CITY OF CHARLOTTE COUNCIL PROCEEDINGS
111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750
Regular Council Meeting 7:00 p.m.
August 11, 2025 – *as amended 8/25/25*

CALL TO ORDER:

By Mayor Lewis on Monday, August 11, 2025 at 7:00 p.m.

ROLL CALL:

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

City staff in attendance; City Clerk LaRocque and City Attorney Revore. In the audience Community Development Director Benavidez and Police Chief Brentar

INVOCATION:

Pastor Gary Wales, Charlotte Evangelical Churches

PLEDGE OF ALLEGIANCE:

Led by Lewis

APPROVAL OF MINUTES:

a. July 28, 2025 Regular Council Meeting Minutes

Duweck asked for a name correction “Eating Meat” to “Eaton Meat” and Christensen asked for correction of “Hut” to “Hutt”.

Motion by Scott supported by Chin to approve July 28, 2025 Regular Council Meeting Minutes with noted amendments. Carried; Yea 7; Nay 0; Absent 0

ABSENCE OF COUNCIL MEMBERS:

All members are present

PUBLIC HEARING:

a. Michigan Community Development Block Grant (CDBG) Funding for Homeowner Rehabilitation Project

The Mayor opened the public hearing on the Michigan Community Development Block Grant (CDBG) funding for homeowner rehabilitation project at 7:03 and closed it at 7:04 p.m. with no public comments.

PUBLIC COMMENT:

No public comments given

APPROVAL OF AGENDA:

Mayor requested that business agenda item d (Consider approval of DDA By-Laws) be removed from the agenda at the request of Mr. Hillard who needed to discuss some issues with council. Council member Fullerton requested that Consent agenda item c (Approval of Administrative Policy 2025-02 City of Charlotte Employee Travel Reimbursement Policy) be moved to the Business agenda as item e.

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

SPECIAL PRESENTATION:

a. CharlotteRising

Representatives from CharlotteRising presented to Council:

- Melissa Randall, President
- Cooper Frost, Economic Vitality team
- Elena Reed, Vice President

Melissa Randall expressed her love for Charlotte and appreciation for the community members who volunteer their time to help with events. She highlighted CharlotteRising's accomplishments including launching the Social District, hosting events with the Charlotte Rotary Club, wine walks, pub crawls, and preparing for upcoming events like Fall Fest and holiday window decorations. She mentioned the downtown façade grant received through the LEAP program that helped businesses like TCAP's Tavern and Bees Flora (among other) improve their storefronts.

Randall acknowledged the elimination of their executive director position was a challenge, but they were regrouping and sharing responsibilities. She discussed their new Locable platform which will provide a central place for community calendars and local business information. She asked council members what they thought the community needed to see from them beyond their formal duties, suggesting more presence at events and working together with local organizations.

Elena Reed explained the Locable platform will allow businesses to claim their listings, post events and specials, and connect with the community through one spot. She requested assistance in getting information about all city organizations to include in the platform.

Cooper Frost described the Strong Towns initiative, explaining it's an international nonprofit organization focused on helping communities become more financially resilient. He noted that Charlotte was fortunate to join the program early and now has access to resources that 1,300 other communities are waiting to receive. He outlined several projects including the Charlotte Street Tree program and mentioned Strong Towns' five focus campaigns: transparent local accounting, ending highway expansion, safe and productive streets, incremental housing, and ending parking mandates and subsidies. He invited council members to get involved by attending meetings or helping with tree planting.

Council member Christensen commended CharlotteRising for their work on the Social District, stating they had changed his mind about it and he now supported it. In response to his question about measuring its success, Randall noted there had been increasing demand for cups over the past 90 days. Council member Scott suggested tying a Social District promotion to Thursday’s Farmers Market events.

COMMUNICATIONS AND COMMITTEE REPORTS:

a. City Attorney report

City Attorney Revore provided updates on several ongoing projects:

- Working closely with the City Manager on prioritizing projects
- Continuing work on ordinance updates, including recently approved domestic animals and fowl updates
- Working with the Community Development Director on zoning articles
- Collaborating with Chief Brentar on animal control ordinance
- Working with the fire department on 2021 updates
- Addressing code enforcement challenges with staff
- Continuing work on DDA documents and Brownfield bylaws
- Ongoing review of personnel policies and FOIA procedures
- Managing a tax foreclosure case which is now in discovery

b. City Manager Report

Council member Chin suggested holding a council study session to review the City Manager's framework and prioritize items, noting there were numerous initiatives listed. Council agreed to schedule this for early September when the City Manager returns.

c. Council member committee reports

Council member Christensen reported that Camp Francis would meet August 12th at the cabin at 6:30 PM. He also mentioned he would provide details regarding the August 5th Planning Commission meeting at a later date.

Chin reported that EATRAN and its Personnel Committee was meeting this coming Wednesday. A key issue is determining what to do regarding the Directors dual role as his assignment to do both ~~CADA~~ *CATA* and EATRAN ends September 30th.

Council member Scott announced the first CARC meeting in several months would be held Thursday at 5:30 PM.

CONSENT AGENDA:

a. Approval of Claims and Expenditures totaling $517,068.96

b. Approval of Resolution 2025-37 To authorize street closures, public resource support, and special event permissions for the 2025 Charlotte Frontier Days Festival.

c. ~~Approval of Administrative Policy 2025-02 City of Charlotte Employee Travel Reimbursement policy~~ – moved to business e – Fullerton

d. Approval and authorization to execute MDOT block grant contract – airport design and tree removal reimbursement.

Motion by Chin supported by Christensen to approve Consent Agenda items a, b and d. Carried; Yea 7; Nay 0; Absent 0

BUSINESS AGENDA:

a. Consider approval of Cooperative purchasing contract renewal with AXON.

An overview was given on the contract renewal with AXON, which would provide a comprehensive package of hardware, software, and services. It was noted that the city has been paying approximately $48,000 over the past five years, while the proposed 10-year option would cost $80,000, reflecting a significant increase. Although the higher cost was acknowledged, it was emphasized that the system remains essential and necessary.

Motion by Duweck supported by Chin to approve cooperative purchasing contract renewal with AXON. Carried by roll call vote; Yea 7; Nay 0; Absent 0

b. Consider approval of Resolution 2025-38 to Reauthorize CDBG Application

Motion by Fullerton supported by Christensen to approve resolution 2023-38 to reauthorize CDBG application. Carried; Yea 7; Nay 0; Absent 0

c. Consider approval of Council Policy 2025-02 – Retiree Health Insurance

Motion by Scott supported by Fullerton to approve Council Policy 2025-02 – Retiree Health Insurance. Carried; Yea 7; Nay 0; Absent 0

d. Consider approval of DDA Bylaws

Motion by Lewis supported by Christensen to table the approval of the DDA Bylaws until August 25th. Carried; Yea 6; Nay 1 (Rodriguez); Absent 0

e. Approval of Administrative Policy 2025-02 City of Charlotte Employee Travel Reimbursement policy

Discussion focused on proposed revisions to the travel policy. Concerns were raised that requiring both department head and city manager approval and therefore a change was suggested to allow approval from either the department head or the city manager.

Motion by Fullerton, seconded by Scott, to amend section 3 of Administrative Policy 2025-02 to change "and city manager" to "or city manager." Carried; Yea 7; Nay 0; Absent 0

The council also briefly discussed a written public comment received from resident Michael Armitage regarding using GSA guidelines for per diem rates, but ultimately decided not to incorporate this language to retain flexibility.

Motion by Fullerton supported by Christensen to approve Administrative Policy 2025-02 City of Charlotte Employee Travel Reimbursement Policy, as amended. Carried by roll call vote: Yea 5 – Lewis, Fullerton, Scott, Christensen, Duweck; Nay 2 – Chin, Rodriguez; Absent 0

PUBLIC COMMENT:

No public comment

STAFF COMMENTS:

Chief Brentar reported that there had been zero complaints about the Social District since its implementation, indicating it was going well.

MAYOR AND COUNCIL COMMENTS:

Christensen explained that recent health issues have affected his ability to respond to emails and phone calls promptly, but he assured residents that he will follow up with everyone.

Scott (jokingly) mentioned that despite making multiple trips to Portland for “city business”, he had never submitted expense reports because he was visiting family there.

Chin provided an update on the state budget, highlighting ongoing advocacy efforts related to revenue sharing, Open Meetings Act reforms, and housing initiatives, with particular attention to parking regulations in zoning laws. He also offered to share again the volunteer list he had compiled during his time on the CharlotteRising Communications Committee, so the current director could make use of it.

Rodriguez shared his thoughts about housing initiatives for first-time homebuyers, noting concerns about affordability relative to local income levels. He also stated he was reconsidering his support for providing funding to CharlotteRising, suggesting he might prefer directing those funds to the DDA instead.

No further comments offered by Duweck, Fullerton and Lewis.

ADJOURN:

Motion by Christensen supported by Chin to adjourn the meeting at 8:07 p.m. Carried; Yea 7; Nay 0; Absent 0

Respectfully submitted,
Mary LaRocque MiPMC, CMC
City Clerk