPMENT

WHEREAS, the Department of Public Works owns a 2001 Freightliner dump truck and various pieces of old equipment

that are no longer needed in the day-to-day operations of the Department; and

WHEREAS, the replacement dump truck was ordered one year ago and should arrive in the next couple of months; and

WHEREAS, the DPW has no other use for other equipment which have also reached the end of their useful lives and are in various states of disrepair; and

WHEREAS, based on the equipment to be sold, the Department would like to sell these items through Sheridan's Auction instead of the online auction we have been using for disposition of equipment; and

WHEREAS, a minimum bid will be set for each item.

THEREFORE, BE IT RESOLVED That the City Council authorizes the sale of Dump Truck #82 and other miscellaneous equipment through Sheridan's Auctions in accordance with City Ordinance 2-185.

Motion by VanStee, support by Dyer to approve the first reading of the resolution. Carried with roll call vote. 7 Yes. 0 No

C. Consider Resolution 2021-047 Approving the MML Insurance Renewal

RESOLUTION NO. 2021-047

A RESOLUTION TO AWARD PROPERTY AND LIABILITY INSURANCE FOR THE CITY OF CHARLOTTE 4/24/2021 - 4/24/2022

WHEREAS, the City of Charlotte requested proposals for Property and Liability Insurance Coverage in 2018 at which time it selected to renew with MML upon comparing coverage options and rates; and

WHEREAS, section 2-178 of the municipal code exempts insurance coverage from competitive bidding process;

THEREFORE, BE IT RESOLVED, that the city council authorize the renewal to Michigan Municipal League for the period of 4/24/2021 – 4/24/2022 as proposed in the amount of \$128,024.

Motion by VanStee, support by Dyer to approve the first reading of the resolution. Carried with roll call vote. 7 Yes. 0 No

D. Consider Resolution 2021-048 Parking TCO

RESOLUTION NO. 2021-048

A RESOLUTION TO APPROVE TRAFFIC CONTROL ORDER #21-01

WHEREAS, the Uniform Traffic Code allows for placement of "No Stopping, Standing or Parking Signs" under section 257.942, Sec. 2, (c), (f), (g), and (i) of the Michigan Vehicle Code; and

WHEREAS, the City of Charlotte Police Chief has issued Traffic Control Order #21-01; and

WHEREAS, Traffic Control Order #21-01 provides that additional "No Stopping, Standing or Parking Signs" will be placed on the south side of East Seminary St. from Cochran Ave. to Washington St., specifically the 100 Block; and

WHEREAS, the purpose of these signs will be to provide greater visibility for the CVS drive-through and for traffic to be able to flow through more easily; and

WHEREAS, Traffic Control Order #21-01 issues the removal of one "No Stopping, Standing or Parking Signs" located in the 200 Block of East Seminary on the south side of the road allowing parking from Washington St. to Horatio St. on the south side of the road for the residents; and

WHEREAS, Traffic Control Order #21-01 provides for the placement of one additional “No Stopping, Standing, or Parking Sign” to be placed on the north side of East Seminary St between Washington St. and Horatio St. thereby prohibiting parking for the entire block on the north side of the street allowing for parking on the south side of the street; and

WHEREAS, that the City Council does hereby authorize the Police Chief to issue Traffic Control Order #21-01; and

NOW, THEREFORE, BE IT RESOLVED, Traffic Control Order #21-01 becomes effective immediately upon signage changes and any previous traffic control orders conflicting with Traffic Control Order #21-01 are hereby rescinded and superseded.

Motion by VanStee, support by Dyer to approve the first reading of the resolution. Carried with roll call vote. 7 Yes. 0 No

E. Consider Resolution 2021-051 Approving the Purchase of Primary Sampler

RESOLUTION NO. 2021-051

A RESOLUTION TO APPROVE THE PURCHASE OF PRIMARY SAMPLER

WHEREAS, the primary sampler (Sampler) at the wastewater treatment plant was last replaced in 1998 and is in need of replacement because it requires frequent repairs; and

WHEREAS, the Sampler is used to automatically sample and refrigerate the incoming wastewater on a flow proportional pace; and

WHEREAS, the sampler is a vital part of our compliance reporting for the discharge permit; and

WHEREAS, preparation of a detailed specification for bids would be time consuming and broad in nature for a specialized piece of equipment; and

WHEREAS, staff obtained three proposals for the Sampler that ranged in price from \$5,614.58 to \$8,185.00 including shipping; and

WHEREAS, USA Bluebook presented the lowest cost for the Sampler; and

WHEREAS, cost for the Sampler has been budgeted for and will be charged to the Water and Sewer Fund and will be installed by staff at the wastewater plant.

WHEREAS, Section 2-186 of the City Ordinances allows for the waiver of sealed bids for purchases over the amount of \$5,000.

THEREFORE, BE IT RESOLVED That the City Council authorizes the purchase of a new primary sampler in the amount of \$5,614.58 from USA Bluebook and agrees to waive the sealed bid process.

Motion by VanStee, support by Dyer to approve the first reading of the resolution. Carried with roll call vote. 7 Yes. 0 No

F. Consider Resolution 2021-052 Renewing the Airport Manager Contract

RESOLUTION NO. 2021-052

A RESOLUTION TO RENEW THE AIRPORT MANAGER CONTRACT WITH TODD COTTER

WHEREAS, Todd Cotter, has provided Airport Manager services at Fitch H. Beach Municipal Airport since 2009; and

WHEREAS, the contract for these services is in need of renewal; and

WHEREAS, Todd Cotter has satisfactorily met the obligations required under the existing contract; and

WHEREAS, terms of a contract renewal have been negotiated and agreed to by both parties.

THEREFORE, BE IT RESOLVED that the contract between the City of Charlotte and Todd Cotter for the provision of Airport Manager services at Fitch H. Beach Municipal Airport be renewed for an additional three years.

Motion by VanStee, support by Dyer to approve the first reading of the resolution. Carried with roll call vote. 7 Yes. 0 No

G. Consider Resolution 2021-053 Renewing Fixed Base Operator Contract

RESOLUTION NO. 2021-053

A RESOLUTION TO RENEW THE FIXED BASED OPERATOR CONTRACT WITH CHARLOTTE AIR SERVICES

WHEREAS, Charlotte Air Services and its owner, Todd Cotter, has provided Fixed Base Operator services at Fitch H. Beach Municipal Airport since 2009; and

WHEREAS, the contract for these services is in need of renewal; and

WHEREAS, Charlotte Air Services has satisfactorily met the obligations required under the existing contract; and

WHEREAS, terms of a contract renewal have been negotiated and agreed to by both parties.

THEREFORE, BE IT RESOLVED that the contract between the City of Charlotte and Charlotte Air Services for the provision of Fixed Base Operator services at Fitch H. Beach Municipal Airport be renewed for an additional three years.

Motion by VanStee, support by Dyer to approve the first reading of the resolution. Carried with roll call vote. 7 Yes. 0 No

H. Consider Resolution 2021-054 Authorizing Lease of Ground at Municipal Airport

RESOLUTION NO. 2021-054

A RESOLUTION TO AUTHORIZE THE LEASE OF GROUND AT FITCH H. BEACH MUNICIPAL AIRPORT

WHEREAS, Grant Emfield recently purchased a private hangar at Fitch H. Beach Municipal Airport; and

WHEREAS, it is necessary to update the ground lease associated with this hangar to reflect new ownership; and

WHEREAS, the terms of this ground lease have been negotiated and agreed to by both parties.

THEREFORE, BE IT RESOLVED that the ground lease between the City of Charlotte and Grant Emfield for occupancy of a private hangar at Fitch H. Beach Municipal Airport is hereby authorized for execution by the Charlotte City Council.

Motion by VanStee, support by Dyer to approve the first reading of the resolution. Carried with roll call vote. 7 Yes. 0 No

I. Consider Resolution 2021-055 Authorizing Correspondence to Transfer Administration of Building Code to Eaton County

RESOLUTION NO. 2021-055

A RESOLUTION TO AUTHORIZE CORRESPONDENCE TO THE STATE FOR THE TRANSFER OF CONSTRUCTION CODE ADMINISTRATION TO EATON COUNTY

WHEREAS, the City has historically administered the state construction code through a division of the Fire Department and the Fire Chief has held the necessary license to administer such code; and

WHEREAS, the Fire Chief/Building Official will be retiring effective April 30, 2021 and no other members of the fire department are licensed to administer the construction code as required by the state; and

WHEREAS, the City has been utilizing the Department of Construction Codes of Eaton County to administer the plumbing, electrical, and mechanical codes for properties within the city's jurisdiction; and

WHEREAS, Eaton County officials have communicated their willingness to administer the construction code for the City of Charlotte and officials from both municipalities have been coordinating the transition of services; and

WHEREAS, the State of Michigan requires the City rescind its ordinance granting city officials the authority to administer the construction code and the City held a first reading on March 15, 2021 and will hold a second reading and consider adoption of such ordinance on April 5, 2021 that shall be effective May 1, 2021; and

WHEREAS, the State of Michigan requires correspondence from the City indicating its intent to have the County administer the construction code; and

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby authorize the City Manager to send such correspondence to the State with the copies of the ordinance rescinding our authority to administer the construction code effective May 1, 2021.

Motion by VanStee, support by Dyer to approve the first reading of the resolution. Carried with roll call vote. 7 Yes. 0 No

PUBLIC COMMENTS:

There was no public comment.

COMMUNICATIONS AND COMMITTEE REPORTS, **COUNCILMEMBER COMMENTS:**

The City Attorney Report was received.

The City Manager Report was received. LaPere reminded council to review the budget that was sent in preparation for the workshop and thanked staff for their hard work.

MAYOR AND COUNCIL COMMENTS:

Armitage stated that the Planning Commission is full and discussed other board openings.

Baker had no comment.

Hoogstra thanked all the city workers for their hard work.

Dyer inquired about the status of the electric charging stations and priorities on the council calendar.

McRae had no comment.

Weissenborn had no comment.

VanStee thanked Chief Brentar for the information he shared with council.

ADJOURNMENT:

Council member Baker moved, supported by Dyer to adjourn the meeting at 7:30 p.m. Carried. 7 Yes. 0 No. 0 Absent.

Mayor Armitage

Pearl Tidwell, City Clerk

**CITY OF CHARLOTTE
COUNCIL PROCEEDINGS**

**Workshop
April 13, 2021**

CALL TO ORDER:

By Mayor Armitage on Monday, April 13, 2021 at 7:03 p.m

PRESENT:

Councilmembers: McRae, Baker, Weissenborn Mayor Pro-tem Dyer & Mayor Armitage; Hoogstra and VanStee both virtually and reported their remote meeting location as being in the City of Charlotte, County of Eaton and State of Michigan. Staff: Manager Erin LaPere, Clerk Pearl Tidwell, Police Chief Brentar; Economic Director Bryan Myrkle, Interim Fire Chief Kevin Fullerton

PLEDGE OF ALLEGIANCE:

Mayor Armitage led the Pledge of Allegiance to the Flag of the United States of America.

PUBLIC COMMENT:

There was no public comment.

DISCUSSION FISCAL YEAR 21-22 BUDGET:

City Manager LaPere discussed the fiscal year 21-22 budget with council.

Council discussed millage rates and budget concerns with city manager and department heads.

Council discussed format of upcoming meetings and determined that the April 19, 2021 meeting would be held completely virtual.

PUBLIC COMMENT:

There was no public comment.

MAYOR AND COUNCIL COMMENTS:

Armitage thanked the City Manager and Department Heads for attending both physically and virtually.

ADJOURNMENT:

Baker moved, supported by Weissenborn to adjourn the meeting at 11:03 p.m. Carried. 7 Yes. 0 No. 0 Absent.

Mayor Armitage

Pearl Tidwell, City Clerk

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-057

**A RESOLUTION TO ESTABLISH A SPECIAL ASSESSMENT DISTRICT FOR THE
OPERATION AND MAINTENANCE OF THE CHARLOTTE FIRE DEPARTMENT AND TO
ORDER THE CREATION OF A SPECIAL ASSESSMENT ROLL TO FUND THE
DEPARTMENT**

WHEREAS, the City Council has determined to initiate the process for establishing a district to provide for the purchasing of equipment and for the operation and maintenance of the Charlotte Fire Department, and its annual operation and maintenance, pursuant to 1951 P.A. 33, as amended; and

WHEREAS, the City Council has caused the City Manager to prepare a cost estimate for fire protection for the fiscal year 2021; and

WHEREAS, after due and legal notice, the City Council has met on April 19, 2021, at 7:00 p.m., Eastern Daylight Time, and heard all persons interested therein at said first hearing with respect for the fire protection plan and the establishment of a special assessment district;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council, pursuant to 1951 P.A. 33, as amended, hereby determines to provide for the funding of the Charlotte Fire Department as described as follows:

For the purchase of fire motor vehicles, apparatus and equipment and for the funding, on an annual basis, for the operation and maintenance of the Charlotte Fire Department.

2. The City Council hereby approves the cost estimate in the sum of _____ Dollars (\$ _____), as prepared and presented by the City Manager. Of the aforesaid total cost of the project, one-hundred (100%) will be spread against the special assessment district.

3. It is anticipated that the annual cost may rise, due to inflation and other factors, and one hundred percent (100%) of the cost, whatever it shall be in the future, shall be spread annually on the district. The special assessment district shall remain in existence for as long as the Fire Department shall be in effect, or at such time as terminated by Resolution of the City Council.

4. The City Council finally determines that the special assessment district shall consist of all of the lots and parcels of land located within the city limits of the City of Charlotte, as set forth in the records of the Office of the Great Seal of the Department of the Secretary of State.

5. The Assessor is hereby directed to make a special assessment roll in which shall be described all the parcels of land to be assessed as above set forth, with the names of the owners thereof, if known, and the total amount to be assessed against each parcel of land, which amount shall be such relative portion of the whole sum to be levied against all parcels of land in the assessment district pursuant to the requirements of Section 1(4) of 1951 P.A. 33, as amended.

6. When the Assessor shall have completed the special assessment roll, he shall affix thereto his certificate stating that said roll was made pursuant to a resolution of the City Council, adopted April 19, 2021, and that in making the assessment roll he has, according to his best judgment, conformed in all respects to the directions contained in said resolution, 1951 P.A. 33, as amended, and the statutes of the State of Michigan, and the Assessor shall then report the special assessment roll with his certificate attached thereto to the City Council.

7. Upon receipt of such tax roll, the City Council shall hold, upon due notice to the record owners of the property proposed to be assessed pursuant to 1951 P.A. 33, as amended, to hear public comments concerning the proposed special assessments.

8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Charlotte, County of Eaton, Michigan, at a City Council meeting held on April 19, 2021, 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.

Pearl Tidwell, City Clerk

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



Memo

Date: April 19, 2021
To: Honorable Mayor Armitage; City Council
From: Erin LaPere, City Manager
Re: Resolution to create a Special Assessment District

On the agenda for Council's consideration is a resolution to establish a special assessment district for fire protection. As discussed in the March 9th study session, the creation of a special assessment district to defray the costs of fire protection is a two-step process. Step one, is to estimate the costs and consider the establishment of the district. At that time, a public hearing is required and one was scheduled and noticed for the regular Council meeting of April 19, 2021.

In order to establish the district at the meeting held April 19th, Council must, by resolution, determine whether to create the special assessment district, determine the boundaries of the district, and determine the amount of special assessment levy. Council will then direct administration to spread the assessment levy to defray the costs of fire protection. Persons or entities who are exempt from the general property tax act (e.g. federal/state/county, churches, schools, eligible veterans) would also be exempt from this special assessment.

A resolution to create the special assessment district and directing the Assessor to prepare an assessment roll is attached for Council's review and consideration. Upon creation of the district, the second public hearing can be set to hear objections to the distribution of the special assessment. This hearing is subject to the same notification requirements as the initial hearing on the creation of the district. This is a separate agenda item for the April 19th Council meeting, should Council decide to create the district.

The cost estimate for the expenses was left blank on the resolution. This was in anticipation of discussion by Council on whether to fund the fire department as it currently operates with the anticipated hire of a full time Fire Chief in the next 4-6 months. This would require a levy of \$987,913 or approximately 4.5 mills.

Alternatively, Council could consider reductions to the fire department operations, which would lessen the levy required. Across the board cuts to city operations would result in net cost savings and lessen the additional revenue required but would lessen service to residents. There are a few options to

reduce the budget through cuts to expenses. The Council could consider across the board reductions, such as a 20% reduction to each department, or proportional reductions, meaning each department would reduce its budget based on its percentage of general fund expenditures. For example, general administration less DPW, police, and fire, is anticipate to be 22.93% of the budget and would therefore reduce expenditures by 22.93%. Police is 38.42% of the general fund and would reduce expenditures by 38.42%. These cuts would result in the city being able to begin additional payment towards its pension liabilities and otherwise contain costs to rebuild the general fund balance. However, there will be impacts to city services received by residents with such cuts across the city departments.

If Council would like to consider the second option, the fire department is 23.68% of the budget and would therefore reduce expenditures by 23.68%, or \$252,232. To reduce the fire department by this amount, we would need to lay off two fire fighters and close one station. Additionally, we would have to reduce capital equipment purchases and hire a part time Fire Chief. In doing so, we will also see a slight reduction in the revenues received from the Rural Fire Association as they contribute on a percentage basis towards operational and capital costs. The reduced levy required under this option would be \$815,048 or approximately 3.75 mills.

I am prepared to work through a number of scenarios with Council at Monday night's meeting to determine the appropriate funding for fire protection services.

eel

attachment



Pearl Tidwell <ptidwell@charlottemi.org>

Re: Written response to special assessment district

1 message

Pearl Tidwell <ptidwell@charlottemi.org>

Tue, Apr 13, 2021 at 8:47 AM

To: Jonathan Potter <jonathan@potterville.com>

Hi Jonathan,

Thank you for your email. I will file your protest with the city but please keep in mind if you chose to appeal this assessment to the State Tax Tribunal, the statute does require you attend/protest the assessment at the public hearing on April 19 at 7:00pm. Please let me know if you have any questions!

Sincerely,

Pearl Tidwell

On Tue, Apr 13, 2021 at 12:12 AM Jonathan Potter <jonathan@potterville.com> wrote:

Hello,

I'd like to file an appearance and protest by letter for the hearing on Monday, April 19th.

By nature a special assessment district seems to be referring to a specific, rather than general area within a city. For a city-wide tax increase of the sort proposed, a voter-approved millage would be a better vehicle.

Of course, we appreciate our fire department and services they provide. :-)

Jonathan Potter

109 W. Stoddard St



Pearl Tidwell <ptidwell@charlottemi.org>

Re: Special Assessment

1 message

Clarissa Sheler <clarissam626@yahoo.com>
To: Pearl Tidwell <ptidwell@charlottemi.org>

Thu, Apr 15, 2021 at 3:36 PM

Thank you.

I have a speaker problem with my laptop and hearing difficulty when it comes to the phone. I will try to find an external speaker for my laptop that will assist with my hearing issues.

Clarissa

On Thursday, April 15, 2021, 03:29:58 PM EDT, Pearl Tidwell <ptidwell@charlottemi.org> wrote:

Hi Clarissa,

Thank you for your email. I will add your protest to our file.

Please feel free to attend the meeting. Pursuant to Emergency Management Act, PA 390 of 1976 and Section 3(2) of the Open Meetings Act the meeting will be held electronically. Connect to Zoom from your computer, tablet or smartphone at website: <https://us02web.zoom.us/j/85922309909>; Meeting and Webinar ID: 859 2230 9909 or call in by telephone: (312) 626-6799.

You can also visit www.charlottemi.org/meetings and enter the webinar ID 859 2230 9909.

Let me know if you have any questions.

Pearl Rose Tidwell, Clerk / Treasurer
City of Charlotte

111 E. Lawrence Avenue, [Charlotte, MI 48813](#)

Ph: 517-543-8843 Fax: 517-543-8853

Email: ptidwell@charlottemi.org Web: www.charlottemi.org

On Thu, Apr 15, 2021 at 3:23 PM Clarissa Sheler <clarissam626@yahoo.com> wrote:

This is my protest and objection to the Special Assessment. The correspondence I received is so generic and uninformative gives me cause for concern. I as most city residence feel I am constantly asked for more money in the form of tax increases on my property assessment. I am retired and living on a fixed budget. I allowed for general cost of living increases. Being asked to possibly pay additional money for a service that I thought is already being paid for in my current city/property assessment has me concerned.

Clarissa M Sheler
307 W. Shepherd

April 16, 2021

TO: City of Charlotte
ATTN: Special Assessment District Hearing
111 E. Lawrence Avenue
Charlotte, MI 48813
Fax: 517-543-8853
Email: ptidwell@charlottemi.org

FROM: Drema S. Emerson, Owner in interest
121 E. Henry Street
Charlotte, MI 48843
Tel: 269-967-6571
Email: dremalildrema@yahoo.com

RE: Protest and Opposition to the City of Charlotte's proposed creation of a special assessment district throughout the entire city to defray costs for fire protection (the "Proposed Assessment")

Ms. Pearl Tidwell, City Clerk/Treasurer, and all other City of Charlotte Officials It May Concern:

Pursuant to paragraph 3 of the City of Charlotte Notice of Public Hearing Special Assessment District Notice, which notice declared that the City of Charlotte will hold a public hearing on Monday, April 19, 2021, at 7:00 p.m. to consider the Proposed Assessment, **THIS CORRESPONDENCE SHALL SERVE AS MY APPEARANCE AND PROTEST/OBJECTION IN LIEU OF PERSONAL APPEARANCE and is being submitted via fax and email transmission as provided for in paragraph 3 of the afore-mentioned notice.**

My name is Drema Emerson, and I am a property owner in the City of Charlotte; specifically, I am the record titleholder of 121 E. Henry Street, Charlotte, MI 48813. As a property owner in the City of Charlotte who will be directly impacted by the Proposed Assessment, I am unequivocally lodging my protest and objections to the Proposed Assessment. Specifically:

1. The establishment of city taxes carried/carries the express intention of collecting money from a city's constituency in order to share the cost/burden of mutually beneficial services being provided, the most popular of those services being fire, police, municipal building maintenance (e.g. courthouses and government buildings), and infrastructure updates/repairs (e.g. road repair and sewer/water main updates). The taxes property owners in the City of Charlotte are currently required to pay are expressly intended for such afore-mentioned services, including fire, and creating a "special assessment" seeking additional funds to cover such services would be akin to "double-dipping".
2. The current taxes on my property alone are well over \$3,000 annually. According to statistical data, in 2019 the population of the City of Charlotte was 9,090. If even half that number of people own property in Charlotte (4,545) and those people pay even half of what I pay in taxes, then the City of Charlotte is garnering \$6,817,500 minimum in property taxes alone annually. It is highly likely that the revenue generated from property taxes in Charlotte is, in fact, higher. It is incredibly disheartening to assume that Charlotte is unable to effectively budget fire protection services for its constituents on a \$6.8MM+ budget annually.

3. I am also highly concerned about an article that recently ran in our community newspaper, the County Journal. In the April 3, 2021 edition, on page 4, submitted by Mike Armitage. This article reports that Charlotte has been underfunding pension liabilities and spending more than it is bringing in. This in my opinion is mismanagement of the city budget to such an extent that it is in bad financial condition. Does this mean that the City of Charlotte was unable to sufficiently pay the salaries of retired city workers? This would suggest that Charlotte should engage in an analysis of their budget management abilities in order to solve and/or reallocate funds to fire protection services, instead of simply billing the townspeople for its shortcomings.
4. Again, according to statistical data, in 2019 the median income of a Charlotte household was \$50,000 annually. Also at that time, nearly 15% of the city's residents were living in poverty. Charlotte's residents continue to struggle to support their families and paying their bills; they do not have options to pay additional assessments and amounts on top of exorbitant property taxes already being assessed.
5. Charlotte's property taxes and annual revenue are several times higher than several surrounding cities. It is shocking and disconcerting that these neighboring cities can budget and provide fire services with the funds received from annual property taxes, with no special assessments required to do so.

The foregoing list of objections is by no means exhaustive. I am also confident in saying I speak for all Charlotte property owners that this Proposed Assessment is unconscionable. The City of Charlotte garners a very "healthy" sum in property taxes annually, and those taxes are explicitly intended for the provision of such services as fire protection. The property owners of Charlotte should not be burdened with additional sums and assessments in order to receive services their current taxes are intended for. Could you imagine paying a monthly subscription fee to Netflix only to be told you also have to pay per view of each individual movie you attempted to stream? Charlotte's Proposed Assessment purports to do exactly this.

I thank you greatly for your time and consideration in this matter.

Sincerely,

Drema Emerson

April 12, 2021

I am writing in protest to the Special Assessment District to defray the *estimated* cost for fire protection.

I have many questions in regard to the operation of the City of Charlotte.

1. Why is the budget estimated?
2. You just raised the water and sewer rates the past two years 22% don't you feel the residents have had enough of an increase to pay out?
3. You hired new administrative staff at the top of the wage scale, why?
4. Why do you spend \$160,000.00 per year for IT services when they are not even full time staff?
5. Have you followed any of the recommendations from the job study you paid for? They must have had ways to save the City money.
6. What about removing the restriction from the \$800,000.00 that the City has from the O.I. lawsuit? It is my understanding the City Council has the authority to remove the restriction.
7. What about the money from the Federal Government under the Cares Act that the City has coming? You are receiving \$900,000.000 for infrastructure so monies you budgeted for that could be moved to the General Fund to be used for operations and the Cares Act for streets etc. I understand you will get half the first year and half the second year and you have spend it by 2024.
8. I would also like to know where the money goes from billable fire runs that are paid by townships at \$3,600.00 per run.

In my opinion you need to stop buying new equipment like the DPW Dumptrucks and pickups, as well as every other new thing they want. The firetrucks have at least a 20 year life span. Then lets talk about the Armory that is used as a storage building and a place to hang out. How

How much does it cost the city to heat the building? I have noticed when I have traveled to other cities they don't have all the shiny new trucks and fire equipment in Mason, Grand Ledge and Eaton Rapids.

I understand this City Council and Mayor inherited many of these problems due to mismanagement but, I don't think balancing the budget on the taxpayers backs is the best way to go either. We as home owners have to live within our means and many of us are on fixed income and have no other way to make up the increases that you want to tax us for.

Please go back to the drawing board.

Sincerely,

Stephanie Schultz
286 Bonnie Brook Dr.
Charlotte



Pearl Tidwell <ptidwell@charlottemi.org>

Re: Attn: Special assessment district hearing

1 message

Pearl Tidwell <ptidwell@charlottemi.org>

Mon, Apr 19, 2021 at 3:12 PM

To: Daniel Engel <onecooldad2001@ameritech.net>

Hi Daniel,

Thank you for your communication. I will add your correspondence to our special assessment district communication public records.

The Council is considering this path due to a number of factors. First, the city has faced stagnant property tax revenues due to property values falling in 2011 and remaining below those 2010 numbers. We have collected less in revenue each and every year for the past 10 years. Second, the city has increasing pension liabilities that must be paid. Due to changes in state law in 2017, the city must reach a 60% funding ratio and it is currently at 53% funded. Finally, due to the compounding factors of increases in costs and stagnant revenues, the city has been making modest cuts and operating utilizing fund reserves. We have reached a point where that is no longer sustainable and we need additional revenues along with significant cuts.

The city has not finalized a millage amount yet as that will occur at the meeting on April 19th by resolution of Council. Based on estimated costs and current taxable values, the city may need up to 5.5mills to fully fund the city's portion of the fire department operating and capital costs for the upcoming fiscal year. For more information please visit: <https://www.charlottemi.org/fpf/>.

I would also encourage you to attend the Council meeting being held today, Monday, April 19th at 7pm via Zoom (www.charlottemi.org/meetings) as we will go over the current financial situation in detail.

Pearl Rose Tidwell, Clerk / Treasurer
City of Charlotte

111 E. Lawrence Avenue, Charlotte, MI 48813
Ph: 517-543-8843 Fax: 517-543-8853
Email: ptidwell@charlottemi.org Web: www.charlottemi.org

On Sat, Apr 17, 2021 at 10:46 AM Daniel Engel <onecooldad2001@ameritech.net> wrote:

I have a strong PROTEST against adding more expenses on our properties. You should be trying to reduce expenses on the citizens of Charlotte, in these trying times. You should have never built the second fire house in the first place. You could have used that millage money to pay for these fire protection costs you speak of. The original firehouse was doing just fine. You already have put a huge financial burden on the property owners with that giant increase on our water bills. They are so high that they have put a huge burden on the working families of our city. And now you want to add more of a burden. Cut back on the your spending somewhere else to pay for this fire protection and try to lower the cost of our water bills as well. You are killing us.

Thank you, Dan E.

Sent from [Mail](#) for Windows 10



Pearl Tidwell <ptidwell@charlottemi.org>

Re: Written letter of Protest - Special Assessment District

1 message

Erin LaPere <elapere@charlottemi.org>
To: dleffler@sbcglobal.net
Cc: Pearl Tidwell <ptidwell@charlottemi.org>

Sun, Apr 18, 2021 at 4:21 PM

| Good Afternoon,

Thank you for reaching out with your questions about this proposed Special Assessment. Below, please find the answers to your questions. I would also encourage you to attend the Council meeting being held Monday, April 19th at 7pm via Zoom as we will go over the current financial situation in detail.

1) What is A Special Assessment District?

A Special Assessment District is an area benefitting from a specific service or improvement.

2) Where is the Special Assessment District?

Under PA 33 of 1951, the Council could include all properties in Charlotte that are not exempt from general ad valorem taxes, as they benefit from the fire protection services.

3) What are the properties specifically benefiting?

The properties in Charlotte that are not otherwise exempt by statute.

4) Estimated costs for fire protection

The estimated cost to maintain fire protection under current operations is \$1,365,188. The Council is considering whether to make cuts to fire services to lower the costs and reduce the amount of assessment needed to fund fire operations.

5) Creation of a special assessment district?

Yes, Council is considering creation of a special assessment district.

6) Doesn't our property tax money we pay each year include funds for fire protection?

Currently fire operations are funded through the general fund which includes most city services. This would change that funding model to provide dedicated funding for fire operations and allow the city to utilize general tax revenues for other city services including police protection.

- The first thing we need is an answer to the above questions?

- Second, why is this happening? What is the current budget for fire protection?

The Council is considering this path due to a number of factors. First, the city has faced stagnant property tax revenues due to property values falling in 2011 and remaining below those 2010 numbers. We have collected less in revenue each and every year for the past 10 years. Second, the city has increasing pension liabilities that must be paid. Due to changes in state law in 2017, the city must reach a 60% funding ratio and it is currently at 53% funded. Finally, due to the compounding factors of increases in costs and stagnant revenues, the city has been making modest cuts and operating utilizing fund reserves. We have reached a point where that is no longer sustainable and we need additional revenues along with significant cuts.

The current year budget for the fire department is \$1,555,911.

- Does the City have a balanced budget each year? If not, why?

A balanced budget means the expenditures do not exceed revenues and fund reserves. To put it simply, the city is allowed to use its savings to offset higher costs. This is ok in emergency or temporary situations, but this is what has been happening for several years and we are running out of savings.

- Is there a law that states the City must have a balanced budget?

Yes, state law requires the city adopt a balanced budget but savings can be used to balance a budget.

In terms of impacts to residents, if the city were to assess the amount needed to fund the fire department with no cuts to operations that would necessitate a levy of approximately 4.5mills, or \$987,912. For reference, in 2021 a mill generates \$219,536 in revenue for the city. For the average homeowner, they would be seeing an increase of approximately \$198 per year, or \$16.50 per month. At this time, the Council is still considering whether to make cuts to fire operations in addition to this assessment to reduce the amount needed. The Council will also be making decisions about cuts to other city departments as well, because the assessment alone will not be sufficient to resolve the financial shortfalls facing the city.

I hope this helps address your concerns. Please let me know if I can be of further assistance.

Take care,

Erin

From: **Del & Beverly** <dleffler@sbcglobal.net>
Date: Sun, Apr 18, 2021 at 2:20 PM
Subject: Written letter of Protest - Special Assessment District
To: ptidwell@charlottemi.org <ptidwell@charlottemi.org>
Cc: dleffler <dleffler@sbcglobal.net>

City of Charlotte

Subject: Notice of Public Hearing Special Assessment District

Written notice of protest

City of Charlotte

Attn: Special Assessment District Hearing

[111 E. Lawrence Ave.](#)

[Charlotte, Mi 48813](#)

Email ptidwell@charlottemi.org

We have the following questions and comments:

- 1) What is A Special Assessment District?
- 2) Where is the Special Assessment District?
- 3) What are the properties specifically benefiting?
- 4) Estimated costs for fire protection
- 5) Creation of a special assessment district?
- 6) Doesn't our property tax money we pay each year include funds for fire protection?

- The first thing we need is an answer to the above questions?
- Second, why is this happening? What is the current budget for fire protection?
- Does the City have a balanced budget each year? If not, why?
- Is there a law that states the City must have a balanced budget?

We need to know more about the circumstances that lead to this meeting about a Special Assessment District and what amount of money we are talking about here.

Charlotte is the County Seat. We have many families living in Charlotte who are low income. If they are homeowners this would be a hardship; if they are renting their rent will ultimately increase. We have many retired citizens living on a fixed

income who are homeowners. A special assessment would most certainly put a hardship on the retirees.

Until we get more information, we protest this Special Assessment District.

Beverly & Del Leffler

1019 N. Cochran

Charlotte, Mi 48813

--

Erin E. LaPere, MPAP

City Manager
City of Charlotte

[111 E. Lawrence Avenue, Charlotte, MI 48813](#)

Office: 517-543-8850 Cell: 269-223-9809 Fax: 517-543-8851

Email: elapere@charlottemi.org Web: www.charlottemi.org



Pearl Tidwell <ptidwell@charlottemi.org>

Re: Special Assessment District - Protest

1 message

Pearl Tidwell <ptidwell@charlottemi.org>
To: J <wertzja11@gmail.com>

Mon, Apr 19, 2021 at 2:39 PM

Hi Julie,

Thank you for your communication. I will add your correspondence to our special assessment district communication public records.

The Council is considering this path due to a number of factors. First, the city has faced stagnant property tax revenues due to property values falling in 2011 and remaining below those 2010 numbers. We have collected less in revenue each and every year for the past 10 years. Second, the city has increasing pension liabilities that must be paid. Due to changes in state law in 2017, the city must reach a 60% funding ratio and it is currently at 53% funded. Finally, due to the compounding factors of increases in costs and stagnant revenues, the city has been making modest cuts and operating utilizing fund reserves. We have reached a point where that is no longer sustainable and we need additional revenues along with significant cuts.

The city has not finalized a millage amount yet as that will occur at the meeting on April 19th by resolution of Council. Based on estimated costs and current taxable values, the city may need up to 5.5mills to fully fund the city's portion of the fire department operating and capital costs for the upcoming fiscal year. For more information please visit: <https://www.charlottemi.org/fpf/>.

I would also encourage you to attend the Council meeting being held today, Monday, April 19th at 7pm via Zoom (www.charlottemi.org/meetings) as we will go over the current financial situation in detail.

Pearl Rose Tidwell, Clerk / Treasurer
City of Charlotte

111 E. Lawrence Avenue, Charlotte, MI 48813
Ph: 517-543-8843 Fax: 517-543-8853
Email: ptidwell@charlottemi.org Web: www.charlottemi.org

On Sun, Apr 18, 2021 at 9:43 PM J <wertzja11@gmail.com> wrote:
Pearl,

I am unable to attend the Public Hearing on 4-19-2021.

I am writing to protest any special assessments for the Fire Department.

The notice was very vague!
It's unfair to homeowners to not even know what this special assessment is needed for. What it will cost, is it separate from our tax bill, if so, for how long?

Not disclosing any details on the special assessment make it difficult to simply agree to this.

As a single income homeowner, the additional increases in my water and sewer rates on top of my property taxes has already affected my budget.

Recently the properties on my block have been surveyed for sidewalks too!
Should this even be done?

Sincerely,

Julie Wertz

4/19/2021

City of Charlotte Mail - Re: Special Assessment District - Protest

132 Van Lieu St.
Charlotte, MI 48813



Pearl Tidwell <ptidwell@charlottemi.org>

Re: Special assessment district

1 message

Pearl Tidwell <ptidwell@charlottemi.org>
To: dhull@superiorelectricinc.com

Mon, Apr 19, 2021 at 2:03 PM

Doug and Angela,

Thank you for your communication. I will add your correspondence to our special assessment district communication public records.

The Council is considering this path due to a number of factors. First, the city has faced stagnant property tax revenues due to property values falling in 2011 and remaining below those 2010 numbers. We have collected less in revenue each and every year for the past 10 years. Second, the city has increasing pension liabilities that must be paid. Due to changes in state law in 2017, the city must reach a 60% funding ratio and it is currently at 53% funded. Finally, due to the compounding factors of increases in costs and stagnant revenues, the city has been making modest cuts and operating utilizing fund reserves. We have reached a point where that is no longer sustainable and we need additional revenues along with significant cuts.

I would also encourage you to attend the Council meeting being held today, Monday, April 19th at 7pm via Zoom (www.charlottemi.org/meetings) as we will go over the current financial situation in detail.

Pearl Rose Tidwell, Clerk / Treasurer
City of Charlotte

111 E. Lawrence Avenue, Charlotte, MI 48813
Ph: 517-543-8843 Fax: 517-543-8853
Email: ptidwell@charlottemi.org Web: www.charlottemi.org

On Mon, Apr 19, 2021 at 1:39 PM dhull@superiorelectricinc <dhull@superiorelectricinc.com> wrote:

Charlotte City Council,

I am against a tax increase to fund more city liabilities. Why is this always the answer from government. We need more money so lets tax people. The fire department has always been funded by the taxes we pay to the city. Why now is it not enough?

My water bill is going up every year. I had 4 people living in the house 30 years ago and my bill was \$75/3 months. I now have 3 people living in the same home and my bill has been up to \$400/3 months. That a 14% increase a year over 30 years. That is unacceptable but I either pay up (with no choice) or move. Its not like I have a lot of options. Now you want to pull a cost out of my tax bill and start another kitty. If you pull the assessed cost out of my tax bill with a maximum increase per year that's where I would want to start negotiations.

The president is talking about raising taxes. The cost of goods and services are going up. I am disabled and live on a fixed income. The government is putting a larger share of the burden on the citizens who can least afford it.

Did we really need the second fire department building? Are townships who share the fire department services paying their fair share? Would it make more sense to get it from them? There has to be another way that does not include raising taxes on the citizens of this city.

Thank you,
Doug and Angela Hull
727 Walnut St.

Sent from my Verizon, Samsung Galaxy smartphone

4/19/20

Atlas Property LLC

PO BOX 80856

Lansing, MI 48908

City of Charlotte

Attn. Pearl Tidwell

RE 4/19/21 special assessment district including 520 Lansing St

Parcel 200 007 400 122 03

Parcel 200 007 400 271 01

Dear Ms. Tidwell

Please allow this letter to serve as our appearance and protest to the proposed Special Assessment District.

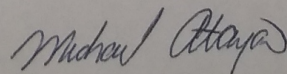
We object to the creation of a special assessment district.

Additionally, we object to any special assessment.

If possible, please have someone read this letter at the 4/19/21 meeting.

Thank You.

Atlas Property LLC by Michael Atayan, Manager



CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

ZONING BOARD OF APPEALS RESOLUTION 2021 – 063

**A RESOLUTION TO AUTHORIZE A MODIFICATION TO THE HEIGHT AND AREA
REGULATIONS FOR 704 ST. MARY’S BOULEVARD**

WHEREAS, the City of Charlotte has received a Zoning Board of Appeals application for consideration of a modification to the height and area regulations at 704 St. Mary’s Boulevard; and

WHEREAS, the purpose of this modification would be to allow the placement of a privacy fence on the north Right-of-Way line; and

WHEREAS, the Zoning Board of Appeals has the authority to grant modifications to height and area regulations in order to secure an improvement of a lot that cannot otherwise be improved without such modification; and

WHEREAS, the Zoning Board of Appeals has made the following determinations in relation to this request:

- The proposed modification will not impair an adequate supply of light and air to adjacent properties.
- The proposed modification will not unreasonably increase the congestion in public streets.
- The proposed modification will not increase the danger of fire or endanger to the public safety.
- The proposed modification will not unreasonably diminish or impair established property values in the surrounding area.
- The proposed modification will not impair the public health, safety, comfort, morals or welfare of the inhabitants of the city.
- The proposed modification will secure the improvement of a parcel that, due to its relationship to surrounding development and physical characteristics cannot be appropriately improved without such modification.

THEREFORE, BE IT RESOLVED that the City of Charlotte Zoning Board of Appeals hereby grants the requested modification to height and area regulations for the development at 704 St. Mary’s Boulevard.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in m48.y office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



TO: Zoning Board of Appeals

FROM: Bryan Myrkle, Community Development Director

SUBJECT: Request for modification at 704 St. Mary's Boulevard

DATE: APRIL 15, 2021

Your agenda for Monday, April 19 includes a ZBA public hearing and a resolution that would allow the construction of a residential privacy fence on the north Right of Way line of the parcel located at 704 St. Mary's Boulevard.

The resident, Katie James, would like to enlarge the area of her yard that is enclosed by a privacy fence. However, due to the unusual width of the public Right of Way in that block of Shepherd Street (this is a corner lot), I have had to reject her application for a fence permit and refer her to the ZBA for relief.

The public Right of Way on the north side of her property is approximately 100 feet, which is significantly wider than the more standard 60 or 66 feet found in most location throughout the City. To be clear, there are other 100-foot street ROW's in the City, but most extend more-or-less the full length of the street, not just a single isolated block.

Under most circumstances, a privacy fence can be built on the setback line for structures, which is 25 feet back from the property line. Depending on the unique circumstances of individual properties, they can sometimes be built even closer. Ms. James' request would fully comply with this setback requirement in most other areas of the City. It is only because of the uniquely wide ROW that it does not.



I have evaluated her request and determined that it does not encroach on public property, and does not encroach into any protected 'corner clearance' areas that protect line-of-sight for vehicles entering or exiting driveways. I have not identified anything that should prohibit this fence installation other than a strict adherence to rules that do not appear to provide any community benefit in this location.

In simplest terms, what this action would do is allow Ms. James to install the same type and location of fencing that most residents are already allowed to do. I do not, however, have the authority to grant her this modification and issue a permit. That authority lies with the Zoning Board of Appeals.

We have included supporting materials for this request in your meeting packet. Should you have any questions about this matter prior to the meeting, I would be happy to answer them.

Google Maps 704 St Marys Blvd



My current fence is outlined in RED. I would like to replace my fence and expand it which is outlined in GREEN. There is a cement slab in my side yard which is circled in YELLOW.

Best case scenario I would like to expand my fence out another 36 feet towards Shepherd. However, the north side of the cement slab is about 26 feet out from my current fence. Being allowed to expand from the front of my garage instead of the back and going out between 26 - 36 ft would impact us immensely.

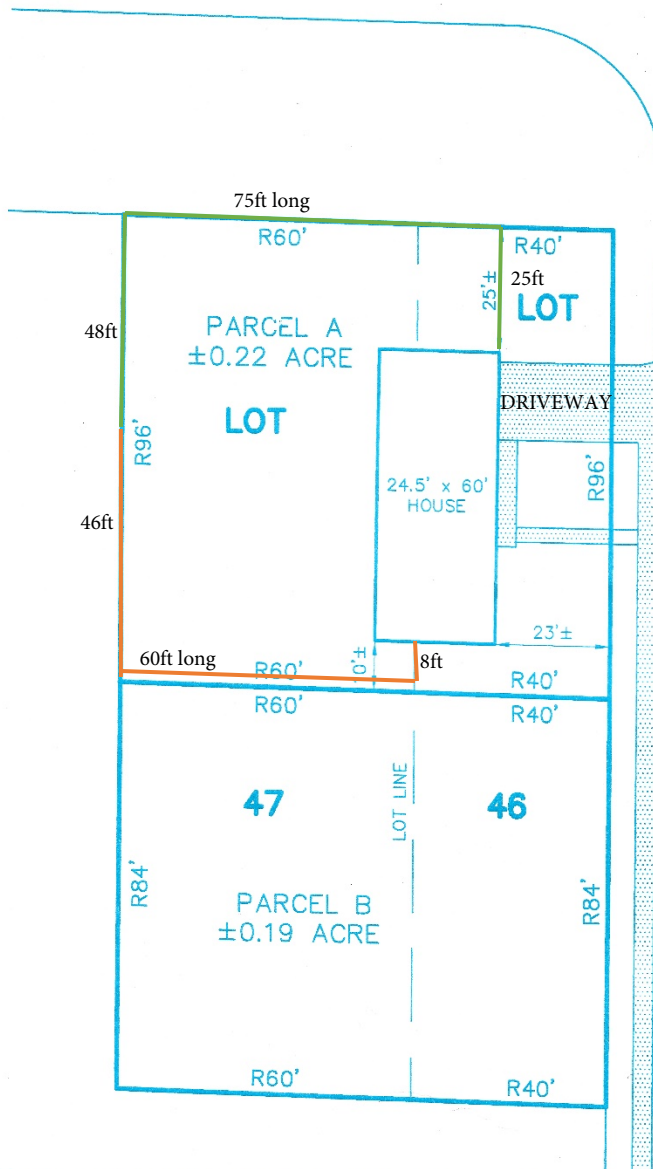
PLOT PLAN

For:
RE/MAX Home Advantage
128 S. Cochran Ave.
Charlotte, MI 48813

Parcel A: Lot 47 and the West 40 feet of Lot 46, Dayfair Manor Addition, according to the recorded plat thereof as recorded in Liber 2 of Plats, Page 68, Eaton County Records, except the South 84 feet thereof.

Parcel B: The South 84 feet of Lot 47 and the South 84 feet of the West 40 feet of Lot 46, Dayfair Manor Addition, according to the recorded plat thereof as recorded in Liber 2 of Plats, Page 68, Eaton County Records.

SHEPHERD STREET



GREEN line - 6ft tall
ORANGE line - 4ft tall



1" = 30'

A LOT SURVEY IS REQUIRED FOR
THE EXACT LOCATION OF FENCE
AND PROPERTY LINES.

This plan was made at the direction of the parties named herein.

CITY OF CHARLOTTE
NOTICE OF PUBLIC HEARING
ZONING BOARD OF APPEALS

Pursuant to the provisions of the City's Zoning Ordinance, NOTICE IS HEREBY GIVEN that the Zoning Board of Appeals will meet in the Council Chambers in the City Complex, 111 E. Lawrence Ave., Charlotte, MI at **7:00 P.M. on the 19th day of April, 2021** for the purpose of considering:

Zoning Condition Appeal Request for: 704 St. Mary's Blvd.

Zoning Condition Appeal Requested: To allow a privacy fence to be built in a required yard area, i.e. closer to the Right-of-Way than normally allowed due to abnormal Right-of-Way width.

Questions regarding this notice should be directed to Bryan Myrkle, City of Charlotte Community Development Director at (517) 543-8853.

At said time and place any person interested will be heard. Written responses will be received by the City Clerk's office. The City of Charlotte will provide necessary reasonable auxiliary aids and services to individuals with disabilities upon 10 days' notice to the City.

Pearl Tidwell, City Clerk
City of Charlotte
111 E. Lawrence
Charlotte, MI 48813

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-057

**A RESOLUTION TO ESTABLISH A SPECIAL ASSESSMENT DISTRICT FOR THE
OPERATION AND MAINTENANCE OF THE CHARLOTTE FIRE DEPARTMENT AND TO
ORDER THE CREATION OF A SPECIAL ASSESSMENT ROLL TO FUND THE
DEPARTMENT**

WHEREAS, the City Council has determined to initiate the process for establishing a district to provide for the purchasing of equipment and for the operation and maintenance of the Charlotte Fire Department, and its annual operation and maintenance, pursuant to 1951 P.A. 33, as amended; and

WHEREAS, the City Council has caused the City Manager to prepare a cost estimate for fire protection for the fiscal year 2021; and

WHEREAS, after due and legal notice, the City Council has met on April 19, 2021, at 7:00 p.m., Eastern Daylight Time, and heard all persons interested therein at said first hearing with respect for the fire protection plan and the establishment of a special assessment district;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council, pursuant to 1951 P.A. 33, as amended, hereby determines to provide for the funding of the Charlotte Fire Department as described as follows:

For the purchase of fire motor vehicles, apparatus and equipment and for the funding, on an annual basis, for the operation and maintenance of the Charlotte Fire Department.

2. The City Council hereby approves the cost estimate in the sum of _____ Dollars (\$ _____), as prepared and presented by the City Manager. Of the aforesaid total cost of the project, one-hundred (100%) will be spread against the special assessment district.

3. It is anticipated that the annual cost may rise, due to inflation and other factors, and one hundred percent (100%) of the cost, whatever it shall be in the future, shall be spread annually on the district. The special assessment district shall remain in existence for as long as the Fire Department shall be in effect, or at such time as terminated by Resolution of the City Council.

4. The City Council finally determines that the special assessment district shall consist of all of the lots and parcels of land located within the city limits of the City of Charlotte, as set forth in the records of the Office of the Great Seal of the Department of the Secretary of State.

5. The Assessor is hereby directed to make a special assessment roll in which shall be described all the parcels of land to be assessed as above set forth, with the names of the owners thereof, if known, and the total amount to be assessed against each parcel of land, which amount shall be such relative portion of the whole sum to be levied against all parcels of land in the assessment district pursuant to the requirements of Section 1(4) of 1951 P.A. 33, as amended.

6. When the Assessor shall have completed the special assessment roll, he shall affix thereto his certificate stating that said roll was made pursuant to a resolution of the City Council, adopted April 19, 2021, and that in making the assessment roll he has, according to his best judgment, conformed in all respects to the directions contained in said resolution, 1951 P.A. 33, as amended, and the statutes of the State of Michigan, and the Assessor shall then report the special assessment roll with his certificate attached thereto to the City Council.

7. Upon receipt of such tax roll, the City Council shall hold, upon due notice to the record owners of the property proposed to be assessed pursuant to 1951 P.A. 33, as amended, to hear public comments concerning the proposed special assessments.

8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Charlotte, County of Eaton, Michigan, at a City Council meeting held on April 19, 2021, 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.

Pearl Tidwell, City Clerk

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



Memo

Date: April 19, 2021
To: Honorable Mayor Armitage; City Council
From: Erin LaPere, City Manager
Re: Resolution to create a Special Assessment District

On the agenda for Council's consideration is a resolution to establish a special assessment district for fire protection. As discussed in the March 9th study session, the creation of a special assessment district to defray the costs of fire protection is a two-step process. Step one, is to estimate the costs and consider the establishment of the district. At that time, a public hearing is required and one was scheduled and noticed for the regular Council meeting of April 19, 2021.

In order to establish the district at the meeting held April 19th, Council must, by resolution, determine whether to create the special assessment district, determine the boundaries of the district, and determine the amount of special assessment levy. Council will then direct administration to spread the assessment levy to defray the costs of fire protection. Persons or entities who are exempt from the general property tax act (e.g. federal/state/county, churches, schools, eligible veterans) would also be exempt from this special assessment.

A resolution to create the special assessment district and directing the Assessor to prepare an assessment roll is attached for Council's review and consideration. Upon creation of the district, the second public hearing can be set to hear objections to the distribution of the special assessment. This hearing is subject to the same notification requirements as the initial hearing on the creation of the district. This is a separate agenda item for the April 19th Council meeting, should Council decide to create the district.

The cost estimate for the expenses was left blank on the resolution. This was in anticipation of discussion by Council on whether to fund the fire department as it currently operates with the anticipated hire of a full time Fire Chief in the next 4-6 months. This would require a levy of \$987,913 or approximately 4.5 mills.

Alternatively, Council could consider reductions to the fire department operations, which would lessen the levy required. Across the board cuts to city operations would result in net cost savings and lessen the additional revenue required but would lessen service to residents. There are a few options to

reduce the budget through cuts to expenses. The Council could consider across the board reductions, such as a 20% reduction to each department, or proportional reductions, meaning each department would reduce its budget based on its percentage of general fund expenditures. For example, general administration less DPW, police, and fire, is anticipate to be 22.93% of the budget and would therefore reduce expenditures by 22.93%. Police is 38.42% of the general fund and would reduce expenditures by 38.42%. These cuts would result in the city being able to begin additional payment towards its pension liabilities and otherwise contain costs to rebuild the general fund balance. However, there will be impacts to city services received by residents with such cuts across the city departments.

If Council would like to consider the second option, the fire department is 23.68% of the budget and would therefore reduce expenditures by 23.68%, or \$252,232. To reduce the fire department by this amount, we would need to lay off two fire fighters and close one station. Additionally, we would have to reduce capital equipment purchases and hire a part time Fire Chief. In doing so, we will also see a slight reduction in the revenues received from the Rural Fire Association as they contribute on a percentage basis towards operational and capital costs. The reduced levy required under this option would be \$815,048 or approximately 3.75 mills.

I am prepared to work through a number of scenarios with Council at Monday night's meeting to determine the appropriate funding for fire protection services.

eel

attachment



Pearl Tidwell <ptidwell@charlottemi.org>

Re: Written response to special assessment district

1 message

Pearl Tidwell <ptidwell@charlottemi.org>

Tue, Apr 13, 2021 at 8:47 AM

To: Jonathan Potter <jonathan@potterville.com>

Hi Jonathan,

Thank you for your email. I will file your protest with the city but please keep in mind if you chose to appeal this assessment to the State Tax Tribunal, the statute does require you attend/protest the assessment at the public hearing on April 19 at 7:00pm. Please let me know if you have any questions!

Sincerely,

Pearl Tidwell

On Tue, Apr 13, 2021 at 12:12 AM Jonathan Potter <jonathan@potterville.com> wrote:

Hello,

I'd like to file an appearance and protest by letter for the hearing on Monday, April 19th.

By nature a special assessment district seems to be referring to a specific, rather than general area within a city. For a city-wide tax increase of the sort proposed, a voter-approved millage would be a better vehicle.

Of course, we appreciate our fire department and services they provide. :-)

Jonathan Potter

109 W. Stoddard St



Pearl Tidwell <ptidwell@charlottemi.org>

Re: Special Assessment

1 message

Clarissa Sheler <clarissam626@yahoo.com>
To: Pearl Tidwell <ptidwell@charlottemi.org>

Thu, Apr 15, 2021 at 3:36 PM

Thank you.

I have a speaker problem with my laptop and hearing difficulty when it comes to the phone. I will try to find an external speaker for my laptop that will assist with my hearing issues.

Clarissa

On Thursday, April 15, 2021, 03:29:58 PM EDT, Pearl Tidwell <ptidwell@charlottemi.org> wrote:

Hi Clarissa,

Thank you for your email. I will add your protest to our file.

Please feel free to attend the meeting. Pursuant to Emergency Management Act, PA 390 of 1976 and Section 3(2) of the Open Meetings Act the meeting will be held electronically. Connect to Zoom from your computer, tablet or smartphone at website: <https://us02web.zoom.us/j/85922309909>; Meeting and Webinar ID: 859 2230 9909 or call in by telephone: (312) 626-6799.

You can also visit www.charlottemi.org/meetings and enter the webinar ID 859 2230 9909.

Let me know if you have any questions.

Pearl Rose Tidwell, Clerk / Treasurer
City of Charlotte

111 E. Lawrence Avenue, [Charlotte, MI 48813](#)

Ph: 517-543-8843 Fax: 517-543-8853

Email: ptidwell@charlottemi.org Web: www.charlottemi.org

On Thu, Apr 15, 2021 at 3:23 PM Clarissa Sheler <clarissam626@yahoo.com> wrote:

This is my protest and objection to the Special Assessment. The correspondence I received is so generic and uninformative gives me cause for concern. I as most city residence feel I am constantly asked for more money in the form of tax increases on my property assessment. I am retired and living on a fixed budget. I allowed for general cost of living increases. Being asked to possibly pay additional money for a service that I thought is already being paid for in my current city/property assessment has me concerned.

Clarissa M Sheler
307 W. Shepherd

April 16, 2021

TO: City of Charlotte
ATTN: Special Assessment District Hearing
111 E. Lawrence Avenue
Charlotte, MI 48813
Fax: 517-543-8853
Email: ptidwell@charlottemi.org

FROM: Drema S. Emerson, Owner in interest
121 E. Henry Street
Charlotte, MI 48843
Tel: 269-967-6571
Email: dremalildrema@yahoo.com

RE: Protest and Opposition to the City of Charlotte's proposed creation of a special assessment district throughout the entire city to defray costs for fire protection (the "Proposed Assessment")

Ms. Pearl Tidwell, City Clerk/Treasurer, and all other City of Charlotte Officials It May Concern:

Pursuant to paragraph 3 of the City of Charlotte Notice of Public Hearing Special Assessment District Notice, which notice declared that the City of Charlotte will hold a public hearing on Monday, April 19, 2021, at 7:00 p.m. to consider the Proposed Assessment, **THIS CORRESPONDENCE SHALL SERVE AS MY APPEARANCE AND PROTEST/OBJECTION IN LIEU OF PERSONAL APPEARANCE and is being submitted via fax and email transmission as provided for in paragraph 3 of the afore-mentioned notice.**

My name is Drema Emerson, and I am a property owner in the City of Charlotte; specifically, I am the record titleholder of 121 E. Henry Street, Charlotte, MI 48813. As a property owner in the City of Charlotte who will be directly impacted by the Proposed Assessment, I am unequivocally lodging my protest and objections to the Proposed Assessment. Specifically:

1. The establishment of city taxes carried/carries the express intention of collecting money from a city's constituency in order to share the cost/burden of mutually beneficial services being provided, the most popular of those services being fire, police, municipal building maintenance (e.g. courthouses and government buildings), and infrastructure updates/repairs (e.g. road repair and sewer/water main updates). The taxes property owners in the City of Charlotte are currently required to pay are expressly intended for such afore-mentioned services, including fire, and creating a "special assessment" seeking additional funds to cover such services would be akin to "double-dipping".
2. The current taxes on my property alone are well over \$3,000 annually. According to statistical data, in 2019 the population of the City of Charlotte was 9,090. If even half that number of people own property in Charlotte (4,545) and those people pay even half of what I pay in taxes, then the City of Charlotte is garnering \$6,817,500 minimum in property taxes alone annually. It is highly likely that the revenue generated from property taxes in Charlotte is, in fact, higher. It is incredibly disheartening to assume that Charlotte is unable to effectively budget fire protection services for its constituents on a \$6.8MM+ budget annually.

3. I am also highly concerned about an article that recently ran in our community newspaper, the County Journal. In the April 3, 2021 edition, on page 4, submitted by Mike Armitage. This article reports that Charlotte has been underfunding pension liabilities and spending more than it is bringing in. This in my opinion is mismanagement of the city budget to such an extent that it is in bad financial condition. Does this mean that the City of Charlotte was unable to sufficiently pay the salaries of retired city workers? This would suggest that Charlotte should engage in an analysis of their budget management abilities in order to solve and/or reallocate funds to fire protection services, instead of simply billing the townspeople for its shortcomings.
4. Again, according to statistical data, in 2019 the median income of a Charlotte household was \$50,000 annually. Also at that time, nearly 15% of the city's residents were living in poverty. Charlotte's residents continue to struggle to support their families and paying their bills; they do not have options to pay additional assessments and amounts on top of exorbitant property taxes already being assessed.
5. Charlotte's property taxes and annual revenue are several times higher than several surrounding cities. It is shocking and disconcerting that these neighboring cities can budget and provide fire services with the funds received from annual property taxes, with no special assessments required to do so.

The foregoing list of objections is by no means exhaustive. I am also confident in saying I speak for all Charlotte property owners that this Proposed Assessment is unconscionable. The City of Charlotte garners a very "healthy" sum in property taxes annually, and those taxes are explicitly intended for the provision of such services as fire protection. The property owners of Charlotte should not be burdened with additional sums and assessments in order to receive services their current taxes are intended for. Could you imagine paying a monthly subscription fee to Netflix only to be told you also have to pay per view of each individual movie you attempted to stream? Charlotte's Proposed Assessment purports to do exactly this.

I thank you greatly for your time and consideration in this matter.

Sincerely,

Drema Emerson

April 12, 2021

I am writing in protest to the Special Assessment District to defray the *estimated* cost for fire protection.

I have many questions in regard to the operation of the City of Charlotte.

1. Why is the budget estimated?
2. You just raised the water and sewer rates the past two years 22% don't you feel the residents have had enough of an increase to pay out?
3. You hired new administrative staff at the top of the wage scale, why?
4. Why do you spend \$160,000.00 per year for IT services when they are not even full time staff?
5. Have you followed any of the recommendations from the job study you paid for? They must have had ways to save the City money.
6. What about removing the restriction from the \$800,000.00 that the City has from the O.I. lawsuit? It is my understanding the City Council has the authority to remove the restriction.
7. What about the money from the Federal Government under the Cares Act that the City has coming? You are receiving \$900,000.000 for infrastructure so monies you budgeted for that could be moved to the General Fund to be used for operations and the Cares Act for streets etc. I understand you will get half the first year and half the second year and you have spend it by 2024.
8. I would also like to know where the money goes from billable fire runs that are paid by townships at \$3,600.00 per run.

In my opinion you need to stop buying new equipment like the DPW Dumptrucks and pickups, as well as every other new thing they want. The firetrucks have at least a 20 year life span. Then lets talk about the Armory that is used as a storage building and a place to hang out. How

How much does it cost the city to heat the building? I have noticed when I have traveled to other cities they don't have all the shiny new trucks and fire equipment in Mason, Grand Ledge and Eaton Rapids.

I understand this City Council and Mayor inherited many of these problems due to mismanagement but, I don't think balancing the budget on the taxpayers backs is the best way to go either. We as home owners have to live within our means and many of us are on fixed income and have no other way to make up the increases that you want to tax us for.

Please go back to the drawing board.

Sincerely,

Stephanie Schultz
286 Bonnie Brook Dr.
Charlotte

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-058

**A RESOLUTION TO AUTHORIZE FILLING THE
CITY CLERK AND TREASURER POSITIONS**

WHEREAS, the City Council implemented a hiring freeze at the meeting held June 8, 2020; and

WHEREAS, the City Clerk/Treasurer has announced her upcoming resignation due to relocation out of state; and

WHEREAS, the position of City Clerk is an appointed officer of the City and pursuant to City Charter, Section 3.13 (B) a vacancy in any appointive office must be filled within 120 days and such time may only be extended by an additional 60 days by resolution of Council; and

WHEREAS, the position of Treasurer is an appointed officer of the City and pursuant to City Charter, Section 3.13 (B) a vacancy in any appointive office must be filled within 120 days and such time may only be extended by an additional 60 days by resolution of Council; and

WHEREAS, the current position is a combined role of both offices and the City Manager has determined it will be in the best interests of the City operations to revert back to separate offices to ensure internal controls and appropriate workload for staff; and

WHEREAS, Section 2-66 of the City Ordinance authorizes the City Manager to designate an interim or acting officer, or perform personally the functions of the office, until such time the vacancy is filled per the Charter, and the manager will personally perform the functions that are unable to be conducted by the respective deputies;

NOW, THEREFORE, BE IT RESOLVED that the Council does hereby authorize the City Manager to seek candidates for appointment to the City Clerk and the Treasurer roles, and to prepare an amendment to the City's administrative ordinances outlining the duties and separation of these offices.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



Memo

Date: April 16, 2021
To: Honorable Mayor Armitage; City Council
From: Erin LaPere, City Manager
Re: Upcoming resignation of Clerk-Treasurer

On the agenda for Council's consideration is a resolution to separate the offices of City Clerk and Treasurer. Pearl Tidwell has been serving in the combined role of Clerk-Treasurer and she has announced her forthcoming resignation due to relocating out of state. Per the City Charter, these roles are appointed officers of the city and must be filled within a specified timeframe. Such officers are appointed by the manager with confirmation by Council. Due to the hiring freeze implemented in June 2020, I am asking permission to fill these roles pursuant to the Charter.

Historically, the offices of Clerk and Treasurer have been filled by two individuals with duties and responsibilities outlined in state law, city charter, and city ordinance. In summary, the City Clerk has the statutory duties of clerk including being the official recordkeeper for all city actions, clerk of the council and other boards, and overseeing elections. Per our charter and ordinance, he or she is also the purchasing agent, human resources department, and auditor of the city records, including financial records for the city. The Treasurer has fiduciary duties of collection and disbursement of taxes, collection of utility bills and other receivables, payment of claims, payroll services, assistance with preparation of the budget, and overseeing the financial status of the city including reconciliation of accounts.

In 2018, these two offices were combined and some duties were taken on by a private accounting firm. As part of the city's operational analysis, as well as recommendations by city staff including the city manager, the city is preparing to end its relationship with the private firm at the contract end in August 2021. The costs associated with this contract and the services provided are no longer efficient for effective city operations and fiscal management. In reviewing the workload, and considering the staffing needs of the city as it plans potential re-opening of city hall, I am recommending we revert to maintaining two separate offices for the clerk and treasurer. In addition to the aforementioned reasons, I believe having a separation of duties for purchasing and accounting will provide additional internal controls for the city's finances. It will provide for cross-training and ensuring adequate staffing at city

hall to serve the residents. As outlined below, the addition of one person will still result in a net-savings due to the cost-savings of bringing the financial services in-house compared to the costs of private accounting firm. This will necessitate an amendment to our ordinance to revert the language back to separate offices, as was prior to 2018.

Below is a table for the proposed new staffing configuration. The Clerk's office will be comprised of two full time employees and the Treasurer's office will be comprised of three full time employees. At the study session held in February, we discussed the potential hiring of a new accounting clerk (immediately) and a payroll specialist (July 1) along with combination of the clerk-treasurer role. With separation of those departments and hiring a clerk and treasurer/finance director, I believe we can forego the hiring of a payroll specialist. This will still result in a net savings due to the elimination of the Rehmann contract at the end of August.

Staff Title	FY20-21 Budget	FY20-21 Actual/Projected	FY21-22 Budget
Clerk-Treasurer	83,242	78,500	
City Clerk			60,000
Treasurer/Finance Director			75,000
Deputy Clerk	49,296	16,500 (prorated hire date 3/1/21)	49,296
Deputy Treasurer	49,296	49,296	49,296
AP Specialist		8,700 (prorated hire date 4/26/21)	41,766
Payroll Specialist			
Rehmann (Payroll/Accounting)	213,000	257,093 (projected)	35,000 (two months only)
Estimated Benefits for new roles		2,500 (prorated AP only hire date 4/26/21)	26,104 (AP and Clerk)
Total	394,834	412,589	336,462

Pursuant to city ordinance, in the event of a vacancy in appointed officer, except for the city attorney, the city manager can appoint interim or acting officer, or can personally perform the duties. There is a deputy clerk and deputy treasurer serving at this time; however, both persons are relatively new to their roles and have been serving in that capacity for approximately 2 months and 4 months respectively. Given the staffing concerns with this vacancy, the current city clerk-treasurer has offered to assist remotely until such time that she obtains other employment. The city manager and respective deputies will fulfill the duties of offices until the vacancies have been filled.

A resolution of approval of hiring a clerk and a treasurer and preparing an amendment to the ordinance is included for Council's review and consideration.

eel

attachment

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-059

**A RESOLUTION TO SET DATE FOR A PUBLIC HEARING ON THE ESTIMATED COSTS
AND CREATION OF A SPECIAL ASSESSMENT DISTRICT**

WHEREAS, the City Manager has prepared a cost estimate for fire protection for the fiscal year that begins July 1, 2021 and has submitted the document to the City Council; and

WHEREAS, the City Council wishes to consider the creation of a special assessment district to defray the costs as estimated to provide fire protection and has directed the Assessor to distribute the levy; and

WHEREAS, prior to the creation of the special assessment district, the City Council is required to afford the public an opportunity to appear or protest the assessment;

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby authorize a public hearing on the distribution of the levy of a special assessment district to defray the costs of fire protection to be held on _____ at 7:00 p.m.; and

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized to provide notice of the public hearing in accordance with legal requirements.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



Memo

Date: April 16, 2021
To: Honorable Mayor Armitage; City Council
From: Erin LaPere, City Manager
Re: Set Second Public Hearing for Special Assessment District

On the agenda for Council's consideration is a resolution to set a public hearing date for the second and final hearing required to establish a special assessment district for fire protection.

As discussed in the March 9th study session, the creation of a special assessment district to defray the costs of fire protection is a two-step process. Step one, is to estimate the costs and consider the establishment of the district. At that time, a public hearing is required. Per PA 33 of 1951, a notice of the hearing must be placed in the newspaper of general circulation not less than five days prior to the hearing date. Additionally, per PA 162 of 1962 and the city charter and ordinance, property owners must be notified by first class mail of the hearing at least 10 days prior to the hearing date. As required per statute, in order for the property owner or person having an interest in the real property to be eligible to appeal the assessment to the state tax tribunal, he or she must first appear at the hearing to protest the assessment. At the meeting held April 19th, Council shall, by resolution, determine whether to create the special assessment district, determine the boundaries of the district, and determine the amount of special assessment levy. Council will then direct administration to spread the assessment levy to defray the costs of fire protection.

Upon creation of the district, the second public hearing can be set to hear objections to the distribution of the special assessment. This hearing is subject to the same notification requirements as the initial hearing on the creation of the district. At this time the actual costs to each homeowner would be known. A resolution to set the hearing and authorizing the city clerk to notice the hearing is attached. I have left the date blank pending further discussion at the Council meeting.

eel

attachment

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-060

A RESOLUTION TO APPROVE EXPENDITURES OF THE CITY OF CHARLOTTE

FOR APRIL 19, 2021

WHEREAS, Section 7.7(B) of the City Charter requires Council approval for the expenditure of city funds;
and

WHEREAS, the April 9, 2021, payroll totaled \$165,440.20; and

WHEREAS, the March 31, 2021, claims total in the amount of \$1,409,424.18 and

WHEREAS, the April 5, 2021, insurance claims totaled \$1,382.71; and

WHEREAS, the April 12, 2021, insurance claims totaled \$2,906.96; and

THEREFORE, BE IT RESOLVED that the City Council approves claims and accounts for April 5, 2021, in the amount of \$1,579,154.05.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte

INVOICE REGISTER FOR CITY OF CHARLOTTE

INVOICE ENTRY DATES 04/01/2021 - 04/19/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Check Date	GL Number	Vendor	Description	Amount
04/14/2021	510-661.000-749.000	TRACE ANALYTICAL LABORATORIES	DRINKING WATER LEAD AND COPPER SAMPLES	137.00
04/14/2021	510-661.000-749.000	TRACE ANALYTICAL LABORATORIES	DRINKING WATER LEAD AND COPPER SAMPLES	267.00
04/14/2021	510-651.000-731.000	FERGUSON WATER WORKS FKA	PARTS	128.75
04/14/2021	510-661.000-738.000	HAVILAND	ACID	1,077.00
04/14/2021	510-631.000-731.000	BYRUM ACE HARDWARE	CONCRETE MIX	5.98
04/14/2021	510-631.000-731.000	BYRUM ACE HARDWARE	SUPPLIES	15.16
04/14/2021	510-631.000-746.000	WINDEMULLER	REPLACE 2 CLARIFIER START/STOPS WITH INDICATOR	1,903.99
04/14/2021	510-661.000-749.000	TRACE ANALYTICAL LABORATORIES	1ST QUARTER WATER	407.00
04/14/2021	101-300.000-731.000	AMAZON CAPITAL SERVICES	SUPPLIES	139.89
04/14/2021	101-300.000-749.000	DELAU FIRE & SAFETY INC	ANNUAL INSPECTION	66.50
04/14/2021	101-350.000-733.000	AMAZON CAPITAL SERVICES	BOOTS	379.00
04/14/2021	101-664.000-731.000	AMAZON CAPITAL SERVICES	PARTS	33.38
04/14/2021	101-350.000-734.000	HASSEL FREE FUELS	GAS AND DIESEL	702.42
04/14/2021	510-640.000-749.000	H2O COMPLIANCE SERVICES INC	CROSS CONNECTION CONTROL MARCH 2021	1,217.70
04/14/2021	101-410.000-749.000	AMBS MESSAGE CENTER INC.	CALLOUT SERVICES	116.20
04/14/2021	601-712.000-734.000	HASSEL FREE FUELS	GAS AND DIESEL	1,221.45
04/14/2021	101-663.000-731.000	BYRUM ACE HARDWARE	ROUND UP	11.98
04/14/2021	280-830.000-747.000	CHARLOTTE INSURANCE	AIRPORT OWNERS & OPERATORS LIABILITY - RENEW	6,981.00
04/14/2021	260-800.000-862.000	HIGHLAND PRODUCTS GROUP, LLC	RECEPTACLE PRODUCT	5,611.10
04/14/2021	280-830.000-734.000	CHARLOTTE AIR SERVICES LLC	MARCH 2021	149.88
04/14/2021	101-230.000-755.000	CHARLOTTE RISING	YEAR 4 OF 5 YEAR PLEDGE	25,000.00
04/14/2021	510-610.000-732.000	INTERNATIONAL MINUTE PRESS	APRIL 2021 UTILITY BILLS & POSTAGE	1,107.74
04/14/2021	101-150.000-747.000	MML LIABILITY INSURANCE	POOL RENEWAL PREMIUM	128,024.00
04/14/2021	101-410.000-749.000	ENVIRNOMENTAL SYSTEMS RESEARCH	ARCGIS DESKTOP PRIMARY MAINTENANCE	2,600.00
04/14/2021	101-410.000-749.000	FIRST ADVANTAGE LNS OCC HEALTH	DRUG SCREENING	125.70
04/14/2021	510-661.000-738.000	HAVILAND	CREDIT MEMO	(175.00)
04/13/2021	701-000.000-264.000	CHARLOTTE PUBLIC SCHOOLS	FINAL TAX DISBURSEMENT	10,750.61
04/13/2021	701-000.000-262.000	EATON COUNTY-TREASURER	FINAL TAX DISBURSEMENT	491,509.41
04/13/2021	701-000.000-260.000	CITY OF CHARLOTTE	FINAL TAX DISBURSEMENT	25,549.10
04/13/2021	701-000.000-266.000	CHARLOTTE PUBLIC LIBRARY	FINAL TAX DISBURSEMENT	175,217.48
04/13/2021	701-000.000-268.000	STATE OF MICHIGAN	FINAL TAX DISBURSEMENT	8,078.69
04/13/2021	701-000.000-265.000	EATON RESA	FINAL TAX DISBURSEMENT	235,977.70
04/14/2021	510-632.000-731.000	BYRUM ACE HARDWARE	PIPE	47.94
04/14/2021	510-631.000-738.000	PVS TECHNOLOGIES INC	FERRIC CHLORIDE SOLUTION	5,016.40
04/14/2021	510-632.000-731.000	AMAZON CAPITAL SERVICES	SHUT OFF VALVE	28.88
04/14/2021	510-661.000-749.000	TRACE ANALYTICAL LABORATORIES	DRINKING WATER LEAD AND COPPER SAMPLES	59.00
04/14/2021	510-661.000-749.000	TRACE ANALYTICAL LABORATORIES	WATER QUALITY	93.00
04/14/2021	510-661.000-749.000	TRACE ANALYTICAL LABORATORIES	DRINKING WATER LEAD AND COPPER SAMPLES	111.00
04/14/2021	510-640.000-749.000	NALCO CROSSBOW WATER	PARTS	451.84
04/14/2021	510-632.000-731.000	AMAZON CAPITAL SERVICES	SUPPLIES	246.59
04/14/2021	510-632.000-731.000	TSC TRACTOR SUPPLY	PIN & CLIP	32.97
04/14/2021	510-631.000-731.000	TSC TRACTOR SUPPLY	SOFTENER SALT	252.79
04/14/2021	510-661.000-749.000	TRACE ANALYTICAL LABORATORIES	WATER QUALITY SAMPLES	265.00
04/14/2021	510-631.000-749.000	LANSING SECURITY & LOCKSMITH	DUPLICATE KEYS	72.50
04/14/2021	510-631.000-731.000	SYSTEMS SPECIALTIES	ELECTRIC ACTUATOR	4,390.88
04/14/2021	510-631.000-748.000	NEUMANN SAFETY	CPR/1ST AID/AED/BBP TRAINING	600.00
04/14/2021	510-681.000-746.000	NELSON TANK & ENGINEERING	REPAIR/REPAINTING SPECIFICATIONS	620.00
04/14/2021	510-631.000-746.000	STATE OF MICHIGAN	INSPECTIONS	260.00
04/14/2021	510-631.000-739.000	NCL OF WISCONSIN, INC	SUPPLIES	2,035.15

INVOICE REGISTER FOR CITY OF CHARLOTTE

INVOICE ENTRY DATES 04/01/2021 - 04/19/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Check Date	GL Number	Vendor	Description	Amount
04/14/2021	510-661.000-731.000	ALRO STEEL CORPORATION	STEEL	298.09
04/14/2021	510-661.000-731.000	USA BLUE BOOK	HOSE	1,129.62
04/14/2021	510-632.000-731.000	GRAINGER PRODUCTS	SWITCH	155.05
04/14/2021	510-631.000-749.000	BIOTECH AGRONOMICS	REMOVAL OF BIOSOLIDS	23,005.00
04/14/2021	510-661.000-731.000	FERGUSON WATER WORKS FKA	PVC	74.52
04/14/2021	510-632.000-731.000	USA BLUE BOOK	CREDIT	(21.35)
04/14/2021	510-632.000-731.000	USA BLUE BOOK	CREDIT	(19.32)
04/14/2021	510-632.000-731.000	CATHEY COMPANY	PARTS	184.48
04/14/2021	510-661.000-738.000	FERGUSON WATER WORKS FKA	WRENCH	85.98
04/14/2021	510-631.000-731.000	ELHORN ENGINEERING COMPANY	LIQUIFIED AQUADENE	3,098.00
04/14/2021	510-631.000-731.000	ELHORN ENGINEERING COMPANY	SUPPLIES	2,039.24
04/14/2021	510-661.000-749.000	WEILER EXCAVATION LLC	751 N SHELDON	3,429.00
04/14/2021	601-712.000-731.000	BYRUM ACE HARDWARE	SPRAYER	9.99
04/14/2021	202-430.000-731.000	BYRUM ACE HARDWARE	QUIKRETE	42.54
04/14/2021	601-712.000-731.000	ELECTRICAL TERMINAL SERVICES	SUPPLIES	127.22
04/14/2021	510-910.000-864.631	DIXON ENGINEERING, INC	SLUDGE TANKS	750.00
04/14/2021	280-830.000-741.000	STATE OF MICHIGAN	INSPECTION	60.00
04/14/2021	500-841.000-749.000	WASTE MANAGEMENT-	REFUSE PICKUP	1,182.81
04/14/2021	601-713.000-749.000	OVERHEAD DOOR OF BATTLE CREEK	MAIN GARAGE DOOR	1,053.44
04/14/2021	601-712.000-731.000	ABC FASTENER GROUP INC	PARTS	69.93
04/14/2021	601-712.000-731.000	ADVANCE AUTO PARTS	MIRROR	130.00
04/14/2021	601-712.000-731.000	ADVANCE AUTO PARTS	CREDIT	(60.00)
04/14/2021	101-452.000-731.000	NORTHERN SAFETY CO., INC.	SUPPLIES	107.35
04/14/2021	202-540.000-731.000	DORNBOS SIGN & SAFETY INC.	PLASTIC BARRICADE	175.00
04/14/2021	601-712.000-731.000	TSC TRACTOR SUPPLY	NOZZLE	44.99
04/14/2021	101-664.000-731.000	HAMMOND FARMS SOUTH	BARK WALNUT BROWN	182.85
04/14/2021	601-712.000-731.000	THE PARTS PLACE	OIL DRY	58.08
04/14/2021	601-712.000-731.000	THE PARTS PLACE	DEF, SPARK PLUG, BRAKE CLEANER	279.55
04/14/2021	601-712.000-731.000	ADVANCE AUTO PARTS	BRAKE PADS	44.46
04/14/2021	601-712.000-731.000	ADVANCE AUTO PARTS	BRAKE CALIPERS & CORES	220.48
04/14/2021	601-712.000-731.000	ADVANCE AUTO PARTS	CORE CREDITS	(110.00)
04/14/2021	601-712.000-731.000	ADVANCE AUTO PARTS	BRAKE PAD & ROTOR	195.62
04/14/2021	101-300.000-749.000	SHRED-IT USA LLC	SHREDDINGS	147.44
04/14/2021	101-300.000-731.000	BYRUM ACE HARDWARE	SUPPLIES	160.79
04/14/2021	101-300.000-731.000	BYRUM ACE HARDWARE	SUPPLIES	3.00
04/14/2021	101-350.000-731.000	AMAZON CAPITAL SERVICES	CLEANER	66.35
04/14/2021	101-350.000-741.000	BYRUM ACE HARDWARE	SUPPLIES	25.97
04/14/2021	280-830.000-746.000	CHARLOTTE AIR SERVICES LLC	APRIL 2021 HANGER MANAGEMENT FEES	360.00
04/14/2021	280-830.000-746.000	TODD COTTER	AIRPORT MANAGEMENT SERVICES APRIL 2021	833.33
04/14/2021	101-300.000-749.000	PEOPLE FACTS LLC	MARCH 2021	16.67
04/14/2021	101-300.000-749.000	PROFESSIONAL MAINTENANCE	DISINFECTING OF POLICE VEHICLES	25.00
04/14/2021	101-300.000-733.000	ADAM CARROLL	BOOT REIMBURSEMENT	165.35
04/14/2021	101-000.000-208.000	MICHIGAN STATE POLICE	MARCH 2021	150.00
04/14/2021	101-300.000-749.000	LEXISNEXIS RISK SOLUTIONS	MARCH 2021	150.00
04/14/2021	101-300.000-740.000	CHROUCH COMMUNICATIONS	FUSE & SERVICE WORK	156.90
04/14/2021	101-300.000-740.000	CHROUCH COMMUNICATIONS	FUSE & SERVICE WORK & SERVICE CALL CHARGE	96.90
04/14/2021	101-350.000-749.000	STATE OF MICHIGAN	INSPECTIONS	130.00
04/14/2021	101-350.000-740.000	SPARTAN FIRE LLC	SUPPLIES	424.91
04/14/2021	101-350.000-740.000	SPARTAN FIRE LLC	PARTS	474.17

04/16/2021 03:53 PM

User: ptidwell

DB: Charlotte

INVOICE REGISTER FOR CITY OF CHARLOTTE

Page: 3/3

INVOICE ENTRY DATES 04/01/2021 - 04/19/2021

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Check Date	GL Number	Vendor	Description	Amount
04/14/2021	101-350.000-740.000	SPARTAN FIRE LLC	PARTS	638.36
04/14/2021	101-350.000-740.000	SPARTAN FIRE LLC	PARTS	360.90
04/14/2021	101-350.000-749.000	DELAU FIRE & SAFETY INC	ANNUAL INSPECTION	125.00
04/14/2021	101-350.000-741.000	THE PARTS PLACE	PARTS	4.98
04/14/2021	101-350.000-738.000	FIRE SUPPRESSION PRODUCTS	CLASS A FOAM	1,690.00
04/14/2021	101-350.000-733.000	WEST SHORE SERVICES, INC	TURNOUT COAT & PANTS	2,628.94
04/14/2021	101-350.000-733.000	EATON CUSTOM SEWING	REPAIR FIRE GEAR	81.52
04/14/2021	101-350.000-741.000	HARMON AUTO GLASS	4 WINDOWS REPLACES	1,111.11
04/14/2021	101-350.000-741.000	HARMON AUTO GLASS	PLEXIGLASS FOR TRAINING FACILITY	26.89
04/14/2021	101-350.000-740.000	MAXI MUFFLER	MUFFLER & PIPES	394.63
04/14/2021	101-210.000-737.000	THE COUNTY JOURNAL	NOTICE OF PUBLIC HEARING	102.64
04/14/2021	101-200.000-737.000	THE COUNTY JOURNAL	PLANNING COMMISSION ZONING ORDINANCE	111.88
04/14/2021	101-200.000-737.000	THE COUNTY JOURNAL	PLANNING COMMISSON LOT SPLIT NOTICE E. DARYLS	181.18
04/14/2021	101-200.000-737.000	THE COUNTY JOURNAL	FARMLANDRENT BID NOTICE	111.88
04/14/2021	101-220.000-746.000	REHMANN ROBSON	APRIL 2021	16,768.97
04/14/2021	101-950.000-727.000	BLUE CARE NETWORK	MEDICAL COVERAGE	45,850.03
04/14/2021	101-955.000-727.000	BLUE CARE NETWORK	MEDICAL COVERAGE	7,134.14
04/14/2021	101-150.000-732.000	QUADIENT FINANCE USA, INC.	POSTAGE	500.00
04/14/2021	666-228.000-749.000	CONSULTANTS ON CALL, LLC	MANAGED SERVICE FEES	2,175.00
04/14/2021	666-228.000-746.000	MICHIGAN NETWORK CONSULTANTS	IT SERVICES	3,150.00
04/14/2021	101-200.000-737.000	INTERNATIONAL MINUTE PRESS	SAD CREATION HEARING	2,868.33
04/16/2021	290-890.002-862.000	WIELAND BUILDS	FRIENDS OF BEACH MARKET	143,076.65
		Total:	1,409,424.18	

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-067

A RESOLUTION TO APPROVE MAYORAL APPOINTMENTS

WHEREAS , a need for a Council appointments exists; and

WHEREAS, Mayor Armitage is recommending the following individuals to be appointed to the respective boards:

Name	Board / Committee	Term Ending
Branden Dyer	Library Board	06/01/2024
Erin LaPere, City Manager	Fire Chief Selection Committee	
Paul Brentar, Dept. Chair	Fire Chief Selection Committee	
Amy Gilson, Dept. Chair	Fire Chief Selection Committee	
Bob Starkweather, RFA	Fire Chief Selection Committee	
Thomas Potter, Citizen	Fire Chief Selection Committee	
Mark Barnes, Fire Chief	Fire Chief Selection Committee	
Chris Hulsebos, Volunteer Fire	Fire Chief Selection Committee	

THEREFORE, BE IT RESOLVED that the appointment listed above shall be and the same are hereby approved.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-030

A RESOLUTION TO AUTHORIZE A CONTRACT WITH AXON FOR TASERS

WHEREAS, tasers used by officers are essential pieces of equipment; and

WHEREAS, the current department tasers are out of manufacturer's warranty and should be replaced;
and

WHEREAS, the Police Department staff researched and identified that AXON provides the only viable
option for tasers; and

WHEREAS, AXON, the manufacturer of tasers, has submitted a quote to replace the current tasers for a
5-year cost of \$55,200; and

WHEREAS, Section 2-178 of the City Ordinances allows for the waiver of sealed bids.

THEREFORE, BE IT RESOLVED that the City Council authorizes the purchase of 16 tasers from
AXON in the amount of \$55,200 and agrees to waive the sealed bid process.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte

**Charlotte Police
Department**

Memo

To: Mayor Armitage, City Council Members
From: Chief Brentar
Date: March 10th, 2020
Re: Tasers

I am requesting that funding be approved for new tasers through AXON.

Background:

In September of 2014 the department purchased 16 tasers for all officers. AXON warranties their product for a period of 5 years as this is the recommended shelf life. After this time period, AXON recommends that these tasers be replaced. Therefore, our current tasers are out of warranty and should have been replaced in the fall of 2019. Currently we are down to 14 working tasers as two of them have failed and can not be fixed under warranty.

Going with AXON now for tasers is my recommendation for the following reasons:

1. We currently have to pay additional costs for cartridge replacement for training and field use. With the current quote those costs are figured in and we will be sent replacement and training cartridges on the recommended replacement schedule.
2. We also pay for holsters for our current model. This cost is also included into the cost of the new models.
3. Failing to replace this aging equipment now sacrifices officer and public safety.

AXON Quote:

The quote from AXON to replace our tasers includes all of the necessary equipment needed for a period of 5 years. The total cost is \$55,200. AXON offers the same type of payment plan that we currently have for body, in-car, and the interview room cameras. The cost can be divided out

to \$11,040 per year for five years or any more can be paid up front with less the following year(s). Currently, there is \$54,000 left in Capital Outlay-Equipment, 101-300.000-864.000, that could cover the majority of the cost of this much needed equipment for the first year with less costs in subsequent years.

If you have any other questions please let me know.

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-043

**A RESOLUTION TO AUTHORIZE A SALE OF DUMP TRUCK AND
MISCELLANEOUS EQUIPMENT**

WHEREAS, the Department of Public Works owns a 2001 Freightliner dump truck and various pieces of old equipment that are no longer needed in the day-to-day operations of the Department; and

WHEREAS, the replacement dump truck was ordered one year ago and should arrive in the next couple of months; and

WHEREAS, the DPW has no other use for other equipment which have also reached the end of their useful lives and are in various states of disrepair; and

WHEREAS, based on the equipment to be sold, the Department would like to sell these items through Sheridan's Auction instead of the online auction we have been using for disposition of equipment; and

WHEREAS, a minimum bid will be set for each item.

THEREFORE, BE IT RESOLVED That the City Council authorizes the sale of Dump Truck #82 and other miscellaneous equipment through Sheridan's Auctions in accordance with City Ordinance 2-185.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in m48.y office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-047

**A RESOLUTION TO AWARD PROPERTY AND LIABILITY INSURANCE
FOR THE CITY OF CHARLOTTE 4/24/2021 - 4/24/2022**

WHEREAS, the City of Charlotte requested proposals for Property and Liability Insurance Coverage in 2018 at which time it selected to renew with MML upon comparing coverage options and rates; and

WHEREAS, section 2-178 of the municipal code exempts insurance coverage from competitive bidding process;

THEREFORE, BE IT RESOLVED, that the city council authorize the renewal to Michigan Municipal League for the period of 4/24/2021 – 4/24/2022 as proposed in the amount of \$128,024.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in m48.y office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



Memo

Date: April 2, 2021
To: Honorable Mayor Armitage; City Council
From: Erin LaPere, City Manager
Re: Renewal of Insurance Policies

The City's liability and property pool insurance is up for renewal on April 24th. This is an annual policy that provides liability coverage for the city and property coverages and related services which are described more fully in the proposal documents. The annual premium for this year's coverage is \$128,024. When compared to last year's cost of \$132,920, it represents a premium decrease of \$4,896. The following exposure, rate and coverage limit adjustments are reflected in this renewal quote:

- MCCA rate change from \$220 per vehicle to \$100 per vehicle
- PIP rate change from \$51 per vehicle to \$80 per vehicle
- Three fewer automobiles (50 – 2020 to 47 – 2021)
- \$38,657 decrease in payroll (\$3,072,403 – 2020 to \$3,033,746 – 2021)
- \$808,257 decrease in agreed amount values (\$4,933,782 – 2020 to \$4,125,525 – 2021)
- \$176,433 decrease in total property values (\$32,790,548 – 2020 to \$32,614,155 – 2021)
- A slight rate increase

In addition, the MML Liability & Property Pool Board of Trustees voted to return another post-renewal dividend for members renewing in 2021. The City of Charlotte's portion of the dividend return is \$8,870. The City of Charlotte will receive this dividend in the month following payment of the 2021 renewal premium.

I have included the renewal documents for the policy and a resolution for approval for Council's review. Per Section 2-178, the purchase of insurance coverage does not require competitive bidding.

eel

attachments



michigan municipal league

**MICHIGAN MUNICIPAL LEAGUE
LIABILITY AND PROPERTY POOL**
P.O. Box 972067, Ypsilanti, Michigan 48197-0835
(248) 358-1100, (800) 482-2726

INVOICE

City of Charlotte
111 E. Lawrence Ave.,
Charlotte, MI 488131554

Customer #: 5000360
Policy Term: 04/24/2021 - 04/24/2022
Invoice Date: 03/23/2021
Invoice #: 1591206

Payment Enclosed: \$ _____

PLEASE MAKE CHECKS PAYABLE TO MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL

FOR PROPER CREDIT PLEASE DETACH THIS STUB AND RETURN WITH YOUR PAYMENT FOR THE TOTAL AMOUNT DUE

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
P.O. Box 972067, Ypsilanti, Michigan 48197-0835
(248) 358-1100, (800) 482-2726

TRANSACTION EFFECTIVE DATE	POLICY NUMBER	DESCRIPTION	AMOUNT
04/24/2021	MML549520109	Pool Renewal Premium	\$128,024
Total Amount Due			\$128,024

1591206

PREMIUM DUE ON EFFECTIVE DATE SHOWN ABOVE.
NO RECEIPT WILL BE SENT UNLESS REQUESTED.
There will be a 3% late charge on any invoices 30 days past due.

City of Charlotte

Premium Breakdown as of:

April 24, 2021

Liability

Limit of Liability \$ 5,000,000	
Public Officials Errors & Omissions	\$22,698.00
Police Professional	\$18,259.00
General Liability	\$20,354.00
	.
Total Liability	\$61,311.00

Property

Municipal Bldg.	\$7,871.00
Flagpole, Lighting, Sign, Bench, Antenna, Generator	\$51.00
Dpw Garage Bldg. C	\$238.00
Dpw Equipment Storage Bldg. B	\$194.00
Dpw Pole Bldg. D	\$114.00
Dpw Main Office, Garage	\$847.00
Dpw Salt Shed	\$92.00
Dpw Facility Bldg.	\$520.00
Lights, Fence, Fuel Tanks, Sign Etc	\$36.00
Meter Repair Shop	\$31.00
Water Meter Storage Bldg.	\$31.00
Screening Bldg., Main Lift Station	\$344.00
Main Pumping Station	\$466.00
Fence, Antenna, Generator, Bollards	\$68.00
Pumphouse #6	\$182.00
Control Bldg.	\$57.00
Antenna, Fencing, Bollards	\$23.00
Well #6	\$150.00
Control Tower	\$18.00
Well #7	\$150.00
Pump House #7	\$69.00
Airport Terminal	\$514.00
Airport Hangar #1	\$376.00

City of Charlotte
Premium Breakdown as of:
April 24, 2021

Property	
Lights, Fuel Tank, Fence, Flagpole, Antenna	\$144.00
10 Unit T Hangar	\$436.00
Storage Bldg.	\$34.00
Restroom	\$60.00
Pavilion	\$45.00
Park Shelter	\$22.00
Park Equipment	\$62.00
(3) Bridges, Pedestrian & Vehicle	\$55.00
Gazebo	\$19.00
Pavilion & Restroom	\$56.00
Park Equipment	\$25.00
Backup Generator	\$34.00
Wwtp Control Bldg.	\$1,079.00
Grit Bldg. / Garage	\$907.00
Final Clarifier #1	\$301.00
Final Clarifier #2	\$301.00
Pole Bldg.	\$72.00
Primary Clarifier #1	\$301.00
Primary Clarifier #2	\$301.00
Digester Bldgs. / Tanks	\$1,041.00
Chlorine Tank, Drain Pit	\$262.00
Sludge Drying Beds	\$336.00
Sludge Storage Tank #1	\$463.00
Final Clarifier #3	\$301.00
Primary Clarifier #3	\$301.00
Trickle Filter #1	\$450.00
Trickle Filter #2	\$450.00
Odor Control Bldg.	\$286.00
Sludge Storage #2	\$463.00

City of Charlotte
Premium Breakdown as of:
April 24, 2021

Property

Flagpole, Fence, Antenna, Sign, Generator	\$251.00
Uv Disinfection Bldg.	\$455.00
Ferric Chloride Bldg.	\$494.00
Trickling Filter Pump Station	\$156.00
Lansing Road Lift Station	\$216.00
Generator	\$74.00
Bollards	\$1.00
Reynolds Lift Station	\$91.00
Fencing, Generator, Concrete Bollards	\$24.00
Day Lift Station	\$89.00
Concrete Bollards	\$1.00
Generator	\$48.00
County Lift Station	\$81.00
Fencing	\$1.00
Generator	\$48.00
Recycling Bldg.	\$30.00
Pole Barn	\$13.00
Recycling Baler Bldg.	\$25.00
Fire Training Facility	\$29.00
Storage Shed	\$23.00
Pole Storage Bldg.	\$55.00
Fencing	\$6.00
Chad Lift Station	\$86.00
Generator, Fencing, Bollards	\$23.00
Police Range Storage Bldg.	\$49.00
Fencing	\$14.00
Water Tower, South	\$2,139.00
Fencing	\$7.00
West Side Fire Station	\$3,215.00

City of Charlotte
Premium Breakdown as of:
April 24, 2021

Property	
Flagpole, Lights, Sign, Fence, Generator	\$96.00
Meijer Lift Station	\$97.00
Concrete Bollards	\$1.00
Rustic Cabin	\$44.00
Tennis Courts	\$92.00
Water Tower, North	\$1,444.00
Water Tower Control Bldg.	\$60.00
Fencing	\$5.00
Restroom	\$77.00
Skate Park, Lights, Fence, Sign	\$253.00
Hockey Rink	\$28.00
Pavilion	\$38.00
Grill, Picnic Tables	\$0.00
Playground Equipment	\$23.00
Welcome To Charlotte Sign	\$5.00
Northway Lift Station	\$76.00
Pumphouse #5 With Well	\$234.00
Pedestrian Bridge	\$460.00
Old Armory Bldg.	\$1,149.00
Trailer W/generator, Flagpole, Lights, Fence	\$51.00
Charlotte Rising Art Sculpture	\$14.00
Electronic Data Processing	\$272.00
Fire Equipment	\$388.00
Police Equipment	\$168.00
Election Equipment	\$80.00
Contractors Equipment	\$1,612.00
Trailers, Under 2,000 Lbs	\$44.00
1917 White Historical Fire Truck	\$29.00
Boat, Trailer Used By Fire Dept.	\$5.00

City of Charlotte
Premium Breakdown as of:
April 24, 2021

Property

Bronner Santa, In Town Square At Christmas	\$17.00
Automated Weather Observation System	\$201.00
	.
Total Property	\$35,856.00

Crime

Position Bond A	\$25.00
Position Bond B	\$25.00
Position Bond C	\$25.00
Position Bond D	\$25.00
Employee Dishonesty Including Faithful Performance	\$375.00
	.
Total Crime	\$475.00

Automobile

(47) Vehicles	\$30,382.00
Total Automobile	\$30,382.00

TOTAL ANNUAL POOL PREMIUM	\$128,024.00
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MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
Additional Interests Schedule for the City of Charlotte
as of 4/24/2021

City Of Charlotte
111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Policy #: MML549520109

Effective From: 4/24/2021 to 4/24/2022

**Michigan Municipal League Liability
and Property Pool**
PO Box 2054
Southfield, MI 48037-2054

Additional Interest's Name	Coverage
Canon Financial Services, Inc., Insurance Center	Property
Charlotte Building Authority	Property and General Liability
Charlotte Public Schools	General Liability
Consumers Energy Co.	General Liability
Eaton Area Senior Center, Inc. Authority	General Liability
Eaton County Road Commission	General Liability
Hope Community Church	General Liability
Maple Hill Cemetery	General Liability
Mdot Office Of Aeronautics	Inland Marine and General Liability
Rural Fire Association, Attn: Deborah Granger	Auto
Rural Fire Association, Attn: Deborah Granger	Inland Marine and General Liability
State Of Michigan, Michigan Transportation Commission	General Liability

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
Crime Schedule for the City of Charlotte
as of 4/24/2021

City Of Charlotte
111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Policy #: MML549520109
Effective From: 4/24/2021 to 4/24/2022

Michigan Municipal League Liability
and Property Pool
PO Box 2054
Southfield, MI 48037-2054

DESCRIPTION	LIMITS	DEDUCTIBLE
Depositors Forgery	\$100,000	\$0
Employee Dishonesty	\$100,000	\$0
Money/Securities Loss Inside	\$100,000	\$0
Money/Securities Loss Outside	\$100,000	\$0
Money Orders/Counterfeit	\$100,000	\$0
Computer Fraud	\$100,000	\$0
Funds Transfer Fraud	\$100,000	\$0
Impersonation Fraud	\$100,000	\$0

Bonds

Bond A: Treasurer / Clerk	\$100,000	N/A
Bond B: Deputy Treasurer	\$100,000	N/A
Bond C: Manager	\$100,000	N/A
Bond D: Deputy Clerk	\$100,000	N/A

Total Number of Bonds = 4

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
Automobile Schedule for the City of Charlotte
as of 4/24/2021

City Of Charlotte
111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Policy #: MML549520109

Effective From: 4/24/2021 to 4/24/2022

Michigan Municipal League Liability
and Property Pool
PO Box 2054
Southfield, MI 48037-2054

VEH	INSD#	YEAR	MAKE/MODEL/BODY TYPE	VIN
1		1978	Spartan/Truck W/snorkel, Pumper	00046
	Dept: Fire Out Of Ser	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Agreed Amount: \$50,000
2	314	1997	Spartan/Chassis Model Ga41m-2142	4S7AT1990VC024063
	Dept: Fire	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Agreed Amount: \$394,381
3	319	2001	Dodge/Ram Pickup	1B7KF23611J549673
	Dept: Fire, Haz Mat	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Agreed Amount: \$35,735
4		2003	Qualifier/Hazmat Trailer, 18,000 Lbs	4X4TLFD263NO39602
	Dept: Fire	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Agreed Amount: \$17,927
5		2008	R & R/Hazmat Trailer, 8,000 Lbs	5KGBJHB2171003294
	Dept: Police	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
6	313	2009	Spartan/Pumper	4S7AU20959C070813
	Dept: Fire	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Agreed Amount: \$585,830
7		1984	Gmc/Sludge Transport Truck	35412
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
8		1991	Holden/Trailer, 30,610 Lbs	23728
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
9		1993	Hudson/Utility Trailer, 8,100 Lbs	10HTLG16XD1000050
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
10		2001	Sterling /Dump Truck	2FZAASAK01AH93700
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
11		2003	Freightliner/F170 Dump Truck W/equipment	1FVABTBW13HK45868
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
12		2003	Ford/F250 Pickup	1FTNF20L83EB03006
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
13		2003	Sterling/Dump Truck W/hoist	2FZAASAK93AL77953
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
14		2004	Parker/Equipment Trailer, 18,000 Lbs	13ZBC182X41000061
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
15		2005	Ford/F350 Pickup	1FTWF3155EBO3140
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
16		2006	Ford/F750 Bucket Truck	3FRXF75S16V326893
	Dept: Dpw	Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
Automobile Schedule for the City of Charlotte
as of 4/24/2021

City Of Charlotte
111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Policy #: MML549520109

Effective From: 4/24/2021 to 4/24/2022

Michigan Municipal League Liability
and Property Pool
PO Box 2054
Southfield, MI 48037-2054

VEH	INSD#	YEAR	MAKE/MODEL/BODY TYPE	VIN	
17		2007	Intl/Dump Truck	1HTWAAAN57J535582	
	Dept: Dpw		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
18		2008	Ford/Srw Pickup	1FTNF21578EC85160	
	Dept: Dpw		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
19		2009	Intl/Dump Truck	3597	
	Dept: Dpw		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
20		2009	Ford/F250 Pickup	4920	
	Dept: Dpw		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
21		2005	Gulfstream/Trailer, 5,000 Lbs	1NL1GTR2651020786	
	Dept: Police		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
22		2007	Harley/Davidson Motorcycle	1HD1FHM1X7Y709811	
	Dept: Police		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
23		2008	Chevy/Impala	2G1WB58K181272220	
	Dept: Police		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
24	311	2010	Ford/F250 Pickup, W/skid Equipment	1FTSX2B5XAEA45038	
	Dept: Fire		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Agreed Amount: \$53,896
25		2011	Ford/Pickup	7330	
	Dept: Dpw		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
26		2011	Ford/Expedition	3399	
	Dept: Police		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
27		2011	Ford/Crown Victoria	9568	
	Dept: Airport		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
28	312	2011	Ford/F650 Mini Pumper	3FRXX6FL5BV050727	
	Dept: Fire		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Agreed Amount: \$210,898
29		2012	Ford/F250 Pickup 4x2	2453	
	Dept: Dpw		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
30		2012	Ford/F450 Super Cab, 4x2	1FDOX4GY8CEC99125	
	Dept: Dpw		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
31		2013	Ford/Pickup	1FTBF2A67DEA18929	
	Dept: Dpw		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value
32		2013	Ford/F150 Super Cab 4x2 Pickup	1FTEX1CM9DKF74614	
	Dept: Dpw		Comp Deduct: \$1,000	Coll Deduct: \$1,000	Actual Cash Value

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
Automobile Schedule for the City of Charlotte
as of 4/24/2021

City Of Charlotte
111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Policy #: MML549520109

Effective From: 4/24/2021 to 4/24/2022

Michigan Municipal League Liability
and Property Pool
PO Box 2054
Southfield, MI 48037-2054

VEH	INSD#	YEAR	MAKE/MODEL/BODY TYPE	VIN
33	316	2013	Spartan/Gladiator Truck	4S7AX2E9XDC077092
	Dept: Fire		Comp Deduct: \$1,000	Agreed Amount: \$748,897
34		2015	Ford/F250 Pickup	1FTBF2A62FEB40813
	Dept: Dpw		Comp Deduct: \$1,000	Actual Cash Value
35		2015	Ford/F250 Pickup	1FTBF2A64FEB40814
	Dept: Dpw		Comp Deduct: \$1,000	Actual Cash Value
36		2015	Great/Dane Trl., 4,000 Lbs	53BLTEA13FA019395
	Dept: Police		Comp Deduct: \$1,000	Actual Cash Value
37		2016	Ford/Explorer	1FM5K8AR4GGB28184
	Dept: Police		Comp Deduct: \$1,000	Agreed Amount: \$55,000
38		2006	Glaval/Entourage Bus	1GDE5V1226F429176
	Dept: Police		Comp Deduct: \$1,000	Actual Cash Value
39		2016	Vactor/Model 2115 Plus, 16-02v-16059	1FVHG3CY2GHHD7622
	Dept: Dpw		Comp Deduct: \$1,000	Actual Cash Value
40		2019	Chevy/Tahoe 2wd	1GNLCDEC8KR200919
	Dept: Police		Comp Deduct: \$1,000	Agreed Amount: \$55,000
41		2019	Ford/Explorer	1FM5K8AR8KGA29408
	Dept: Police		Comp Deduct: \$1,000	Agreed Amount: \$55,000
42	315	2019	Spartan/Spencer Snorkel Gladiator	4S7AW2D92JC085025
	Dept: Fire		Comp Deduct: \$1,000	Agreed Amount: \$1,248,480
43		2020	Freightliner/Dump Truck	1FVHG5FE1LHLM0587
	Dept: Dpw		Comp Deduct: \$1,000	Agreed Amount: \$200,000
44		2020	Chevy/Tahoe	1GNLCDECXLR240646
	Dept: Police		Comp Deduct: \$1,000	Agreed Amount: \$55,000
45		2020	Chevy/Tahoe	1GNSKDEC2LR243703
	Dept: Police		Comp Deduct: \$1,000	Agreed Amount: \$55,000
46		2019	Pelican/Street Sweeper	NP41704
	Dept: Dpw		Comp Deduct: \$1,000	Agreed Amount: \$215,000

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
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VEH	INSD#	YEAR	MAKE/MODEL/BODY TYPE	VIN
47		2021	Freightliner/Chassis Truck	1FVHG5FE2MHMP3277
Dept: Dpw Comp Deduct: \$1,000 Coll Deduct: \$1,000 Agreed Amount: \$89,481				

47 Vehicles

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
Inland Marine Schedule for the City of Charlotte
as of 4/24/2021

City Of Charlotte
111 E. Lawrence Ave.
Charlotte, MI 48813-1554

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Michigan Municipal League Liability
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DESCRIPTION		
1917 White Historical Fire Truck	\$25,000	\$250
Bronner Santa, In Town Square At Christmas	\$14,495	\$250
Trailers, Under 2,000 Lbs	\$38,094	\$250
Automated Weather Observation System	\$175,000	\$250
Boat, Trailer Used By Fire Dept.	\$4,000	\$250
Police Equipment	\$145,740	\$250
Election Equipment	\$69,400	\$250
Fire Equipment	\$337,300	\$250
Contractors Equipment	\$1,401,750	\$250
9 Inland Marine Items		

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL

Property Schedule for the City of Charlotte

as of 4/24/2021

City Of Charlotte
111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Policy #: MML549520109
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Michigan Municipal League Liability
and Property Pool
PO Box 2054
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	LIMITS	DEDUCTIBLE	VALUATION
<u>Location #1: 111 E. Lawrence Ave., Charlotte, MI 48813</u>			
Building 1 - Municipal Bldg.			
Boiler	Included		\$250
Building - Appraisal Date: 2019-07-30	\$6,064,000	\$250	Replacement Cost
Contents	\$412,000	\$250	Replacement Cost
Building 2 - Flagpole, Lighting, Sign, Bench, Antenna, Generator			
Property In The Open	\$55,000	\$250	Replacement Cost
<u>Location #2: 301 Tirrell Hwy., Charlotte, MI 48813</u>			
Building 1 - Dpw Garage Bldg. C			
Building - Appraisal Date: 2019-07-30	\$237,900	\$250	Replacement Cost
Contents	\$21,000	\$250	Replacement Cost
Building 2 - Dpw Equipment Storage Bldg. B			
Building - Appraisal Date: 2019-07-30	\$185,300	\$250	Replacement Cost
Contents	\$26,000	\$250	Replacement Cost
Building 3 - Dpw Pole Bldg. D			
Building - Appraisal Date: 2019-07-30	\$110,400	\$250	Replacement Cost
Contents	\$13,000	\$250	Replacement Cost
Building 4 - Dpw Main Office, Garage			
Building - Appraisal Date: 2019-07-30	\$736,800	\$250	Replacement Cost
Contents	\$184,000	\$250	Replacement Cost
Building 5 - Dpw Salt Shed			
Building - Appraisal Date: 2013-08-12	\$69,156	\$250	Replacement Cost
Contents	\$30,000	\$250	Replacement Cost
Building 6 - Dpw Facility Bldg.			
Building - Appraisal Date: 2019-07-30	\$502,400	\$250	Replacement Cost
Contents	\$63,000	\$250	Replacement Cost
Building 8 - Lights, Fence, Fuel Tanks, Sign Etc			
Property In The Open	\$39,000	\$250	Replacement Cost
<u>Location #3: 313 Tirrell St., Charlotte, MI 48813</u>			
Building 1 - Meter Repair Shop			
Building - Appraisal Date: 2013-08-12	\$27,540	\$250	Replacement Cost
Contents	\$7,000	\$250	Replacement Cost

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
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as of 4/24/2021

City Of Charlotte
111 E. Lawrence Ave.
Charlotte, MI 48813-1554

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Michigan Municipal League Liability
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	LIMITS	DEDUCTIBLE	VALUATION
<u>Location #3: 313 Tirrell St., Charlotte, MI 48813</u>			
Building 2 - Water Meter Storage Bldg.			
Building - Appraisal Date: 2013-08-13	\$27,540	\$250	Replacement Cost
Contents	\$7,000	\$250	Replacement Cost
Building 3 - Screening Bldg., Main Lift Station			
Building - Appraisal Date: 2019-07-30	\$363,000	\$250	Replacement Cost
Contents	\$11,000	\$250	Replacement Cost
Building 4 - Main Pumping Station			
Building - Appraisal Date: 2019-07-30	\$505,400	\$250	Replacement Cost
Contents	\$1,000	\$250	Replacement Cost
Building 6 - Fence, Antenna, Generator, Bollards			
Property In The Open	\$73,900	\$250	Replacement Cost
<u>Location #4: 1311 S. Cochran, Charlotte, MI 48813</u>			
Building 1 - Pumphouse #6			
Building - Appraisal Date: 2019-07-30	\$195,400	\$250	Replacement Cost
Contents	\$2,000	\$250	Replacement Cost
Building 2 - Control Bldg.			
Building - Appraisal Date: 2019-07-30	\$61,600	\$250	Replacement Cost
Building 3 - Antenna, Fencing, Bollards			
Property In The Open	\$25,500	\$250	Replacement Cost
Building 4 - Well #6			
Property In The Open	\$163,200	\$250	Replacement Cost
Building 5 - Control Tower			
Property In The Open	\$20,000	\$250	Replacement Cost
<u>Location #5: 1305 S. Cochran, Charlotte, MI 48813</u>			
Building 1 - Well #7			
Property In The Open	\$163,200	\$250	Replacement Cost
Building 2 - Pump House #7			
Property In The Open	\$75,000	\$250	Replacement Cost
<u>Location #7: 1325 Island Hwy., Fitch H. Beach Airport, Charlotte, MI 48813</u>			
Building 1 - Airport Terminal			
Boiler	Included	\$250	Replacement Cost

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL

Property Schedule for the City of Charlotte

as of 4/24/2021

City Of Charlotte
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Michigan Municipal League Liability
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	LIMITS	DEDUCTIBLE	VALUATION
<u>Location #7: 1325 Island Hwy., Fitch H. Beach Airport, Charlotte, MI 48813</u>			
Building 1 - Airport Terminal			
Building - Appraisal Date: 2019-07-30	\$553,000	\$250	Replacement Cost
Contents	\$5,000	\$250	Replacement Cost
Building 2 - Airport Hangar #1			
Building - Appraisal Date: 2019-07-30	\$408,300	\$250	Replacement Cost
Building 5 - Lights, Fuel Tank, Fence, Flagpole, Antenna			
Property In The Open	\$156,800	\$250	Replacement Cost
Building 7 - 10 Unit T Hangar			
Building - Appraisal Date: 2019-07-30	\$468,500	\$250	Replacement Cost
Contents	\$5,000	\$250	Replacement Cost
<u>Location #8: 1225 S. Cochran, Bennett Park, Charlotte, MI 48813</u>			
Building 1 - Storage Bldg.			
Building	\$36,313	\$250	Replacement Cost
Contents	\$1,473	\$250	Replacement Cost
Building 2 - Restroom			
Building - Appraisal Date: 2004-09-23	\$65,181	\$250	Replacement Cost
Building 3 - Pavilion			
Building	\$48,481	\$250	Replacement Cost
Building 4 - Park Shelter			
Building - Appraisal Date: 2004-09-23	\$24,157	\$250	Replacement Cost
Building 5 - Park Equipment			
Property In The Open	\$67,417	\$250	Replacement Cost
Building 6 - (3) Bridges, Pedestrian & Vehicle			
Property In The Open	\$60,000	\$250	Replacement Cost
<u>Location #9: 230 S. Clinton, Oak Park, Charlotte, MI 48813</u>			
Building 1 - Gazebo			
Building	\$20,957	\$250	Replacement Cost
<u>Location #10: 526 W. Stoddard, Dean Park, Charlotte, MI 48813</u>			
Building 1 - Pavilion & Restroom			
Building	\$61,200	\$250	Replacement Cost

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
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Michigan Municipal League Liability
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	LIMITS	DEDUCTIBLE	VALUATION
<u>Location #10: 526 W. Stoddard, Dean Park, Charlotte, MI 48813</u>			
Building 2 - Park Equipment			
Property In The Open	\$26,654	\$250	Replacement Cost
Building 3 - Backup Generator			
Property In The Open	\$36,925	\$250	Replacement Cost
<u>Location #11: 1005 Paine Dr., Charlotte, MI 48813</u>			
Building 1 - Wwtp Control Bldg.			
Boiler	Included	\$250	
Building - Appraisal Date: 2019-07-30	\$1,098,000	\$250	Replacement Cost
Contents	\$75,000	\$250	Replacement Cost
Building 2 - Grit Bldg. / Garage			
Building - Appraisal Date: 2019-07-30	\$963,500	\$250	Replacement Cost
Contents	\$23,000	\$250	Replacement Cost
Building 4 - Final Clarifier #1			
Building - Appraisal Date: 2019-07-30	\$327,500	\$250	Replacement Cost
Building 5 - Final Clarifier #2			
Building - Appraisal Date: 2019-07-30	\$327,500	\$250	Replacement Cost
Building 6 - Pole Bldg.			
Building - Appraisal Date: 2013-08-12	\$68,748	\$250	Replacement Cost
Contents	\$10,000	\$250	Replacement Cost
Building 7 - Primary Clarifier #1			
Building - Appraisal Date: 2019-07-30	\$327,500	\$250	Replacement Cost
Building 8 - Primary Clarifier #2			
Building - Appraisal Date: 2019-07-30	\$327,500	\$250	Replacement Cost
Building 9 - Digester Bldgs. / Tanks			
Building - Appraisal Date: 2019-07-30	\$1,115,500	\$250	Replacement Cost
Contents	\$16,000	\$250	Replacement Cost
Building 11 - Chlorine Tank, Drain Pit			
Building - Appraisal Date: 2019-07-30	\$285,000	\$250	Replacement Cost
Building 12 - Sludge Drying Beds			
Building - Appraisal Date: 2019-07-30	\$365,000	\$250	Replacement Cost

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL

Property Schedule for the City of Charlotte

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	LIMITS	DEDUCTIBLE	VALUATION
<u>Location #11: 1005 Paine Dr., Charlotte, MI 48813</u>			
Building 13 - Sludge Storage Tank #1			
Building - Appraisal Date: 2019-07-30	\$503,500	\$250	Replacement Cost
Building 14 - Final Clarifier #3			
Building - Appraisal Date: 2019-07-30	\$327,500	\$250	Replacement Cost
Building 15 - Primary Clarifier #3			
Building - Appraisal Date: 2019-07-30	\$327,500	\$250	Replacement Cost
Building 16 - Trickle Filter #1			
Building - Appraisal Date: 2019-07-30	\$489,000	\$250	Replacement Cost
Building 17 - Trickle Filter #2			
Building - Appraisal Date: 2019-07-30	\$489,000	\$250	Replacement Cost
Building 18 - Odor Control Bldg.			
Building - Appraisal Date: 2019-07-30	\$310,900	\$250	Replacement Cost
Building 20 - Sludge Storage #2			
Building - Appraisal Date: 2019-07-30	\$503,500	\$250	Replacement Cost
Building 21 - Flagpole, Fence, Antenna, Sign, Generator			
Property In The Open	\$272,400	\$250	Replacement Cost
Building 22 - Uv Disinfection Bldg.			
Building - Appraisal Date: 2019-07-30	\$495,000	\$250	Replacement Cost
Building 23 - Ferric Chloride Bldg.			
Building - Appraisal Date: 2019-07-30	\$537,009	\$250	Replacement Cost
Building 24 - Trickling Filter Pump Station			
Building - Appraisal Date: 2019-07-30	\$170,000	\$250	Replacement Cost
<u>Location #12: 544 Lansing Rd., Charlotte, MI 48813</u>			
Building 1 - Lansing Road Lift Station			
Building - Appraisal Date: 2019-07-30	\$233,900	\$250	Replacement Cost
Contents	\$1,000	\$250	Replacement Cost
Building 2 - Generator			
Property In The Open	\$80,000	\$250	Replacement Cost
Building 3 - Bollards			
Property In The Open	\$700	\$250	Replacement Cost

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL

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	LIMITS	DEDUCTIBLE	VALUATION
<u>Location #13: 1104 S. Mikesell, Charlotte, MI 48813</u>			
Building 1 - Reynolds Lift Station			
Building - Appraisal Date: 2019-07-30	\$98,800	\$250	Replacement Cost
Building 2 - Fencing, Generator, Concrete Bollards			
Property In The Open	\$25,700	\$250	Replacement Cost
<u>Location #14: 700 E. Shepherd, Charlotte, MI 48813</u>			
Building 1 - Day Lift Station			
Building - Appraisal Date: 2019-07-30	\$96,700	\$250	Replacement Cost
Building 2 - Concrete Bollards			
Property In The Open	\$700	\$250	Replacement Cost
Building 3 - Generator			
Property In The Open	\$52,000	\$250	Replacement Cost
<u>Location #15: 1075 Independence Blvd., Charlotte, MI 48813</u>			
Building 1 - County Lift Station			
Building - Appraisal Date: 2019-07-30	\$88,000	\$250	Replacement Cost
Building 2 - Fencing			
Property In The Open	\$600	\$250	Replacement Cost
Building 3 - Generator			
Property In The Open	\$52,000	\$250	Replacement Cost
<u>Location #16: 201 Hall, Charlotte, MI 48813</u>			
Building 1 - Recycling Bldg.			
Building - Appraisal Date: 2004-09-23	\$32,718	\$250	Replacement Cost
Building 2 - Pole Barn			
Building	\$14,286	\$250	Replacement Cost
Building 3 - Recycling Baler Bldg.			
Building	\$14,000	\$250	Replacement Cost
Contents	\$12,746	\$250	Replacement Cost
<u>Location #17: 1000 Paine Dr., Charlotte, MI 48813</u>			
Building 1 - Fire Training Facility			
Building - Appraisal Date: 2004-09-23	\$32,013	\$250	Replacement Cost

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL

Property Schedule for the City of Charlotte

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	LIMITS	DEDUCTIBLE	VALUATION
<u>Location #17: 1000 Paine Dr., Charlotte, MI 48813</u>			
Building 2 - Storage Shed			
Building - Appraisal Date: 2004-09-23	\$13,105	\$250	Replacement Cost
Contents	\$12,283	\$250	Replacement Cost
Building 3 - Pole Storage Bldg.			
Building	\$39,000	\$250	Replacement Cost
Contents	\$21,000	\$250	Replacement Cost
Building 4 - Fencing			
Property In The Open	\$6,434	\$250	Replacement Cost
<u>Location #18: 811 Chads Way, Charlotte, MI 48813</u>			
Building 1 - Chad Lift Station			
Building - Appraisal Date: 2019-07-30	\$94,000	\$250	Replacement Cost
Building 3 - Generator, Fencing, Bollards			
Property In The Open	\$25,500	\$250	Replacement Cost
<u>Location #19: 1340 S. Cochran, Charlotte, MI 48813</u>			
Building 1 - Police Range Storage Bldg.			
Building - Appraisal Date: 2013-08-12	\$43,350	\$250	Replacement Cost
Contents	\$10,000	\$250	Replacement Cost
Building 2 - Fencing			
Property In The Open	\$15,000	\$250	Replacement Cost
<u>Location #20: 619 W. Shepherd St., Charlotte, MI 48813</u>			
Building 1 - Water Tower, South			
Property In The Open	\$2,325,000	\$250	Replacement Cost
Building 2 - Fencing			
Property In The Open	\$8,000	\$250	Replacement Cost
<u>Location #21: 911 W. Shepherd St., Charlotte, MI 48813</u>			
Building 1 - West Side Fire Station			
Boiler	Included	\$250	Replacement Cost
Building - Appraisal Date: 2019-07-30	\$2,969,500	\$250	Replacement Cost
Contents	\$525,000	\$250	Replacement Cost

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	LIMITS	DEDUCTIBLE	VALUATION
<u>Location #21: 911 W. Shepherd St., Charlotte, MI 48813</u>			
Building 2 - Flagpole, Lights, Sign, Fence, Generator			
Property In The Open	\$104,500	\$250	Replacement Cost
<u>Location #22: 696 Meijer, Charlotte, MI 48813</u>			
Building 1 - Meijer Lift Station			
Building - Appraisal Date: 2019-07-30	\$105,000	\$250	Replacement Cost
Building 2 - Concrete Bollards			
Property In The Open	\$1,000	\$250	Replacement Cost
<u>Location #23: 1501 S. Cochran, Camp Frances, Charlotte, MI 48813</u>			
Building 1 - Rustic Cabin			
Building	\$38,257	\$250	Replacement Cost
Contents	\$10,000	\$250	Replacement Cost
<u>Location #24: 1149 S. Cochran Ave., Goebel Field, Charlotte, MI 48813</u>			
Building 12 - Tennis Courts			
Property In The Open	\$100,000	\$250	Replacement Cost
<u>Location #25: 508 N. Sheldon, Charlotte, MI 48813</u>			
Building 1 - Water Tower, North			
Property In The Open	\$1,570,000	\$250	Replacement Cost
Building 2 - Water Tower Control Bldg.			
Building - Appraisal Date: 2013-08-12	\$64,974	\$250	Replacement Cost
Building 3 - Fencing			
Property In The Open	\$5,800	\$250	Replacement Cost
<u>Location #27: 620 W. Shepherd, Lincoln Park, Charlotte, MI 48813</u>			
Building 1 - Restroom			
Building - Appraisal Date: 2019-07-30	\$83,500	\$250	Replacement Cost
Building 2 - Skate Park, Lights, Fence, Sign			
Property In The Open	\$275,500	\$250	Replacement Cost
Building 3 - Hockey Rink			
Property In The Open	\$30,000	\$250	Replacement Cost
Building 4 - Pavilion			
Building - Appraisal Date: 2019-07-30	\$41,000	\$250	Replacement Cost

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL

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	LIMITS	DEDUCTIBLE	VALUATION
<u>Location #28: 115 E. Shepherd, Snell Park, Charlotte, MI 48813</u>			
Building 1 - Grill, Picnic Tables			
Property In The Open	\$500	\$250	Replacement Cost
<u>Location #29: 312 W. Third, Southridge Park, Charlotte, MI 48813</u>			
Building 1 - Playground Equipment			
Property In The Open	\$25,000	\$250	Replacement Cost
<u>Location #30: Lansing Rd., Gateway Park, Charlotte, MI 48813</u>			
Building 1 - Welcome To Charlotte Sign			
Property In The Open	\$5,000	\$250	Replacement Cost
<u>Location #32: 1098 Northway, Charlotte, MI 48813</u>			
Building 1 - Northway Lift Station			
Building - Appraisal Date: 2019-07-30	\$83,000	\$250	Replacement Cost
<u>Location #33: 1301 Chocran, Charlotte, MI 48813</u>			
Building 1 - Pumphouse #5 With Well			
Building - Appraisal Date: 2019-07-30	\$254,000	\$250	Replacement Cost
<u>Location #34: Proximity Of 378 State St., Charlotte, MI 48813</u>			
Building 1 - Pedestrian Bridge			
Property In The Open	\$500,000	\$250	Replacement Cost
<u>Location #36: 1310 S. Cochran, Charlotte, MI 48813</u>			
Building 1 - Old Armory Bldg.			
Boiler	Included	\$250	Replacement Cost
Building - Appraisal Date: 2019-07-30	\$1,224,000	\$250	Limited Replacement Cost
Contents	\$25,000	\$250	Replacement Cost
Building 2 - Trailer W/generator, Flagpole, Lights, Fence			
Property In The Open	\$55,400	\$250	Replacement Cost
<u>Location #39: 200 S. Cochran Ave., Charlotte, MI 48813</u>			
Building 1 - Charlotte Rising Art Sculpture			
Property In The Open	\$15,000	\$250	Replacement Cost
Total Property Limit: \$33,838,115			



Liability & Property Pool

RENEWAL CERTIFICATE

IN CONSIDERATION FOR PREMIUM PAID, AND SUBJECT TO ALL OF THE TERMS OF THE EXPIRING COVERAGE DOCUMENT AND ANY ENDORSEMENTS ATTACHED HERETO, WE AGREE TO RENEW YOUR COVERAGES AS STATED IN THIS CERTIFICATE. THESE COVERAGES ARE PROVIDED IN ACCORDANCE WITH THE INTERGOVERNMENTAL CONTRACT WHICH FORMS THE LEGAL BASIS FOR THE OPERATION OF THE POOL.

Contract Number: MML549520109

Renewal of Number: MML549520108

Pool Member: City of Charlotte

Mailing Address: 111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Period

From: 4/24/2021

To: 4/24/2022

(12:01 A.M. Standard time at your mailing address shown above)

Liability Coverage Parts	Limit of Liability	Deductible
Municipal General Liability Coverage	\$5,000,000	\$2,500
Public Officials Liability Coverage	\$5,000,000	\$2,500
Law Enforcement Liability Coverage	\$5,000,000	\$2,500
Employee Benefit Liability Coverage	\$1,000,000	\$2,500
Automobile Liability Coverage	\$5,000,000	\$0
Comprehensive and Collision Coverage	Per Schedule	Per Schedule
Combined Liability Policy Limit	\$5,000,000	
Cyber Liability and Data Breach Response Coverage (CYB549520109)	Per Declarations	Per Declarations

The Combined Liability Policy Limit is the most we will pay regardless of the number of Coverage Parts under which coverage may be sought.

COVERAGE UNDER THIS CONTRACT IS:

- ☒ As amended by revised schedule(s) attached.
- ☒ As amended by endorsement(s): ADD: MMP101 (01/11) , MML23 (07/11) , MML301 (07/20), MML307 (12/16)

BY:

Diane Jones
(Authorized Representative)

DATE:

3/23/2021



michigan municipal league

Liability & Property Pool

ADDITIONAL COVERAGES & COVERAGE EXTENSIONS LIMITS OF LIABILITY

CONTRACT NO. MML549520109 **EFFECTIVE DATE:** 4/24/2021
POOL MEMBER City of Charlotte **12:01 A.M. Standard Time**

The Pool shall not be liable under the terms of the Additional Coverages and Coverage Extensions, as described in Sections D. and E., of the Municipal Property Coverage Document, MMP100, for more than the limit specified below:

Coverages	Limits	Deductible
Consequential Damage	☒ \$100,000 ☐ \$	Not Applicable
Debris Removal	☒ 5,000,000 or 25%, as stated in the Contract	Not Applicable
Demolition and Increased Cost of Construction	☒ \$100,000 ☐ \$	Not Applicable
Newly acquired Real or Personal Property and Buildings under construction, including the Member's building supplies and materials	☒ \$500,000 ☐ \$	\$250
Expediting Expense	☒ \$100,000 ☐ \$	Not Applicable
Protection and Preservation of Property	Blanket Limit	Not Applicable
Ornamental Trees, Shrubs, Plants or Lawns	\$5,000 per occurrence, \$10,000 annual aggregate, as stated in the Contract	\$250
Loss of Rents	☒ \$100,000 ☐ \$	Not Applicable
Extra Expense	☒ \$100,000 ☐ \$	Not Applicable
Valuable Papers and Records	☒ \$100,000 ☐ \$	\$250
Earth Movement Coverage	\$2,000,000 each single movement \$2,000,000 annual aggregate	\$5,000
Personal Effects and Property of Others	☒ \$500 any one person, \$2,500 aggregate	\$250
Accounts Receivable	☒ \$100,000 ☐ \$	\$250
Electronic Data Processing Equipment and Media	☐ \$ 25,000 ☒ \$ 261,181	\$250
Fine Arts	☒ \$100,000 ☐ \$	\$250
Loss of Income	☒ \$100,000 ☐ \$	Not Applicable

Coverages	Limits	Deductible
Flood - This policy has a \$1,000,000 annual aggregate for all flood zones or any combination thereof. Flood Coverage for all locations other than flood Zones A, AO, AH, A1-A99, AE, AR as determined by the Federal Emergency Management Agency (FEMA). Flood Coverage for all locations situated in flood Zones A, AO, AH, A1-A99, AE, AR as determined by the Federal Emergency Management Agency (FEMA).	 \$1,000,000 each occurrence \$1,000,000 annual aggregate \$100,000 each occurrence \$100,000 annual aggregate	 \$5,000 \$5,000

A Service of the Michigan Municipal League



Liability & Property Pool

This endorsement changes the Coverage Document.
Please read it carefully.

PROPERTY DAMAGE LIABILITY COVERAGE BUYBACK - MICHIGAN

This endorsement modifies coverage provided under the following:

COMMERCIAL AUTO COVERAGE MML 300, SECTION II

Auto Liability coverage is changed as follows:

For a covered Auto designated or described in the Declarations we will:

- A. pay any amount up to \$3,000 the Member legally must pay as Damages because of Property Damage to a motor vehicle caused by an Occurrence which occurs in Michigan.
- B. pay only to the extent that there is no other coverage available for Damages.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

AUTO AGREED AMOUNT COVERAGE ENDORSEMENT

This endorsement modifies coverage provided under the following:

COMMERCIAL AUTO COVERAGE MML300

This endorsement changes the contract effective on the inception date of the policy unless another date is indicated below.

Contract Number: MML549520109 Effective Date: 4/24/2021
12:01 Standard Time
 Pool Member: City Of Charlotte

SCHEDULE

Vehicle Number	Description of Covered "Auto"	Limit of Coverage	Comprehensive Deductible	Collision Deductible
1	1978/Spartan/Truck w/snorkel, pumper 00046	\$50,000	\$1,000	\$1,000
2	1997/Spartan/Chassis Model GA41M-2142 4S7AT1990VC024063	\$394,381	\$1,000	\$1,000
3	2001/Dodge/Ram Pickup 1B7KF23611J549673	\$35,735	\$1,000	\$1,000
4	2003/Qualifier/Hazmat Trailer, 18,000 lbs 4X4TLFD263NO39602	\$17,927	\$1,000	\$1,000
6	2009/Spartan/Pumper 4S7AU20959C070813	\$585,830	\$1,000	\$1,000
24	2010/Ford/F250 Pickup, w/skid equipment 1FTSX2B5XAEA45038	\$53,896	\$1,000	\$1,000
28	2011/Ford/F650 Mini Pumper 3FRXX6FL5BV050727	\$210,898	\$1,000	\$1,000

For covered any "auto" described in the Schedule above, the **PHYSICAL DAMAGE COVERAGE** Limit of Coverage is replaced by the following:

C. LIMIT OF COVERAGE

1. The most we will pay for "loss" in any one "accident" is the lesser of:
 - a. The cost of repairing or replacing the damaged or stolen "auto" and it's permanently attached equipment.
 - b. The Agreed Amount shown in the Schedule under Limit of Coverage.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

AUTO AGREED AMOUNT COVERAGE ENDORSEMENT

This endorsement modifies coverage provided under the following:

COMMERCIAL AUTO COVERAGE MML300

This endorsement changes the contract effective on the inception date of the policy unless another date is indicated below.

Contract Number: MML549520109 Effective Date: 4/24/2021
12:01 Standard Time
 Pool Member: City Of Charlotte

SCHEDULE

Vehicle Number	Description of Covered "Auto"	Limit of Coverage	Comprehensive Deductible	Collision Deductible
33	2013/Spartan/Gladiator Truck 4S7AX2E9XDC077092	\$748,897	\$1,000	\$1,000
37	2016/Ford/Explorer 1FM5K8AR4GGB28184	\$55,000	\$1,000	\$1,000
40	2019/Chevy/Tahoe 2WD 1GNLCDEC8KR200919	\$55,000	\$1,000	\$1,000
41	2019/Ford/Explorer 1FM5K8AR8KA29408	\$55,000	\$1,000	\$1,000
42	2019/Spartan/Spencer Snorkel Gladiator 4S7AW2D92JC085025	\$1,248,480	\$1,000	\$1,000
43	2020/Freightliner/Dump Truck 1FVHG5FE1LHLM0587	\$200,000	\$1,000	\$1,000
44	2020/Chevy/Tahoe 1GNLCDECXLR240646	\$55,000	\$1,000	\$1,000

For covered any "auto" described in the Schedule above, the **PHYSICAL DAMAGE COVERAGE** Limit of Coverage is replaced by the following:

C. LIMIT OF COVERAGE

1. The most we will pay for "loss" in any one "accident" is the lesser of:
 - a. The cost of repairing or replacing the damaged or stolen "auto" and it's permanently attached equipment.
 - b. The Agreed Amount shown in the Schedule under Limit of Coverage.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

AUTO AGREED AMOUNT COVERAGE ENDORSEMENT

This endorsement modifies coverage provided under the following:

COMMERCIAL AUTO COVERAGE MML300

This endorsement changes the contract effective on the inception date of the policy unless another date is indicated below.

Contract Number: MML549520109 Effective Date: 4/24/2021
12:01 Standard Time
 Pool Member: City Of Charlotte

SCHEDULE

Vehicle Number	Description of Covered "Auto"	Limit of Coverage	Comprehensive Deductible	Collision Deductible
45	2020/Chevy/Tahoe 1GNSKDEC2LR243703	\$55,000	\$1,000	\$1,000
46	2019/Pelican/Street Sweeper NP41704	\$215,000	\$1,000	\$1,000
47	2021/Freightliner/Chassis Truck 1FVHG5FE2MHMP3277	\$89,481	\$1,000	\$1,000

For covered any "auto" described in the Schedule above, the **PHYSICAL DAMAGE COVERAGE** Limit of Coverage is replaced by the following:

C. LIMIT OF COVERAGE

1. The most we will pay for "loss" in any one "accident" is the lesser of:
 - a. The cost of repairing or replacing the damaged or stolen "auto" and it's permanently attached equipment.
 - b. The Agreed Amount shown in the Schedule under Limit of Coverage.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME



Liability & Property Pool

Position Fidelity Bond

Contract Number: MML549520109-D **Bond Period:** 04/24/2021 to 04/24/2022

Pool Member: City of Charlotte

Limit: \$100,000

Position: Deputy Clerk

In consideration of the premium paid and subject to the terms and conditions of this bond coverage, the Michigan Municipal League Liability and Property Pool (Pool) agrees to indemnify the Member for an occurrence of any loss of money or other tangible property belonging to the Member as a result of any fraudulent or dishonest act or acts committed by the person occupying the specified position, or as a result of that person's failure to faithfully perform the duties of the specified position, defined as malfeasance, willful neglect of duty, or bad faith in performance of those duties.

This bond coverage applies only to loss which occurs during the specified bond period.

The limit of the Pool's liability under this bond shall not be cumulative from year to year or period to period. The maximum amount of coverage under this bond shall not exceed the limit shown herein, regardless of whether or not the person occupying the position named acted alone or in collusion with others, and regardless of the number of years this bond or like bond(s), in any amount or limit, have been in-force, or the number of premiums payable or paid.

Coverage under this bond shall not apply immediately upon knowledge or discovery by the Member or an official thereof not in collusion with the person occupying the position named of any fraudulent or dishonest act committed by that person or a failure by that person to faithfully perform the duties of the position named, as defined herein, whether committed before or after that person's date of service on behalf of the Member commenced.

All loss arising out of an act or series of acts, related or not, whether committed by one or more persons, shall be deemed to arise out of one occurrence. Loss is covered under this bond only if discovered not later than one year from the end of the specified bond period. Upon knowledge or discovery of an occurrence that may give rise to a claim under this bond, the Member shall give notice thereof to the Pool as soon as practicable and shall file a detailed proof of loss with the Pool, duly sworn to, not later than four months after acquiring that knowledge of that discovery.

This bond coverage does not apply to:

loss or that part of loss, the proof of which, either as to its existence or as to its amount, is dependent upon any inventory computation or a profit and loss computation;

loss due to an accounting or arithmetical error or omission or to any other good faith error or omission committed by the person named or any other employee of the Member;

loss of manuscripts, books of account or records;

to fees, costs or expenses incurred or paid by the Member in prosecuting or defending any legal proceeding whether or not such proceeding results or would result in a loss covered by this bond;

loss of potential income or value, including but not limited to interest, dividends, investment growth, or appreciation, not realized by the Member because of a loss covered under this bond or otherwise;

to costs, fees and other expenses incurred by the Member in establishing the existence of or amount of loss covered under this bond; or

to loss resulting from the failure of any entity acting as a depository of the Member's property.

In the event of any payment under this bond, the Pool shall be subrogated to the Member's rights of recovery therefore against any person or entity and the Member shall execute and deliver all instruments and papers and do whatever else is necessary to secure such rights. The Member shall do nothing after a loss to prejudice such rights of the Pool.



Liability & Property Pool

Position Fidelity Bond

Contract Number:	<u>MML549520109-A</u>	Bond Period:	<u>04/24/2021 to 04/24/2022</u>
Pool Member:	<u>City of Charlotte</u>		
Limit:	<u>\$100,000</u>		
Position:	Treasurer / Clerk		

In consideration of the premium paid and subject to the terms and conditions of this bond coverage, the Michigan Municipal League Liability and Property Pool (Pool) agrees to indemnify the Member for an occurrence of any loss of money or other tangible property belonging to the Member as a result of any fraudulent or dishonest act or acts committed by the person occupying the specified position, or as a result of that person's failure to faithfully perform the duties of the specified position, defined as malfeasance, willful neglect of duty, or bad faith in performance of those duties.

This bond coverage applies only to loss which occurs during the specified bond period.

The limit of the Pool's liability under this bond shall not be cumulative from year to year or period to period. The maximum amount of coverage under this bond shall not exceed the limit shown herein, regardless of whether or not the person occupying the position named acted alone or in collusion with others, and regardless of the number of years this bond or like bond(s), in any amount or limit, have been in-force, or the number of premiums payable or paid.

Coverage under this bond shall not apply immediately upon knowledge or discovery by the Member or an official thereof not in collusion with the person occupying the position named of any fraudulent or dishonest act committed by that person or a failure by that person to faithfully perform the duties of the position named, as defined herein, whether committed before or after that person's date of service on behalf of the Member commenced.

All loss arising out of an act or series of acts, related or not, whether committed by one or more persons, shall be deemed to arise out of one occurrence. Loss is covered under this bond only if discovered not later than one year from the end of the specified bond period. Upon knowledge or discovery of an occurrence that may give rise to a claim under this bond, the Member shall give notice thereof to the Pool as soon as practicable and shall file a detailed proof of loss with the Pool, duly sworn to, not later than four months after acquiring that knowledge of that discovery.

This bond coverage does not apply to:

loss or that part of loss, the proof of which, either as to its existence or as to its amount, is dependent upon any inventory computation or a profit and loss computation;

loss due to an accounting or arithmetical error or omission or to any other good faith error or omission committed by the person named or any other employee of the Member;

loss of manuscripts, books of account or records;

to fees, costs or expenses incurred or paid by the Member in prosecuting or defending any legal proceeding whether or not such proceeding results or would result in a loss covered by this bond;

loss of potential income or value, including but not limited to interest, dividends, investment growth, or appreciation, not realized by the Member because of a loss covered under this bond or otherwise;

to costs, fees and other expenses incurred by the Member in establishing the existence of or amount of loss covered under this bond; or

to loss resulting from the failure of any entity acting as a depository of the Member's property.

In the event of any payment under this bond, the Pool shall be subrogated to the Member's rights of recovery therefore against any person or entity and the Member shall execute and deliver all instruments and papers and do whatever else is necessary to secure such rights. The Member shall do nothing after a loss to prejudice such rights of the Pool.



Liability & Property Pool

Position Fidelity Bond

Contract Number:	<u>MML549520109-B</u>	Bond Period:	<u>04/24/2021 to 04/24/2022</u>
Pool Member:	<u>City of Charlotte</u>		
Limit:	<u>\$100,000</u>		
Position:	Deputy Treasurer		

In consideration of the premium paid and subject to the terms and conditions of this bond coverage, the Michigan Municipal League Liability and Property Pool (Pool) agrees to indemnify the Member for an occurrence of any loss of money or other tangible property belonging to the Member as a result of any fraudulent or dishonest act or acts committed by the person occupying the specified position, or as a result of that person's failure to faithfully perform the duties of the specified position, defined as malfeasance, willful neglect of duty, or bad faith in performance of those duties.

This bond coverage applies only to loss which occurs during the specified bond period.

The limit of the Pool's liability under this bond shall not be cumulative from year to year or period to period. The maximum amount of coverage under this bond shall not exceed the limit shown herein, regardless of whether or not the person occupying the position named acted alone or in collusion with others, and regardless of the number of years this bond or like bond(s), in any amount or limit, have been in-force, or the number of premiums payable or paid.

Coverage under this bond shall not apply immediately upon knowledge or discovery by the Member or an official thereof not in collusion with the person occupying the position named of any fraudulent or dishonest act committed by that person or a failure by that person to faithfully perform the duties of the position named, as defined herein, whether committed before or after that person's date of service on behalf of the Member commenced.

All loss arising out of an act or series of acts, related or not, whether committed by one or more persons, shall be deemed to arise out of one occurrence. Loss is covered under this bond only if discovered not later than one year from the end of the specified bond period. Upon knowledge or discovery of an occurrence that may give rise to a claim under this bond, the Member shall give notice thereof to the Pool as soon as practicable and shall file a detailed proof of loss with the Pool, duly sworn to, not later than four months after acquiring that knowledge of that discovery.

This bond coverage does not apply to:

loss or that part of loss, the proof of which, either as to its existence or as to its amount, is dependent upon any inventory computation or a profit and loss computation;

loss due to an accounting or arithmetical error or omission or to any other good faith error or omission committed by the person named or any other employee of the Member;

loss of manuscripts, books of account or records;

to fees, costs or expenses incurred or paid by the Member in prosecuting or defending any legal proceeding whether or not such proceeding results or would result in a loss covered by this bond;

loss of potential income or value, including but not limited to interest, dividends, investment growth, or appreciation, not realized by the Member because of a loss covered under this bond or otherwise;

to costs, fees and other expenses incurred by the Member in establishing the existence of or amount of loss covered under this bond; or

to loss resulting from the failure of any entity acting as a depository of the Member's property.

In the event of any payment under this bond, the Pool shall be subrogated to the Member's rights of recovery therefore against any person or entity and the Member shall execute and deliver all instruments and papers and do whatever else is necessary to secure such rights. The Member shall do nothing after a loss to prejudice such rights of the Pool.



Liability & Property Pool

Position Fidelity Bond

Contract Number:	<u>MML549520109-C</u>	Bond Period:	<u>04/24/2021 to 04/24/2022</u>
Pool Member:	<u>City of Charlotte</u>		
Limit:	<u>\$100,000</u>		
Position:	Manager		

In consideration of the premium paid and subject to the terms and conditions of this bond coverage, the Michigan Municipal League Liability and Property Pool (Pool) agrees to indemnify the Member for an occurrence of any loss of money or other tangible property belonging to the Member as a result of any fraudulent or dishonest act or acts committed by the person occupying the specified position, or as a result of that person's failure to faithfully perform the duties of the specified position, defined as malfeasance, willful neglect of duty, or bad faith in performance of those duties.

This bond coverage applies only to loss which occurs during the specified bond period.

The limit of the Pool's liability under this bond shall not be cumulative from year to year or period to period. The maximum amount of coverage under this bond shall not exceed the limit shown herein, regardless of whether or not the person occupying the position named acted alone or in collusion with others, and regardless of the number of years this bond or like bond(s), in any amount or limit, have been in-force, or the number of premiums payable or paid.

Coverage under this bond shall not apply immediately upon knowledge or discovery by the Member or an official thereof not in collusion with the person occupying the position named of any fraudulent or dishonest act committed by that person or a failure by that person to faithfully perform the duties of the position named, as defined herein, whether committed before or after that person's date of service on behalf of the Member commenced.

All loss arising out of an act or series of acts, related or not, whether committed by one or more persons, shall be deemed to arise out of one occurrence. Loss is covered under this bond only if discovered not later than one year from the end of the specified bond period. Upon knowledge or discovery of an occurrence that may give rise to a claim under this bond, the Member shall give notice thereof to the Pool as soon as practicable and shall file a detailed proof of loss with the Pool, duly sworn to, not later than four months after acquiring that knowledge of that discovery.

This bond coverage does not apply to:

loss or that part of loss, the proof of which, either as to its existence or as to its amount, is dependent upon any inventory computation or a profit and loss computation;

loss due to an accounting or arithmetical error or omission or to any other good faith error or omission committed by the person named or any other employee of the Member;

loss of manuscripts, books of account or records;

to fees, costs or expenses incurred or paid by the Member in prosecuting or defending any legal proceeding whether or not such proceeding results or would result in a loss covered by this bond;

loss of potential income or value, including but not limited to interest, dividends, investment growth, or appreciation, not realized by the Member because of a loss covered under this bond or otherwise;

to costs, fees and other expenses incurred by the Member in establishing the existence of or amount of loss covered under this bond; or

to loss resulting from the failure of any entity acting as a depository of the Member's property.

In the event of any payment under this bond, the Pool shall be subrogated to the Member's rights of recovery therefore against any person or entity and the Member shall execute and deliver all instruments and papers and do whatever else is necessary to secure such rights. The Member shall do nothing after a loss to prejudice such rights of the Pool.



Liability & Property Pool

BINDER #: MML549520109

EFFECTIVE DATE: April 24, 2021

This Binder is effective until issuance of Coverage Document

This is a Binder of Coverage provided to the **City of Charlotte**. The coverages and limits provided are those contained in the attached coverage summary and/or current Michigan Municipal League Liability and Property Pool Coverage Document.

No coverage is provided by this Binder except in accordance with the terms and conditions of the Coverage Document of the Michigan Municipal League Liability and Property Pool.

Meadowbrook, Inc., is the authorized administrative representative of the Michigan Municipal League Liability and Property Pool.

Date Issued: March 23, 2021

By: *Diane Jones*
Diane Jones
Authorized Representative

A SERVICE OF THE MICHIGAN MUNICIPAL LEAGUE

CYBER LIABILITY AND DATA BREACH RESPONSE COVERAGE DECLARATIONS

SCHEDULE	Policy #: CYB549520109
Member: City Of Charlotte	
Member Address: 111 E. Lawrence Ave., Charlotte, MI 48813-1554	
Coverage Period: 04/24/2021 to 04/24/2022	
Aggregate Limit of Liability Aggregate for all Loss , including Claims Expenses subject to the following:	\$100,000
Information Security and Privacy Liability Limit:	\$100,000
Regulatory Defense and Penalties Aggregate Sublimit:	\$20,000
Website Media and Content Liability Limit:	\$100,000
PCI Fines, Expenses and Costs Aggregate Sublimit:	\$10,000
Cyber Extortion Aggregate Sublimit:	\$25,000
First Party Data Protection Aggregate Sublimit:	\$25,000
First Party Network Business Interruption Aggregate Sublimit:	\$25,000
Liability Retention Per Claim or Incident	
Information Security and Privacy Liability:	\$0
Regulatory Defense and Penalties:	\$0
Website Media and Content Liability:	\$0
PCI Fines, Expenses and Costs:	\$0
Cyber Extortion:	\$2,500
First Party Data Protection:	\$2,500
First Party Network Business Interruption:	The greater of \$2,500 or income loss during 12 hour waiting period.
Privacy Breach Response Services Limit of Coverage	
Computer Expert Services, Legal Services and Public Relations and Crisis Management Expenses Limit:	\$50,000
Notified Individuals - Notification Services, Call Center Services and Breach Resolution and Mitigation Services Limit	10,000
Privacy Breach Response Services Retention	
Computer Expert Services, Legal Services and Public Relations and Crisis Management Expenses:	\$0
Notified Individuals Threshold:	0
Retroactive Date	09/01/2017



Liability & Property Pool

CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED AS LISTED BELOW.

Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured solely with respect to: Plowing roads.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Eaton County Road Commission
1112 Reynolds Road
Charlotte, MI 48813

Date Issued: 3/23/2021

By: Diane Jones
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED AS LISTED BELOW.

Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Automobile Liability</u>			
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Ownership of 1997 Spartan Chassis Model GA41M-2142, Vin #4S7AT1990VC024063, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability, Auto Agreed Amount Coverage Limit, \$394,381.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED AS LISTED BELOW.

Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Automobile Liability</u>			
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Ownership of 2001 Dodge Ram Pickup, Vin #1B7KF23611J549673, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability, Auto Agreed Amount Coverage Limit, \$35,735.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED AS LISTED BELOW.

Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Automobile Liability</u>			
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Ownership of 2003 Qualifier Hazmat Trailer, Vin #4X4TLFD263NO39602, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability, Auto Agreed Amount Coverage Limit, \$17,927.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Automobile Liability</u>			
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Ownership of 2008 R & R Hazmat Trailer, Vin #5KGBJHB2171003294, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

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Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured solely with respect to: MDOT Permitted Activities

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

State of Michigan, Michigan Transportation Commission
MDOT
Lansing, MI 48933

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

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Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Automobile Liability</u>			
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Ownership of 2009 Spartan Pumper, Vin #813, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability, Auto Agreed Amount Coverage Limit \$585,830.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

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Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Ownership of 1978 Spartan Truck with Snorkel Pumper, Vin #00046, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability, Auto Agreed Amount Coverage Limit \$50,000.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

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Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Automobile Liability</u>			
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Ownership of 2010 Ford F250 Pickup, Vin #5038, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability, Auto Agreed Amount Coverage Limit \$50,000.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

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Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>			
<u>Other</u>			Bodily Injury & Property Damage Combined Single Limit

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured solely with respect to: Cemetery Agreement between City of Charlotte & Maple Hill Cemetery.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Maple Hill Cemetery
801 Tulley Brown Dr.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

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Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Other</u> Automobile Coverage includes coverage for Owned, Non-Owned, and Hired Vehicles.			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured solely with respect to: License Agreement dated November 1, 2006 for the purposes of easement agreement for property located at a strip of land 33 feet width off the west side of the west 50 acres of the southeast 1/4 section 19, T2N, R2N, Eaton Township, Eaton County, beginning at the east and west 1/4 line and runnign south 82 rods and the strip of land 66 feet wide off the west side of SE 1/4, EATON ESO112.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Consumers Energy Co.
One Energy Plaza
Jackson, MI 49201-2276

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>			
<u>Other</u>			Bodily Injury & Property Damage Combined Single Limit
Property: Blanket Buildings & Contents	MML549520109	4/24/2022	\$33,838,115 Total Blanket Limit

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Ownership of DPW Buildings located at 301 Tirrell Hwy., Charlotte, MI 48813 which are leased to the City of Charlotte.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Charlotte Building Authority
111 E. Lawrence Avenue
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>			
<u>Other</u>			Bodily Injury & Property Damage Combined Single Limit

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured solely with respect to: Use of premises by the City of Charlotte for Voting Precincts and Community Meetings held throughout the year, as well as the Fire and Police Department's use of the Parking Lot for training purposes.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Charlotte Public Schools
378 State Street
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>			
<u>Other</u>			Bodily Injury & Property Damage Combined Single Limit

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured solely with respect to: Use of premises.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Eaton Area Senior Center, Inc. Authority
804 S. Cochran Ave.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

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Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Automobile Liability</u>			
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Ownership of 2011 Ford F650 Mini Pumper, Vin #3FRXX6FL5BV050727, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability, Auto Agreed Amount Coverage Limit \$210,898.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

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Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>			
<u>Other</u>			
Inland Marine: 1917 White Historical Fire Truck	MML549520109	4/24/2022	Bodily Injury & Property Damage Combined Single Limit \$25,000 Total Blanket Limit \$ 250 Deductible

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: 1917 White Historical Fire Truck, Vin #18009

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

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Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury & Property Damage Combined Single Limit
<u>Automobile Liability</u>			
<u>Other</u>			

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: 2013 Spartan Gladiator Fire Truck, Vin #4S7AX2E9XDC077092, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability, Auto Agreed Amount Coverage Limit \$748,897.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	Bodily Injury & Property Damage Combined Single Limit \$33,838,115 Total Blanket Limit
<u>Automobile Liability</u>			
<u>Other</u> Property: Blanket Buildings & Contents			

Description of Operations/Locations/Vehicles:

Certificate Holder Loss Payee solely with respect to: Leased IR4235 Copier, Value of \$10,152 is included in above Total Blanket Limit subject to a \$250 Deductible, Lease No. 0010168765003.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Canon Financial Services, Inc., Insurance Center
15325 S.E. 30th Place, Ste. 100
Bellevue, WA 98007

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED AS LISTED BELOW.

Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>			
<u>Other</u>			
Inland Marine: Automated Weather Observation System	MML549520109	4/24/2022	Bodily Injury & Property Damage Combined Single Limit \$175,000 Total Blanket Limit \$ 250 Deductible

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: Contract No. 2016-0058 effective February 1, 2016 for the purposes of continued operation of the Weather Observation and Data Dissemination System at the Fitch H. Beach Airport, 1325 Island Hwy., Charlotte, MI 48813.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

MDOT Office of Aeronautics
2700 Port Lansing Rd.
Lansing, MI 48906

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED AS LISTED BELOW.

Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded:

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider:

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000
<u>Automobile Liability</u>			
<u>Other</u>			Bodily Injury & Property Damage Combined Single Limit

Description of Operations/Locations/Vehicles:

Certificate Holder Additional Insured solely with respect to: Use of premises by the City of Charlotte as a polling precinct location for elections held throughout the year.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Hope Community Church
436 W. Harris
Charlotte, MI 48813

Date Issued: 3/23/2021

By: _____
Authorized Representative



Liability & Property Pool

CERTIFICATE OF COVERAGE

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Name and Address of Participant:

City of Charlotte

111 E. Lawrence Ave.
Charlotte, MI 48813-1554

Coverage Afforded

Michigan Municipal League Liability and Property Pool
1675 Green Road
Ann Arbor, MI 48105-2530

Name and Address of Service Provider

Meadowbrook, Inc.
P.O. Box 2054
Southfield, MI 48037-2054

This is to certify that the coverage listed below has been issued to the participant named above and is in-force at this time. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded herein is subject to all the terms, exclusions and conditions of the Pool contract.

Coverage	Contract Number	Expiration Date	Limits of Liability
<u>General Liability</u>	MML549520109	4/24/2022	\$5,000,000 Bodily Injury and Property Damage Combined Single Limit
<u>Automobile Liability</u>			
<u>Other</u>			

Description of Operations / Locations/ Vehicles:

Certificate Holder Additional Insured & Loss Payee solely with respect to: 2019 Spartan Spencer Snorkel Gladiator, Vin #4S7AW2D92JC085025, Liability Coverage, Michigan No-Fault Coverages, \$1,000 Deductible Comprehensive, \$1,000 Deductible Broad Form Collision, Mini Tort Liability, Auto Agreed Amount Coverage Limit, \$1,248,480.

CANCELLATION: Should any of the above described coverages be canceled before the expiration date thereof, the administrator will endeavor to mail 60 days' written notice to the certificate holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Pool.

Name and Address of Certificate Holder:

Rural Fire Association, Attn: Deborah Granger
2508 E. Five Point Hwy.
Charlotte, MI 48813

Date Issued: 3/23/2021

By: Diane Jones

Authorized Representative

Michigan Department
of Transportation
2020 (11/08)

CERTIFICATE OF INSURANCE FOR PERMITTED ACTIVITIES

IN MICHIGAN DEPARTMENT OF TRANSPORTATION RIGHT OF WAY

ALL INSURANCE INFORMATION MUST BE SUBMITTED ON FORM 2020. ANY OTHER FORM IS INVALID.

The subscribing insurance company certifies that insurance of the types and limits of liability listed below have been issued to the insured named below for the policy period indicated.

Such insurance, here certified, is written in accordance with the company's regular policies and endorsements subject to the company's applicable manuals of rules and rate, except that the insurance shall include, but not be limited to, coverage for: (a) underground damage to facilities due to drilling and excavating with mechanical equipment; and (b) collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition.

- (1) The subscribing company agrees to give 30 days prior written notice to the Michigan Department of Transportation in the event of cancellation or reduction in coverage by the Insurance Company for reasons other than nonpayment of premium.
- (2) The subscribing company agrees to give 10 days prior written notice to the Michigan Department of Transportation in the event of cancellation by the Insurance Company for nonpayment of premium.
- (3) The subscribing company agrees to give immediate written notice to the Michigan Department of Transportation in the event the contractor cancels or reduces the coverage of any insurance certified below.

NAME OF INSURED City of Charlotte	TELEPHONE NUMBER 517-543-8843
--------------------------------------	----------------------------------

ADDRESS 111 E. Lawrence Ave.,	Street Charlotte	City MI	State 48813-1554	Zip Code
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CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY DATES (MM/DD/YY)		CATEGORY	MIN. LIMITS	POLICY AMOUNTS	
			EFFECTIVE	EXPIRATION				
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL ☒ OCCURRENCE	MML549520109	4/24/2021	4/24/2022	GENERAL AGGREGATE	\$ 2,000,000		A
					PRODUCTS - COMP/OP AGG.			
					PERSONAL AND ADV. INJURY		\$5,000,000	
					EACH OCCURRENCE	\$ 1,000,000	\$5,000,000	
					FIRE DAMAGE (Any one fire)		\$100,000	
					MEDICAL EXP(Any one person)		\$10,000	
AND								
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS ☐ ☐	MML549520109	4/24/2021	4/24/2022	COMBINED SINGLE LIMIT	\$ 1,000,000	\$5,000,000	B
					OR			
					BODILY INJURY (Per person)	\$ 500,000		C
					BODILY INJURY (Per accident)	\$ 1,000,000		
					PROPERTY DAMAGE	\$ 1,000,000		
					OR			
A	EXCESS LIABILITY ☐ UMBRELLA FORM ☐ ☐				EACH OCCURRENCE	\$ 1,000,000		D
					AGGREGATE	\$ 1,000,000		

ADDITIONAL INSURED:

The State of Michigan, Michigan Transportation Commission, Department of Transportation, and governmental agencies performing permit activities under a maintenance contract, and all officers, agents and employees of all the above, for claims arising out of, under, or by reason of operations covered by the permit issued to the permittee. If applicable, Eaton (county) and County Road Commission are also insured.

NAME OF INSURANCE COMPANIES AFFORDING COVERAGE COMPANY Michigan Municipal League Liability and LETTER Property Pool A COMPANY LETTER COMPANY LETTER		NAME OF AGENCY Meadowbrook, Inc ADDRESS P.O. Box 2054 Southfield, MI 48037-2054		
BY: (Authorized Representative Signature) Diane Jones		TITLE ACCOUNT EXECUTIVE	DATE 3/23/2021	TELEPHONE NUMBER 248-358-1100

**INSURANCE REQUIREMENTS FOR ACTIVITIES PERFORMED
PURSUANT TO A PERMIT ISSUED BY THE
MICHIGAN DEPARTMENT OF TRANSPORTATION**

The permittee shall have as a minimum an insurance policy as described below, and the insurance company shall be licensed by the State of Michigan.

1. The insurance shall include, but not be limited to, coverage for:
 - Underground damage to facilities due to drilling and excavating with mechanical equipment, and
 - Collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition, and
 - According to the following formula: **A+B or A+C or D**
 - A. Commercial general liability: The minimum limits shall be \$1,000,000 each occurrence and \$2,000,000 aggregate.
 - B. Combined single limit for bodily injury and property damage liability: \$1,000,000 each occurrence
 - C. Automobile Liability (Minimum Limits):
 - Bodily injury: \$500,000 per person
 - \$1,000,000 each occurrence
 - Property damage: \$1,000,000 each occurrence
 - D. The insurance limits, above, may be attained through an umbrella policy.
2. NO WORK IS TO BE PERFORMED WITHOUT THE ABOVE POLICIES BEING CURRENTLY IN EFFECT.
3. Should the policy be canceled or expire, all activities authorized by the permit shall cease and the authority to continue operating within the right of way is deemed of no effect pending reinstatement of such policy in conformity with the above.
4. Proof of insurance shall be the Michigan Department of Transportation (MDOT) Certificate of Insurance for Permitted Activities in MDOT Right of Way form (form #2020), and should the department elect, a copy of the policy.
5. All certificates of insurance will be received by the permit issuing offices unless otherwise arranged with the Lansing Utilities and Permits Section.

CERTIFICATE OF INSURANCE
FOR STATE HIGHWAY MAINTENANCE CONTRACT
Information required by MDOT to report insurance coverage.

DISTRIBUTION:
Original - Maintenance Div.
Copy - Insured Party
Copy - Insurance Agency
Copy - Insurance Company

TO MICHIGAN DEPARTMENT OF TRANSPORTATION: The subscribing insurance company certifies that the motor vehicle insurance for limits of liability as indicated, herein, has been procured by and furnished in behalf of the named insured.

NAME OF INSURED	ADDRESS
City of Charlotte	111 E. Lawrence Ave., , Charlotte, MI 48813-1554

TYPE OF INSURANCE							
INSURANCE	POLICY NO.	EFFECTIVE DATE	EXPIRATION DATE	COVER-AGE	* LIMITS OF LIABILITY		
					EACH PERSON	EACH ACCIDENT	AGGREGATE
Automobile Liability Insurance with respect to owned, hired and non-owned automobiles.	MML549520109	4/24/2021	4/24/2022	B. 1.	\$5,000,000	CSL	
				P. D.			

The subscribing company agrees that the policy referred to herein shall not be changed or cancelled until thirty (30) days written notice has been given to the MICHIGAN DEPARTMENT OF TRANSPORTATION, Lansing, Michigan.

INSURANCE COMPANY	ADDRESS
Michigan Municipal League	Liability and Property Pool P.O. Box 2054, Southfield, MI 48037-2054

AUTHORIZED REPRESENTATIVE SIGNATURE (Do not stamp.)	DATE
<i>Diane Jones</i>	3/23/2021

* This limits of liability shall be no less than \$250,000 each person and \$500,000 each accident for Bodily Injury.



MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES
BUREAU OF EMS, TRAUM AND PREPAREDNESS
EMERGENCY MEDICAL SERVICES SECTION
PO BOX 30207
LANSING, MI 48909
(517) 241-3025

CERTIFICATE OF INSURANCE/COVERAGE FOR LIFE SUPPORT AGENCIES

(Authority: Act 368 of P.A. of 1978 as amended)

(To be completed by insurance or participating plan company and returned to the insured)

The subscribed insurance or participating plan provider certifies that insurance/coverage of the kinds and types and for limits of liability covering the life support vehicles designated has been procured by and furnished on behalf of the insured/covered named below.

NAME OF INSURED/COVERED		
City of Charlotte		
ADDRESS OF INSURED/COVERED		
111 E. Lawrence Ave.		
CITY	STATE	ZIP
Charlotte	MI	48813-1554

Life support vehicle liability coverage with respect to owned, hired, and non-owned vehicles.

POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE
MML549520109	4/24/2021	4/24/2022

***Limits of liability**

BODILY INJURY COVERAGE FOR EACH PERSON	BODILY INJURY COVERAGE FOR EACH CRASH	PROPERTY DAMAGE COVERAGE FOR EACH CRASH
\$5,000,000	CSL	Included

Provide a certificate of no fault insurance or coverage with residual liability coverage of not less than one million dollars (\$1,000,000) per crash (accident) or is under a self-insured program.

Rotary winged aircraft shall include residual liability coverage of not less than five million dollars (\$5,000,000) per crash (accident) or is under a self-insured program. Fixed wing aircraft shall include residual liability coverage of not less than ten million dollars (\$10,000,000) per crash (accident) or is under a self-insured program.

Is this a fleet policy?

X Yes

- No - Attach a list of life support vehicles used by the covered entity named. Include year, make, vehicle type, and vehicle identification number.

The subscribing company agrees that no policy referred to herein shall be changed or canceled until ten (10) days written notice has been given to the EMS Section of the Michigan Department of Health & Human Services

NAME OF COMPANY	AGENTS NAME		
Michigan Municipal League Liability & Property Pool	Diane Jones		
 Signature of Authorized Representative	AGENTS ADDRESS		
	26255 American Drive		
3/23/2021 Date	CITY	STATE	ZIP
	Southfield	MI	48037

CERTIFICATE OF FLEET COVERAGE

This is to certify that the Michigan Municipal League Liability and Property Pool located in Ann Arbor, Michigan, has issued a policy, **No. MML549520109** covering all vehicles owned by or leased by:

**CITY OF CHARLOTTE
111 E. LAWRENCE AVE.
CHARLOTTE, MI 48813-1554**

and said policy complies with ACT 294, P.A. 1972, as amended.

This said Policy expires on **April 24, 2022**.

Date Issued: March 23, 2021

By: Diane Jones
Diane Jones
Authorized Representative

A SERVICE OF THE MICHIGAN MUNICIPAL LEAGUE

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-048

A RESOLUTION TO APPROVE TRAFFIC CONTROL ORDER #21-01

WHEREAS, the Uniform Traffic Code allows for placement of “No Stopping, Standing or Parking Signs” under section 257.942, Sec. 2, (c), (f), (g), and (i) of the Michigan Vehicle Code; and

WHEREAS, the City of Charlotte Police Chief has issued Traffic Control Order #21-01; and

WHEREAS, Traffic Control Order #21-01 provides that additional “No Stopping, Standing or Parking Signs” will be placed on the south side of East Seminary St. from Cochran Ave. to Washington St., specifically the 100 Block; and

WHEREAS, the purpose of these signs will be to provide greater visibility for the CVS drive-through and for traffic to be able to flow through more easily; and

WHEREAS, Traffic Control Order #21-01 issues the removal of one “No Stopping, Standing or Parking Signs” located in the 200 Block of East Seminary on the south side of the road allowing parking from Washington St. to Horatio St. on the south side of the road for the residents; and

WHEREAS, Traffic Control Order #21-01 provides for the placement of one additional “No Stopping, Standing, or Parking Sign” to be placed on the north side of East Seminary St between Washington St. and Horatio St. thereby prohibiting parking for the entire block on the north side of the street allowing for parking on the south side of the street; and

WHEREAS, that the City Council does hereby authorize the Police Chief to issue Traffic Control Order #21-01; and

NOW, THEREFORE, BE IT RESOLVED, Traffic Control Order #21-01 becomes effective immediately upon signage changes and any previous traffic control orders conflicting with Traffic Control Order #21-01 are hereby rescinded and superseded.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte

Memo

To: Erin LaPere, City Manager
From: Paul Brentar, Chief of Police
Date: 03-15-2021
Re: Traffic Control Order # 21-01

As provided in the Uniform Traffic Code, I hereby authorize the placement of "No Stopping, Standing, or Parking Signs" on the south side of East Seminary St. from Cochran Ave. to Washington St., specifically the 100 Block. The purpose of these signs will be to provide greater visibility for the CVS drive-through and for traffic to be able to flow through more easily.

I also hereby authorize the removal of one "No Stopping, Standing, or Parking Signs", which is located in the 200 Block of East Seminary on the south side of the road, thereby allowing parking from Washington St. to Horatio St. on the south side of the road for the residents that live there.

Finally, I hereby authorize the placement of one "No Stopping, Standing, or Parking Sign" to be placed, along with two others currently there, on the north side of East Seminary St between Washington St. and Horatio St. thereby prohibiting parking for the entire block on the north side of the street allowing for parking on the south side of the street.

This order is authorized under section 257.942, Sec. 2, (c), (f), (g), and (i) of the Michigan Vehicle Code by reference. Any previous traffic control orders conflicting with this order are hereby rescinded and superseded.

This order becomes effective immediately once the signs have been changed.

Paul M. Brentar

Chief of Police

Approved by Council (if applicable) (Date) _____

Copy to City Clerk (Date) _____

Copy to DPW Director (Date) _____

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-051

A RESOLUTION TO APPROVE THE PURCHASE OF PRIMARY SAMPLER

WHEREAS, the primary sampler (Sampler) at the wastewater treatment plant was last replaced in 1998 and is in need of replacement because it requires frequent repairs; and

WHEREAS, the Sampler is used to automatically sample and refrigerate the incoming wastewater on a flow proportional pace; and

WHEREAS, the sampler is a vital part of our compliance reporting for the discharge permit; and

WHEREAS, preparation of a detailed specification for bids would be time consuming and broad in nature for a specialized piece of equipment; and

WHEREAS, staff obtained three proposals for the Sampler that ranged in price from \$5,614.58 to \$8,185.00 including shipping; and

WHEREAS, USA Bluebook presented the lowest cost for the Sampler; and

WHEREAS, cost for the Sampler has been budgeted for and will be charged to the Water and Sewer Fund and will be installed by staff at the wastewater plant.

WHEREAS, Section 2-186 of the City Ordinances allows for the waiver of sealed bids for purchases over the amount of \$5,000.

THEREFORE, BE IT RESOLVED That the City Council authorizes the purchase of a new primary sampler in the amount of \$5,614.58 from USA Bluebook and agrees to waive the sealed bid process.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-052

**A RESOLUTION TO RENEW THE AIRPORT MANAGER
CONTRACT WITH TODD COTTER**

WHEREAS, Todd Cotter, has provided Airport Manager services at Fitch H. Beach Municipal Airport since 2009; and

WHEREAS, the contract for these services is in need of renewal; and

WHEREAS, Todd Cotter has satisfactorily met the obligations required under the existing contract; and

WHEREAS, terms of a contract renewal have been negotiated and agreed to by both parties.

THEREFORE, BE IT RESOLVED that the contract between the City of Charlotte and Todd Cotter for the provision of Airport Manager services at Fitch H. Beach Municipal Airport be renewed for an additional three years.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



TO: City of Charlotte City Council
FROM: Bryan Myrkle, Community Development Director
SUBJECT: Updated airport agreements for renewal
DATE: APRIL 1, 2021

There are three contracts related to the airport included for review and approval included on your next City Council agenda. They include minor changes that I will detail in this memo, but they are largely the same as before.

The agreements have been reviewed by City Attorney Hitch as to form and content; and they have also been reviewed by the city's airport consultant Prein & Newhof for compliance with FAA regulations and adherence to best practices of airport management.

The agreements outline the relationship between the City of Charlotte and its Airport Manager Todd Cotter; as well as the Fixed Base Operation by Charlotte Air Services (Mr. Cotter's private business); and the hangar ground lease with Grant Emfield.

FBO Agreement – This agreement has been updated in paragraph 49 to state that Charlotte Air Services will receive a flat rate for hangar management that could be adjusted on a pro rata basis if any individual hangar remains vacant for more than 90 days.

Airport Manager Agreement – This agreement has been updated to include an option for a three-year renewal at the end of the term covered in this contract.

Private Hangar Ground Lease – This agreement has been updated at the recommendation of the Airport Advisory Board to allow certain commercial activities to take place in this privately-owned hangar that are typically excluded from our ground leases. In case you are not aware, the City leases small portions of ground at the airport where private parties can construct and own their own individual hangars. There are three of these hangars on the airfield.

The hangar covered by this lease agreement recently changed hands, and is now owned by Grant Emfield, the operator of Sterling Flight Service, the flight school at the airport. The lease changes include allowing him to store and maintain any aircraft associated with the flight school in the hangar, and allows him to engage in commercial activity related to the flight school.

AIRPORT MANAGEMENT CONTRACT

FITCH H. BEACH MUNICIPAL AIRPORT

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

WITNESSETH,

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

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

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

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

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

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

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

1.2 *Maintenance.*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

obligations and responsibilities under this Agreement.

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

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

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

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

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

required by the FAA and MDOT.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

16. TERMINATION OF AGREEMENT.

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

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

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

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

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

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

CITY OF CHARLOTTE

CHARLOTTE AVIATION SERVICES, LLC

Michael Armitage, Mayor

Todd Cotter, Manager

DATED: _____

DATED: _____

Approved as to form:

Thomas M. Hitch, City Attorney

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-053

**A RESOLUTION TO RENEW THE FIXED BASED OPERATOR CONTRACT WITH
CHARLOTTE AIR SERVICES**

WHEREAS, Charlotte Air Services and its owner, Todd Cotter, has provided Fixed Base Operator services at Fitch H. Beach Municipal Airport since 2009; and

WHEREAS, the contract for these services is in need of renewal; and

WHEREAS, Charlotte Air Services has satisfactorily met the obligations required under the existing contract; and

WHEREAS, terms of a contract renewal have been negotiated and agreed to by both parties.

THEREFORE, BE IT RESOLVED that the contract between the City of Charlotte and Charlotte Air Services for the provision of Fixed Base Operator services at Fitch H. Beach Municipal Airport be renewed for an additional three years.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



TO: City of Charlotte City Council
FROM: Bryan Myrkle, Community Development Director
SUBJECT: Updated airport agreements for renewal
DATE: APRIL 1, 2021

There are three contracts related to the airport included for review and approval included on your next City Council agenda. They include minor changes that I will detail in this memo, but they are largely the same as before.

The agreements have been reviewed by City Attorney Hitch as to form and content; and they have also been reviewed by the city's airport consultant Prein & Newhof for compliance with FAA regulations and adherence to best practices of airport management.

The agreements outline the relationship between the City of Charlotte and its Airport Manager Todd Cotter; as well as the Fixed Base Operation by Charlotte Air Services (Mr. Cotter's private business); and the hangar ground lease with Grant Emfield.

FBO Agreement – This agreement has been updated in paragraph 49 to state that Charlotte Air Services will receive a flat rate for hangar management that could be adjusted on a pro rata basis if any individual hangar remains vacant for more than 90 days.

Airport Manager Agreement – This agreement has been updated to include an option for a three-year renewal at the end of the term covered in this contract.

Private Hangar Ground Lease – This agreement has been updated at the recommendation of the Airport Advisory Board to allow certain commercial activities to take place in this privately-owned hangar that are typically excluded from our ground leases. In case you are not aware, the City leases small portions of ground at the airport where private parties can construct and own their own individual hangars. There are three of these hangars on the airfield.

The hangar covered by this lease agreement recently changed hands, and is now owned by Grant Emfield, the operator of Sterling Flight Service, the flight school at the airport. The lease changes include allowing him to store and maintain any aircraft associated with the flight school in the hangar, and allows him to engage in commercial activity related to the flight school.

FIXED BASED OPERATOR LEASE AND OPERATING AGREEMENT

This Fixed Based Operator Lease and Operating Agreement (“Lease”) made and entered into this 1st day of April, 2021, by and between the City of Charlotte, a Michigan municipal corporation (“City”), and Charlotte Air Services, LLC, a Michigan limited liability company (“FBO”).

WITNESSETH:

WHEREAS, the City owns and operates the Fitch H. Beach Municipal Airport; and

WHEREAS, the FBO desires to lease space and provide commercial services to the general public at the airport; and the parties agree to abide by the terms and conditions as set forth herein;

NOW, THEREFORE, in consideration of good and valuable consideration, the receipt and adequacy of which is hereby acknowledged and the promises and covenants contained herein, the City and the FBO agree as follows:

ARTICLE I - GENERAL

1. **PREMISES.** The City hereby leases to the FBO, and FBO hereby leases from the City the following facilities:

A. **Hangar Facilities.** Hangar attached to the terminal and the associated ramp area and one enclosed T-Hangar.

B. **Building Premises.** A nonexclusive right to the terminal building.

C. **Airfield Premises.** Those portions of the airport delineated in Exhibit A1, attached hereto and forming a part hereof by reference.

2. **MANAGED PREMISES.** In addition to the lease of the hangar premises and building premises, the City hereby grants the FBO the right to operate and manage facilities at the airport, as assistant airport manager.

3. **APPURTENANT PRIVILEGES.** The FBO shall be entitled, in common with others so authorized, to the use of all facilities and improvements of a public nature which now are or may hereafter be connected with or appurtenant to the airport.

4. **EFFECTIVE DATE.** This Lease shall be effective on the date that the last one of the parties has executed this Lease (“effective date”).

5. **TERM.** The term of this Lease shall be for five years commencing on the 1st day

of April 2021 (“Commencement Date”) and expiring at the end of the third year, as hereafter defined, at 12:00 midnight. Provided, however, either party may terminate this Lease upon 60 days written notice with valid cause.

6. RENEWAL. The parties hereby agree to negotiate in good faith for a renewal of this Lease, with additions or deletions, as the parties may mutually agree, commencing not less than 60 days prior to the expiration date. It is the intention of the parties to improve service to the flying public, and the general public at large, and to provide the FBO with an opportunity to build and expand its business. It is the intention of the parties, consistent with the City’s obligation, under 29 USC §40103, to provide the FBO with the optimum opportunity to succeed in providing services to the general public.

7. INTENDED USE. The FBO shall use the premises in such a manner as may be consistent with this Lease and the nature of its operation, including but not limited to the following:

A. Minimum Services. The FBO shall provide, at a minimum, the following services, including but not limited to:

- 1) Aircraft ramp services (towing, parking, guidance, etc.).
- 2) Maintenance, repair and servicing of aircraft.
- 3) Oversight of the hangar and tie-down rental on behalf of the City, including management and subleasing of airport T-Hangars and tie- downs.
- 4) Management of the fuel concession, and emergency service to disabled general aviation aircraft (i.e., towing, transporting disabled aircraft).
- 5) Management of the physical plant, including janitorial services. Communication with the City personnel to ensure notification of the necessity of repairs or maintenance.

B. Optional Aeronautic Services. The FBO may also provide the following optional aeronautic services:

- 1) Flight training.
- 2) Aircraft rental.
- 3) Sightseeing.
- 4) Aircraft charter.

8. PROHIBITED USE. The FBO shall not permit the premises to be used in any manner which may be in violation of this Lease, or relevant federal, state, county or municipal laws and regulations, including but not limited to any environmental laws as defined in Section 37, Hazardous Substances, of this Lease, the fire regulations of the City, and the Michigan Building Code as it may pertain to its use and occupancy of the premises.

9. HOURS OF OPERATION. The FBO shall be open for the conduct of its business on the premises 8:00 a.m. to 5:00 p.m., Monday through Friday, and weekends as needed. Any reduction in the days or hours of operation must be approved by the City, which may approve or disapprove of such reduction in its sole discretion.

10. LEASEHOLD IMPROVEMENTS. Except as may be permitted by this Lease, no improvements, additions or changes shall be made to the premises without the earlier written approval of the City. Any such improvements will be made by the FBO at its own expense, and may or may not remain the property of the FBO, as agreed by the parties. All permitted improvements shall fully comply with all applicable building codes and fire protection codes in effect in the City.

11. SIGNAGE. During the term, FBO shall have the right, at its expense, to place in or on the premises and the building a sign or signs identifying FBO. Said sign or signs shall be of a size, shape and design and at a location or locations permitted by law and subject to the approval of the City which shall be granted or denied in its sole discretion. All FBO signage on the building shall be in compliance with the City's criteria for building signage and all signage shall comply with applicable governmental codes and shall be maintained by FBO in a good and clean condition. Upon City's written consent, FBO shall obtain such building permits or licenses as may be required for the erection and maintenance of any such signs and shall pay any required fees.

12. RENT. In partial consideration for the provision of management services by the FBO to the City, the FBO shall pay no rent to the City.

13. FINANCIAL RECORDS, DATA, REPORTS, FEES AND DISPUTES.

Reports. Hangar rent, tie-downs, shade shelter, and fuel concession reports shall be provided quarterly.

14. LEASE YEAR. For purposes of this Lease, a lease year shall be defined as that twelve calendar month period during the term or renewal period then in effect commencing on the commencement date or the annual anniversary thereof, as may be applicable.

15. COMMON AREAS.

A. Nonexclusive Rights. FBO and its officers, directors, vendors, contractors, customers and employees (collectively "users") are hereby granted during the term or any renewal term then in effect, the nonexclusive right in common with the City and other tenants of the airport to use all exterior walkways, driveways and access areas (including curb cuts), sidewalks, service areas and rear doors for deliveries, parking areas and other areas in the airport designated by the City or otherwise available for the common use of the

tenants of the airport (“common areas”) for the normal and intended purposes of such areas.

B. Parking. The employees of the FBO may utilize parking areas as designated by the City.

16. RETURN OF PREMISES.

A. Condition of Premises. The FBO, on or before the expiration of this Lease, or any renewal term then in effect, or its early termination, shall remove all personal property of the FBO, repair any damage caused by such removal in a workmanlike manner and surrender and deliver of the premises, broom clean and in good order, condition and repair, less ordinary wear and tear. Any personal property not removed within thirty days after the expiration of this Lease, or its earlier termination, shall be deemed to have been abandoned by the FBO and may be retained or disposed of by the City in its sole discretion.

B. Contracts and Encumbrances. The FBO shall return the premises free and clear of any contractual obligations or other legal encumbrances not approved in writing by the City.

17. TAXES.

A. Personal Property Taxes. The FBO shall pay all fees and taxes as required by law, including personal property taxes, sales taxes, and the like, and shall deliver to the City the appropriate receipts which demonstrate the payment.

18. UTILITIES AND OTHER SERVICES.

A. Utilities. The City shall pay for all utilities on the property for the term of this Lease.

B. Pest Control. The City shall, at its sole cost and expense, be responsible for pest control in all structures included in the premises.

19. SECURITY. The FBO shall be responsible, at its sole cost and expense, for protecting the premises and the property located therein from theft and robbery, and shall keep all doors and windows securely fastened when not in use.

20. GOVERNMENTAL REGULATIONS.

A. Airport Rules and Regulations. The FBO shall comply with the airport rules and regulations as may be promulgated from time to time by the City, and the minimum standards and requirements of the conduct of commercial and noncommercial aeronautic services that may likewise be promulgated from time to time.

B. Compliance with Regulations. The FBO shall obtain, at FBO's expense, all licenses and permits required for, and comply with all federal, state and local laws, ordinances, orders, rules and regulations pertaining to the operation of the premises, for the intended use, now or hereafter in force. The City shall also make, at City's expense, all improvements, repairs and alterations to the premises, equipment and personal property that are required to comply with or conform to any such statutes, regulations and ordinances. Provided, however, the FBO shall be responsible for compliance with all statutes, regulations and codes which arise solely due to FBO's business operation on the premises.

21. LIENS.

A. No Liens. The FBO shall have no power to subject the premises to construction, mechanics or materialmen's liens or any other type of lien. The existence of any such lien, which lien is not discharged by the FBO, or bonded off, within 30 days of such party's receipt of notice of filing, shall be a material default of this Lease. All contracts for work on the premises performed on behalf of the FBO must contain a waiver of lien by FBO's contractor against the premises. All persons performing work, labor or supplying materials on behalf of the FBO or City shall look solely to the interests of such party and not to that of the other party for amounts owed.

B. City Lien Waiver. The City acknowledges that FBO may enter into a personal property lease agreement or financing for its business or equipment to be physically located on the premises. In the event that a lender or equipment lessor requires a landlord waiver or subordination agreement to be executed by the FBO's landlord, the City shall, upon written request, execute a landlord waiver and subordination agreement. The terms may be as mutually agreed upon.

22. MAINTENANCE AND CLEANING SERVICES.

A. City's Obligation. The City, upon due notification by the FBO, shall make all necessary repairs and perform all necessary maintenance to the premises.

B. Cleaning Services. The FBO shall perform all necessary cleaning and janitorial services to the premises.

C. FBO's Failure to Perform. In the event the FBO fails to clean and properly maintain the premises, the City may, after notice, enter the premises or permit entry by contractor to perform such cleaning services and bill FBO for the actual costs incurred.

23. INSURANCE.

A. FBO's Obligation. The FBO, as of the commencement date, shall, from that time until the expiration or earlier termination of this Lease, maintain for itself and require

any contractor doing work on the premises to maintain the following insurance:

	<u>Type of Insurance</u>	<u>Limit of Liability</u>
1)	Workers Compensation Employer's Liability	Statutory Coverage \$500,000
2)	Public Liability (includes products and completed operations liability)	
	Bodily Injury	\$500,000 each person \$500,000 each accident
	Property Damage	\$1,000,000 each accident \$2,000,000 each aggregate
3)	Automobile Liability (includes hired cars and automobile non-ownership)	
	Bodily Injury	\$500,000 each person \$500,000 each occurrence
	Property Damage	\$500,000 each accident \$1,000,000 each aggregate

B. Policy Requirements. All of the insurance required under this paragraph shall be affected under enforceable policies issued by insurers licensed to do business in the State of Michigan. All policies, except workers' compensation policies, shall name the City as an additional insured, be an occurrence form, provide contractual liability covering the liability assumed in this Lease and shall not exclude any activity that would normally be associated with use of the premises without the prior written consent of the City which maybe withheld by the City at its sole discretion. All policies shall provide that they shall not be subject to cancellation or material change which affects the City, except upon at least 30 days prior written notice to the City.

C. FBO Reporting Requirement. The FBO shall provide City duly executed certificates of all insurance required by this Lease, and endorsements, enhancements and exclusions, together with satisfactory evidence of the payment of the premiums thereon prior to the commencement date. The FBO shall maintain current certificates of insurance on file with the City and, not less than 30 days prior to the expiration of the term of such policies during the term or any renewal term, a certificate showing the renewal coverage shall be delivered to the City.

24. INDEMNIFICATION.

A. Indemnification. FBO shall, on behalf of the City, defend, indemnify, and hold harmless the City, its members, officers, agents, and employees from and against any and all claims for loss, liability, and damages of whatever nature, to persons and property, including but not limited to death of any person and loss of the use of any property and costs related thereto, including but not limited to reasonable attorneys fees arising out of the business operation of the FBO at the airport. FBO shall defend all such claims, demands, and suits, whether or not a suit is filed. Procurement of insurance shall not release FBO of its duties herein.

B. Additional Indemnification. In addition to the indemnification set forth in paragraph A above, and not as a limitation of any kind, FBO shall indemnify, hold harmless, and defend City, its officers, agents and employees, from and against any and all loss, liability, and damages arising out of or in any manner related to:

1) Any breach by FBO, its agents, employees, contractors or subcontractors whether approved or unapproved of any of the terms and conditions, or other provisions of this Lease.

2) Any and all claims or liability for compensation under any workers' compensation statute arising out of injuries sustained by any employee of FBO or of any licensee, contractor, subcontractor, tenant, or subtenant of FBO.

3) Any and all taxes, fees and assessments of every kind, including taxes imposed or which may be imposed by the County of Eaton, the State of Michigan, and/or any other taxing authority which by law may be levied or assessed on the real property or personal property of the FBO pursuant to this Lease, or which arise out of the operations of FBO, or by reason of occupancy by FBO or any of FBO's agents, licensees, invitees, contractors, subcontractors, tenants, or subtenants, whether or not approved by the City. FBO shall be responsible for obtaining bills for all of said taxes and assessments directly from the taxing or assessing authority, and shall promptly deliver to the City copies of receipts of payment.

4) Any materially inaccurate representation or warranty made by FBO in or under this Lease.

5) The violation of any law of the United States, State of Michigan, or any municipal, county, state or federal authorities which is directly or indirectly related to the business operations of the FBO, its employees, agents, or those holding or occupying under the FBO, including but not limited to air and noise pollution.

C. City's Attorney Fees. FBO's obligations to pay on behalf of, defend,

indemnify, and hold harmless, as set forth in this paragraph, shall include any and all attorney's fees and costs incurred by City in enforcing and obtaining compliance with this Lease.

D. No Insurance Limitations. The provisions of this paragraph are independent of, and shall not be limited by, any insurance obligations in this Lease, and shall survive the expiration or earlier termination of this Lease with respect to any claims or liability arising in connection with any event occurring prior to such expiration or termination. The purpose of insurance coverage required by this Lease, or otherwise, shall not relieve FBO of any duties set forth in this paragraph.

25. RISK OF LOSS. FBO shall store its property in and shall occupy the premises and the common areas at its own risk.

26. THIRD PERSONS. Neither the City nor the FBO shall be responsible or liable to the other party for any damage to either person or property that maybe occasioned by or through the acts or omissions of third parties.

27. DISCLAIMER OF WARRANTIES.

A. Writing Required. No representations or warranties shall be binding upon City unless expressed in writing herein or in a duly executed amendment hereof.

B. Disclaimer. Without limiting the generality of the foregoing, the City does not warrant, and hereby disclaims any and all liability and responsibility for or with respect to or on account of:

1) Except as agreed to by the parties, the condition of the premises, or the airport or any portions thereof, or for or on account of anything affecting such conditions.

2) Noise, noise pollution, air quality, air pollution or pollution of the land.

3) The existence or non-existence of any rights-of-way, zoning ordinances, easements, restrictions or covenants running with the land affecting the premises.

C. Premises "As Is". City makes no representation or promise with respect to the premises, fixtures and/or equipment located thereon except as herein expressly set forth. FBO accepts the premises and all that is located thereon in an "As Is" condition and at no cost to the City, except as may be amended from time to time by mutual agreement of the parties.

D. Indirect, Consequential and Incidental Damages. The City shall have no liability for any indirect, consequential, or incidental damages to FBO, its agents, servants, employees, guests, tenants, or subtenant, whether authorized or not, caused by or arising out of any condition, failure, or activity enumerated in this paragraph.

E. Failure to Utilize Premises. The City shall not be liable for the failure or inability of FBO to utilize all of the premises and FBO does hereby release and discharge City from all claims of every kind growing out of the condition of the premises or facilities located thereon.

F. Defects. The City shall not be responsible or liable for any defect in any building or the common areas or any of the equipment, machinery, utilities, appliances or apparatus therein, nor shall it be responsible or liable for any damage to any person or to any property of FBO or other person caused by or resulting from burst, broken or leaking pipes or by or from, steam or the running, backing up, seepage, or overflow of water or sewage in any part of the premises or for any damage caused by or resulting from acts of God or the elements, the failure of any public utility in supplying utilities to premises or for any damage caused by or resulting from any defect or negligence in the occupancy, construction, operation or use of any of the premises or the common areas, or the operation of any machinery, apparatus, or requirement by any other person or by or from the acts of negligence of any occupancy of premises.

28. NOTICE OF CLAIM. FBO shall give prompt notice to City in case of fire or accidents or other casualties in or about premises, or of any defects in any fixtures or equipment therein.

29. WAIVER OF SUBROGATION. City and FBO hereby waive any rights each may have against the other on account of any loss or damage incurred by City or FBO, as the case may be, to their respective property, the building, the premises, or its contents arising from any risk generally covered by fire, and extended coverage insurance policies. The parties each, on behalf of their respective insurance companies insuring the property of either City or FBO against any such loss or damage, waive any right of subrogation that such companies may have against City or FBO, as the case may be.

30. ASSIGNMENT AND SUBLEASE.

A. FBO's Assignment.

1) FBO may not assign this Lease, without the prior written consent of the City, which consent may be withheld or granted in the City Council's sole discretion. Any transfer of FBO's interest in this Lease or the premises by operation of law, regardless of whether the same is characterized as voluntary or involuntary, shall be construed as an assignment governed by this paragraph. City's written

consent to any one assignment shall not act as a waiver of the requirements of consent with respect to any subsequent assignment.

2) Upon a permitted assignment under this paragraph, the assignee shall assume all rights and obligations of FBO under this Lease. Any assignee of FBO shall deliver to City an assumption agreement in a form reasonably satisfactory to City within ten days after approval by the City Council of such assignment. Notwithstanding anything to the contrary contained in this Lease, upon a permitted assignment of this Lease, the assigning FBO's liability under this Lease shall not terminate.

B. Sublease. Except as set out herein, FBO shall not have the right to sublease or otherwise dispose of the premises or this Lease or any part thereof, or of its right, title or interest therein, or its power to execute this Lease or any amendment or modification thereto, to any person(s) or business entity(ies), company or corporation. Any sublease or other disposition shall be void and shall be deemed a material breach of this Lease and cause for immediate termination.

C. City's Assignment. The City may, at any time, with or without notice, assign, transfer, or delegate any or all of its rights hereunder.

31. DEFAULT.

A. Default by FBO.

1) Subject to FBO's right to notice and opportunity to cure specified in subsection (2) of this paragraph, FBO shall be deemed to be in default of its obligations under this Lease upon the occurrence of any of the following:

a) FBO's failure to perform any material covenant, promise or obligation contained in this Lease.

b) The appointment of a receiver or trustee for all or substantially all of FBO's assets.

c) The filing of a voluntary or involuntary petition on behalf of the FBO for relief under any bankruptcy or insolvency law.

d) The sale of FBO's interest under this Lease by execution or other legal process.

e) The seizure, sequestration or impounding by virtue or under authority of any legal proceeding of all or substantially all of the personal

property or fixtures of FBO used in or incident to the operation of the premises.

f) FBO's making an assignment of this Lease for the benefit of creditors.

g) Any sale, transfer, assignment, subleasing, concession, license, or other disposition prohibited under this paragraph of the Lease.

h) FBO doing or permitting to be done anything that creates a lien upon the premises and shall fail to obtain the release of any such lien or bond off any such lien as required herein.

2) FBO shall only be deemed in default of this Lease upon the FBO's failure within 30 days after receipt of notice from the City of a default of any provision of this Lease, or if such default cannot be reasonably cured within such 30 day period, then within such additional time up to 60 days as is reasonably necessary provided that the FBO continuously and in good faith proceeds to cure such default.

3) Upon FBO's default hereunder City may exercise all remedies available at law or in equity. All such remedies shall be cumulative and non-exclusive.

B. Default by City.

1) City shall be in default under this Lease if City fails to perform any of its obligations or breaches any of its covenants contained in this Lease and said failure or breach continues for a period of 30 days after written notice of such default from FBO, provided this 30 day cure period shall be extended for such reasonable period of time as is necessary to cure the default, if the alleged default is not reasonably capable of cure within said 30 day period and City commences and continues to diligently cure the alleged default.

2) Upon City's default hereunder, FBO may exercise all remedies available at law or in equity. All such remedies shall be cumulative and non-exclusive.

32. ACCESS BY CITY. The City and persons duly authorized by the City shall, upon reasonable notice to FBO, have free access over the premises at reasonable times, accompanied by FBO's representatives, for the purpose of:

A. Inspections. Inspecting the premises for violation of any of the covenants or conditions of this Lease.

B. Repairs. Making repairs as required by this Lease and local, state and federal laws and regulations. City shall be allowed to take all material into and upon the premises that may be required for all reasonable repairs to be made by City under this Lease, without the same constituting an eviction of FBO. City shall use its best efforts to do all repairs when FBO is not open to the public and to conduct all such repairs in a manner so as to minimize any disruption to FBO's business.

C. Development. Carrying out airport development projects and other City sponsored or approved construction.

D. Showing. Showing all or part of the premises to prospective tenants.

33. ACCESS BY FBO.

A. Ingress and Egress. The City shall maintain FBO's ingress and egress to and from the premises uninterrupted at the level presently provided, except as otherwise provided in this Lease.

B. Airport Closure. The City may close the airport, or any portion thereof, from time to time. The number and duration of such closures shall be determined by the City in its sole discretion.

34. DESTRUCTION OF PREMISES.

A. Total Destruction. If the premises are totally destroyed by fire or other casualty or if the premises are partially destroyed to an extent that the premises are not suitable for the operation of FBO's business, then the City or the FBO shall have the option of terminating this Lease upon written notice to the other party, within 60 days after such casualty loss, in which event all obligations herein shall cease as of the date of such casualty, and neither City nor FBO shall have any further obligations or rights hereunder except for any obligations existing at the time of the termination. If this Lease is terminated pursuant to this paragraph, all casualty insurance proceeds from FBO's insurance policies shall be paid to the FBO for loss of FBO's property, and to the City for such property insured by the City.

35. REPRESENTATIONS AND WARRANTIES.

A. FBO. FBO hereby represents and warrants to City that: (i) FBO is a duly authorized and validly existing limited liability company qualified to do business in the State of Michigan; (ii) FBO has the full right and authority to enter into this Lease; (iii) each of the persons executing this Lease on behalf of FBO is authorized to do so; and (iv) this Lease constitutes a valid and legally binding obligation of FBO, enforceable in accordance with its terms.

B. City. The City represents and warrants to FBO that: (i) City is the fee simple owner of the premises; (ii) except as set out herein, there are no agreements, contracts, covenants, conditions or exclusions which would, if enforced, prohibit or restrict the operation of the premises for the intended use; (iii) City is a duly authorized and existing municipal corporation under the laws of the State of Michigan; (iv) City has the full right and authority to enter into this Lease; (v) each of the persons executing this Lease on behalf of the City is authorized to do so; and (vi) this Lease constitutes a valid and legally binding obligation on City, enforceable in accordance with its terms.

36. HAZARDOUS SUBSTANCES.

A. Definitions. For the purposes of this Lease, the term “Hazardous Substance” shall mean (i) any chemical compound, material, mixture or substance that is now or hereafter defined or listed in, or otherwise classified pursuant to, any local government, state or federal environmental laws as a “hazardous substance,” “hazardous material,” “hazardous waste,” “extremely hazardous waste,” “infectious waste,” “toxic substance,” “toxic pollutant,” “radioactive” or any other formulation intended to define, list, or classify substance by reason of deleterious properties, such as ignitability, radioactivity, corrosivity, reactivity, carcinogenicity, toxicity, or “EP toxicity”; (ii) asbestos; and (iii) any petroleum, natural gas, natural gas liquids, liquified natural gas, or synthetic gas for fuel (or mixtures of natural gas and such synthetic gas).

B. FBO’s Duties. FBO shall not cause or permit any hazardous substance to be used, stored, generated, or disposed of on, in or about the premises (except those commonly or properly used in connection with the operation of an FBO and which are used in accordance with all applicable government laws and regulations), without obtaining City’s prior written consent. If the premises become contaminated in any manner as a result of any breach of the foregoing covenant or any act or omission of FBO or any of its agents, employees or contractors, FBO shall indemnify, pay on behalf of, defend and hold harmless City from any and all claims, demands, actions, damages, fines, judgments, penalties, costs (including attorneys’, consultants’, and experts’ fees), liabilities, losses and expenses arising during or after the term of any renewal term then in effect and arising as a result of such contamination. This indemnification includes, without limitation, any and all costs incurred due to any investigation of the site or any cleanup, removal, or restoration mandated by any federal, state, or local agency or political subdivision. Without limitation of the foregoing, if FBO causes or permits the prevention of any hazardous substance on, in or about the premises that results in contamination, FBO, at its sole expense, shall complete all required clean up, removal and remediation. FBO shall first obtain City’s approval for any such remedial action. Notwithstanding the foregoing, this indemnification shall only apply to contamination by hazardous substances resulting from FBO’s use and operation of the premises. Nothing herein contained shall be held to indemnify City from liability or to create any liability on FBO for hazardous substances contamination resulting from City’s ownership, use or operation, or the use of operation by any third party in, on or under the

premises or the building. The provisions of this paragraph shall survive the expiration or earlier termination of this Lease.

37. AIRPORT PROTECTION.

A. City's Rights. It shall be a condition of this Lease, that the City reserves unto itself, its successors and assigns, for the use and benefit of the public:

1) The right of flight for the passage of aircraft in the airspace above the surface of the airport, together with the right to cause in said airspace such noise as may be inherent in the operation of aircraft, now known or hereafter used, for navigation of or flight in the said airspace and for use of said airspace for landing on, taking off from or operating on the airport; and

2) The right to take any action it considers necessary to protect the airspace and approaches of the airport against obstruction, together with the right to prevent FBO from erecting, or permitting to be erected, or locating any building, object structure on the premises adjacent to the airport, which, in the opinion of the City, would limit the usefulness of the airport or constitute a hazard.

B. FBO's Duties. The FBO, for itself, its successors and assigns, shall:

1) Restrict the height of structures and other obstructions on the herein described premises to such a height so as to comply with Federal Aviation Regulations, Part 17.

2) Prevent any use of the premises which would interfere with or adversely affect the operation or maintenance of the airport, or otherwise constitute an airport hazard.

38. NON-EXCLUSIVE RIGHTS. Notwithstanding anything contained in this Lease:

A. FBO's Rights. The rights granted under this Lease are non-exclusive and the City reserves the right to grant similar privileges to another FBO or other tenants on other parts of the airport; and

B. Private Party Rights. No right or privilege has been granted to FBO which would operate to prevent any person, firm or corporation operating aircraft at the airport from performing any services on its own aircraft with its own regular employees (including, but not limited to, maintenance and repair) that it may choose to perform.

39. NO THIRD PARTY BENEFICIARIES. This Lease sets forth the agreement between the parties and all rights and benefits established herein are established solely for the benefit of the

parties and are not intended to establish any rights or benefits in any other person or entity.

40. NOTICES. Any notice, demand, request or other instrument which may be or is required to be given or delivered under this Lease shall be deemed to be delivered (i) whether or not actually received, five days after deposited in the United States mail, postage prepaid, certified or registered mail, return receipt requested, or (ii) when received (or when receipt is refused) if delivered personally or sent by a nationally recognized overnight courier, all charges prepaid, to the addresses of City and FBO as set forth in this paragraph. Such addresses may be changed by written notice to the other party in accordance with this paragraph. The parties acknowledge that copies of any notice sent by facsimile or e-mail are for convenience only, and shall be deemed to be proper notice required hereunder.

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

517/543-8843 (phone)
517/543-8845 (fax)

FBO: Charlotte Air Services, LLC
1325 Island Highway
Charlotte, MI 48813

517/543-2299 (public line)
517/712-8177 (Personal
Line)

41. WAIVER. The waiver by City or FBO of any breach or default of any term, covenant, or condition shall not be deemed to be a waiver of any subsequent breach or default of the same or any other terms, covenant or condition, nor shall the acceptance or payment of rent or other payment be deemed to be a waiver of any such breach or default. No term, covenant or condition of this Lease shall be deemed to have been waived by City or FBO, unless such waiver is in writing.

42. PARAGRAPH NUMBERS AND CAPTIONS. The paragraph numbers and captions appearing in this Lease are inserted only as a matter of convenience and in no way define, limit, construe or describe the scope or intent of such sections.

43. ENTIRE AGREEMENT. This Lease and any attachments hereto and forming a part hereof set forth all the covenants, promises, agreements, conditions, and understandings between City and FBO concerning the premises and there are no covenants, promises, agreements, conditions or understandings, either oral or written, other than as herein set forth. No subsequent alteration, amendment, change or addition to this Lease shall be binding upon City or

FBO until reduced to writing and signed by City and FBO.

44. SEVERABILITY. If any term, covenant or condition of this Lease, or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this Lease or the application of such term, covenant, or condition to persons or circumstances other than those as to which it was held invalid or unenforceable, shall not be affected thereby and each term, covenant or condition of this Lease shall be valid and be enforced to the fullest extent permitted by law.

45. APPLICABLE LAW, VENUE AND JURISDICTION. This Lease shall be governed by and be interpreted in accordance with the laws of the State of Michigan. Venue for state court actions shall be in Eaton County. Venue for federal court actions shall be in the Western District of Michigan. Each party waives any defense of improperly or inconvenient venue as to either court and consents to personal jurisdiction in either court.

46. SUCCESSORS. The provisions of this Lease shall inure to the benefit of the City and FBO and be binding upon the respective successors and permitted assigns.

47. FORCE MAJEURE. In the event that either party hereto shall be delayed or hindered in or prevented from the performance required hereunder by reason of strikes, lockouts, labor troubles, failure of power, riots, insurrection, war, acts of God, or other reason of like nature not the fault of the party delayed in performing work or doing acts ("Permitted Delay"), such party shall be excused for the period of time equivalent to the delay caused by such permitted delay. Notwithstanding the foregoing, any extension of time for a permitted delay shall be conditioned upon the party seeking an extension of time delivering written notice of such permitted delay to the other party within ten days of the event causing the permitted delay, and the maximum period of time which a party may delay any act or performance of work due to a permitted delay shall be 60 days.

48. EXERCISE OF CITY'S RIGHTS. All rights reserved to City under this Lease shall be exercised in a reasonable manner and in a manner so as to minimize any adverse impact to FBO's business or FBO's use or enjoyment of the premises.

ARTICLE II - MANAGEMENT OBLIGATIONS

49. AIRCRAFT STORAGE, END STORAGE UNITS/OFFICES AND TERMINAL RAMP. FBO shall manage the rental of T-Hangars on behalf of the City, based on full occupancy. The FBO shall receive, in acting as the rental agent of the City, 15% of the gross rent, as that rent is established by the City. It is assumed that all T-Hangars will be continuously occupied by rent-paying tenants and compensation shall be paid to the FBO accordingly. FBO shall provide quarterly occupancy reports, and if any T-Hangar remains unoccupied for a period of 90 days in any year, compensation to the FBO shall be adjusted pro rata.

50. STORAGE UNIT MAINTENANCE. FBO shall be responsible for the general

cleanliness, including but not limited to the policing of trash and debris in and around the storage units. No additions or modifications shall be made to the managed premises without the prior written consent of the City, which consent may be withheld at the sole discretion of the City. FBO shall be responsible for damages caused by improper or abusive use of the premises.

51. COMPLIANCE WITH STORAGE UNIT REGULATIONS. FBO shall comply with and assist the City in ensuring that tenants comply with any and all rules and/or regulations which exist or may be established for the use and/or occupancy of the storage units by the City. The FBO shall promptly notify the City and other appropriate agencies of any observed violation of any of the rules and regulations of the FAA, MDOT, NTSB and the City.

52. FUEL FARM OPERATIONS. FBO shall manage the fuel storage facility ("Fuel Farm") on the airport for the purpose of conducting in-to-aircraft fuel services at the airport. The fuel farm is part of the managed premises. FBO shall train personnel in fueling operations in accordance with written procedures promulgated by the FBO. A copy of such written procedures shall be provided to the City on or before the commencement date and at any time that the written procedures are modified.

53. FUEL FARM FEES. FBO shall receive a fuel flow fee of \$0.15 per gallon on all fuel sold on the premises.

54. ASSISTANT AIRPORT MANAGER. Subject to the approval of the City Manager, an assignee of the FBO Principal shall act as Assistant Manager of the airport. They shall manage hangar and tie-down rentals, and manage the fuel concession for the City, and such other management functions, as set forth above.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be executed by their duly authorized representatives on the day and date first written above.

CITY OF CHARLOTTE

CHARLOTTE AIR SERVICES, LLC, FBO

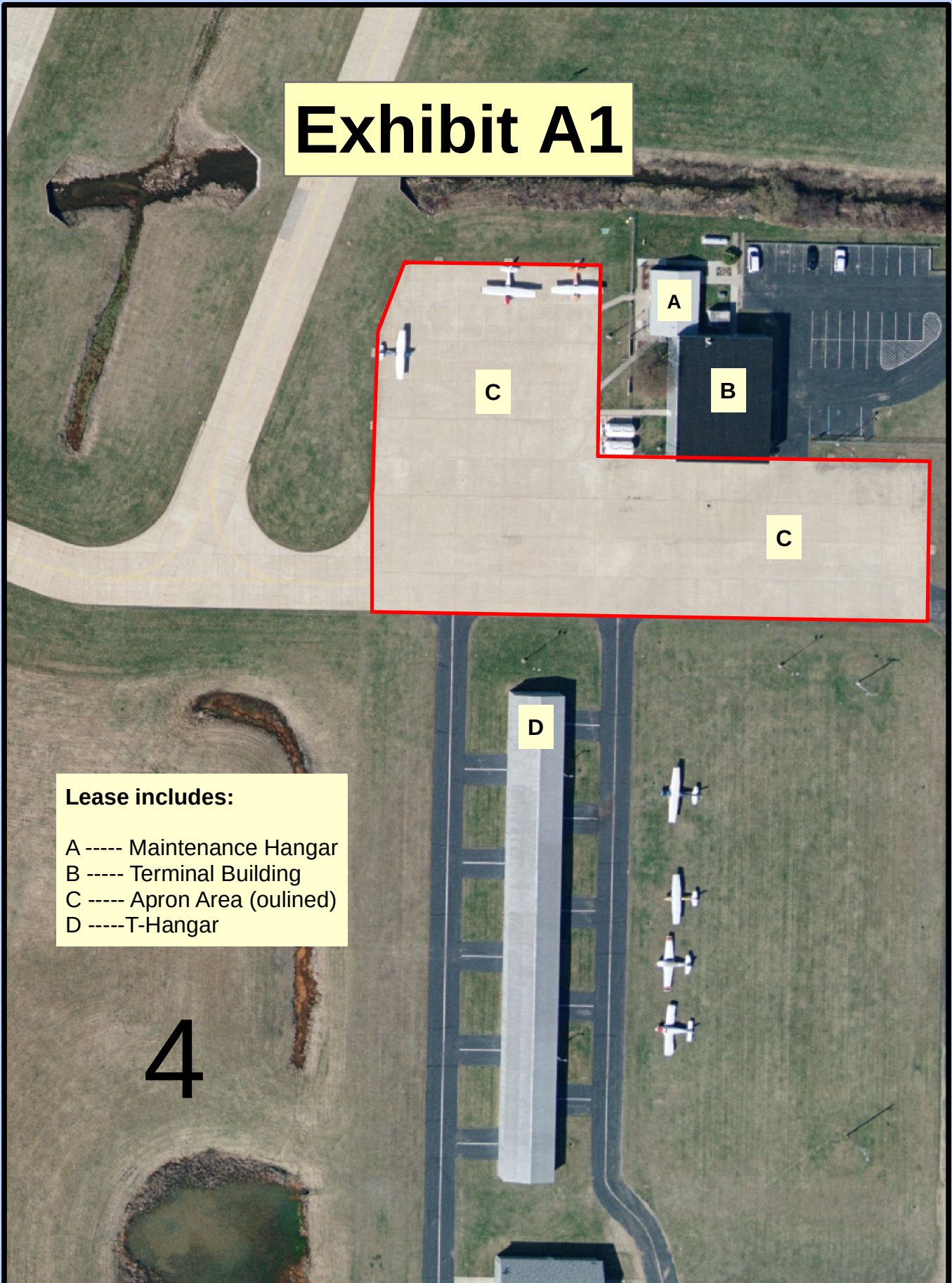
Michael Armitage,
Mayor

By:_____

Its:_____

Pearl Tidwell, City Clerk

Exhibit A1



Lease includes:

- A ----- Maintenance Hangar
- B ----- Terminal Building
- C ----- Apron Area (outlined)
- D ----- T-Hangar

4

Exhibit 2

Improvements to Beach Airport Facilities

Terminal Building

- Lobby
 - o Paint/Repair wall surfaces
 - o Clean carpeting*
 - o Remove or cover-over wood paneling
 - o Paint/Repair trim*
 - o Install protective vinyl strip for carpeting
 - o Replace four chairs
 - o Paint/Replace electrical outlet covers
 - o Repair/Replace light fixtures
 - o Repair/Replace bad windows & screens
 - o Replace interior office door and repair door frame
 - o Paint drinking fountain and test water for potability*
- Office
 - o Remove temporary wall in office
 - o Replace/Repair ceiling tile
 - o Repair/replace light fixtures
 - o Remove shelving behind door
 - o Secure service counter with window, gate or other appropriate device
- Mechanical
 - o Inspect/repair electrical
 - o Inspect/repair HVAC*
 - o Label electrical panel and switches throughout
 - o Remove dead phone cable and electrical wiring throughout
 - o Relocate sink away from electrical panel
 - o Paint mechanical room walls
 - o Replace mechanical room door
- Hallway/Restroom Area
 - o Paint/Repair block walls*
 - o Paint/Repair bathroom walls and fixtures*
 - o Repaint security door to hangar area*
- Exterior
 - o Repaint exterior of building
 - o Repair/Replace bench outside back door
 - o Repair cracked concrete outside back door
 - o Repair/Replace light fixtures at back door
 - o Prune large tree beside hangar*
 - o Test/Inspect/repair water well, drains, septic*

Maintenance Hangar

- Offices
 - o Repair/Replace phone jacks & cables
 - o Clean carpet & walls
 - o Paint ceiling and walls
 - o Replace four chairs
 - o Replace one desk
 - o Remove broken desk and chairs*
 - o Repair/Replace light fixtures
 - o Paint/Repair doors
- Workroom
 - o Replace/Upgrade interior doors to be lockable/secure
 - o Remove built-in cabinets and workbenches*
 - o Remove pegboard, 'key board' and other unnecessary fixtures*
 - o Check apparent water damage*
 - o Replace light fixtures in this room
 - o Repair/Repaint walls
 - o Repair exterior door in this room
 - o Inspect/Repair electrical outlets and circuit boxes in this area
- Mezzanine
 - o Remove everything from this area*
 - o Remove all dead cable and wiring
 - o Repair/Replace light fixtures & switches
- Main Bay
 - o Install new light fixtures (fixtures provided by tenant)
 - o Install new electrical outlet on east wall
 - o Repair furnaces*
 - o Repair ceiling ventilation fan (vents to outside)
 - o Dust ceiling fans*
 - o Repair/replace floor-level wall boards
 - o Repaint all walls
 - o Inspect and repair main hangar door (bi-fold door)
 - o Repair stairway to mezzanine
 - o Remove air compressor*

Other

- Fuel Farm
 - o Self-serve fuel delivery system with credit/debit card reader

* Indicates completed item (as of April 4, 2008)

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-054

**A RESOLUTION TO AUTHORIZE THE LEASE OF GROUND AT FITCH H. BEACH
MUNICIPAL AIRPORT**

WHEREAS, Grant Emfield recently purchased a private hangar at Fitch H. Beach Municipal Airport; and
WHEREAS, it is necessary to update the ground lease associated with this hangar to reflect new ownership;
and

WHEREAS, the terms of this ground lease have been negotiated and agreed to by both parties.

THEREFORE, BE IT RESOLVED that the ground lease between the City of Charlotte and Grant Emfield for occupancy of a private hangar at Fitch H. Beach Municipal Airport is hereby authorized for execution by the Charlotte City Council.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



TO: City of Charlotte City Council
FROM: Bryan Myrkle, Community Development Director
SUBJECT: Updated airport agreements for renewal
DATE: APRIL 1, 2021

There are three contracts related to the airport included for review and approval included on your next City Council agenda. They include minor changes that I will detail in this memo, but they are largely the same as before.

The agreements have been reviewed by City Attorney Hitch as to form and content; and they have also been reviewed by the city's airport consultant Prein & Newhof for compliance with FAA regulations and adherence to best practices of airport management.

The agreements outline the relationship between the City of Charlotte and its Airport Manager Todd Cotter; as well as the Fixed Base Operation by Charlotte Air Services (Mr. Cotter's private business); and the hangar ground lease with Grant Emfield.

FBO Agreement – This agreement has been updated in paragraph 49 to state that Charlotte Air Services will receive a flat rate for hangar management that could be adjusted on a pro rata basis if any individual hangar remains vacant for more than 90 days.

Airport Manager Agreement – This agreement has been updated to include an option for a three-year renewal at the end of the term covered in this contract.

Private Hangar Ground Lease – This agreement has been updated at the recommendation of the Airport Advisory Board to allow certain commercial activities to take place in this privately-owned hangar that are typically excluded from our ground leases. In case you are not aware, the City leases small portions of ground at the airport where private parties can construct and own their own individual hangars. There are three of these hangars on the airfield.

The hangar covered by this lease agreement recently changed hands, and is now owned by Grant Emfield, the operator of Sterling Flight Service, the flight school at the airport. The lease changes include allowing him to store and maintain any aircraft associated with the flight school in the hangar, and allows him to engage in commercial activity related to the flight school.

AIRPORT LEASE

IT IS HEREBY AGREED, Between the City of Charlotte, Michigan, party of the first part and Grant Emfield, party of the second part, as follows:

That said party of the first part, in consideration of rents and covenants herein specified, does hereby Let and Lease to the party of the second part, the following described premises, situated and being in the City of Charlotte, Eaton, Michigan, and described as follows :

Commencing 405 ft. Wand 265 ft. N of the SE corner of W $\frac{1}{2}$ of the E $\frac{1}{2}$ of SW $\frac{1}{4}$, Section 8. Thence W 72 ft., thence N 160 ft. To the beginning of this description. Thence N 50 ft., E 72 ft., S 50 ft., W 72 ft. To the beginning with rights of ingress and egress. Section 8, T2N, R4W, City of Charlotte .

for the term of (5) five years from and after the day of April 1, 2021, on the terms and conditions hereinafter mentioned, to be occupied for the storage of aircraft personally owned or used by the second party, and the erection of a hangar or building for same and used for such commercial purposes as may be necessary for the operation of a flight school at the airport.

The party of the second part do covenant and promise to pay to the part of the first part, its representatives and assigns, for rent of said premises for said term, the sum of 16 cents per square foot per year when the premises is served on at least two sides by a city installed paved taxi-street, or the sum of 13 cents per square foot per year when the premises is served on one side by a city installed paved taxi-street, or the sum of 10 cents per square foot per year when not served on at least one side by a city installed paved taxi-street, during the term of this agreement until such time as it is changed. Said payment to be made payable in advance on the first of the signing of this contract and the annual anniversary of said signing. In the case where a paved taxi-street is installed by the City during the year for which rent has already been paid, the party of the second part shall pay additional rent equivalent to the difference between the lower and higher rental rate, prorated on a daily basis for the remainder of the rental year, from the date when the taxi-street(s) is put into service. The rental rates in this contract may be changed by the party of the first part, with increases not to exceed the rate of inflation as measured by the United States Government and published as the Consumer Price Index (CPI). The party of the first part shall provide notice of any rent increase to the party of the second part with said notice sent by First Class Mail sixty (60) days prior to the annual anniversary date.

II.

PROVIDED, in the event rent shall be delinquent, or if default shall be made in any of the covenants herein contained, it shall be lawful for the party of the first part, its certain attorney, representatives or assigns to re-renter into and repossess the premises, and require party of the second part, and/or any other occupant, to vacate the premises. The above action shall terminate the Lease. First party may proceed to recover all damages occasioned by this termination.

In the event of breach of this lease for non-payment of the rent, or in the event of the breach of any other covenant or condition herein contained, a lien for all damage shall forthwith attach to all hangars, building, structures or fixtures placed or erected on said premises by the party of the second part, and the party of the first part may prevent the removal thereof from said premises by the party of the second part. Party of the first part, its agents or representatives may take possession of said property and dispose of them in the same manner and subject to the same conditions as is provided for the seizure and disposal of goods and chattels subject to the Security Interest.

The second party further agree to abide by and comply with all ordinances, rules or regulations which are now, or which may hereafter be made applicable to the use and occupancy of said premises and the operation and control of Airport; second party also agree that an authorized representative of the City of Charlotte, may at any reasonable time enter upon said premises for the purpose of making any inspection deemed necessary in order to determine whether Federal, State, or Municipal rules and regulations governing the operation of aircraft and the use and occupancy of leasehold interests have been followed.

III.

Said party of the second part further covenant that they will not assign nor transfer this lease, or sub-let said premises, or any part thereof, without the written consent of said party of the first part.

IV.

Second party agrees to install and/or maintain on all buildings proper obstacle lights as may be required by the first party, or other appropriate authority.

No building shall be erected by the second party, nor other installations made, until the plans for such building, installation or advertising shall have first been approved by the party of the first part as being in accord with all pertinent local building, sanitary and health codes, airport regulations and airport zoning.

The party of the second part will, at their own expense, during the continuance of this Lease, keep said premises and every part thereof, clean, free from debris, in good repair, and the grounds mowed. At the expiration of the term, party of the second part will deliver said premises in the same condition as when taken, reasonable use and wear thereof and damage by the elements excepted.

The party of the second part, their guests or others using their aircraft storage structure or aircraft shall not park automobiles or other vehicles on airport property except in designated parking areas or inside of the aircraft storage structure. The party of the first part may have vehicles parked on airport property contrary to this provision towed away at the expense of the vehicle owner.

VI.

Second party shall, and will at all times hereinafter, indemnify and save harmless the party of the first part from or against all damages, losses, claims, demands, suits and expenses which the first party may suffer, sustain, or be subject to as a result of any act or omission to act on the part of the second party or their employees, agents, guests or representatives in connection with the use of the premises as aforesaid and shall carry liability insurance with a company approved by the Michigan Insurance Commission and party of the first part. The party of the second part must also file a copy of said liability insurance with the City Clerk's office. Second party further agree to pay all real estate and personal property taxes which may be levied on the premises on time and when due.

VII.

This lease shall be subordinate to the provisions of any existing or future agreement between the party of the first part and the United States, relative to the operation or maintenance of the Airport.

The party of the first part reserves the right to further develop or improve the landing area of the Airport without interference by said second parties; and reserves the right to take any action it considers necessary to protect the aerial approaches of the Airport against obstruction. This includes the right to prevent the party of the second part from erecting any structure on the Airport which, in the opinion of the party of the first part, would limit the usefulness of the Airport or constitute a hazard to aircraft, including the right to remove structures.

VII.

At the expiration of the Lease, first party covenants and agrees that in the event it does not desire to renew or extend the Lease, it will purchase any structure which second party may have erected on the premises for the taxable true-cash-value (TCV) then on the assessment roll of the City Assessor.

Second party agree that if the operator of said Airport is providing the services of a licensed aircraft mechanic for persons using the facilities of said Airport, then second party will not allow another mechanic to provide services on the leased premises, or any portion of the Airport except for work performed on aircraft owned, or personally used, by the party of the second part.

The party of the first part agrees to maintain the said airport as a public facility.

The covenants, conditions and agreements, made and entered into by the several party hereto, are declared binding on their respective heirs, representatives and assigns.

WITNESS our hands and seals, this day of , 2021

Grand Emfield

Michael Armitage, Mayor

Witness

Pearl Tidwell, City Clerk

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-055

**A RESOLUTION TO AUTHORIZE CORRESPONDENCE TO THE STATE FOR THE
TRANSFER OF CONSTRUCTION CODE ADMINISTRATION TO EATON COUNTY**

WHEREAS, the City has historically administered the state construction code through a division of the Fire Department and the Fire Chief has held the necessary license to administer such code; and

WHEREAS, the Fire Chief/Building Official will be retiring effective April 30, 2021 and no other members of the fire department are licensed to administer the construction code as required by the state; and

WHEREAS, the City has been utilizing the Department of Construction Codes of Eaton County to administer the plumbing, electrical, and mechanical codes for properties within the city's jurisdiction; and

WHEREAS, Eaton County officials have communicated their willingness to administer the construction code for the City of Charlotte and officials from both municipalities have been coordinating the transition of services; and

WHEREAS, the State of Michigan requires the City rescind its ordinance granting city officials the authority to administer the construction code and the City held a first reading on March 15, 2021 and will hold a second reading and consider adoption of such ordinance on April 5, 2021 that shall be effective May 1, 2021; and

WHEREAS, the State of Michigan requires correspondence from the City indicating its intent to have the County administer the construction code; and

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby authorize the City Manager to send such correspondence to the State with the copies of the ordinance rescinding our authority to administer the construction code effective May 1, 2021.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



Memo

Date: April 2, 2021
To: Honorable Mayor Armitage; City Council
From: Erin LaPere, City Manager
Re: Building Department Services

The City met with Eaton County representative to finalize details on the transition of building department services effective May 1st. We are required to submit correspondence to the state indicating our desire to have Eaton County administer the construction code, a resolution for consideration is on the April 5th agenda as introduction to authorize that correspondence.

Additionally, we are required to rescind the portions of our ordinance which state that we will administer the construction code. The first reading was held on March 15th for updates to that section of the ordinance and the public hearing and second reading is scheduled for April 5th for adoption of this amendment to the ordinance.

I have included a resolution for approval for Council's review.

eel

attachment

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

ZONING BOARD OF APPEALS RESOLUTION 2021 – 063

**A RESOLUTION TO AUTHORIZE A MODIFICATION TO THE HEIGHT AND AREA
REGULATIONS FOR 704 ST. MARY’S BOULEVARD**

WHEREAS, the City of Charlotte has received a Zoning Board of Appeals application for consideration of a modification to the height and area regulations at 704 St. Mary’s Boulevard; and

WHEREAS, the purpose of this modification would be to allow the placement of a privacy fence on the north Right-of-Way line; and

WHEREAS, the Zoning Board of Appeals has the authority to grant modifications to height and area regulations in order to secure an improvement of a lot that cannot otherwise be improved without such modification; and

WHEREAS, the Zoning Board of Appeals has made the following determinations in relation to this request:

- The proposed modification will not impair an adequate supply of light and air to adjacent properties.
- The proposed modification will not unreasonably increase the congestion in public streets.
- The proposed modification will not increase the danger of fire or endanger to the public safety.
- The proposed modification will not unreasonably diminish or impair established property values in the surrounding area.
- The proposed modification will not impair the public health, safety, comfort, morals or welfare of the inhabitants of the city.
- The proposed modification will secure the improvement of a parcel that, due to its relationship to surrounding development and physical characteristics cannot be appropriately improved without such modification.

THEREFORE, BE IT RESOLVED that the City of Charlotte Zoning Board of Appeals hereby grants the requested modification to height and area regulations for the development at 704 St. Mary’s Boulevard.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in m48.y office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



TO: Zoning Board of Appeals

FROM: Bryan Myrkle, Community Development Director

SUBJECT: Request for modification at 704 St. Mary's Boulevard

DATE: APRIL 15, 2021

Your agenda for Monday, April 19 includes a ZBA public hearing and a resolution that would allow the construction of a residential privacy fence on the north Right of Way line of the parcel located at 704 St. Mary's Boulevard.

The resident, Katie James, would like to enlarge the area of her yard that is enclosed by a privacy fence. However, due to the unusual width of the public Right of Way in that block of Shepherd Street (this is a corner lot), I have had to reject her application for a fence permit and refer her to the ZBA for relief.

The public Right of Way on the north side of her property is approximately 100 feet, which is significantly wider than the more standard 60 or 66 feet found in most location throughout the City. To be clear, there are other 100-foot street ROW's in the City, but most extend more-or-less the full length of the street, not just a single isolated block.

Under most circumstances, a privacy fence can be built on the setback line for structures, which is 25 feet back from the property line. Depending on the unique circumstances of individual properties, they can sometimes be built even closer. Ms. James' request would fully comply with this setback requirement in most other areas of the City. It is only because of the uniquely wide ROW that it does not.



I have evaluated her request and determined that it does not encroach on public property, and does not encroach into any protected 'corner clearance' areas that protect line-of-sight for vehicles entering or exiting driveways. I have not identified anything that should prohibit this fence installation other than a strict adherence to rules that do not appear to provide any community benefit in this location.

In simplest terms, what this action would do is allow Ms. James to install the same type and location of fencing that most residents are already allowed to do. I do not, however, have the authority to grant her this modification and issue a permit. That authority lies with the Zoning Board of Appeals.

We have included supporting materials for this request in your meeting packet. Should you have any questions about this matter prior to the meeting, I would be happy to answer them.

Google Maps 704 St Marys Blvd



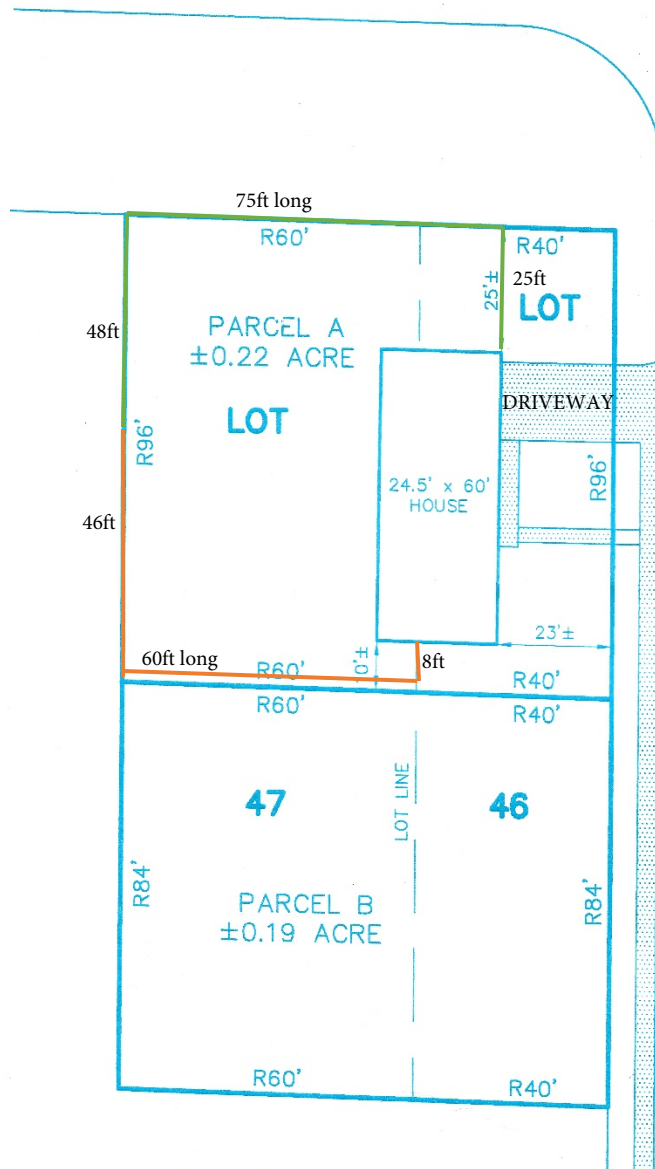
My current fence is outlined in RED. I would like to replace my fence and expand it which is outlined in GREEN. There is a cement slab in my side yard which is circled in YELLOW.

Best case scenario I would like to expand my fence out another 36 feet towards Shepherd. However, the north side of the cement slab is about 26 feet out from my current fence. Being allowed to expand from the front of my garage instead of the back and going out between 26 - 36 ft would impact us immensely.

For:
RE/MAX Home Advantage
128 S. Cochran Ave.
Charlotte, MI 48813

Parcel B: The South 84 feet of Lot 47 and the South 84 feet of the West 40 feet of Lot 46, Dayfair Manor Addition, according to the recorded plat thereof as recorded in Liber 2 of Plats, Page 68, Eaton County Records.

GREEN line - 6ft tall
ORANGE line - 4ft tall


$$1'' = 30'$$

A LOT SURVEY IS REQUIRED FOR THE EXACT LOCATION OF FENCE AND PROPERTY LINES.

This plan was made at the direction of the parties named here.

CITY OF CHARLOTTE
NOTICE OF PUBLIC HEARING
ZONING BOARD OF APPEALS

Pursuant to the provisions of the City's Zoning Ordinance, NOTICE IS HEREBY GIVEN that the Zoning Board of Appeals will meet in the Council Chambers in the City Complex, 111 E. Lawrence Ave., Charlotte, MI at **7:00 P.M. on the 19th day of April, 2021** for the purpose of considering:

Zoning Condition Appeal Request for: 704 St. Mary's Blvd.

Zoning Condition Appeal Requested: To allow a privacy fence to be built in a required yard area, i.e. closer to the Right-of-Way than normally allowed due to abnormal Right-of-Way width.

Questions regarding this notice should be directed to Bryan Myrkle, City of Charlotte Community Development Director at (517) 543-8853.

At said time and place any person interested will be heard. Written responses will be received by the City Clerk's office. The City of Charlotte will provide necessary reasonable auxiliary aids and services to individuals with disabilities upon 10 days' notice to the City.

Pearl Tidwell, City Clerk
City of Charlotte
111 E. Lawrence
Charlotte, MI 48813

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-065

**A RESOLUTION TO APPROVE A REQUEST FOR THE REZONING OF A PARCEL ON
WEST SEMINARY STREET FROM B-1 LOCAL BUSINESS DISTRICT TO RT-TWO FAMILY
RESIDENTIAL**

WHEREAS, the City Council of the City of Charlotte has received a request to rezone properties in the City described as follows:

- Parcel No. 200-040-600-040-01 – COM AT NW CORNER LOT 4; S 200.5 FT; E 30 FT; N 68.39 FT; E 47 FT; N 36 FT; W 2 FT; N 96 FT; W 75 FT TO BEG, BEING PART OF LOT 10 BROOKS ADD, UNPLATTED LAND, LOT 4 & PART OF LOT 3, ACADEMY ADD, SEC.14, T2N,R5W CITY OF CHARLOTTE D.D.A. D 12-30-08 R 2-10-09 (ADJUSTMENT) SPLIT FROM 200-040-600-040-00 FOR 2010.

from B-1 Local Business District to RT – Two Family Residential District.

WHEREAS, the purpose of this change would be to correct a non-conforming condition and allow for the expansion of residential use; and

WHEREAS, following the required public hearing, the City of Charlotte Planning Commission has voted to _____ recommend, _____ not recommend this rezoning action to the City Council.

THEREFORE, BE IT RESOLVED that the City Council of the City of Charlotte does hereby approve the rezoning of this parcel from B-1 Local Business District to RT Two Family Residential District.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



TO: City Council

FROM: Bryan Myrkle, Community Development Director

SUBJECT: Rezone request – 121 West Seminary

DATE: APRIL 16, 2021

Your council agenda for Monday evening's meeting includes the second reading of a resolution that would approve a request for the rezoning of a property at 121 West Seminary from B-1 Local Business District to FT – Two Family Residential.

The Planning Commission held the required public hearing on this issue at its April meeting, hearing from the property owner and following-up with a discussion on the merits of the proposal. The Commission also discussed the issue in more general terms, talking about historic preservation and trends related to the conversion of single family homes into multiple family residential rental units.

Following the discussion, the Planning Commission voted to recommend that the City Council approve this request for rezoning.

For your reference, I have included the meeting materials that were supplied to the Planning Commission on this topic.



TO: City of Charlotte Planning Commission
FROM: Bryan Myrkle, Community Development Director
SUBJECT: 121 West Seminary rezone request
DATE: APRIL 1, 2021

On your Planning commission agenda for Tuesday, April 6 is a request to consider the rezoning of 121 West Seminary Street from B-1 Local Business District to RT - Two Family Residential.

While it is currently zoned for business, the property is nonconforming — it is a house, and its current and historic use is residential. The house was recently purchased, and the new owner would like to change it from a single family home to a two-family home, with an upstairs apartment. Currently, the only options are to maintain it as a single-family home (grandfathered), or use it for business.

At one time, this property was attached to an adjacent parcel to the south, 326 Cochran Avenue, currently occupied by the Cork & Bottle convenience store, which may explain why it is zoned for commercial use.

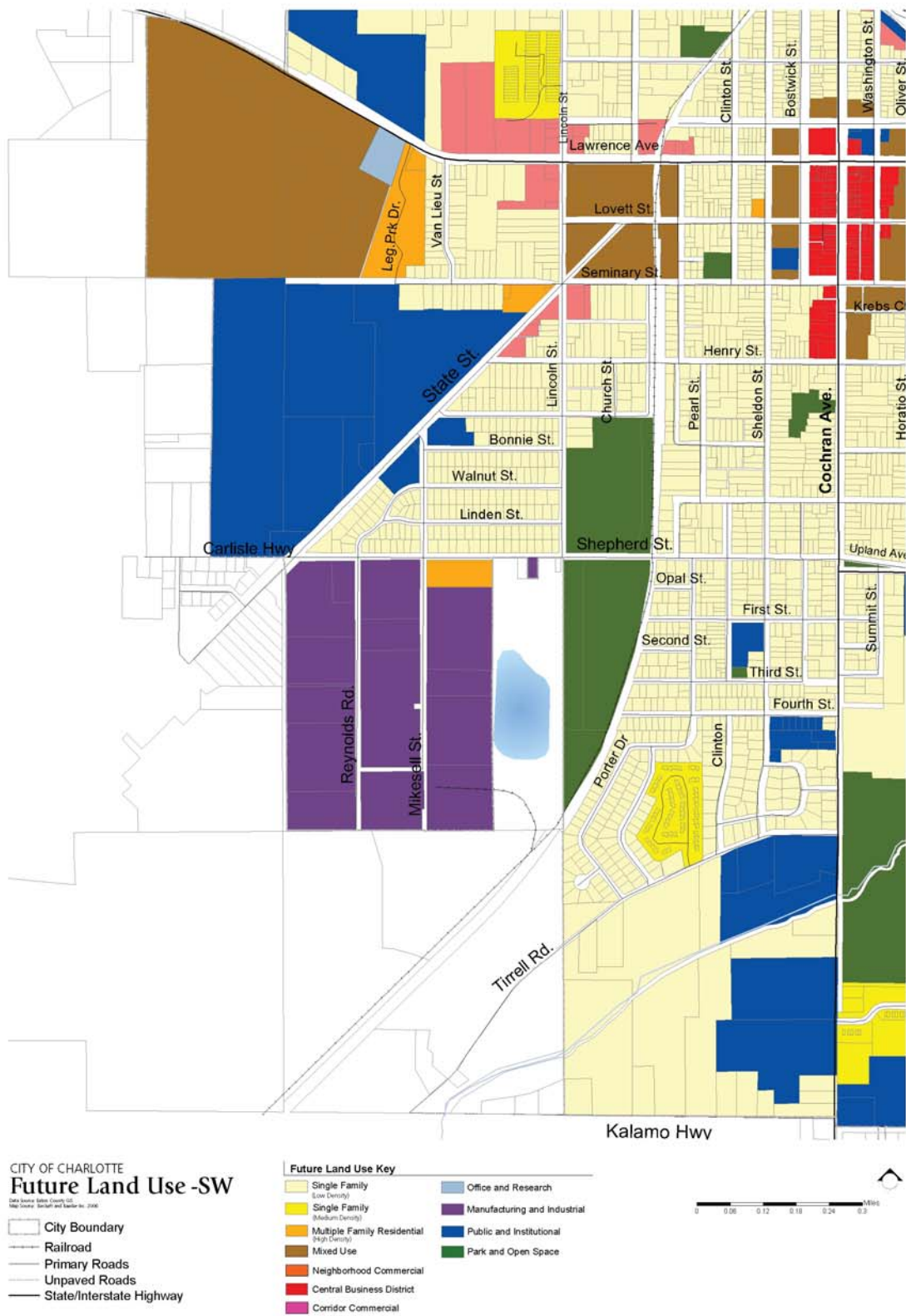
This residential property is located on the border of the B-1 and RT district and could easily be rezoned without creating any issues related to spot zoning or neighborhood compatibility. Similarly, the Future Land Use Map calls for it to be residential. Rezoning to RT would also eliminate a nonconforming condition, which can be very helpful to the property owner if they later need to sell or refinance.

As in other requests for rezoning, the Planning Commission is charged with conducting the necessary public hearing on the matter and making a recommendation on the request back to the City Council for final determination.

121 West Seminary Street



MAP 10.4 Future Land Use Map - Southwest Quad



CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-066

**A RESOLUTION TO APPROVE A REQUEST FOR THE REZONING OF A PARCEL ON
WEST LAWRENCE AVENUE FROM B-3 GENERAL BUSINESS DISTRICT TO I-1 LIGHT
INDUSTRIAL DISTRICT**

WHEREAS, the City Council of the City of Charlotte has received a request to rezone properties in the City described as follows:

- Parcel No. 200-013-100-321-02 – COM W 1/4 COR SEC 13; N89°44'49"E 172.39 FT; N25° 38'52"E 1192.87 FT TO POB; N25°38'52"E 450.67 FT TO C/L LAWRENCE AVE; N61°13'29"W 876.97 FT; S25° 39'16"W 450.67 FT; S61°13'29"E 877.02 FT TO POB. SEC 13 & SEC 14, T2N,R5W, CITY OF CHARLOTTE. 11-19-01 (SPLIT FOR 2005)

from B-3 General Business District to I-1 Light Industrial Business.

WHEREAS, the purpose of this change would be to allow for the development of an industrial use at this site; and

WHEREAS, following the required public hearing, the City of Charlotte Planning Commission has voted to _____ recommend, _____ not recommend this rezoning action to the City Council.

THEREFORE, BE IT RESOLVED that the City Council of the City of Charlotte does hereby approve the rezoning of this parcel from B-3 General Business District to I-1 Light Industrial District

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



TO: City Council

FROM: Bryan Myrkle, Community Development Director

SUBJECT: Rezone request – West Lawrence Avenue

DATE: APRIL 16, 2021

Your council agenda for Monday evening's meeting includes the second reading of a resolution that would approve a request for the rezoning of an 8.5 acre property on West Lawrence Avenue from B-3 General Business District to I-1 Light Industrial District.

The Planning Commission held the required public hearing on this issue at its April meeting, in this case hearing from Dan Bryan of Fleet Services, the person making the request, and also several neighbors who would potentially be affected by this change. The purpose of this rezoning would be to facilitate the development of the site for an expansion of Fleet Services, a local heavy equipment repair facility. The discussion was in-depth and covered several aspects of the proposal.

A central point of discussion regarded the merits of this proposal vs. the existing zoning and what else could be happen at the site under that zoning, now that the property is being actively marketed for sale. While the immediate development potential is somewhat limited by a lack of water and sewer service at the site, the range of potential commercial uses there remains very high. The current zoning, B-3, is the City's most permissive commercial zoning category. Therefore, if a commercial prospect were to purchase the site for an allowed use, the discussion would be focused on site plan considerations, rather than the use itself.



This is an important distinction, because the choice is not between the proposal from Fleet Services and the existing agricultural use, but rather between its proposal and a range of commercial uses that cannot easily be predicted.

It was a lengthy and respectful conversation from all parties involved. Following the discussion, the Planning Commission voted to recommend that the City Council approve this request for rezoning.

For your reference, I have included the meeting materials that were supplied to the Planning Commission on this topic.



TO: City of Charlotte Planning Commission
FROM: Bryan Myrkle, Community Development Director
SUBJECT: West Lawrence rezone request
DATE: APRIL 1, 2021

On the Planning Commission agenda for Tuesday, April 6 is a request from Fleet Services to consider a rezoning action for an 8.38 acre parcel on the south side of West Lawrence Avenue between South Wheaton Road and Legacy Drive. The parcel is undeveloped and does not have a street address assigned.

The property is currently used for agriculture, but is zoned B-3, and is Master Planned as 'mixed use.'

These designations are a reflection of a specific development proposal from the early 2000s, which has since been abandoned. That proposal included this parcel, as well as the surrounding undeveloped acreage.

At the time, the property owners discussed using the larger site for a housing development with a mix of densities, both single and multi-family, with future commercial use proposed along Lawrence Avenue. This proposal resulted in the current designations on the Master Plan and Zoning Map.

After approximately 15 years, the owners have now sold most of the property to a local farmer, who intends to continue using the site for agriculture indefinitely. There are two remaining parcels for sale on West Lawrence, one of which is the subject of this rezoning request.

Fleet Services is a heavy vehicle repair business that has occupied at least two different properties in the City, and is currently located at 201 S. Lincoln Street. The business continues to grow and they have need for a larger space. The owner, Dan Bryan, has spent a lot of time looking for an appropriate location for this business, and would like to purchase this site on West Lawrence for a new development.



As in all cases where there is a request for rezoning, the Planning Commission is charged with conducting the required public hearing and making a recommendation back to the City Council for a final decision.

In this case, the Planning Commission should also consider the surrounding properties, and how they are shown on the Future Land Use Map (Master Plan). They are currently shown as mixed use (see exhibit), which indicates a mixture of commercial and residential uses sharing space. If the Planning Commission determines that this proposal for rezoning the site for industrial use is a good one, it should consider whether similar, compatible uses should be planned for the balance of this area and the Future Land Use Map adjusted accordingly. I have included the relevant portion of the map in your packet for reference.

The Planning Commission will need to consider several items in order to make a recommendation:

- What effect this proposal may have on neighboring properties.
- Whether the previous planning for these sites remains relevant when the project it was based on is no longer viable
- Whether making allowance for a different type of use in that area is a worthwhile consideration.

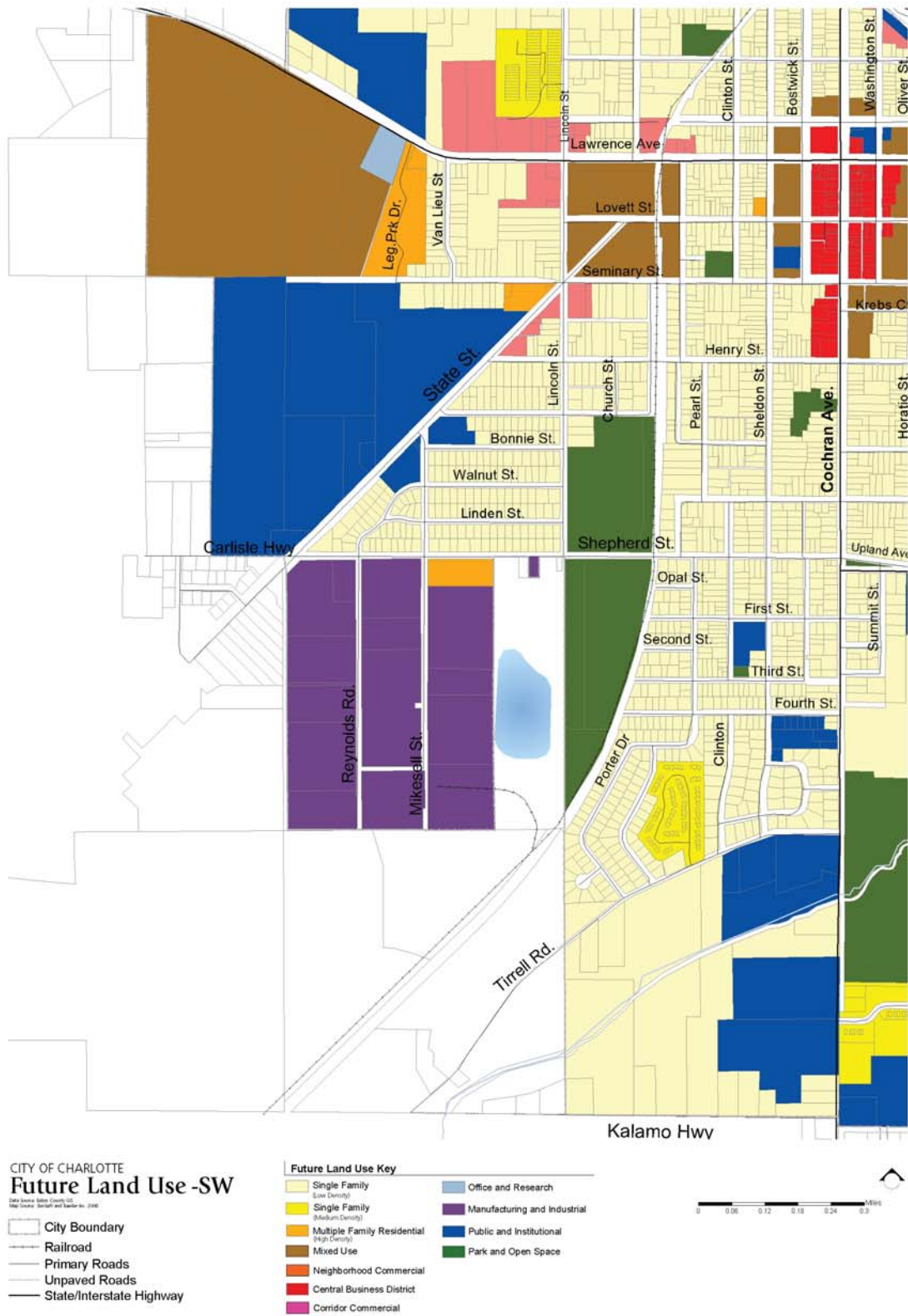
While an expansive mixed-use housing development would no doubt be welcome in Charlotte, it is no longer on the table. It also seems possible that a mix of light-industrial and office park use gradually replacing agriculture use in that location would also be productive and desirable. I believe these are open questions that may have more than one reasonable answer.

If there is support at the Planning Commission and City Council for making this rezoning change, we will also need to make appropriate updates to the Future Land Use Map for this site and those nearby parcels that might benefit from a planning update. That would require additional public input and action by the Planning Commission and Council, and this would need to be done in the very near future, as we do not want to have long-term conflicts between our zoning and future land use maps.

West Lawrence Avenue site



MAP 10.4 Future Land Use Map - Southwest Quad



CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-061

**A RESOLUTION TO AUTHORIZE A CONTRACT WITH FEDEWA, INC. FOR PAINTING
THE NORTH WATER TOWER**

WHEREAS, the most recent inspection report indicated that the north water tower's exterior needs painting and miscellaneous repairs; and

WHEREAS, sealed bids were received on Tuesday, April 13, 2021; and

WHEREAS, Fedewa, Inc. of Hastings submitted the lowest unit price bid in the amount of \$69,699.00 to complete the project; and

WHEREAS, Nelson Tank Engineering & Consulting (NTEC) has verified Fedewa's experience and ability to perform the work satisfactorily; and

WHEREAS, funding for these items were budgeted and will be charged to the Water and Sewer Fund.

THEREFORE, BE IT RESOLVED that the City enter into a contract with Fedewa, Inc. to repaint and repair the north water tower and that the Mayor or Clerk be directed to sign said contract on behalf of the City.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in m48.y office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte

Bid Tabulations
City of Charlotte
400,000-Gallon Elevated Tank
Exterior and Pit Piping Repainting and Minor Repairs

BIDDERS	L&T Painting	Fedewa	Maguire Iron	Industrial Painting	E&L Contractors	Seven Brothers
BID LINE ITEM						
1 Fall prevention	\$4,400	\$5,000	\$5,500	NO BID	NO BID	NO BID
2 Roof hatch gasket	\$400	\$699	\$500			
3 Overflow pipe screen	\$2,000	\$200	\$500			
4 Remove sway rod plates	\$1,600	\$800	\$4,000			
5 Repaint exterior	\$77,840	\$60,000	\$128,000			
6 Repaint pit piting	\$6,000	\$3,000	\$3,500			
TOTAL	\$92,240	\$69,699	\$142,000	\$0	\$0	\$0
Addendum Acknowledged	Y	N	Y			
Bid Bond	Y	Y	Y			
Signed	Y	Y	Y			

Exterior and Pit Piping Repainting and Minor Repairs

[illegible]



Nelson Tank Engineering
& Consulting, Inc.

16240 National Parkway • Lansing, MI 48906 • Phone 517-321-1692 • Fax 517-321-4405

April 14, 2021

Amy Gilson
City of Charlotte
111 E. Lawrence Ave.
Charlotte, MI 48813

RE: Notice of Award

Of the six planholders for the 400,000-Gallon Elevated Tank, three bids were received on time and opened. One bid was delivered after the bid opening and will not be considered. Upon review, NTEC recommends award of the project to Fedewa, Inc., the apparent low bidder, with his bid of \$69,699.

Fedewa, Inc. submitted a bid of \$69,699, which fell within the Engineer's estimate of \$142,250. Fedewa, Inc. did not acknowledge Addendum #1 but NTEC believes this irregularity should be waived as it does not affect the cost or ability to carry out the project. NTEC has no reservations in recommending Fedewa, Inc. for this project, as they have completed projects of similar size and nature for us in the past.

Once NTEC has been informed of your decision we will prepare and issue the Notice of Award.

Respectfully,

Keith A. Nelson

Keith A. Nelson, PE *amo*
President

Encl: Bid Tabs

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-062

**A RESOLUTION TO AUTHORIZE A CONTRACT WITH T.H. EIFERT FOR THE
REBUILDING OF MAIN PRIMARY CLARIFIER DRIVE**

WHEREAS, the primary clarifier #1 at the wastewater treatment plant needs to be removed and rebuilt;
and

WHEREAS, sealed bids were received on Tuesday, April 13, 2021; and

WHEREAS, T.H. Eifert of Lansing submitted the lowest lump sum bid in the amount of \$35,600.00 to
complete the project; and

WHEREAS, the City has worked with T.H. Eifert on previous projects and they have the performed the
work satisfactorily; and

WHEREAS, funding for these items were budgeted and will be charged to the Water and Sewer Fund.

THEREFORE, BE IT RESOLVED that the City enter into a contract with T.H. Eifert to rebuild the
main drive for primary clarifier #1 and that the Mayor or Clerk be directed to sign said contract on behalf
of the City.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the
City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan
Open Meetings Act, the original of which is on file in m48.y office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte

Memo

To: City Council
From: Amy E. Gilson, P.E., Director of Public Works
Date: April 13, 2021
Re: Clarifier Main Drive Rebuild Bids

In your packet you will find a resolution to approve the proposal for the rebuilding of the main drive for primary clarifier #1 at the wastewater treatment plant. Bids were received on April 13, 2021, and following is the sole quote received:

T.H. Eifert	\$ 35,600.00
-------------	--------------

T. H. Eifert has done work at the wastewater plant in the past, and their work was satisfactory, and the bid is within the expected range. Therefore, we are recommending that the bid for the rebuilding of the main drive for primary clarifier #1 be awarded to T.H. Eifert of Lansing.

Please let me know if you have any questions.

CITY OF CHARLOTTE, COUNTY OF EATON, STATE OF MICHIGAN

RESOLUTION NO. 2021-064

AUTHORIZING CHARLOTTE CELEBRATES ACTIVITIES JUNE 17-19, 2021

WHEREAS, Charlotte Celebrates is a community-based, organized event that is to be held June 17 to 19, 2021; and,

WHEREAS, the Charlotte Celebrates committee is responsible for organizing these events that contribute to community-wide fellowship, benevolence, and welfare; and

WHEREAS, the Committee has planned events that require the use and closure of certain streets and right of ways; and

WHEREAS, the Committee has requested that the Charlotte City Council approve the following requests and conditions, including assistance with street closures:

1. Closure of South Cochran Avenue in the 100 and 200 blocks, and East & West Lovett Streets in the 100 blocks to through traffic from 4 p.m. to 8:30 p.m. on Thursday, June 17, 2021 for Touch-A-Truck.
2. Closure of South Cochran Avenue in the 100, 200 and 300 blocks, and East & West Lovett Streets in the 100 blocks to through traffic from 4:00 p.m. to 9 p.m. on Friday, June 18, 2021 for the Charlotte Celebrates Car Show.
3. Authorization for the city to supply whatever closing signs and barricades it has available for the street closures. Other signs will be the responsibility of the event committee.
4. Authorization for the city Department of Public Works to place the required barricades as needed and designated by the Charlotte Police Department.
5. Authorization for the Charlotte Police Department to provide assistance for traffic diversion as necessary for the above-mentioned events.

WHEREAS, the City Council of the City of Charlotte determines these temporary street closings and other conditions are in the best interests of the community.

NOW, THEREFORE, BE IT RESOLVED, that these street closures at the specified times be granted and carried out in accordance with those permissions issued by the Michigan Department of Transportation; and,

BE IT ALSO RESOLVED, that the city Department of Public Works and Charlotte Police Department provide the authorized assistance as outlined above.

The foregoing resolution offered by Council member _____ and supported by _____.

Upon roll call vote, the following voted:

Aye:

Nay:

Absent:

I, the undersigned, the duly qualified and acting Clerk of 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 adopted by the City of Charlotte at a regularly scheduled meeting held on Monday, April 19, 2021, relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature this 19th day of April 2021.

Pearl Tidwell, City Clerk / Treasurer
City of Charlotte



TO: City Council

FROM: Bryan Myrkle, Community Development Director

SUBJECT: Charlotte Celebrates Festival – Authorizing Resolution

DATE: APRIL 15, 2021

The Charlotte Celebrate Festival committee has submitted its requests for use of public property for the planned event on Father's Day weekend in June, 2021.

This is a significantly pared-back request compared to most years due to continuing uncertainty regarding public restrictions related to the coronavirus. The committee is foregoing requests to authorize a number of the usual events and activities on public streets, parking lots or facilities, including the motorcycle stunt show, 3-on-3 basketball tournament, 5k run, Father's Day Fly-In, and the pancake breakfast. Furthermore, the Committee is planning not to hold several additional activities that do not require City authorization, such as the children's activities (bounce houses and etc.) on the Courthouse lawn.

The only activities that are included in this year's authorizing resolution are the Touch-A-Truck event on Thursday evening and the Car Show on Friday.

MEMORANDUM

TO: Charlotte City Council

FROM: Thomas M. Hitch, City Attorney

RE: **CITY ATTORNEY REPORT**

DATE: April 14, 2021

The following is my report to the City Council on issues in which our office has been engaged since the last Council meeting:

1. **Special Assessment District for Fire Department.** I have prepared the resolution that the City Council will, if it so decides, adopt to establish the District and to begin the process of developing a Special Assessment Roll to be further reviewed by the Council and public.

2. **Ordinance Drafting.** We have been contacted by Chief Brentar regarding investigating pawn shop regulations within the City. Apparently there have been inquiries regarding such a business.

3. **City Manager conferences.** From time to time, I continue to have conferences with the City Manager regarding various City issues.

TMH:cf



Manager's Report April 19th Council Meeting

Fiscal Year 21-22 Budget Draft

Administration will prepare an updated budget draft to Council pursuant to the discussion at the study session of April 13th and Council's decision on the consideration for creation of a Special Assessment District. I am recommending a second study session to be held the week of April 26th at which time we can incorporate those updates and continue the discussion on the remainder of General Fund and the other city funds.

Yard Waste Collection

The City will be hosting two curbside yard waste collections this spring. The first was held Monday, April 12th through Thursday, April 15th. If anyone missed last week's collection, they can place items out week of **Monday, May 3rd through Thursday, May 6th**. We remind residents to please place leaves in brown, paper bags and neatly stack brush for collection. Residents may also drop off their yard waste at the DPW garage from 8am to 4pm, Monday through Friday.

Federal Stimulus Update

On Thursday, April 15th the US Treasury released initial pre-award steps for direct receipt agencies to complete. As Charlotte will be receiving funding from the state, and not the federal treasury directly, we await further instruction from the federal government/US Treasury. In the interim, I have intentionally not budgeted for receipt of these monies as we do not have a list of eligible expenditures at this time.

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/21 INCR (DECR)	YTD BALANCE 03/31/2021 NORM (ABNORM)	2020-21 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Dept 000.000							
101-000.000-411.000	CURRENT PROPERTY TAXES	3,083,058.17	0.00	3,096,906.71	3,200,000.00	103,093.29	96.78
101-000.000-411.100	YARD WASTE PROPERTY TAX	35,473.00	0.00	35,089.58	40,400.00	5,310.42	86.86
101-000.000-412.000	TRAILER PARK TAXES	3,490.81	384.00	4,884.00	1,000.00	(3,884.00)	488.40
101-000.000-413.000	TAXES - COLLECTION FEES	113,697.80	0.00	91,566.82	110,000.00	18,433.18	83.24
101-000.000-414.000	TAXES - INTEREST & PENALTIES	17,513.46	0.00	4,173.68	7,000.00	2,826.32	59.62
101-000.000-415.000	SPECIAL ASSESSMENT REVENUE	0.00	0.00	0.00	330,000.00	330,000.00	0.00
101-000.000-416.000	DELINQUENT PROPERTY TAXES	31.98	0.00	0.00	250.00	250.00	0.00
101-000.000-425.000	BUILDING PERMITS	39,924.00	16,360.00	37,905.00	40,000.00	2,095.00	94.76
101-000.000-426.000	GUN PERMITS	41.00	0.00	25.00	0.00	(25.00)	100.00
101-000.000-429.000	OTHER PERMITS & FEES	1,020.00	550.00	1,690.00	0.00	(1,690.00)	100.00
101-000.000-432.000	LIQUOR LICENSE	10,398.85	0.00	10,042.45	10,000.00	(42.45)	100.42
101-000.000-433.000	STATE REV SHARING-SALES TAX	908,125.00	0.00	518,781.00	790,000.00	271,219.00	65.67
101-000.000-437.000	STATE GRANTS	0.00	0.00	41,591.00	30,000.00	(11,591.00)	138.64
101-000.000-438.000	COUNTY/LOCAL GRANTS	0.00	0.00	12,979.77	0.00	(12,979.77)	100.00
101-000.000-439.005	FEDERAL - DOJ	732.50	0.00	0.00	0.00	0.00	0.00
101-000.000-441.000	LOCAL COMM STBLZTN SHARE TAX	246,256.19	0.00	198,110.30	150,000.00	(48,110.30)	132.07
101-000.000-442.000	RURAL FIRE ASSOCIATION	327,395.00	303,965.64	303,965.64	507,500.00	203,534.36	59.89
101-000.000-443.000	CABLE FRANCHISE FEES	40,192.96	0.00	31,589.92	40,000.00	8,410.08	78.97
101-000.000-447.000	ACCIDENT, FOIA, COPIES	2,394.32	122.37	2,163.19	2,500.00	336.81	86.53
101-000.000-448.000	PAYMENT IN LIEU OF TAXES	0.00	0.00	0.00	5,000.00	5,000.00	0.00
101-000.000-450.000	SCHOOL PARTICIPATION REIMB.	84,339.40	0.00	0.00	47,500.00	47,500.00	0.00
101-000.000-471.000	PARKING FINES	4,027.00	960.00	4,260.00	0.00	(4,260.00)	100.00
101-000.000-472.000	DISTRICT COURT FINES	6,719.30	851.73	4,341.69	7,500.00	3,158.31	57.89
101-000.000-473.000	CIVIL INFRACTIONS	600.00	0.00	300.00	0.00	(300.00)	100.00
101-000.000-474.000	OUIL COST RECOVERY	1,766.25	0.00	(171.25)	0.00	171.25	100.00
101-000.000-501.000	INTEREST INCOME	28,911.05	0.00	1,559.93	3,000.00	1,440.07	52.00
101-000.000-543.000	STATE GRANTS - PUBLIC SAFETY	0.00	0.00	171,958.00	0.00	(171,958.00)	100.00
101-000.000-577.000	STATE GRANTS - ELECTION REIMBURSEMENT	0.00	0.00	11,682.65	0.00	(11,682.65)	100.00
101-000.000-593.000	RENT EARNED-CITY PROPERTY	460.00	20.00	(140.00)	1,000.00	1,140.00	(14.00)
101-000.000-594.000	GAIN/LOSS ON SALE OF ASSETS	12,540.00	0.00	0.00	0.00	0.00	0.00
101-000.000-596.000	SUNDRY REVENUE	31,015.26	55,063.18	74,753.03	20,000.00	(54,753.03)	373.77
101-000.000-602.000	CONTRIBUTIONS FROM RETIREES	1,320.00	0.00	0.00	0.00	0.00	0.00
101-000.000-603.000	CONTRIBUTIONS FROM OTHERS	84,888.43	0.00	0.00	0.00	0.00	0.00
101-000.000-604.000	CONTRIBUTIONS - SCIENCE CAMP	2,175.00	0.00	0.00	0.00	0.00	0.00
101-000.000-605.270	CONTRIB FROM INDSTRL PRK FUND	24,996.00	2,083.00	18,747.00	25,000.00	6,253.00	74.99
101-000.000-605.500	CONTRIB FROM RECYCLING FUND	8,400.00	0.00	0.00	0.00	0.00	0.00
101-000.000-605.510	CONTRIBUTION FROM W & S FUND	390,396.00	31,250.00	281,250.00	375,000.00	93,750.00	75.00
101-000.000-605.601	CONTRIB FROM MVP FUND	15,000.00	1,208.00	10,872.00	14,500.00	3,628.00	74.98
101-000.000-606.000	LOAN PROCEEDS	0.00	0.00	0.00	182,500.00	182,500.00	0.00
101-000.000-859.403	CONTRIBUTION TO REVOLVING FUND SPEC ACCT	800,000.00	0.00	0.00	0.00	0.00	0.00
101-000.000-859.736	CONTRIBUTION TO OPEB TRUST	0.00	0.00	200,000.00	0.00	(200,000.00)	100.00
101-000.000-999.999	ADDED FOR CR RECEIPT - EXRMB	(24,457.95)	(258.00)	(9,214.36)	0.00	9,214.36	100.00
Net - Dept 000.000		4,751,756.68	413,075.92	4,780,091.47	5,939,650.00	1,159,558.53	
Dept 100.000 - MAYOR, CITY COUCIL & BOARDS							
101-100.000-708.000	COUNCIL COMPENSATION	12,945.00	1,075.00	10,201.66	12,500.00	2,298.34	81.61
101-100.000-721.000	FICA/MEDICARE - CITY SHARE	1,009.14	82.25	780.43	950.00	169.57	82.15
101-100.000-731.000	MATERIALS & SUPPLIES	66.48	0.00	122.00	100.00	(22.00)	122.00
101-100.000-735.000	DUES & SUBSCRIPTIONS	4,776.00	0.00	170.00	5,000.00	4,830.00	3.40
101-100.000-744.000	TELEPHONE & INTERNET	4,816.06	0.00	0.00	0.00	0.00	0.00
101-100.000-746.000	PROFESSIONAL SERVICES	0.00	0.00	16,806.40	30,000.00	13,193.60	56.02
101-100.000-748.000	CONFERENCES & TRAINING	1,882.07	0.00	0.00	2,000.00	2,000.00	0.00
101-100.000-751.000	MEETING EXPENSE	0.00	0.00	0.00	200.00	200.00	0.00
101-100.000-972.000	MISCELLANEOUS	685.62	0.00	1,963.39	500.00	(1,463.39)	392.68

PERIOD ENDING 03/31/2021

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Fund 101 - GENERAL FUND							
Net - Dept 100.000 - MAYOR, CITY COUCIL & BOARDS		(26,180.37)	(1,157.25)	(30,043.88)	(51,250.00)	(21,206.12)	
Dept 150.000 - CITY MANAGER							
101-150.000-703.000	ADMINSTRATIVE SALARIES	86,161.60	7,692.30	44,285.04	100,000.00	55,714.96	44.29
101-150.000-704.200	HOLIDAY COMPENSATION	4,139.93	0.00	1,092.32	0.00	(1,092.32)	100.00
101-150.000-710.000	COMPENSATED ABSENCES	4,175.32	0.00	36,801.61	0.00	(36,801.61)	100.00
101-150.000-718.000	AUTO ALLOWANCE	3,930.00	0.00	1,200.00	3,900.00	2,700.00	30.77
101-150.000-721.000	FICA/MEDICARE - CITY SHARE	7,419.27	588.47	6,349.87	8,000.00	1,650.13	79.37
101-150.000-723.000	VISION CARE	201.07	30.68	146.91	210.00	63.09	69.96
101-150.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	819.19	86.78	227.84	1,000.00	772.16	22.78
101-150.000-725.604	DENTAL & HEALTH BENEFITS	15,530.90	0.00	9,643.32	15,100.00	5,456.68	63.86
101-150.000-728.000	RETIREMENT PLANS (CITY SHARE)	9,455.79	769.24	8,217.95	10,000.00	1,782.05	82.18
101-150.000-731.000	MATERIALS & SUPPLIES	305.34	56.00	165.24	200.00	34.76	82.62
101-150.000-732.000	POSTAGE	229.91	15.00	237.76	200.00	(37.76)	118.88
101-150.000-735.000	DUES & SUBSCRIPTIONS	916.00	0.00	736.00	1,200.00	464.00	61.33
101-150.000-737.000	PRINTING & PUBLISHING	46.86	0.00	0.00	250.00	250.00	0.00
101-150.000-744.000	TELEPHONE & INTERNET	4,520.67	460.53	4,376.99	5,100.00	723.01	85.82
101-150.000-746.000	PROFESSIONAL SERVICES	0.00	2,814.50	90,423.27	0.00	(90,423.27)	100.00
101-150.000-747.000	INSURANCE & BONDS	25.10	25.00	23.00	0.00	(23.00)	100.00
101-150.000-748.000	CONFERENCES & TRAINING	2,496.01	0.00	0.00	1,000.00	1,000.00	0.00
101-150.000-751.000	MEETING EXPENSE	153.83	0.00	0.00	400.00	400.00	0.00
101-150.000-972.000	MISCELLANEOUS	494.32	0.00	291.57	400.00	108.43	72.89
Net - Dept 150.000 - CITY MANAGER		(141,021.11)	(12,538.50)	(204,218.69)	(146,960.00)	57,258.69	
Dept 200.000 - CITY CLERK							
101-200.000-703.000	ADMINISTRATIVE SALARIES	72,278.92	5,067.31	73,565.38	83,250.00	9,684.62	88.37
101-200.000-704.000	STAFF WAGES	37,596.91	0.00	16.28	49,500.00	49,483.72	0.03
101-200.000-704.100	STAFF - OVERTIME	2,349.99	0.00	374.06	2,250.00	1,875.94	16.62
101-200.000-704.200	HOLIDAY COMPENSATION	5,467.13	0.00	1,688.08	0.00	(1,688.08)	100.00
101-200.000-706.000	CITY LABOR - DPW	238.10	0.00	702.77	2,000.00	1,297.23	35.14
101-200.000-707.000	PART-TIME STAFF WAGES	0.00	0.00	0.00	15,000.00	15,000.00	0.00
101-200.000-710.000	COMPENSATED ABSENCES	13,377.87	894.23	60,642.48	0.00	(60,642.48)	100.00
101-200.000-711.000	LONGEVITY	1,500.00	0.00	1,500.00	1,500.00	0.00	100.00
101-200.000-714.000	UNUSED SICK & VACATION LEAVE	0.00	0.00	0.00	2,000.00	2,000.00	0.00
101-200.000-715.000	HEALTH REIMBURSEMENT	4,400.28	0.00	2,506.45	0.00	(2,506.45)	100.00
101-200.000-721.000	FICA/MEDICARE - CITY SHARE	9,442.21	440.77	9,928.80	10,500.00	571.20	94.56
101-200.000-722.000	ICMA - CITY SHARE	18.91	0.00	0.00	0.00	0.00	0.00
101-200.000-723.000	VISION CARE	626.13	47.79	194.70	575.00	380.30	33.86
101-200.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	1,052.72	136.85	304.63	1,225.00	920.37	24.87
101-200.000-725.603	RETIREMENT HEALTH BENEFITS	7,839.28	0.00	2,925.36	11,800.00	8,874.64	24.79
101-200.000-725.604	DENTAL & HEALTH BENEFITS	22,149.79	0.00	19,328.32	35,100.00	15,771.68	55.07
101-200.000-728.000	RETIREMENT PLANS (CITY SHARE)	36,707.29	584.22	35,311.84	48,500.00	13,188.16	72.81
101-200.000-728.001	RETIRMENT HEALTH SAVINGS	4,080.00	0.00	0.00	4,250.00	4,250.00	0.00
101-200.000-730.000	SAFETY SUPPLIES	195.00	0.00	0.00	0.00	0.00	0.00
101-200.000-731.000	MATERIALS & SUPPLIES	4,671.54	100.94	6,488.86	6,000.00	(488.86)	108.15
101-200.000-732.000	POSTAGE	1,444.65	25.00	451.34	11,500.00	11,048.66	3.92
101-200.000-735.000	DUES & SUBSCRIPTIONS	660.00	0.00	155.00	700.00	545.00	22.14
101-200.000-737.000	PRINTING & PUBLISHING	5,852.72	404.94	3,563.02	9,000.00	5,436.98	39.59
101-200.000-741.000	MAINTENANCE - EQ/BLDG/GRNDS	0.00	0.00	0.00	200.00	200.00	0.00
101-200.000-744.000	TELEPHONE & INTERNET	31,498.18	2,858.00	25,939.03	34,300.00	8,360.97	75.62
101-200.000-746.000	PROFESSIONAL SERVICES	71,003.23	0.00	54,221.56	67,500.00	13,278.44	80.33
101-200.000-747.000	INSURANCE & BONDS	112.13	130.00	122.00	0.00	(122.00)	100.00
101-200.000-748.000	CONFERENCES & TRAINING	2,968.55	0.00	450.00	5,000.00	4,550.00	9.00
101-200.000-749.000	CONTRACTUAL SERVICES	5,375.54	0.00	24,555.37	20,500.00	(4,055.37)	119.78

PERIOD ENDING 03/31/2021

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Fund 101 - GENERAL FUND							
101-200.000-750.000	OTHER COMPENSATION	9,801.60	0.00	14,303.00	15,000.00	697.00	95.35
101-200.000-751.000	MEETING EXPENSE	0.00	0.00	0.00	50.00	50.00	0.00
101-200.000-753.000	SPECIAL PURPOSE EXPENSES	6,203.70	0.00	7,580.69	6,000.00	(1,580.69)	126.34
101-200.000-851.000	MVP EQUIPMENT RENTAL	86.56	0.00	434.88	500.00	65.12	86.98
101-200.000-864.000	CAPITAL OUTLAY - EQUIPMENT	0.00	0.00	0.00	8,600.00	8,600.00	0.00
101-200.000-970.000	MILEAGE ALLOWANCE	484.06	0.00	0.00	600.00	600.00	0.00
101-200.000-972.000	MISCELLANEOUS	268.62	0.00	0.00	200.00	200.00	0.00
Net - Dept 200.000 - CITY CLERK		(359,751.61)	(10,690.05)	(347,253.90)	(453,100.00)	(105,846.10)	
Dept 210.000 - CITY ASSESSOR							
101-210.000-704.000	STAFF WAGES	40,380.74	3,623.88	31,813.49	49,300.00	17,486.51	64.53
101-210.000-704.200	HOLIDAY COMPENSATION	2,174.33	0.00	557.52	0.00	(557.52)	100.00
101-210.000-709.000	OTHER COMPENSATION	407.72	437.50	717.50	825.00	107.50	86.97
101-210.000-710.000	COMPENSATED ABSENCES	6,135.09	92.92	4,797.00	0.00	(4,797.00)	100.00
101-210.000-711.000	LONGEVITY	1,500.00	0.00	1,500.00	1,500.00	0.00	100.00
101-210.000-721.000	FICA/MEDICARE - CITY SHARE	3,730.70	284.33	2,908.03	3,900.00	991.97	74.56
101-210.000-723.000	VISION CARE	201.07	17.11	153.99	210.00	56.01	73.33
101-210.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	460.36	25.47	233.67	750.00	516.33	31.16
101-210.000-725.604	DENTAL & HEALTH BENEFITS	15,530.94	0.00	8,315.05	15,100.00	6,784.95	55.07
101-210.000-728.000	RETIREMENT PLANS (CITY SHARE)	16,338.94	1,551.40	15,513.80	21,200.00	5,686.20	73.18
101-210.000-731.000	MATERIALS & SUPPLIES	1,341.23	0.00	666.23	890.00	223.77	74.86
101-210.000-732.000	POSTAGE	2,030.21	15.00	2,592.20	0.00	(2,592.20)	100.00
101-210.000-735.000	DUES & SUBSCRIPTIONS	285.00	0.00	265.00	500.00	235.00	53.00
101-210.000-737.000	PRINTING & PUBLISHING	932.19	102.64	1,601.89	3,550.00	1,948.11	45.12
101-210.000-744.000	TELEPHONE & INTERNET	13,048.30	1,217.00	10,953.00	14,600.00	3,647.00	75.02
101-210.000-746.000	PROFESSIONAL SERVICES	0.00	0.00	1,421.00	0.00	(1,421.00)	100.00
101-210.000-748.000	CONFERENCES & TRAINING	1,236.91	0.00	0.00	2,985.00	2,985.00	0.00
101-210.000-749.000	CONTRACTUAL SERVICES	45,406.00	3,116.00	28,984.00	50,200.00	21,216.00	57.74
101-210.000-864.000	CAPITAL OUTLAY - EQUIPMENT	0.00	0.00	0.00	600.00	600.00	0.00
101-210.000-972.000	MISCELLANEOUS	0.00	0.00	0.00	100.00	100.00	0.00
Net - Dept 210.000 - CITY ASSESSOR		(151,139.73)	(10,483.25)	(112,993.37)	(166,210.00)	(53,216.63)	
Dept 220.000 - FINANCE & TREASURY							
101-220.000-703.000	ADMINISTRATIVE SALARIES	581.27	0.00	0.00	0.00	0.00	0.00
101-220.000-704.000	STAFF WAGES	37,301.45	3,679.43	30,153.17	55,600.00	25,446.83	54.23
101-220.000-704.100	STAFF - OVERTIME	631.57	104.43	972.58	1,750.00	777.42	55.58
101-220.000-704.200	HOLIDAY COMPENSATION	2,449.17	0.00	2,217.33	0.00	(2,217.33)	100.00
101-220.000-706.000	CITY LABOR - DPW	5,294.60	624.61	5,472.57	0.00	(5,472.57)	100.00
101-220.000-710.000	COMPENSATED ABSENCES	6,673.33	147.06	6,460.79	0.00	(6,460.79)	100.00
101-220.000-711.000	LONGEVITY	1,449.55	0.00	1,645.95	1,625.00	(20.95)	101.29
101-220.000-715.000	HEALTH REIMBURSEMENT	300.00	0.00	0.00	0.00	0.00	0.00
101-220.000-719.000	CLOTHING ALLOWANCE	600.00	0.00	450.00	500.00	50.00	90.00
101-220.000-721.000	FICA/MEDICARE - CITY SHARE	3,709.43	324.90	3,346.85	4,600.00	1,253.15	72.76
101-220.000-723.000	VISION CARE	266.11	17.11	153.99	300.00	146.01	51.33
101-220.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	853.89	26.04	248.44	650.00	401.56	38.22
101-220.000-725.604	DENTAL & HEALTH BENEFITS	21,889.26	0.00	9,361.32	17,000.00	7,638.68	55.07
101-220.000-728.000	RETIREMENT PLANS (CITY SHARE)	11,355.73	942.97	9,892.44	12,000.00	2,107.56	82.44
101-220.000-728.001	RETIREMENT HEALTH SAVINGS	1,965.27	153.86	1,538.60	2,000.00	461.40	76.93
101-220.000-731.000	MATERIALS & SUPPLIES	2,921.33	36.69	525.05	3,500.00	2,974.95	15.00
101-220.000-732.000	POSTAGE	3,480.37	25.00	2,765.46	3,200.00	434.54	86.42
101-220.000-735.000	DUES & SUBSCRIPTIONS	836.25	0.00	499.00	1,000.00	501.00	49.90
101-220.000-737.000	PRINTING & PUBLISHING	1,966.21	310.09	990.12	2,000.00	1,009.88	49.51
101-220.000-744.000	TELEPHONE & INTERNET	28,907.28	2,683.00	24,147.00	32,200.00	8,053.00	74.99

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	END BALANCE	ACTIVITY FOR	YTD BALANCE	2020-21 AMENDED BUDGET	AVAILABLE	% BDGT USED
		06/30/2020 NORM (ABNORM)	MONTH 03/31/21 INCR (DECR)	03/31/2021 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
101-220.000-746.000	PROFESSIONAL SERVICES	287,219.26	17,046.85	206,092.86	240,000.00	33,907.14	85.87
101-220.000-747.000	INSURANCE & BONDS	43,662.54	43,724.00	40,742.00	40,000.00	(742.00)	101.86
101-220.000-749.000	CONTRACTUAL SERVICES	18,230.10	0.00	39.99	0.00	(39.99)	100.00
101-220.000-749.003	ANNEXATION TAX SHARING	65,855.34	0.00	53,986.36	67,500.00	13,513.64	79.98
101-220.000-972.000	MISCELLANEOUS	2,116.25	0.00	4,582.59	3,000.00	(1,582.59)	152.75
101-220.000-972.999	SUNDRY - MISC CLEARING	893.58	0.00	137.32	0.00	(137.32)	100.00
Net - Dept 220.000 - FINANCE & TREASURY		(551,409.14)	(69,846.04)	(406,421.78)	(488,425.00)	(82,003.22)	
Dept 221.000 - PAYROLL TO BE DISTRIBUTED							
101-221.000-704.100	STAFF - OVERTIME	0.00	234.90	234.90	0.00	(234.90)	100.00
101-221.000-706.000	CITY LABOR - DPW	596.03	0.00	0.00	0.00	0.00	0.00
101-221.000-710.000	COMPENSATED ABSENCES	2,179.36	5,176.42	5,176.42	0.00	(5,176.42)	100.00
101-221.000-712.000	SPECIAL COMPENSATION	24.00	360.00	360.00	0.00	(360.00)	100.00
101-221.000-715.000	HEALTH REIMBURSEMENT	50.00	250.00	250.00	0.00	(250.00)	100.00
101-221.000-721.000	FICA/MEDICARE - CITY SHARE	213.64	462.44	462.44	0.00	(462.44)	100.00
101-221.000-722.000	ICMA - CITY SHARE	(13.69)	64.08	64.08	0.00	(64.08)	100.00
101-221.000-723.000	VISION CARE	0.00	167.48	334.96	0.00	(334.96)	100.00
101-221.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	0.00	471.80	471.80	0.00	(471.80)	100.00
101-221.000-728.000	RETIREMENT PLANS (CITY SHARE)	704.58	1,335.21	1,335.21	0.00	(1,335.21)	100.00
101-221.000-851.000	MVP EQUIPMENT RENTAL	0.00	23.80	23.80	0.00	(23.80)	100.00
Net - Dept 221.000 - PAYROLL TO BE DISTRIBUTED		(3,753.92)	(8,546.13)	(8,713.61)	0.00	8,713.61	
Dept 230.000 - COMMUNITY DEVELOPMENT							
101-230.000-703.000	ADMINSTRATIVE SALARIES	58,230.57	4,988.26	48,832.42	69,700.00	20,867.58	70.06
101-230.000-704.100	STAFF - OVERTIME	142.85	0.00	0.00	0.00	0.00	0.00
101-230.000-704.200	HOLIDAY COMPENSATION	3,071.95	0.00	787.62	0.00	(787.62)	100.00
101-230.000-706.000	CITY LABOR - DPW	5,259.95	34.15	2,573.97	5,750.00	3,176.03	44.76
101-230.000-710.000	COMPENSATED ABSENCES	9,651.35	262.54	5,316.62	0.00	(5,316.62)	100.00
101-230.000-711.000	LONGEVITY	1,500.00	0.00	1,500.00	1,500.00	0.00	100.00
101-230.000-714.000	UNUSED SICK & VACATION LEAVE	0.00	0.00	0.00	2,000.00	2,000.00	0.00
101-230.000-721.000	FICA/MEDICARE - CITY SHARE	5,636.58	387.03	4,298.81	6,500.00	2,201.19	66.14
101-230.000-722.000	ICMA - CITY SHARE	69.65	0.00	31.45	100.00	68.55	31.45
101-230.000-723.000	VISION CARE	360.56	30.68	276.12	400.00	123.88	69.03
101-230.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	644.05	34.08	311.62	750.00	438.38	41.55
101-230.000-725.604	DENTAL & HEALTH BENEFITS	20,846.90	0.00	11,068.38	20,100.00	9,031.62	55.07
101-230.000-728.000	RETIREMENT PLANS (CITY SHARE)	24,387.49	2,200.10	25,221.50	31,200.00	5,978.50	80.84
101-230.000-728.001	RETIRMENT HEALTH SAVINGS	2,047.81	0.00	0.00	2,100.00	2,100.00	0.00
101-230.000-731.000	MATERIALS & SUPPLIES	461.97	0.00	236.47	750.00	513.53	31.53
101-230.000-732.000	POSTAGE	139.00	10.00	168.00	250.00	82.00	67.20
101-230.000-735.000	DUES & SUBSCRIPTIONS	95.00	0.00	95.00	400.00	305.00	23.75
101-230.000-737.000	PRINTING & PUBLISHING	27.60	0.00	160.00	250.00	90.00	64.00
101-230.000-744.000	TELEPHONE & INTERNET	17,740.00	1,652.53	14,872.41	19,100.00	4,227.59	77.87
101-230.000-746.000	PROFESSIONAL SERVICES	20,000.00	0.00	0.00	38,000.00	38,000.00	0.00
101-230.000-747.000	INSURANCE & BONDS	26.28	31.00	29.00	0.00	(29.00)	100.00
101-230.000-748.000	CONFERENCES & TRAINING	177.74	0.00	0.00	500.00	500.00	0.00
101-230.000-749.000	CONTRACTUAL SERVICES	0.00	0.00	50.20	0.00	(50.20)	100.00
101-230.000-753.000	SPECIAL PURPOSE EXPENSES	303.36	0.00	0.00	5,000.00	5,000.00	0.00
101-230.000-755.000	CONTRIBUTION TO OTHERS	36,000.00	0.00	53,000.00	36,000.00	(17,000.00)	147.22
101-230.000-850.000	RENTAL EXPENSE	1,466.63	0.00	133.33	2,448.00	2,314.67	5.45
101-230.000-851.000	MVP EQUIPMENT RENTAL	4,612.62	11.90	3,274.90	7,500.00	4,225.10	43.67
101-230.000-864.000	CAPITAL OUTLAY - EQUIPMENT	0.00	0.00	2,750.00	0.00	(2,750.00)	100.00
101-230.000-972.000	MISCELLANEOUS	180.00	0.00	9.18	0.00	(9.18)	100.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/21 INCR (DECR)	YTD BALANCE 03/31/2021 NORM (ABNORM)	2020-21 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Net - Dept 230.000 - COMMUNITY DEVELOPMENT		(213,079.91)	(9,642.27)	(174,997.00)	(250,298.00)	(75,301.00)	
Dept 300.000 - POLICE DEPARTMENT							
101-300.000-703.000	ADMINISTRATIVE SALARIES	71,152.45	5,904.61	54,073.78	83,250.00	29,176.22	64.95
101-300.000-704.000	STAFF WAGES	723,464.46	61,154.20	553,483.49	850,000.00	296,516.51	65.12
101-300.000-704.100	STAFF - OVERTIME	94,839.91	11,621.59	77,388.85	108,000.00	30,611.15	71.66
101-300.000-704.200	HOLIDAY COMPENSATION	47,885.73	0.00	35,799.45	0.00	(35,799.45)	100.00
101-300.000-706.000	CITY LABOR - DPW	192.25	76.85	133.28	250.00	116.72	53.31
101-300.000-710.000	COMPENSATED ABSENCES	110,668.93	5,562.99	95,462.30	0.00	(95,462.30)	100.00
101-300.000-711.000	LONGEVITY	12,212.78	0.00	11,975.96	12,000.00	24.04	99.80
101-300.000-712.000	SPECIAL COMPENSATION	12,915.20	500.00	1,500.00	3,000.00	1,500.00	50.00
101-300.000-715.000	HEALTH REIMBURSEMENT	8,400.00	250.00	5,250.00	6,000.00	750.00	87.50
101-300.000-719.000	CLOTHING ALLOWANCE	500.00	0.00	500.00	500.00	0.00	100.00
101-300.000-721.000	FICA/MEDICARE - CITY SHARE	21,151.16	1,470.25	14,438.11	18,000.00	3,561.89	80.21
101-300.000-722.000	ICMA - CITY SHARE	26,469.95	1,482.00	19,413.00	24,500.00	5,087.00	79.24
101-300.000-723.000	VISION CARE	4,607.99	391.17	3,481.00	5,000.00	1,519.00	69.62
101-300.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	25,309.24	504.89	4,667.52	33,000.00	28,332.48	14.14
101-300.000-725.603	RETIREMENT HEALTH BENEFITS	16,562.55	0.00	7,734.80	31,200.00	23,465.20	24.79
101-300.000-725.604	DENTAL & HEALTH BENEFITS	255,374.51	0.00	134,913.06	245,000.00	110,086.94	55.07
101-300.000-728.000	RETIREMENT PLANS (CITY SHARE)	376,773.17	33,429.75	326,236.59	375,000.00	48,763.41	87.00
101-300.000-728.001	RETIREMENT HEALTH SAVINGS	4,080.00	0.00	0.00	0.00	0.00	0.00
101-300.000-730.000	SAFETY SUPPLIES	5,115.19	0.00	9,047.37	11,000.00	1,952.63	82.25
101-300.000-731.000	MATERIALS & SUPPLIES	12,024.25	625.82	8,743.61	12,500.00	3,756.39	69.95
101-300.000-732.000	POSTAGE	2,681.29	170.00	2,903.05	3,500.00	596.95	82.94
101-300.000-733.000	UNIFORM & CLEANING	6,956.10	1,884.70	8,233.60	27,000.00	18,766.40	30.49
101-300.000-734.000	GASOLINE & OIL	24,759.46	2,107.19	16,046.08	28,000.00	11,953.92	57.31
101-300.000-735.000	DUES & SUBSCRIPTIONS	915.00	0.00	735.00	1,500.00	765.00	49.00
101-300.000-737.000	PRINTING & PUBLISHING	339.79	0.00	171.03	4,500.00	4,328.97	3.80
101-300.000-740.000	VEHICLE MAINTENANCE	9,504.97	1,240.38	11,117.25	16,000.00	4,882.75	69.48
101-300.000-741.000	MAINTENANCE - EQ/BLDG/GRNDS	0.00	0.00	0.00	350.00	350.00	0.00
101-300.000-744.000	TELEPHONE & INTERNET	85,762.20	7,877.22	71,272.38	89,800.00	18,527.62	79.37
101-300.000-746.000	PROFESSIONAL SERVICES	80,754.13	0.00	26,004.98	80,400.00	54,395.02	32.34
101-300.000-747.000	INSURANCE & BONDS	27,196.79	26,065.00	24,207.00	0.00	(24,207.00)	100.00
101-300.000-748.000	CONFERENCES & TRAINING	2,819.01	0.00	890.00	3,000.00	2,110.00	29.67
101-300.000-749.000	CONTRACTUAL SERVICES	29,474.22	1,622.61	7,164.74	26,000.00	18,835.26	27.56
101-300.000-850.000	RENTAL EXPENSE	7,150.00	0.00	650.00	31,456.80	30,806.80	2.07
101-300.000-851.000	MVP EQUIPMENT RENTAL	109.62	131.42	131.42	100.00	(31.42)	131.42
101-300.000-862.000	CAP. OUTLAY-IMPROVEMENTS	879.75	0.00	0.00	12,000.00	12,000.00	0.00
101-300.000-863.000	CAP. OUTLAY - MOTOR VEHICLES	70,255.00	0.00	0.00	95,000.00	95,000.00	0.00
101-300.000-864.000	CAPITAL OUTLAY - EQUIPMENT	3,100.00	0.00	14,000.00	68,000.00	54,000.00	20.59
101-300.000-970.000	MILEAGE ALLOWANCE	441.12	0.00	0.00	1,000.00	1,000.00	0.00
101-300.000-972.000	MISCELLANEOUS	68.25	0.00	20.00	500.00	480.00	4.00
Net - Dept 300.000 - POLICE DEPARTMENT		(2,182,866.42)	(164,072.64)	(1,547,788.70)	(2,306,306.80)	(758,518.10)	
Dept 350.000 - FIRE DEPARTMENT							
101-350.000-703.000	ADMINISTRATIVE SALARIES	0.00	0.00	124.95	17,250.00	17,125.05	0.72
101-350.000-704.000	STAFF WAGES	280,063.72	23,264.74	215,103.16	295,000.00	79,896.84	72.92
101-350.000-704.100	STAFF - OVERTIME	71,792.20	7,947.88	72,164.36	66,000.00	(6,164.36)	109.34
101-350.000-704.200	HOLIDAY COMPENSATION	20,010.99	0.00	16,962.52	17,000.00	37.48	99.78
101-350.000-706.000	CITY LABOR - DPW	2,204.56	0.00	0.00	200.00	200.00	0.00
101-350.000-707.000	PART-TIME STAFF WAGES	17,172.06	1,266.88	7,923.10	23,500.00	15,576.90	33.72
101-350.000-710.000	COMPENSATED ABSENCES	15,691.49	290.16	15,738.60	0.00	(15,738.60)	100.00
101-350.000-711.000	LONGEVITY	4,064.79	0.00	2,611.97	2,650.00	38.03	98.56
101-350.000-712.000	SPECIAL COMPENSATION	0.00	0.00	3,000.00	0.00	(3,000.00)	100.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2020 NORM (ABNORM)	ACTIVITY FOR MONTH 03/31/21 INCR (DECR)	YTD BALANCE 03/31/2021 NORM (ABNORM)	2020-21 AMENDED BUDGET	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
101-350.000-721.000	FICA/MEDICARE - CITY SHARE	9,646.32	554.96	5,317.95	7,400.00	2,082.05	71.86
101-350.000-722.000	ICMA - CITY SHARE	5,406.00	260.00	2,590.00	3,500.00	910.00	74.00
101-350.000-723.000	VISION CARE	1,973.65	156.35	1,430.75	2,000.00	569.25	71.54
101-350.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	17,987.64	156.93	1,741.40	18,700.00	16,958.60	9.31
101-350.000-725.603	RETIREMENT HEALTH BENEFITS	24,316.25	0.00	8,887.58	35,850.00	26,962.42	24.79
101-350.000-725.604	DENTAL & HEALTH BENEFITS	92,247.55	0.00	55,066.56	100,000.00	44,933.44	55.07
101-350.000-728.000	RETIREMENT PLANS (CITY SHARE)	184,855.61	15,290.42	152,960.03	180,000.00	27,039.97	84.98
101-350.000-728.001	RETIREMENT HEALTH SAVINGS	2,940.00	150.00	975.00	1,000.00	25.00	97.50
101-350.000-731.000	MATERIALS & SUPPLIES	4,903.85	154.94	3,357.54	6,000.00	2,642.46	55.96
101-350.000-732.000	POSTAGE	997.78	65.00	1,119.46	1,000.00	(119.46)	111.95
101-350.000-733.000	UNIFORM & CLEANING	18,287.36	443.77	13,288.79	24,000.00	10,711.21	55.37
101-350.000-734.000	GASOLINE & OIL	8,794.76	742.37	5,468.40	9,500.00	4,031.60	57.56
101-350.000-735.000	DUES & SUBSCRIPTIONS	1,694.95	0.00	505.00	2,500.00	1,995.00	20.20
101-350.000-737.000	PRINTING & PUBLISHING	351.06	0.00	26.20	1,000.00	973.80	2.62
101-350.000-738.000	OPERATING SUPPLIES	9,907.13	20.38	3,602.64	9,000.00	5,397.36	40.03
101-350.000-738.001	HAZ-MAT SUPPLIES	3,613.58	77.44	2,512.06	5,000.00	2,487.94	50.24
101-350.000-740.000	VEHICLE MAINTENANCE	30,799.46	1,952.61	6,967.34	25,000.00	18,032.66	27.87
101-350.000-741.000	MAINTENANCE - EQ/BLDG/GRNDS	3,525.19	39.97	3,545.38	20,000.00	16,454.62	17.73
101-350.000-744.000	TELEPHONE & INTERNET	47,296.90	4,387.04	45,622.35	50,900.00	5,277.65	89.63
101-350.000-745.000	UTILITIES	35,781.61	0.00	17,658.64	35,000.00	17,341.36	50.45
101-350.000-746.000	PROFESSIONAL SERVICES	46,120.08	3,843.34	41,891.06	46,000.00	4,108.94	91.07
101-350.000-747.000	INSURANCE & BONDS	15,081.57	11,129.00	10,073.00	0.00	(10,073.00)	100.00
101-350.000-748.000	CONFERENCES & TRAINING	920.20	0.00	1,839.10	8,000.00	6,160.90	22.99
101-350.000-749.000	CONTRACTUAL SERVICES	21,215.93	520.24	14,616.72	23,000.00	8,383.28	63.55
101-350.000-750.000	OTHER COMPENSATION	47,044.00	0.00	22,408.00	50,000.00	27,592.00	44.82
101-350.000-756.000	AMBULANCE EXPENSE	32,293.00	0.00	32,293.00	32,300.00	7.00	99.98
101-350.000-851.000	MVP EQUIPMENT RENTAL	562.39	0.00	0.00	750.00	750.00	0.00
101-350.000-853.000	HYDRANT RENTAL	7,704.00	725.00	5,800.00	8,700.00	2,900.00	66.67
101-350.000-863.000	CAP. OUTLAY - MOTOR VEHICLES	0.00	0.00	0.00	365,000.00	365,000.00	0.00
101-350.000-864.000	CAPITAL OUTLAY - EQUIPMENT	15,645.00	842.95	4,430.67	25,700.00	21,269.33	17.24
101-350.000-865.000	CAP. OUTLAY - COMPUTER EQUIP	391.27	0.00	208.16	0.00	(208.16)	100.00
101-350.000-871.000	PRINCIPAL	31,668.00	2,691.00	24,219.00	32,300.00	8,081.00	74.98
101-350.000-872.000	INTEREST EXPENSE	2,844.00	185.00	1,665.00	2,211.00	546.00	75.31
101-350.000-970.000	MILEAGE ALLOWANCE	0.00	0.00	0.00	1,000.00	1,000.00	0.00
101-350.000-972.000	MISCELLANEOUS	750.00	0.00	1,040.50	2,000.00	959.50	52.03
Net - Dept 350.000 - FIRE DEPARTMENT		(1,138,565.90)	(77,158.37)	(826,755.94)	(1,555,911.00)	(729,155.06)	
Dept 410.000 - PUBLIC WORKS ADMINISTRATION							
101-410.000-703.000	ADMINISTRATIVE SALARIES	30,409.97	2,435.15	25,305.05	30,000.00	4,694.95	84.35
101-410.000-704.000	STAFF WAGES	4,546.63	0.00	3,099.08	6,300.00	3,200.92	49.19
101-410.000-704.100	STAFF - OVERTIME	840.68	26.48	549.64	225.00	(324.64)	244.28
101-410.000-704.200	HOLIDAY COMPENSATION	8,453.30	0.00	1,000.33	0.00	(1,000.33)	100.00
101-410.000-706.000	CITY LABOR - DPW	9,055.44	1,052.77	9,602.58	10,000.00	397.42	96.03
101-410.000-710.000	COMPENSATED ABSENCES	33,868.11	536.84	11,284.40	0.00	(11,284.40)	100.00
101-410.000-711.000	LONGEVITY	2,297.71	0.00	2,042.12	1,700.00	(342.12)	120.12
101-410.000-712.000	SPECIAL COMPENSATION	1,048.77	24.00	573.78	1,000.00	426.22	57.38
101-410.000-714.000	UNUSED SICK & VACATION LEAVE	0.00	0.00	0.00	2,000.00	2,000.00	0.00
101-410.000-715.000	HEALTH REIMBURSEMENT	778.21	0.00	603.15	0.00	(603.15)	100.00
101-410.000-718.000	AUTO ALLOWANCE	833.91	69.89	698.83	800.00	101.17	87.35
101-410.000-719.000	CLOTHING ALLOWANCE	1,165.38	0.00	721.86	800.00	78.14	90.23
101-410.000-721.000	FICA/MEDICARE - CITY SHARE	8,710.87	318.73	4,235.22	4,000.00	(235.22)	105.88
101-410.000-722.000	ICMA - CITY SHARE	442.98	40.00	423.08	0.00	(423.08)	100.00
101-410.000-723.000	VISION CARE	540.66	11.34	250.63	500.00	249.37	50.13
101-410.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	6,243.15	107.26	1,520.99	4,300.00	2,779.01	35.37
101-410.000-725.603	RETIREMENT HEALTH BENEFITS	16,674.02	0.00	6,755.56	27,250.00	20,494.44	24.79

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	END BALANCE	ACTIVITY FOR	YTD BALANCE	2020-21 AMENDED BUDGET	AVAILABLE	% BDGT USED
		06/30/2020 NORM (ABNORM)	MONTH 03/31/21 INCR (DECR)	03/31/2021 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
101-410.000-725.604	DENTAL & HEALTH BENEFITS	43,945.27	0.00	3,854.65	7,000.00	3,145.35	55.07
101-410.000-728.000	RETIREMENT PLANS (CITY SHARE)	32,193.85	1,455.22	17,883.11	14,500.00	(3,383.11)	123.33
101-410.000-728.001	RETIRMENT HEALTH SAVINGS	1,310.42	0.00	0.00	1,250.00	1,250.00	0.00
101-410.000-730.000	SAFETY SUPPLIES	36.44	0.00	0.00	80.00	80.00	0.00
101-410.000-731.000	MATERIALS & SUPPLIES	2,319.63	0.00	185.92	3,800.00	3,614.08	4.89
101-410.000-732.000	POSTAGE	2,682.43	175.00	2,976.08	3,400.00	423.92	87.53
101-410.000-735.000	DUES & SUBSCRIPTIONS	1,350.00	240.00	1,310.25	1,500.00	189.75	87.35
101-410.000-737.000	PRINTING & PUBLISHING	916.84	0.00	436.94	3,900.00	3,463.06	11.20
101-410.000-744.000	TELEPHONE & INTERNET	34,314.66	3,316.97	28,897.30	35,900.00	7,002.70	80.49
101-410.000-746.000	PROFESSIONAL SERVICES	0.00	0.00	322.00	0.00	(322.00)	100.00
101-410.000-747.000	INSURANCE & BONDS	856.19	1,435.00	1,373.00	1,000.00	(373.00)	137.30
101-410.000-748.000	CONFERENCES & TRAINING	6,047.42	0.00	1,778.69	5,000.00	3,221.31	35.57
101-410.000-749.000	CONTRACTUAL SERVICES	6,293.97	242.62	3,785.50	7,000.00	3,214.50	54.08
101-410.000-864.000	CAPITAL OUTLAY - EQUIPMENT	0.00	0.00	0.00	200.00	200.00	0.00
101-410.000-868.000	EATON COUNTY DRAIN ASSESSMENT	5,409.54	0.00	8,904.97	6,500.00	(2,404.97)	137.00
101-410.000-972.000	MISCELLANEOUS	78.07	0.00	8.99	300.00	291.01	3.00
Net - Dept 410.000 - PUBLIC WORKS ADMINISTRATION		(263,664.52)	(11,487.27)	(140,383.70)	(180,205.00)	(39,821.30)	
Dept 422.000 - LEAF COLLECTION							
101-422.000-704.100	STAFF - OVERTIME	2,406.20	0.00	1,505.10	1,100.00	(405.10)	136.83
101-422.000-706.000	CITY LABOR - DPW	7,884.36	0.00	6,185.03	10,150.00	3,964.97	60.94
101-422.000-721.000	FICA/MEDICARE - CITY SHARE	774.73	0.00	588.03	850.00	261.97	69.18
101-422.000-722.000	ICMA - CITY SHARE	59.06	0.00	57.17	200.00	142.83	28.59
101-422.000-728.000	RETIREMENT PLANS (CITY SHARE)	2,546.40	0.00	1,833.71	2,600.00	766.29	70.53
101-422.000-731.000	MATERIALS & SUPPLIES	0.00	0.00	0.00	500.00	500.00	0.00
101-422.000-749.000	CONTRACTUAL SERVICES	3,600.00	0.00	13,650.00	16,000.00	2,350.00	85.31
101-422.000-851.000	MVP EQUIPMENT RENTAL	10,877.63	0.00	8,091.07	9,000.00	908.93	89.90
Net - Dept 422.000 - LEAF COLLECTION		(28,148.38)	0.00	(31,910.11)	(40,400.00)	(8,489.89)	
Dept 424.000 - PARKING SERVICES							
101-424.000-704.100	STAFF - OVERTIME	176.34	0.00	391.36	0.00	(391.36)	100.00
101-424.000-706.000	CITY LABOR - DPW	1,772.13	0.00	727.76	3,650.00	2,922.24	19.94
101-424.000-721.000	FICA/MEDICARE - CITY SHARE	148.05	0.00	85.34	275.00	189.66	31.03
101-424.000-722.000	ICMA - CITY SHARE	37.14	0.00	8.93	60.00	51.07	14.88
101-424.000-728.000	RETIREMENT PLANS (CITY SHARE)	452.34	0.00	271.54	850.00	578.46	31.95
101-424.000-731.000	MATERIALS & SUPPLIES	1,600.61	0.00	533.91	1,600.00	1,066.09	33.37
101-424.000-745.000	UTILITIES	7,664.09	0.00	4,245.46	6,300.00	2,054.54	67.39
101-424.000-746.000	PROFESSIONAL SERVICES	39,368.75	0.00	9,000.00	0.00	(9,000.00)	100.00
101-424.000-749.000	CONTRACTUAL SERVICES	1,072.00	0.00	482.00	900.00	418.00	53.56
101-424.000-851.000	MVP EQUIPMENT RENTAL	3,195.40	0.00	599.46	5,700.00	5,100.54	10.52
101-424.000-862.000	CAP. OUTLAY-IMPROVEMENTS	362,984.59	0.00	181,555.41	0.00	(181,555.41)	100.00
101-424.000-862.001	UST REMOVAL	16,574.45	0.00	28,291.03	0.00	(28,291.03)	100.00
101-424.000-871.000	PRINCIPAL	0.00	0.00	0.00	50,000.00	50,000.00	0.00
Net - Dept 424.000 - PARKING SERVICES		(435,045.89)	0.00	(226,192.20)	(69,335.00)	156,857.20	
Dept 425.000 - PARKING SERVICES/WINTER MAINT.							
101-425.000-704.100	STAFF - OVERTIME	1,601.82	0.00	1,607.11	1,000.00	(607.11)	160.71
101-425.000-704.200	CASH - POOLED ACCOUNT	746.74	0.00	0.00	0.00	0.00	0.00
101-425.000-706.000	CITY LABOR - DPW	2,303.48	81.99	3,054.12	7,000.00	3,945.88	43.63
101-425.000-721.000	FICA/MEDICARE - CITY SHARE	355.54	6.36	357.10	600.00	242.90	59.52
101-425.000-722.000	ICMA - CITY SHARE	60.33	1.71	41.09	150.00	108.91	27.39

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PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	END BALANCE	ACTIVITY FOR	YTD BALANCE	2020-21 AMENDED BUDGET	AVAILABLE	% BDGT USED
		06/30/2020 NORM (ABNORM)	MONTH 03/31/21 INCR (DECR)	03/31/2021 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
101-425.000-728.000	RETIREMENT PLANS (CITY SHARE)	1,072.37	18.00	1,086.68	1,800.00	713.32	60.37
101-425.000-731.000	MATERIALS & SUPPLIES	5,927.81	2,117.52	7,945.94	8,000.00	54.06	99.32
101-425.000-851.000	MVP EQUIPMENT RENTAL	8,782.32	118.60	10,789.36	11,000.00	210.64	98.09
Net - Dept 425.000 - PARKING SERVICES/WINTER MAINT.		(20,850.41)	(2,344.18)	(24,881.40)	(29,550.00)	(4,668.60)	
Dept 440.000 - SIDEWALK MAINTENANCE							
101-440.000-706.000	CITY LABOR - DPW	37.62	0.00	0.00	0.00	0.00	0.00
101-440.000-721.000	FICA/MEDICARE - CITY SHARE	2.81	0.00	0.00	0.00	0.00	0.00
101-440.000-728.000	RETIREMENT PLANS (CITY SHARE)	9.58	0.00	0.00	0.00	0.00	0.00
Net - Dept 440.000 - SIDEWALK MAINTENANCE		(50.01)	0.00	0.00	0.00	0.00	
Dept 452.000 - TREE WORK							
101-452.000-704.100	STAFF - OVERTIME	698.05	67.86	699.87	3,000.00	2,300.13	23.33
101-452.000-706.000	CITY LABOR - DPW	37,062.72	4,147.25	25,586.43	30,000.00	4,413.57	85.29
101-452.000-721.000	FICA/MEDICARE - CITY SHARE	2,861.09	319.63	1,998.21	2,500.00	501.79	79.93
101-452.000-722.000	ICMA - CITY SHARE	258.09	3.85	167.09	550.00	382.91	30.38
101-452.000-728.000	RETIREMENT PLANS (CITY SHARE)	9,304.93	1,035.43	6,316.23	7,500.00	1,183.77	84.22
101-452.000-731.000	MATERIALS & SUPPLIES	1,315.87	0.00	1,222.46	5,000.00	3,777.54	24.45
101-452.000-746.000	PROFESSIONAL SERVICES	0.00	0.00	150.00	0.00	(150.00)	100.00
101-452.000-749.000	CONTRACTUAL SERVICES	12,772.26	0.00	3,440.00	15,000.00	11,560.00	22.93
101-452.000-851.000	MVP EQUIPMENT RENTAL	60,981.33	15,231.80	70,489.90	70,000.00	(489.90)	100.70
Net - Dept 452.000 - TREE WORK		(125,254.34)	(20,805.82)	(110,070.19)	(133,550.00)	(23,479.81)	
Dept 561.000 - TRUNKLINE MAINTENANCE							
101-561.000-706.000	CITY LABOR - DPW	18.81	0.00	0.00	0.00	0.00	0.00
101-561.000-721.000	FICA/MEDICARE - CITY SHARE	1.41	0.00	0.00	0.00	0.00	0.00
101-561.000-728.000	RETIREMENT PLANS (CITY SHARE)	4.79	0.00	0.00	0.00	0.00	0.00
Net - Dept 561.000 - TRUNKLINE MAINTENANCE		(25.01)	0.00	0.00	0.00	0.00	
Dept 663.000 - CITY PROPERTY MAINTENANCE							
101-663.000-731.000	MATERIALS & SUPPLIES	72.75	0.00	0.00	0.00	0.00	0.00
101-663.000-745.000	UTILITIES	69,693.05	0.00	47,694.85	90,000.00	42,305.15	52.99
101-663.000-749.000	CONTRACTUAL SERVICES	6,473.23	0.00	2,508.23	1,900.00	(608.23)	132.01
Net - Dept 663.000 - CITY PROPERTY MAINTENANCE		(76,239.03)	0.00	(50,203.08)	(91,900.00)	(41,696.92)	
Dept 664.000 - CITY HALL BUILDING & GROUNDS							
101-664.000-706.000	CITY LABOR - DPW	171.54	0.00	253.08	2,000.00	1,746.92	12.65
101-664.000-721.000	FICA/MEDICARE - CITY SHARE	12.97	0.00	19.10	150.00	130.90	12.73
101-664.000-722.000	ICMA - CITY SHARE	1.75	0.00	0.00	20.00	20.00	0.00
101-664.000-724.000	LIFE, WORK COMP, UNEMPLOYMENT	0.31	0.00	0.67	0.00	(0.67)	100.00
101-664.000-728.000	RETIREMENT PLANS (CITY SHARE)	41.51	0.00	62.43	750.00	687.57	8.32
101-664.000-731.000	MATERIALS & SUPPLIES	4,035.55	182.85	6,269.83	7,000.00	730.17	89.57
101-664.000-744.000	TELEPHONE & INTERNET	4,854.58	458.00	4,122.00	5,500.00	1,378.00	74.95
101-664.000-745.000	UTILITIES	58,404.76	0.00	33,217.11	64,000.00	30,782.89	51.90
101-664.000-747.000	INSURANCE & BONDS	3,837.81	7,922.00	7,719.00	2,300.00	(5,419.00)	335.61
101-664.000-749.000	CONTRACTUAL SERVICES	63,883.19	224.41	8,028.90	46,100.00	38,071.10	17.42
101-664.000-851.000	MVP EQUIPMENT RENTAL	10.17	0.00	132.64	500.00	367.36	26.53

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	END BALANCE	ACTIVITY FOR	YTD BALANCE	2020-21 AMENDED BUDGET	AVAILABLE	% BDGT USED
		06/30/2020 NORM (ABNORM)	MONTH 03/31/21 INCR (DECR)	03/31/2021 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
101-664.000-862.000	CAP. OUTLAY-IMPROVEMENTS	52,240.00	0.00	35,196.75	44,500.00	9,303.25	79.09
101-664.000-972.000	MISCELLANEOUS	0.00	0.00	250.00	1,000.00	750.00	25.00
Net - Dept 664.000 - CITY HALL BUILDING & GROUNDS		(187,494.14)	(8,787.26)	(95,271.51)	(173,820.00)	(78,548.49)	
Dept 825.000 - PARKS & RECREATION							
101-825.000-704.100	STAFF - OVERTIME	159.42	0.00	0.00	1,800.00	1,800.00	0.00
101-825.000-706.000	CITY LABOR - DPW	15,635.82	1,593.08	8,565.51	17,000.00	8,434.49	50.39
101-825.000-707.000	PART-TIME STAFF WAGES	0.00	0.00	0.00	11,000.00	11,000.00	0.00
101-825.000-721.000	FICA/MEDICARE - CITY SHARE	1,202.32	122.95	656.33	2,300.00	1,643.67	28.54
101-825.000-722.000	ICMA - CITY SHARE	125.48	30.15	94.76	300.00	205.24	31.59
101-825.000-728.000	RETIREMENT PLANS (CITY SHARE)	2,763.30	356.31	2,006.75	4,400.00	2,393.25	45.61
101-825.000-731.000	MATERIALS & SUPPLIES	1,946.28	390.97	518.45	9,000.00	8,481.55	5.76
101-825.000-745.000	UTILITIES	6,840.92	0.00	3,908.42	6,800.00	2,891.58	57.48
101-825.000-746.000	PROFESSIONAL SERVICES	2,954.75	0.00	0.00	0.00	0.00	0.00
101-825.000-747.000	INSURANCE & BONDS	1,301.76	928.00	834.00	1,400.00	566.00	59.57
101-825.000-749.000	CONTRACTUAL SERVICES	14,230.30	(87.21)	8,131.77	19,300.00	11,168.23	42.13
101-825.000-753.000	SPECIAL PURPOSE EXPENSES	0.00	0.00	0.00	1,500.00	1,500.00	0.00
101-825.000-755.000	CONTRIBUTION TO OTHERS	14,972.10	0.00	0.00	15,000.00	15,000.00	0.00
101-825.000-757.000	SCIENCE CAMP EXPENSES	745.01	0.00	0.00	3,000.00	3,000.00	0.00
101-825.000-851.000	MVP EQUIPMENT RENTAL	18,296.81	1,373.08	10,532.67	24,000.00	13,467.33	43.89
101-825.000-864.000	CAPITAL OUTLAY - EQUIPMENT	0.00	0.00	0.00	2,000.00	2,000.00	0.00
101-825.000-864.002	CAPITAL OUTLAY - BENNETT PARK	3,765.09	0.00	0.00	0.00	0.00	0.00
101-825.000-864.006	DEAN/PARK	15,077.96	0.00	0.00	0.00	0.00	0.00
101-825.000-864.008	CAPITAL OUTLAY - POCKET PARK	146,650.66	0.00	243.48	0.00	(243.48)	100.00
Net - Dept 825.000 - PARKS & RECREATION		(246,667.98)	(4,707.33)	(35,492.14)	(118,800.00)	(83,307.86)	
Dept 830.000 - AIRPORT							
101-830.000-747.000	INSURANCE & BONDS	0.00	2,266.00	2,266.00	0.00	(2,266.00)	100.00
101-830.000-749.000	CONTRACTUAL SERVICES	0.00	0.00	119.57	0.00	(119.57)	100.00
Net - Dept 830.000 - AIRPORT		0.00	(2,266.00)	(2,385.57)	0.00	2,385.57	
Dept 950.000 - HEALTH INSURANCE EXPENSES							
101-950.000-725.000	MEDICAL CLAIMS DEDUCTABLE	0.00	18,123.00	18,123.00	0.00	(18,123.00)	100.00
101-950.000-727.000	HEALTH INSURANCE PREMIUMS	0.00	94,900.65	94,900.65	0.00	(94,900.65)	100.00
101-950.000-729.000	DENTAL PREMIUMS	0.00	4,088.43	4,088.43	0.00	(4,088.43)	100.00
Net - Dept 950.000 - HEALTH INSURANCE EXPENSES		0.00	(117,112.08)	(117,112.08)	0.00	117,112.08	
Dept 955.000 - RETIREMENT HEALTH BENEFITS							
101-955.000-725.000	MEDICAL CLAIMS DEDUCTABLE	0.00	6,158.23	6,158.23	0.00	(6,158.23)	100.00
101-955.000-727.000	HEALTH INSURANCE PREMIUMS	0.00	7,917.17	7,917.17	0.00	(7,917.17)	100.00
Net - Dept 955.000 - RETIREMENT HEALTH BENEFITS		0.00	(14,075.40)	(14,075.40)	0.00	14,075.40	
Dept 999.000 - GASB 34							
101-999.000-859.203	CONTRIB. TO LOCAL STREET FUND	15,000.00	1,250.00	11,250.00	15,000.00	3,750.00	75.00
101-999.000-859.240	CONTRIB. TO POL. TRAINING FUN	15,504.00	250.00	2,250.00	3,000.00	750.00	75.00
101-999.000-859.260	CONTRIBUTION TO DDA	4,373.46	0.00	0.00	0.00	0.00	0.00
101-999.000-859.280	CONTRIB TO AIRPORT FUND	45,000.00	8,333.00	74,997.00	100,000.00	25,003.00	75.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF CHARLOTTE

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PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	END BALANCE	ACTIVITY FOR	YTD BALANCE	2020-21 AMENDED BUDGET	AVAILABLE	% BDGT USED
		06/30/2020 NORM (ABNORM)	MONTH 03/31/21 INCR (DECR)	03/31/2021 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
101-999.000-859.500	CONTRIB TO RECYCLING FUND	9,204.00	0.00	0.00	0.00	0.00	0.00
Net - Dept 999.000 - GASB 34		(89,081.46)	(9,833.00)	(88,497.00)	(118,000.00)	(29,503.00)	
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		5,527,298.73	412,817.92	4,970,877.11	5,939,650.00	968,772.89	83.69
TOTAL EXPENDITURES		7,015,831.33	555,294.84	4,786,446.89	6,374,020.80	1,587,573.91	75.09
NET OF REVENUES & EXPENDITURES		(1,488,532.60)	(142,476.92)	184,430.22	(434,370.80)	(618,801.02)	42.46