



**PROPOSED AGENDA**  
**REGULAR MEETING OF THE CHARLOTTE CITY COUNCIL**  
**111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750**  
**7:00 P.M. Monday, March 23, 2026**

Interested people can participate in-person or via Zoom  
Connect to Zoom from your computer, tablet, or smartphone  
Website: <https://us02web.zoom.us/j/87610963953>  
One tap mobile: +16465588656,, 876 1096 3953#  
Telephone: (312) 626-6799 Webinar ID: 876 1096 3953

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation – Chuck Jenson, West Carmel Church**
- 4. Pledge of Allegiance**
- 5. Approval of Minutes**
  - a. March 9, 2026, Regular Council Meeting Minutes
- 6. Absence of Council Members**
- 7. Public Comment** - Limit presentation to five (5) minutes. Attendees desiring to address council who are participating with ZOOM may raise their hands now or if attending via a phone call, press \*9 (star nine) on your keypad
- 8. Approval of Agenda**
- 9. Communications and Committee Reports**
  - a. Manager Report
  - b. Staff Report
    - i. Charlotte Police Department
    - ii. City Attorney Report
  - c. Councilmember Committee Reports
- 10. Consent Agenda**
  - a. Approve Claims and Expenditures totaling \$448,055.42
  - b. Approve Authorization to Apply for FEMA AFG and SAFER Grants

## **11. Business Agenda**

- a. Consideration to Approve the Purchase of CivicPlus Recreation Module and AMM Select Pro Premium Module for City Website
- b. Consideration to Approve McKenna Agreement
- c. Consideration to Approve Resolution 2026-13 Special Assessment District – Pursuant to Public Act 33 of 1951 Police & Fire Protection
- d. Consideration to Approve Contract with Michigan Department of Transportation (MDOT) for Additional Road Work
- e. Consideration to Extend 2025 Reith-Riley Unit Pricing for 2026 Street Paving Projects

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

## **13. Staff Comments**

## **14. Mayor and Council Comments**

## **15. Adjourn**

*~Alicia A. Smith, City Clerk*

### ***ADDRESSING THE CITY COUNCIL***

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

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

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

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

*Comments shall be directed to the Mayor and Council members.*

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

*Speakers shall refrain from using vulgarity, hate speech or “fighting words.”*

**CITY OF CHARLOTTE COUNCIL PROCEEDINGS**  
**111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750**  
**Regular Council Meeting 7:00 p.m.**  
**March 9, 2026**

**CALL TO ORDER:**

By Mayor Fullerton on Monday, March 9, 2026, at 7:00 p.m.

**ROLL CALL:**

Mayor Fullerton, Council Members Christensen, Neumann, Chin, Brummette, Scott and Rodriguez were present. A quorum was met.

City staff in attendance; Interim City Manager Pastue, City Clerk Smith, DPW Director Stephanie Whitney, Assistant Fire Chief Dan Daly, and Police Chief Brentar.

**INVOCATION:**

Victor Williams from New Hope Community Church led the invocation.

**PLEDGE OF ALLEGIANCE:**

Led by Mayor Fullerton.

**APPROVAL OF MINUTES:**

- a. Mayor Fullerton noted corrections needed under roll call on the first page, indicating that Mayor Pro Tem Rodriguez and Council Member Brummette were not present at that time. The correction would also be noted when Mayor Pro Tem Rodriguez arrived at the meeting.

**Motion** by Council Member Scott to approve the minutes as corrected. Seconded by Council Member Chin. Motion Carried.

**ABSENCE OF COUNCIL MEMBERS:**

No council member absences were reported.

**PUBLIC COMMENT:**

State Representative Angela Witwer reported reading to students at Upper Elementary and presenting awards to My Place Diner and teacher Kristen Toadvine. She also updated Council on two bill packages affecting Charlotte—one supporting horse racing at fairgrounds and another addressing drain commissioner accountability through bidding requirements, timelines, and petition procedures. The horse racing package is expected to pass.

**APPROVAL OF AGENDA:**

**Motion** by Council Member Christensen seconded by Council Member Scott, to approve the agenda. Motion Carried

**COMMUNICATIONS AND COMMITTEE REPORTS:**

- a. City Manager report

City Manager Pastue provided updates on several ongoing matters. Chief Brentar answered questions about the Flock camera policy, noting it was adopted before installation. The cameras only track stolen vehicles or plates, missing people (including Amber and Silver alerts), and individuals with warrants. Data is deleted after 30 days, and access requires a complaint number and justification.

Council Member Rodriguez raised privacy concerns and referenced misuse in other areas. Chief Brentar outlined safeguards, including audits, supervisory oversight, and requirements that officers visually verify information before taking action.

The manager also reported on TIF monitoring, noting Finance Director Christina Horton reconciled all Spartan Brownfield accounts back to 2017. Plans are underway to update water and sewer rates using Municipal Analytics, incorporating current capital costs and forecasting future rates.

b. Staff Report

The manager provided a written report noting that applications have closed and the program is moving to the next phase. Council Member Chin noted that Charlotte has been recognized for excellent administration of the program, resulting in a \$100,000 increase for next year.

c. Council member committee reports

Council Member Christensen reported on the Planning Commission meeting, noting excitement about development interest in Charlotte. He mentioned changes to the fireworks approval process and new member elections.

Council Member Chin reported participating in filming a commercial with University of Michigan sustainability students to support the Eatran renewal millage for November.

Council Member Brummette provided updates on the Parks Board, including progress on the Oak Park project with old

equipment removal and new pavilion installation. He also reported Parks Board approval of a letter supporting partnership with the trail extension project toward Nashville and Vermontville.

**CONSENT AGENDA:**

The Consent Agenda included:

- a. approval of Claims and Expenditures totaling \$499,572.08
- b. ~~approval of Mayoral Appointments~~ (moved to business agenda 11g)
- c. 2026 Arbor Day Proclamation

**Motion** by Council Member Chin, seconded by Council Member Scott; motion carried unanimously.

**BUSINESS AGENDA:**

- a. Consideration to Authorize the Charlotte Junior Orioles to build a new press box

Representatives from the Charlotte Junior Orioles presented their request to build a new press box to replace the removed structure. The organization serves tackle football grades 3-8 and flag football programs. They confirmed they would pay all costs, obtaining three local bids, carry liability insurance, and will use licensed contractors. The structure will be ADA accessible and similar in size to the previous press box.

Council Member Chin inquired about liability insurance, which was confirmed. Mayor Fullerton noted the cost would be approximately \$50,000.

Motion moved by Council Member Scott, seconded by Council Member Brummette. Motion Carried unanimously.

b. Consider approval of Pivot Group to Facilitate City Manager Search

Council discussed hiring Pivot Group to conduct the city manager's search. City Manager Pasquale confirmed that the consultant would meet with department heads to gather input on desired characteristics for the position at no additional charge. Council Member Rodriguez emphasized the importance of transparency and keeping all council members informed throughout the process, unlike previous searches. The manager confirmed that proper Open Meetings Act protocols would be followed for any subcommittee meetings.

**Motion** by Council Member Chin, seconded by Council Member Scott. Motion carried unanimously

c. Consider Approval of Amendment to POLC Collective Bargaining Agreement

City Manager Pastue explained this amendment addresses vacation time accrual interpretation issues. The current finance director found no explicit language in the collective bargaining agreement regarding accrual methodology, though it had been past practice. The amendment incorporates language stating that employees are posted vacation time on their employment anniversary date based on the preceding year worked, with proration for partial years of service.

**Motion** moved by Council Member Scott, seconded by Council Member Christensen. Motion Carried unanimously.

d. Consideration to Authorize AMI Implementation – Required Meter Replacements

DPW Director Whitney reported that 2,200 of the city's 4,100 water meters are from 2000 or earlier and must be replaced for the AMI system to function properly. These older mechanical meters likely produce inaccurate readings, leading to lost revenue. While they can accept transmitters, they cannot provide the accurate data needed for AMI.

Mayor Fullerton expressed concern that this need was not clearly communicated when AMI was originally approved, noting the additional \$1 million cost. The project includes \$745,000 for replacement meters and \$275,000 for third-party installation, with completion expected by December 2026.

Council confirmed that primary meter replacements will be city-funded, while additional meters (such as irrigation) remain the homeowner's responsibility. City staff completed only 63 replacements in 2.5 months, making a contractor necessary to meet the timeline.

Council Member Chin requested that future sole-source purchases include proper justification as required by city policy.

Motion by Council Member Scott, seconded by Christensen. A roll call vote was taken. All members voted in favor. Motion carried.

e. Consideration to Authorize EDA Disaster Recovery Grant Application

**Motion:** Moved by Council Member Chin, seconded by Council Member Christensen. Motion carried unanimously.

- f. Consideration to Authorize the Application for MDARD and Rural Development Fair Capital Improvement Grant

Mayor Fullerton noted this grant requires no city match and supports the Agricultural Society's responsibility to maintain fairground buildings and structures under their lease agreement with the city. Council Member Rodriguez confirmed there was no match required for the grant.

**Motion:** Moved by Council Member Chin, seconded by Council Member Scott. Motion carried unanimously.

- g. Consideration to Approve Mayoral Appointments to Boards and Commissions

Council Member Christensen questioned the vetting process for board and commission appointments. Mayor Fullerton explained that applicants fill out applications detailing their experience and qualifications, which are reviewed by the clerk and then the mayor. The appointments include Tony Caporali to DDA, Renee Lester to Planning Commission, Cooper Frost to Planning Commission, and John Laupp as a reappointment to Brownfield Authority.

**Motion:** Moved by Council Member Brummette, seconded by Council Member Scott. Motion carried unanimously.

#### **PUBLIC COMMENT:**

John Laupp commented on flock cameras as public record under Michigan law and asked about notification to property owners regarding the 2,200 water meter replacements.

Janine Scott requested information on flock camera performance and expressed concerns regarding data security and potential misuse.

Jody, participating online, asked questions regarding water meter installation locations, procedures for properties with existing yard meters, and homeowner responsibility for leaks.

County Commissioner Nicole Christensen provided updates on county initiatives, including animal control shelter funding, a missing middle housing fund, and the Bank Intercounty Drain project.

#### **STAFF COMMENTS:**

DPW Director clarified that the AMI meter installation process will include scheduling appointments with residents, with contractors handling the entire program professionally. For existing pit meters, they will remain in their current locations rather than being moved inside homes.

#### **MAYOR AND COUNCIL COMMENTS:**

Council Member Scott mentioned attending Cap Con and the active relationship with various organizations, including upcoming meetings

Council Member Christensen reported on upcoming ADA website requirements, tenant meetings at Edmond Senior

Citizen Apartments, participation in Senator Anthony's town hall, and recent housing policy discussions. He also recognized DPW staff for their work during recent cold weather and requested information on how public comment complaints are tracked and addressed.

Council Member Rodriguez cited survey data related to public concerns about automatic license plate reader cameras. Council Member Brummette encouraged public education on city issues and reported working with DPW staff on tree care and safety training. Council Member Neumann thanked attendees and inquired about the timeline for selecting a new city manager, which may take 2–3 months.

Council Member Christensen thanked attendees, recognized DPW's project communication, promoted the Agricultural Society fundraiser, congratulated James McCray on becoming Planning Commission Chair, and noted upcoming Cap Con attendance. Mayor Fullerton reported that two council members requested approximately \$7,000 in funding for next year's activities.

**ADJOURN:**

**Motion:** Moved to adjourn. All in favor. Meeting Adjourned at 8:31 pm

Respectfully submitted,  
Alicia A. Smith  
City Clerk



## **MEMORANDUM**

**TO:** Mayor Fullerton and City Council

**FROM:** Vincent Pastue, Interim City Manager

**DATE:** March 20, 2026

**SUBJECT:** City Manager Update

**FOR THE AGENDA OF:** March 23, 2026

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1. Community Development Director Resignation – The day following the last regular City Council meeting I received the resignation of Community Development Director Salena Benavidez. Her last day is Tuesday, March 24. She has been gracious to provide detail of projects she is working on and relevant contacts. At this time, I am not looking to advertise the position. I would like to discuss with City Council during the budget process the profile for the position: experience, economic development focus, salary, and so forth. In the interim, responsibilities will be disbursed. The Fire Department will handle planning and zoning. I work on rely on McKenna regarding the Chill Grant and I will be coordinating work with both the Brownfield Redevelopment Authority and Downtown Development Authority. I will work and rely on the Housing Committee to stop on top of projects.

2. Local Development Finance Authority (LDFA) – My understanding is that when the Brownfield Redevelopment Authority was reconstituted that the intent was to have them also serve as the LDFA Board which makes sense. To that extent, I would recommend that the Mayor and City Council formally initiate this process. At some point the City discontinued the tax increment finance capture. I feel this should be restored given the number of grants the City has applied for and local matches are required; this would be a good and traditional source for local match requirements. I am not sure of the process to reactivate the tax increment finance capture but need to research it further.

# Charlotte Police Department

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

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

Paul Brentar, Chief of Police

## February 2026 Monthly Report

### Monthly Statistics:

- See attached report.

### Training:

- Officers continued online training through Virtual Academy.
- Det. Carroll attended Basic Investigator School
- Officer Garnder attended Intoxilyzer training.
- Chief Brentar, Captain Brooks & Sgt. McDaniel attended the Winter MACP conference.
- Sgt. Hafner & Sgt. McDaniel attended High Risk Unified Command training.

### Staffing:

- We have posted for the officer's positions that we have open. The process is ongoing until we can find qualified candidates. More than likely we will be looking at sponsoring a recruit to the academy this fall.

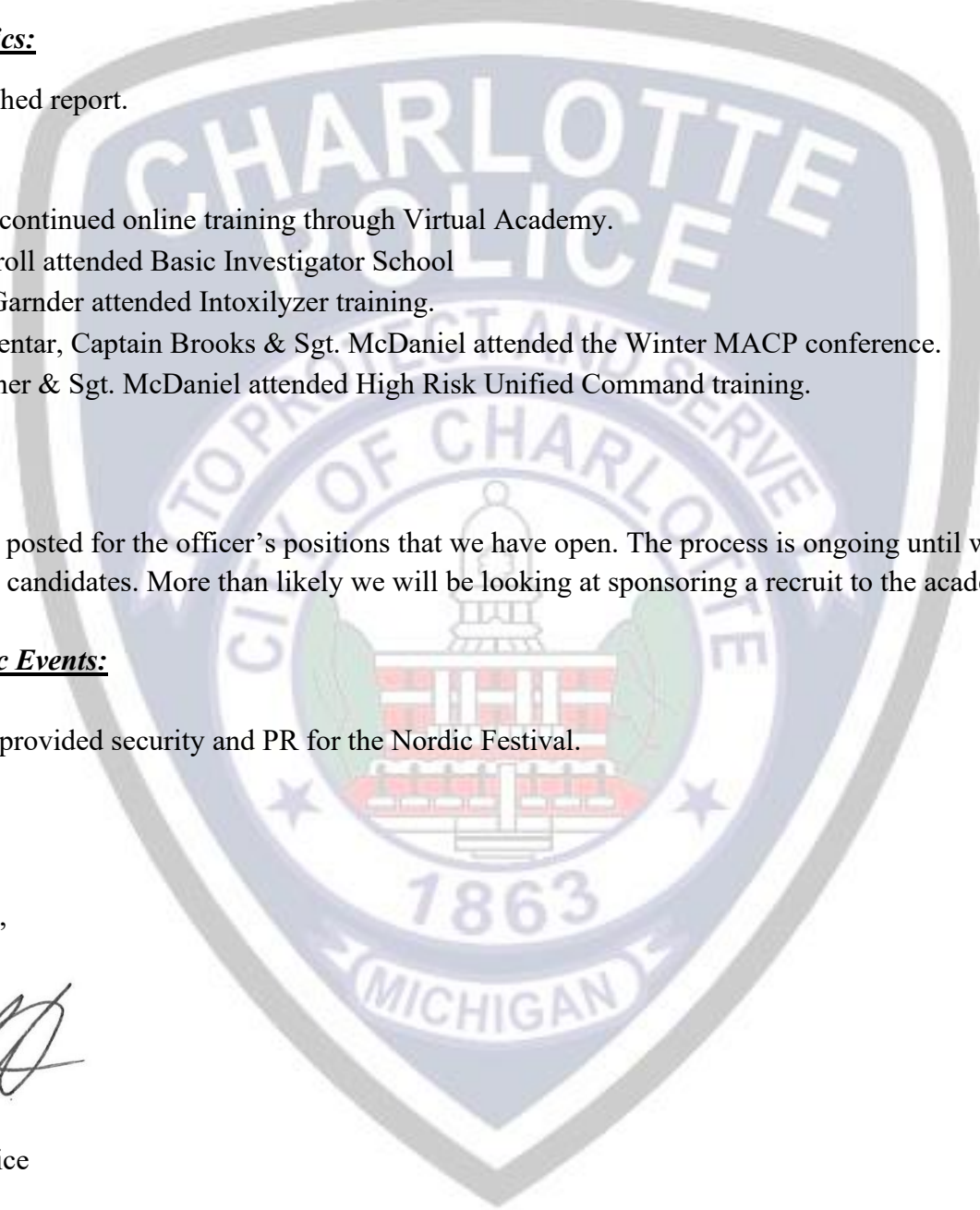
### Outreach/Public Events:

- Officers provided security and PR for the Nordic Festival.

Respectfully,



Chief of Police



#DIV/0!

| UCR TITLE                      | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTA  | 2025      | %     | ARRESTS |
|--------------------------------|-----|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|-------|-----------|-------|---------|
| STATE CRIMES                   |     |     |     |     |     |      |      |     |      |     |     |     |       |           |       |         |
| SOVEREIGNTY                    |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| MILITARY                       |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| IMMIGRATION                    |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| Part I Crimes                  |     |     |     |     |     |      |      |     |      |     |     |     |       |           |       |         |
| CRIMES AGAINST PERSONS         |     |     |     |     |     |      |      |     |      |     |     |     |       |           |       |         |
| HOMICIDE-MURDER(ATTEMPT)       |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| NEGLIGENT HOMICIDE             |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| KIDNAPPING                     |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | -100% |         |
| PARENTAL KIDNAPPING            |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| SEX. ASSAULT-ALL               | 2   | 12  |     |     |     |      |      |     |      |     |     |     | 14    | 5         | 180%  |         |
| ROBBERY                        |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| NON-AGG ASSAULT                | 8   | 4   |     |     |     |      |      |     |      |     |     |     | 12    | 14        | -14%  | 2       |
| AGGRAVATED ASSAULT             | 4   | 1   |     |     |     |      |      |     |      |     |     |     | 5     | 3         | 67%   | 2       |
| INTIMIDATION/STALKING          | 8   | 15  |     |     |     |      |      |     |      |     |     |     | 23    | 34        | -32%  | 1       |
| PROPERTY CRIMES                |     |     |     |     |     |      |      |     |      |     |     |     |       |           |       |         |
| ARSON                          |     | 1   |     |     |     |      |      |     |      |     |     |     | 1     | 0         | 100%  |         |
| EXTORTION                      |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| BURGLARY-FORCED                | 1   | 2   |     |     |     |      |      |     |      |     |     |     | 3     | 1         | 200%  | 1       |
| BURGLARY-W/O FORCE             |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| BURGLARY-ILLEGAL ENTRY         |     | 2   |     |     |     |      |      |     |      |     |     |     | 2     | 1         | 100%  |         |
| POSS BURGLARY TOOLS            |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 1         | -100% |         |
| LARCENY                        | 5   | 3   |     |     |     |      |      |     |      |     |     |     | 8     | 8         | 0%    |         |
| MOTOR VEHICLE THEFT            | 2   |     |     |     |     |      |      |     |      |     |     |     | 2     | 1         | 100%  |         |
| Part II Crimes                 |     |     |     |     |     |      |      |     |      |     |     |     |       |           |       |         |
| STOLEN PROPERTY-MOTOR VEHICLE  |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| FORGERY/COUNTERFEITING         |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| FRAUDULENT ACTIVITY            | 7   | 8   |     |     |     |      |      |     |      |     |     |     | 15    | 9         | 67%   | 1       |
| EMBEZZLEMENT                   |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| REC/CONCEALING STOLEN PROPERTY | 3   | 2   |     |     |     |      |      |     |      |     |     |     | 5     | 2         | 150%  |         |
| DESTRUCTION OF PROPERTY        | 3   | 2   |     |     |     |      |      |     |      |     |     |     | 5     | 5         | 0%    |         |
| RETAIL FRAUD-ALL               | 6   | 6   |     |     |     |      |      |     |      |     |     |     | 12    | 15        | -20%  |         |
| UCR TITLE                      | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL | LAST YEAR | %     | ARRESTS |
| MORALS/DECENCY CRIMES          |     |     |     |     |     |      |      |     |      |     |     |     |       |           |       |         |
| V.C.S.A.                       |     | 3   |     |     |     |      |      |     |      |     |     |     | 3     | 2         | 50%   | 1       |
| SEX OFFENSE                    | 4   | 1   |     |     |     |      |      |     |      |     |     |     | 5     | 2         | 150%  |         |
| OBSCENITY                      | 1   |     |     |     |     |      |      |     |      |     |     |     | 1     | 1         | 0%    |         |
| FAMILY ABUSE/NEGLECT           | 3   | 5   |     |     |     |      |      |     |      |     |     |     | 8     | 7         | 14%   |         |
| FAMILY-NON SUPPORT             |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| FAMILY-OTHER                   |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| GAMBLING                       |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| COMMERCIALIZED SEX OFFENSE     |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| LIQUOR LICENSE VIOLATION       |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| LIQUOR LAW VIOLATION           | 1   |     |     |     |     |      |      |     |      |     |     |     | 1     | 0         | 100%  |         |

| <b>PUBLIC ORDER CRIMES</b>      |   |    |  |  |  |  |  |  |  |  |  |  |    |    |      |    |
|---------------------------------|---|----|--|--|--|--|--|--|--|--|--|--|----|----|------|----|
| OBSTRUCTING POLICE              | 1 | 1  |  |  |  |  |  |  |  |  |  |  | 2  | 3  | -33% | 2  |
| ESCAPE-CORRECTIONAL INSTITUTION |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| ESCAPE-MENTAL INST.             |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| ESCAPE/FLIGHT                   |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| OBSTRUCTING JUSTICE             | 2 | 4  |  |  |  |  |  |  |  |  |  |  | 6  | 5  | 20%  | 11 |
| BRIBERY                         |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| WEAPONS-CONCEALED               |   | 1  |  |  |  |  |  |  |  |  |  |  | 1  | 0  | 100% | 1  |
| WEAPONS-EXPLOSIVE               |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| WEAPONS-OTHER                   |   | 2  |  |  |  |  |  |  |  |  |  |  | 2  | 1  | 100% |    |
| PUBLIC PEACE                    | 8 | 10 |  |  |  |  |  |  |  |  |  |  | 18 | 14 | 29%  |    |
| TRAFFIC-HIT AND RUN             | 2 | 4  |  |  |  |  |  |  |  |  |  |  | 6  | 7  | -14% |    |
| TRAFFIC-O.U.L.L./O.U.I.D        | 1 | 4  |  |  |  |  |  |  |  |  |  |  | 5  | 9  | -44% |    |
| TRAFFIC-MISD                    |   | 3  |  |  |  |  |  |  |  |  |  |  | 3  | 4  | -25% |    |
| HEALTH/SAFETY VIOLATION         | 1 | 1  |  |  |  |  |  |  |  |  |  |  | 2  | 3  | -33% |    |
| CIVIL RIGHTS                    |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| TRESPASS/PRIVACY                | 1 | 4  |  |  |  |  |  |  |  |  |  |  | 5  | 4  | 25%  | 1  |
| SMUGGLING                       |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| ELECTION LAWS                   |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| ANTI-TRUST                      |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| TAX REVENUE                     |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| CONSERVATION                    | 1 |    |  |  |  |  |  |  |  |  |  |  | 1  | 3  | -67% |    |
| VAGRANCY                        | 1 | 2  |  |  |  |  |  |  |  |  |  |  | 3  | 3  | 0%   |    |
| MISC. CRIMINAL OFFENSE          |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| GRAND JURY INVESTIGATION        |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |
| CONSPIRACY                      |   |    |  |  |  |  |  |  |  |  |  |  | 0  | 0  | 0%   |    |

**End of Part II Crimes**

| UCR TITLE                         | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL | LAST YEAR | %     | ARRESTS |
|-----------------------------------|-----|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|-------|-----------|-------|---------|
| <b>JUVENILE MINOR</b>             |     |     |     |     |     |      |      |     |      |     |     |     |       |           |       |         |
| DELINQUENT MINOR                  | 2   | 2   |     |     |     |      |      |     |      |     |     |     | 4     | 9         | -56%  |         |
| RUNAWAY                           | 2   | 4   |     |     |     |      |      |     |      |     |     |     | 6     | 5         | 20%   |         |
| <b>CIVIL-NON CRIMINAL</b>         |     |     |     |     |     |      |      |     |      |     |     |     |       |           |       |         |
| DIVORCE/SUPPORT                   |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| INCAPACITATION                    |     | 1   |     |     |     |      |      |     |      |     |     |     | 1     | 2         | -50%  |         |
| INSANITY                          | 10  | 17  |     |     |     |      |      |     |      |     |     |     | 27    | 27        | 0%    |         |
| <b>TRAFFIC</b>                    |     |     |     |     |     |      |      |     |      |     |     |     |       |           |       |         |
| CRASH-PD-PUBLIC ST.               | 25  | 17  |     |     |     |      |      |     |      |     |     |     | 42    | 31        | 35%   |         |
| CRASH-PI-PUBLIC ST                |     | 1   |     |     |     |      |      |     |      |     |     |     | 1     | 4         | -75%  |         |
| CRASH-FATAL-PUBLIC ST             |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| CRASH-PD-PRIVATE                  | 5   | 1   |     |     |     |      |      |     |      |     |     |     | 6     | 6         | 0%    |         |
| CRASH-PI-PRIVATE                  |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 2         | -200% |         |
| CRASH-FATAL-PRIVATE               |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |
| CIVIL INFRACTION                  | 16  | 15  |     |     |     |      |      |     |      |     |     |     | 31    | 50        | -38%  |         |
| PARKING VIOLATION                 | 5   | 3   |     |     |     |      |      |     |      |     |     |     | 8     | 6         | 33%   |         |
| Park. Tickets- 524-2021, 356-2023 |     |     |     |     |     |      |      |     |      |     |     |     | 0     | 107       | -100% |         |
| ABANDONED VEHICLE                 | 3   | 2   |     |     |     |      |      |     |      |     |     |     | 5     | 4         | 25%   |         |
| TRAFFIC HAZARD INVES              | 12  | 10  |     |     |     |      |      |     |      |     |     |     | 22    | 14        | 57%   |         |

|                                  |     |     |     |     |     |      |      |     |      |     |     |     |       |           |     |         |
|----------------------------------|-----|-----|-----|-----|-----|------|------|-----|------|-----|-----|-----|-------|-----------|-----|---------|
| TRAFFIC DIRECTION                | 8   | 1   |     |     |     |      |      |     |      |     |     |     |       | 9         | 4   | 125%    |
| TRAFFIC SAFETY PUBLIC APPEARANCE |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| BREATHALYSER TEST-OTHER POLICE   |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
|                                  |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ALARMS                           |     |     |     |     |     |      |      |     |      |     |     |     |       |           |     |         |
| ALARM-POLICE RESPONSE            | 14  | 15  |     |     |     |      |      |     |      |     |     |     |       | 29        | 26  | 12%     |
| ALARM-MALFUNCTION                |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ALARM-TEST                       | 4   | 5   |     |     |     |      |      |     |      |     |     |     |       | 9         | 3   | 200%    |
| ALARM-WATER & SEWER              |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| FIRE                             |     |     |     |     |     |      |      |     |      |     |     |     |       |           |     |         |
| ACCIDENT-FIRE                    |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ACCIDENT-EXPLOSION               |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ACCIDENT-CHEMICAL                |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| HAZARDOUS FIRE COND.             |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 1   | -100%   |
| FIRE REGULATION VIOL             |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ASSIST BUILDING DEPT             | 3   | 1   |     |     |     |      |      |     |      |     |     |     |       | 4         | 3   | 33%     |
| ASSIST C.F.D.                    | 3   | 1   |     |     |     |      |      |     |      |     |     |     |       | 4         | 0   | 400%    |
| UCR TITLE                        | JAN | FEB | MAR | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL | LAST YEAR | %   | ARRESTS |
| ACCIDENTS                        |     |     |     |     |     |      |      |     |      |     |     |     |       |           |     |         |
| ACCIDENT-AIRCRAFT                |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ACCIDENT-HUNTING                 |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ACCIDENT-SHOOTING                |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ACCIDENT-BOATING                 |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ACCIDENT-WATER                   |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| ACCIDENT-OTHER                   |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| INSPECTIONS- INVESTIGATIONS      |     |     |     |     |     |      |      |     |      |     |     |     |       |           |     |         |
| INSPECT-BOAT                     |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| INSPECT-MOTOR VEHICLE            | 2   |     |     |     |     |      |      |     |      |     |     |     |       | 2         | 1   | 100%    |
| INSPECT-TRAFFIC CITATION         |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   |         |
| INSPECT-BUSINESS                 | 17  | 10  |     |     |     |      |      |     |      |     |     |     |       | 27        | 36  | -25%    |
| INSPECT-RESIDENCE                | 20  | 20  |     |     |     |      |      |     |      |     |     |     |       | 40        | 31  | 29%     |
| INSPECT-HANDGUN                  | 33  | 9   |     |     |     |      |      |     |      |     |     |     |       | 42        | 30  | 40%     |
| INSPECT LIQUOR LICENSE           | 12  | 7   |     |     |     |      |      |     |      |     |     |     |       | 19        | 9   | 111%    |
| INSPECT-OTHER/SOR CHECK          | 8   | 6   |     |     |     |      |      |     |      |     |     |     |       | 14        | 17  | -18%    |
| INSPECT-CCW APPLIC               |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| DOMESTIC DISPUTES                | 10  | 22  |     |     |     |      |      |     |      |     |     |     |       | 32        | 17  | 88%     |
| CIVIL DISPUTE                    | 16  | 4   |     |     |     |      |      |     |      |     |     |     |       | 20        | 21  | -5%     |
| SUSPICIOUS SITUATION             | 75  | 82  |     |     |     |      |      |     |      |     |     |     |       | 157       | 133 | 18%     |
| FIELD INTERROGATION CARD         |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| HAZARDOUS SITUATION              |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| SUSPECTED NARCOTIC ACTIVITY      | 3   | 1   |     |     |     |      |      |     |      |     |     |     |       | 4         | 2   | 100%    |
| ABANDONED/RECOVERED PROPERTY     | 6   | 6   |     |     |     |      |      |     |      |     |     |     |       | 12        | 7   | 71%     |
| DRUG OVERDOSE                    | 1   | 5   |     |     |     |      |      |     |      |     |     |     |       | 6         | 2   | 200%    |
| BOMB THREAT                      |     |     |     |     |     |      |      |     |      |     |     |     |       | 0         | 0   | 0%      |
| MISC. INCIDENTS                  |     |     |     |     |     |      |      |     |      |     |     |     |       |           |     |         |

|                           |     |      |     |     |      |      |     |      |     |     |     |       |           |       |         |    |   |       |
|---------------------------|-----|------|-----|-----|------|------|-----|------|-----|-----|-----|-------|-----------|-------|---------|----|---|-------|
| MISC/P.B.T.               |     |      |     |     |      |      |     |      |     |     |     |       |           |       |         | 0  | 0 | 0%    |
| SUICIDE                   |     |      |     |     |      |      |     |      |     |     |     |       |           |       |         | 0  | 0 | 0%    |
| SUICIDE ATTEMPT           | 7   | 8    |     |     |      |      |     |      |     |     |     |       |           |       |         | 15 | 8 | 88%   |
| DEATH-NATURAL             | 2   | 3    |     |     |      |      |     |      |     |     |     |       |           |       |         | 0  | 1 | -100% |
| DEATH-UNDETERMINED        | 1   |      |     |     |      |      |     |      |     |     |     |       |           |       |         | 1  | 0 | 0%    |
| MISSING PERSON            |     |      |     |     |      |      |     |      |     |     |     |       |           |       |         | 0  | 0 | 0%    |
| NATURAL DISASTER          |     |      |     |     |      |      |     |      |     |     |     |       |           |       |         | 0  | 0 | 0%    |
| PUBLIC RELATIONS ACTIVITY | 3   |      |     |     |      |      |     |      |     |     |     |       |           |       |         | 3  | 0 | 300%  |
| PATROL INFORMATION        |     |      |     |     |      |      |     |      |     |     |     |       |           |       |         | 0  | 0 | 0%    |
| UCR TITLE                 | FEB | MAR  | APR | MAY | JUNE | JULY | AUG | SEPT | OCT | NOV | DEC | TOTAL | LAST YEAR | %     | ARRESTS |    |   |       |
| GENERAL ASSISTANCE        |     |      |     |     |      |      |     |      |     |     |     |       |           |       |         |    |   |       |
| ASSIST CITIZEN            | 66  | 63   |     |     |      |      |     |      |     |     |     | 129   | 95        | 36%   |         |    |   |       |
| ASSIST MOTORIST           | 9   | 4    |     |     |      |      |     |      |     |     |     | 13    | 6         | 117%  |         |    |   |       |
| ASSIST POLICE AGENCY      | 13  | 23   |     |     |      |      |     |      |     |     |     | 36    | 29        | 24%   |         |    |   |       |
| ASSIST OTHER AGENCY       | 11  | 8    |     |     |      |      |     |      |     |     |     | 19    | 19        | 0%    |         |    |   |       |
| ASSIST D.P.W.             | 4   | 1    |     |     |      |      |     |      |     |     |     | 5     | 6         | -17%  |         |    |   |       |
| ESCORT-FUNERAL            |     |      |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |    |   |       |
| ESCORT-MONEY              |     |      |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |    |   |       |
| ESCORT-OTHER              |     |      |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |    |   |       |
| TRANSPORT-PRISONER        | 11  | 9    |     |     |      |      |     |      |     |     |     | 20    | 35        | -43%  |         |    |   |       |
| TRANSPORT-PAPERWORK       | 4   | 5    |     |     |      |      |     |      |     |     |     | 9     | 8         | 13%   |         |    |   |       |
| TRANSPORT-OTHER           |     |      |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |    |   |       |
| LOCKOUT                   | 2   |      |     |     |      |      |     |      |     |     |     | 2     | 1         | 100%  |         |    |   |       |
| SUBPOENA SERVICE          | 5   | 5    |     |     |      |      |     |      |     |     |     | 10    | 10        | 0%    |         |    |   |       |
| PERMISSION TO PARK        |     |      |     |     |      |      |     |      |     |     |     | 0     | 6         | -100% |         |    |   |       |
| PATROL-FOUND DOOR OPEN    | 3   |      |     |     |      |      |     |      |     |     |     | 3     | 5         | -40%  |         |    |   |       |
| PATROL-FOUND OPEN WINDOW  |     |      |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |    |   |       |
| PATROL-FOUND B&E          |     |      |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |    |   |       |
| ASSIST E.C.S.D.-          | 1   | 4    |     |     |      |      |     |      |     |     |     | 5     | 13        | -62%  |         |    |   |       |
| GENERAL NON CRIMINAL      |     |      |     |     |      |      |     |      |     |     |     |       |           |       |         |    |   |       |
| JUVENILE SAFETY VIOL      |     |      |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |    |   |       |
| ANIMAL CONTROL            | 10  | 7    |     |     |      |      |     |      |     |     |     | 0     | 8         | -100% |         |    |   |       |
| ZONING ORD VIOLATION      |     |      |     |     |      |      |     |      |     |     |     | 0     | 0         | 0%    |         |    |   |       |
| TOTALS                    | 543 | 511  | 0   | 0   | 0    | 0    | 0   | 0    | 0   | 0   | 0   | 1054  | 1030      | 2%    |         |    |   |       |
|                           |     |      |     |     |      |      |     |      |     |     |     |       |           |       |         |    |   |       |
| TRAFFIC STOPS             | 105 | 84   |     |     |      |      |     |      |     |     |     | 189   | 191       | -1%   |         |    |   |       |
| OFFICER TRAINING HOURS    | 87  | 89   |     |     |      |      |     |      |     |     |     | 176   | 283.5     | -38%  |         |    |   |       |
| COMMUNITY HOURS           | 17  | 43.5 |     |     |      |      |     |      |     |     |     | 60.5  | 78.5      | -23%  |         |    |   |       |
| PAPERWORK HOURS           | 376 | 56   |     |     |      |      |     |      |     |     |     | 724.5 | 817.5     | -11%  |         |    |   |       |

**SRO STATS**

The School Resource Officer handle 35 calls at the Charlotte Public Schools for February. They Include:

2- Sex. Assault-All, 3-Intimidation/Threats, 1-VCSA, 1- Sex Offense, 1-Weapons, 2-Public Relations, 1-Trespass,  
 2-Delinquent Minor, 1-Insanity, 5-Alarm-Test, 5- Suspicious Situation, 1- Suspect Narcotic Activity, 8- Assist Citizen,  
 1- Assist Police Agency, 1 Assist Other Agency

**VCSA STATS**

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

1-Pills, 1- Marijuana. 1- Meth, 1-Cocaine

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

**Assist Police Agency breakdown**

Eaton County-Delta Township: 4

Michigan State Police: 16

Calhoun County: 1

Eaton Rapids Police Dept. 1

Lansing Police Dept: 1

Ovid Police Dept 1

Barry County Sheriff Dept 1

Hamburg Township Police 1

Michigan DNR 1

McGINTY, HITCH, PERSON, ANDERSON & REVORE, P.C.

ATTORNEYS AT LAW  
3410 BELLE CHASE WAY, SUITE 600  
LANSING, MICHIGAN 48911  
TELEPHONE (517) 351-0280  
FAX (517) 351-3583  
www.mcgintrylaw.com

**MEMORANDUM**

TO: Mayor Kevin Fullerton, Charlotte City Council, Vince Pastue, City Mgr.

FROM: David M. Revore and Thomas M. Hitch, City Attorneys

RE: **CITY ATTORNEY REPORT – January 23, 2026 – March 18, 2026**

DATE: March 18, 2026

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The following serves as our report to the City Council on issues in which our office has been engaged since the last report:

1. Ordinance Updates and Review.  
Discussion with Police Chief Paul Brentar regarding ordinance updates and MACP accreditation. Review Zoning Ordinance and revisions.
2. Camp Frances. Continue Bylaws' revisions, follow-up meeting with Stephanie Whitney and Susan DeBack.
3. Department of Public Works. Meet with Stephanie Whitney regarding on-going water projects, contract review.
4. PA 33 Special Assessment. On-going review.
5. District Court. Prosecute misdemeanor offenses and code violations.
6. Code Enforcement/Fire Department. Work with Tyger Fullerton and Dan Daly regarding Code Enforcement. Attend District Court Pretrial Conferences with property owners. Review Building Official contract.
7. Labor & Employment. Resolution of SEIU and POLC union grievances.
8. Communications. Mayor, City Manager, Police, Clerk, DPS and Fire Department officials.

DMR/TMH



## Memo

To: Honorable Mayor Fullerton; City Council  
From: Alicia Smith  
Date: March 18, 2026  
Re: Claims and Expenditures for Council approval on March 23, 2026

### Background

Section 7.7(B) of the City Charter requires Council approval for the expenditure of city funds.

### Recommendation

A report on claims is provided to council for review on Wednesday preceding a council meeting at which the claims are approved. Questions about these claims should be directed to the Finance Director/Treasurer and answers resolved by the Friday preceding said council meeting. Claims and expenditures are budgeted items and/or larger purchases pre-approved by Council. While review is recommended, approval should not be hindered.

Answers to Council inquiries, if any, are included in the meeting packet.

### Financial Impacts

|                                             |              |
|---------------------------------------------|--------------|
| HRA Insurance claims week of March 08, 2026 | \$8,013.86   |
| HRA Insurance claims week of March 15, 2026 | \$5,406.84   |
| Payroll paid March 20, 2026                 | \$131,625.65 |
| Invoiced claims as of March 18, 2026        | \$303,009.07 |

|              |                            |
|--------------|----------------------------|
| <b>Total</b> | <b><u>\$448,055.42</u></b> |
|--------------|----------------------------|

### Suggested Motion

Motion to approve Claims and Expenditures in the amount of **\$448,055.42**

## INVOICE APPROVAL (BY INVOICE) FOR CHARLOTTE CITY

EXP CHECK RUN DATES 03/24/2026 - 03/24/2026

POSTED AND UNPOSTED  
OPEN

| Invoice Number                                          | Bank Account | Description                                           | Amount    |
|---------------------------------------------------------|--------------|-------------------------------------------------------|-----------|
| <b>02260 ABC FASTENER GROUP, INC</b>                    |              |                                                       |           |
| A613838                                                 | POOL         | WIRE TERMINALS                                        | 19.83     |
| A614445                                                 | POOL         | FUSE KIT                                              | 31.40     |
| Total For: ABC FASTENER GROUP, INC                      |              |                                                       | 51.23     |
| <b>01683 ACD.NET,ADVANCED COMMUNICATIONS &amp; DATA</b> |              |                                                       |           |
| 81518-304                                               | POOL         | INTERNET SERVICES                                     | 699.00    |
| 91177-156                                               | POOL         | INTERNET SERVICE                                      | 565.84    |
| Total For: ACD.NET,ADVANCED COMMUNICATIONS & DATA       |              |                                                       | 1,264.84  |
| <b>01673 ALEXANDER CHEMICAL CO</b>                      |              |                                                       |           |
| 103728                                                  | POOL         | FERRIC CHLORIDE 4/1/25 - 3/31/26                      | 10,134.54 |
| Total For: ALEXANDER CHEMICAL CO                        |              |                                                       | 10,134.54 |
| <b>01764 AMAZON CAPITAL SERVICES</b>                    |              |                                                       |           |
| 1GMY-JQXY-19W1                                          | POOL         | CALENDAR 2026                                         | 15.83     |
| 1HCJ-WHN7-41XX                                          | POOL         | ACCOUNT # A264N6SLCWDWHU(COMMUNITY DEVELOPMENT) HIGHL | 32.42     |
| 1KC9-GXKT-C7XR                                          | POOL         | ACCOUNT # A264N6SLCWDWHU(DPW ADMIN) MANILA FOLDERS AN | 73.35     |
| 1LL7-HDWY-D39C                                          | POOL         | PD LOBBY TRASH CAN                                    | 34.99     |
| 1M67-PTYK-71Y4                                          | POOL         | ACCOUNT # A264N6SLCWDWHU9(WWTP) TROLLEY FOR CRANE IN  | 44.95     |
| 1NQM-NVP6-TCG4                                          | POOL         | ACCOUNT # A264N6SLCWDWHU FLOOR MATS                   | 251.97    |
| 1PHF-JKFF-CP7C                                          | POOL         | ACCOUNT # A264N6SLCWDWHU(FINANCE DEPT) BATTERY BACK U | 167.97    |
| 1QNX-WLDF-P9GK                                          | POOL         | COUNCIL CHAMBER IT IMPROVEMENTS                       | 1,915.96  |
| 1XLL-7DRJ-DT67                                          | POOL         | LAUNDRY SOAP FD                                       | 53.64     |
| 1YNC-V14T-DDTF                                          | POOL         | DOOR LOCK/WEBCAM                                      | 395.61    |
| Total For: AMAZON CAPITAL SERVICES                      |              |                                                       | 2,986.69  |
| <b>02036 AMAZON CAPITAL SERVICES</b>                    |              |                                                       |           |
| 14MW-H1F4-DC4C                                          | POOL         | ACCT # A1K517P63NLQUT( POLICE) DIPLOMA HOLDERS        | 40.89     |
| 1NGQ-TMKN-97N7                                          | POOL         | ACCT # A1K517P63NLQUT( POLICE) PICTURE FRAME SET      | 41.98     |
| Total For: AMAZON CAPITAL SERVICES                      |              |                                                       | 82.87     |
| <b>01624 AMERICAN WATER WORKS ASSOC.</b>                |              |                                                       |           |
| SO262380                                                | POOL         | ANNUAL MEMBERSHIP TO THE AWWA                         | 443.00    |
| Total For: AMERICAN WATER WORKS ASSOC.                  |              |                                                       | 443.00    |
| <b>01632 AT&amp;T</b>                                   |              |                                                       |           |
| 287354111767X030520                                     | POOL         | MONTHLY AT&T BILL                                     | 272.75    |
| Total For: AT&T                                         |              |                                                       | 272.75    |
| <b>01629 AVERY OIL &amp; PROPANE, INC</b>               |              |                                                       |           |
| 1226930                                                 | POOL         | AIRPORT- ACCOUNT #12290746                            | 1,297.07  |
| Total For: AVERY OIL & PROPANE, INC                     |              |                                                       | 1,297.07  |
| <b>01576 BOUND TREE MEDICAL LLC</b>                     |              |                                                       |           |
| 86045699                                                | POOL         | MEDICAL SUPPLIES FD                                   | 357.83    |
| 86131075                                                | POOL         | FD MEDICAL SUPPLIES                                   | 325.29    |
| Total For: BOUND TREE MEDICAL LLC                       |              |                                                       | 683.12    |
| <b>02300 BUISKOOL, ANISSA D</b>                         |              |                                                       |           |
| 3.18.2026                                               | POOL         | TRAVEL REIMBURSEMENT/AEC-MISGMP CONFERENCE            | 307.70    |
| Total For: BUISKOOL, ANISSA D                           |              |                                                       | 307.70    |
| <b>01555 BYRUM ACE HARDWARE #3 INC.</b>                 |              |                                                       |           |
| 510728                                                  | POOL         | SCREWS                                                | 19.85     |
| 510788                                                  | POOL         | HOLE SAW KIT                                          | 54.97     |
| 512036                                                  | POOL         | ELECTRIC PARTS                                        | 6.59      |
| 512105                                                  | POOL         | MATERIALS AND SUPPLIES                                | 36.98     |
| 512126                                                  | POOL         | TOOLS                                                 | 55.57     |
| 512130                                                  | POOL         | BATTERIES                                             | 8.99      |
| 512236                                                  | POOL         | PAINT                                                 | 29.95     |
| 512310                                                  | POOL         | CLEANING SUPPLIES                                     | 37.99     |
| 512662                                                  | POOL         | MAINTENANCE TOOLS CITY HALL                           | 22.17     |
| 513056                                                  | POOL         | FASTENERS                                             | 16.25     |
| 513060                                                  | POOL         | CLEANING SUPPLIES                                     | 14.99     |
| 513063                                                  | POOL         | SHOVEL AND RAKES                                      | 80.97     |
| 513272                                                  | POOL         | RAKE                                                  | 26.99     |
| 513433                                                  | POOL         | SUPPLIES                                              | 13.98     |
| 513538                                                  | POOL         | SPRAY PAINT                                           | 11.98     |
| 513652                                                  | POOL         | TRASH BAGS AND SOFTNER SALT                           | 98.07     |
| Total For: BYRUM ACE HARDWARE #3 INC.                   |              |                                                       | 536.29    |

## INVOICE APPROVAL (BY INVOICE) FOR CHARLOTTE CITY

EXP CHECK RUN DATES 03/24/2026 - 03/24/2026

POSTED AND UNPOSTED  
OPEN

| Invoice<br>Number                                                 | Bank<br>Account | Description                              | Amount   |
|-------------------------------------------------------------------|-----------------|------------------------------------------|----------|
| <b>01553 C&amp;C LANDFILL</b>                                     |                 |                                          |          |
| 5007-000021759                                                    | POOL            | OAK PARK GAZEBO DISPOSAL                 | 376.99   |
| Total For: C&C LANDFILL                                           |                 |                                          | 376.99   |
| <b>01547 CANON FINANCIAL SERVICES, INC</b>                        |                 |                                          |          |
| 42863505                                                          | POOL            | WEST SIDE PRINTER FEBRUARY 26            | 267.08   |
| Total For: CANON FINANCIAL SERVICES, INC                          |                 |                                          | 267.08   |
| <b>01608 CHARLOTTE BARYAMES LLC</b>                               |                 |                                          |          |
| BN1616                                                            | POOL            | DRYCLEANING FOR THE POLICE DEPARTMENT    | 606.54   |
| Total For: CHARLOTTE BARYAMES LLC                                 |                 |                                          | 606.54   |
| <b>02224 CHRISTENSEN, JEFFREY</b>                                 |                 |                                          |          |
| 3.12.2026                                                         | POOL            | CAPCON REIMBURSEMENT                     | 119.17   |
| Total For: CHRISTENSEN, JEFFREY                                   |                 |                                          | 119.17   |
| <b>01838 CULLIGAN WATER CONDITIONING</b>                          |                 |                                          |          |
| 64281TP                                                           | POOL            | WATER SOFTNER SALT WEST SIDE             | 27.56    |
| Total For: CULLIGAN WATER CONDITIONING                            |                 |                                          | 27.56    |
| <b>01862 DELTA CHARTER TWP.</b>                                   |                 |                                          |          |
| 11241                                                             | POOL            | SMITH/DALY IMAGETREND TRAINING           | 300.00   |
| Total For: DELTA CHARTER TWP.                                     |                 |                                          | 300.00   |
| <b>01414 DORNBOS SIGN &amp; SAFETY INC.</b>                       |                 |                                          |          |
| INV85630                                                          | POOL            | SIGNS                                    | 319.60   |
| INV85631                                                          | POOL            | SIGN POST                                | 211.00   |
| Total For: DORNBOS SIGN & SAFETY INC.                             |                 |                                          | 530.60   |
| <b>01409 DUBOIS COOPER ASSOCIATES INC</b>                         |                 |                                          |          |
| 452952                                                            | POOL            | REPAIR HOMA                              | 5,327.00 |
| Total For: DUBOIS COOPER ASSOCIATES INC                           |                 |                                          | 5,327.00 |
| <b>01368 ENVIRONMENTAL RESOURCES ASSOC</b>                        |                 |                                          |          |
| 112988                                                            | POOL            | ANNUAL DMR QA-2025                       | 1,537.55 |
| Total For: ENVIRONMENTAL RESOURCES ASSOC                          |                 |                                          | 1,537.55 |
| <b>00932 ERIC ROGERS LLC</b>                                      |                 |                                          |          |
| 37322                                                             | POOL            | DOWNTOWN SNOW & ICE REMOVAL              | 2,480.00 |
| Total For: ERIC ROGERS LLC                                        |                 |                                          | 2,480.00 |
| <b>01358 FAMILY FARM &amp; HOME</b>                               |                 |                                          |          |
| 002142                                                            | POOL            | SHOVEL                                   | 39.99    |
| Total For: FAMILY FARM & HOME                                     |                 |                                          | 39.99    |
| <b>01322 GALE BRIGGS, INC.</b>                                    |                 |                                          |          |
| 85803                                                             | POOL            | CONCRETE                                 | 1,056.25 |
| Total For: GALE BRIGGS, INC.                                      |                 |                                          | 1,056.25 |
| <b>02271 GALLOUP;FORBERG SMITH PROCESS SOLUTIONS;MERLO ENERGY</b> |                 |                                          |          |
| S116524717.001                                                    | POOL            | PLUMBING SUPPLIES                        | 372.11   |
| S116524717.002                                                    | POOL            | PLUMBING SUPPLIES                        | 14.39    |
| Total For: GALLOUP;FORBERG SMITH PROCESS SOLUTIONS;MERLO ENERGY   |                 |                                          | 386.50   |
| <b>02037 HASSEL FREE FUELS</b>                                    |                 |                                          |          |
| CFSI-13053                                                        | POOL            | ACCNT #010107 (DPW/WWTP) FUEL            | 2,001.02 |
| Total For: HASSEL FREE FUELS                                      |                 |                                          | 2,001.02 |
| <b>01438 HASSEL FREE FUELS</b>                                    |                 |                                          |          |
| CFSI-13100                                                        | POOL            | ACCOUNT # 010109 (FIRE) FUEL             | 1,092.42 |
| Total For: HASSEL FREE FUELS                                      |                 |                                          | 1,092.42 |
| <b>01209 KENDALL ELECTRIC INC.</b>                                |                 |                                          |          |
| S116515317.001                                                    | POOL            | LIGHT REPLACEMENT                        | 93.42    |
| Total For: KENDALL ELECTRIC INC.                                  |                 |                                          | 93.42    |
| <b>02103 KEYES, KEVIN J.</b>                                      |                 |                                          |          |
| 1307                                                              | POOL            | LETTER TEMPLATE CONFIG & FOIA REPORT BSA | 1,063.75 |
| Total For: KEYES, KEVIN J.                                        |                 |                                          | 1,063.75 |
| <b>01450 KIMBERLY CURRAN</b>                                      |                 |                                          |          |
| 3.10.2026                                                         | POOL            | MARCH BOARD OF REVIEW                    | 87.50    |
| Total For: KIMBERLY CURRAN                                        |                 |                                          | 87.50    |

# INVOICE APPROVAL (BY INVOICE) FOR CHARLOTTE CITY

EXP CHECK RUN DATES 03/24/2026 - 03/24/2026  
POSTED AND UNPOSTED  
OPEN

| Invoice Number                                                 | Bank Account | Description                                              | Amount    |
|----------------------------------------------------------------|--------------|----------------------------------------------------------|-----------|
| <b>02296 KIMMER, JULIE</b><br>3.10.2026                        | POOL         | CAMP FRANCES RENTAL CHARGE WAS \$220, PAID \$225; \$5 RE | 5.00      |
| Total For: KIMMER, JULIE                                       |              |                                                          | 5.00      |
| <b>01392 KING, MARIA L.</b><br>2076                            | POOL         | DERRICK PATCH EMBROIDERY                                 | 12.00     |
| Total For: KING, MARIA L.                                      |              |                                                          | 12.00     |
| <b>02292 LAKELAND ASPHALT CORPORATION</b><br>47586             | POOL         | COLD PATCH                                               | 2,090.72  |
| 47635                                                          | POOL         | COLD PATCH                                               | 4,299.70  |
| Total For: LAKELAND ASPHALT CORPORATION                        |              |                                                          | 6,390.42  |
| <b>01182 LANSING UNIFORM COMPANY</b><br>108908-A               | POOL         | BADGE WALLET AND BREAST                                  | 219.90    |
| Total For: LANSING UNIFORM COMPANY                             |              |                                                          | 219.90    |
| <b>01173 LEA'S AUTO BODY</b><br>10741                          | POOL         | REPLACE BRAKES ON THE #412 SQUAD CAR                     | 1,374.83  |
| Total For: LEA'S AUTO BODY                                     |              |                                                          | 1,374.83  |
| <b>01684 LEXISNEXIS RISK DATA MANAGEMENT LLC</b><br>1100278412 | POOL         | BACKGROUND CHECKS FOR FEBRUARY                           | 200.00    |
| Total For: LEXISNEXIS RISK DATA MANAGEMENT LLC                 |              |                                                          | 200.00    |
| <b>02249 MACQUEEN EQUIPMENT, LLC</b><br>P33674                 | POOL         | SWEEPER PIVOT                                            | 6,312.14  |
| P33693                                                         | POOL         | STEERING SPACERS                                         | 81.12     |
| P33718                                                         | POOL         | STEERING PINS                                            | 116.55    |
| Total For: MACQUEEN EQUIPMENT, LLC                             |              |                                                          | 6,509.81  |
| <b>02146 MICROTECH SERVICES, INC</b><br>36856                  | POOL         | BROTHER SCANNER FOR THE POLICE                           | 612.61    |
| 36889                                                          | POOL         | INSIGNIA F50 SERIES 55" 4K SMART TV                      | 221.00    |
| 36890                                                          | POOL         | UPGRADE FROM TLC 43" TV TO INSIGNIA 55" TV PER POLICE    | 122.00    |
| 36892                                                          | POOL         | PHONES & EMAIL                                           | 125.00    |
| 36893                                                          | POOL         | REPLACE UNIT POWER SUPPLY WITH EU STOCK POWER SUPPLY     | 200.00    |
| Total For: MICROTECH SERVICES, INC                             |              |                                                          | 1,280.61  |
| <b>02255 NAPA AUTO PARTS</b><br>290717                         | POOL         | BATTERY                                                  | 164.24    |
| Total For: NAPA AUTO PARTS                                     |              |                                                          | 164.24    |
| <b>01007 O'REILLY AUTO ENTERPRISES, LLC</b><br>4651-105509     | POOL         | 312 BATTERY CABLE REPAIR                                 | 54.45     |
| Total For: O'REILLY AUTO ENTERPRISES, LLC                      |              |                                                          | 54.45     |
| <b>00652 PAUL K WILSON</b><br>26-1                             | POOL         | POLICE DEPT COUNTER TOP PAYMENT 1 OF 2                   | 1,415.00  |
| Total For: PAUL K WILSON                                       |              |                                                          | 1,415.00  |
| <b>02297 PLAYCORE WISCONSIN INC</b><br>INV-00102084            | POOL         | OAK PARK RENOVATION - GRANT - PLAYGROUND                 | 35,557.50 |
| Total For: PLAYCORE WISCONSIN INC                              |              |                                                          | 35,557.50 |
| <b>02093 POWERS, CHRISTYNE</b><br>3.10.2026                    | POOL         | MARCH BOARD OF REVIEW                                    | 87.50     |
| Total For: POWERS, CHRISTYNE                                   |              |                                                          | 87.50     |
| <b>01030 QUADIANT FINANCE USA, INC.</b><br>MARCH 2026          | POOL         | POSTAGE FUNDING                                          | 1,000.00  |
| Total For: QUADIANT FINANCE USA, INC.                          |              |                                                          | 1,000.00  |
| <b>01210 REBECCA KENDALL</b><br>3.10.2026                      | POOL         | MARCH BOARD OF REVIEW 3/10 ( 2 SESSIONS)                 | 35.00     |
| Total For: REBECCA KENDALL                                     |              |                                                          | 35.00     |
| <b>00987 ROBERT PHILLIPS</b><br>3.10.2026                      | POOL         | MARCH BOARD OF REVIEW                                    | 87.50     |
| Total For: ROBERT PHILLIPS                                     |              |                                                          | 87.50     |
| <b>00935 ROCHESTER, CINDY L.</b><br>5013                       | POOL         | JOE JENSON UNIFORM CODE                                  | 25.00     |
| Total For: ROCHESTER, CINDY L.                                 |              |                                                          | 25.00     |

## INVOICE APPROVAL (BY INVOICE) FOR CHARLOTTE CITY

EXP CHECK RUN DATES 03/24/2026 - 03/24/2026

POSTED AND UNPOSTED  
OPEN

| Invoice<br>Number                                           | Bank<br>Account | Description                                           | Amount     |
|-------------------------------------------------------------|-----------------|-------------------------------------------------------|------------|
| <b>01006 SANDRA OSBORN</b><br>3/10/2026                     | POOL            | REIMBURSE LUNCH, DINNER & SNACKS FOR THE BOARD OF REV | 228.14     |
| Total For: SANDRA OSBORN                                    |                 |                                                       | 228.14     |
| <b>02283 SCHWARTZ, PAMELA</b><br>440                        | POOL            | TITLE VI CIVIL RIGHTS INVESTIGATION                   | 2,887.50   |
| Total For: SCHWARTZ, PAMELA                                 |                 |                                                       | 2,887.50   |
| <b>00901 SHARE CORPORATION</b><br>332695                    | POOL            | TOOLS                                                 | 733.17     |
| Total For: SHARE CORPORATION                                |                 |                                                       | 733.17     |
| <b>02078 SHROYER TOWING</b><br>#P88046                      | POOL            | TOWING FOR THE STREET SWEEPER                         | 1,175.00   |
| Total For: SHROYER TOWING                                   |                 |                                                       | 1,175.00   |
| <b>02295 SIGNS BY CRANNIE, INC</b><br>020042                | POOL            | WEST SIDE FIRE STATION ELECTRONIC SIGN                | 6,239.40   |
| Total For: SIGNS BY CRANNIE, INC                            |                 |                                                       | 6,239.40   |
| <b>01995 STARK CONCRETE SOLUTIONS</b><br>29                 | POOL            | FLOORING FOR CAMP FRANCES                             | 3,800.00   |
| Total For: STARK CONCRETE SOLUTIONS                         |                 |                                                       | 3,800.00   |
| <b>01108 STATE OF MICHIGAN</b><br>260000001033              | POOL            | FINAL ACCOUNTING PROGRAM                              | 634.25     |
| 260000001034                                                | POOL            | FINAL ACCOUNTING PROGRAM                              | 812.66     |
| Total For: STATE OF MICHIGAN                                |                 |                                                       | 1,446.91   |
| <b>00199 TOM POTTER</b><br>3.10.2026                        | POOL            | MARCH BOARD OF REVIEW 3/4, 3/9 (2 SESSIONS), 3/10 (2  | 87.50      |
| Total For: TOM POTTER                                       |                 |                                                       | 87.50      |
| <b>00820 TRACE ANALYTICAL LABORATORIES, INC.</b><br>6010849 | POOL            | WATER ANALYSIS                                        | 168.00     |
| 6010854                                                     | POOL            | WATER ANALYSIS                                        | 168.00     |
| 6030351                                                     | POOL            | WATER QUALITY ANALYSIS                                | 162.57     |
| Total For: TRACE ANALYTICAL LABORATORIES, INC.              |                 |                                                       | 498.57     |
| <b>02151 TROJAN TECHNOLOGIES CORP</b><br>200/50011812       | POOL            | U.V. SUPPLIES                                         | 1,267.00   |
| Total For: TROJAN TECHNOLOGIES CORP                         |                 |                                                       | 1,267.00   |
| <b>00804 ULINE, INC.</b><br>204724142                       | POOL            | CHAIRS/RUGS POLICE DEPARTMENT                         | 1,648.86   |
| Total For: ULINE, INC.                                      |                 |                                                       | 1,648.86   |
| <b>00794 US BANK ST. PAUL</b><br>3176274                    | POOL            | INVOICE FOR DEBT SERVICE PAYMENT ON 5/1/26            | 191,875.00 |
| Total For: US BANK ST. PAUL                                 |                 |                                                       | 191,875.00 |
| <b>00791 USA BLUE BOOK</b><br>INV00894474                   | POOL            | LAB SUPPLIES                                          | 563.43     |
| Total For: USA BLUE BOOK                                    |                 |                                                       | 563.43     |
| <b>02149 VITAL RECORDS HOLDINGS, LLC</b><br>6086084         | POOL            | POLICE MONTHLY SHRED                                  | 176.14     |
| 6088776                                                     | POOL            | WEST SIDE MONTHLY SHREDDING INVOICE                   | 86.95      |
| 6097771                                                     | POOL            | WEST SIDE MONTHLY SHREDDING/START UP DELIVERY         | 145.90     |
| Total For: VITAL RECORDS HOLDINGS, LLC                      |                 |                                                       | 408.99     |
| <b>00761 WILLIAMS FARM MACHINERY, INC.</b><br>46514         | POOL            | CHAINSAW CHAINS                                       | 177.40     |
| Total For: WILLIAMS FARM MACHINERY, INC.                    |                 |                                                       | 177.40     |
| <b>00753 WOLVERINE PEST CONTROL</b><br>128120               | POOL            | PEST CONTROL                                          | 50.00      |
| 128121                                                      | POOL            | PEST CONTROL                                          | 50.00      |
| Total For: WOLVERINE PEST CONTROL                           |                 |                                                       | 100.00     |
| Report Total:                                               |                 |                                                       | 303,009.07 |

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**Re: Expenditure report**

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**From** Christina Horton <CHorton@charlottemi.org>

**Date** Fri 3/20/2026 9:53 AM

**To** Joseph Chin <JChin@charlottemi.org>; Vince Pastue <VPastue@charlottemi.org>

**Cc** Alicia A. Smith <smitha@charlottemi.org>

 8 attachments (12 MB)

MEETING MINUTES - 2025 10 13.pdf; GRANT AGREEMENT.pdf; OAK PARK PLAYGROUND DESIGN.pdf; OAK PARK PRICING CONTRACT.pdf; INVOICE\_20260227\_0001 PLAYCORE\_GAMETIME (1).pdf; Oak Park Memo.pdf; Bond Amortization Schedule.pdf; Closing 2017 Ref 2008.pdf;

Good morning Councilmember Chin,

Attached for your review are materials related to the Oak Park project, which was approved at the October 13 Council meeting. These include the meeting minutes, grant agreement, pricing contract, invoice, and the memo presented with the October 13 agenda materials.

Also attached is the bond closing statement, including the amortization schedule that aligns with the payment presented for the upcoming meeting. The bond was issued on October 11, 2017, in the amount of \$2,165,000 and is scheduled to mature in May 2031. This will be discussed further during the upcoming budget meetings.

Please let me know if you have any questions or need additional information.

**CHRISTINA HORTON**

*Finance Director/Treasurer*

City of Charlotte

111 E. Lawrence Ave.

Charlotte, MI 48813

517-543-8875 (phone)

517-543-8845 (fax)

[chorton@charlottemi.org](mailto:chorton@charlottemi.org) (email)

[www.charlottemi.gov](http://www.charlottemi.gov) (website)

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**From:** Joseph Chin <JChin@charlottemi.org>

**Sent:** Thursday, March 19, 2026 2:58 PM

**To:** Christina Horton <CHorton@charlottemi.org>; Vince Pastue <VPastue@charlottemi.org>

**Subject:** Expenditure report

I have two items that I would like more information: (Both may have approval memos that I have not seen yet, that includes the info, but, I have not seen them.)

Playcore Wisconsin \$33,557.50: Can you let me know what meeting this was approved/bid awarded. Maybe include that in the approval memo.

US Bank St. Paul \$191,875.00: Debt Service Payment. Can I get a little history and info on future payments? What was the total debt, when did it start, when does it end? Is this the same amount each year?

As always, thank you.

**CITY OF CHARLOTTE COUNCIL PROCEEDINGS**  
**111 E. Lawrence Ave., Charlotte, MI 48813 (517) 543-2750**  
**Regular Council Meeting 7:00 p.m.**  
**October 13, 2025**

**CALL TO ORDER:**

By Mayor Lewis on Monday, October 13, 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 Manager Hillard, and City Clerk LaRocque. In the audience Public Works Director Whitney, Captain/Fire Inspector Daly and Fire Chief Christiansen;

**INVOCATION:**

Pete Kroll First Baptist Church

**PLEDGE OF ALLEGIANCE:**

Led by Lewis

**APPROVAL OF MINUTES:**

Rodriguez provided Clerk LaRocque (via email) his written changes regarding his council comments for both the September 22, 2025 Regular Council meeting minutes and October 01, 2025 Special Council meeting minutes and asked for the changes to be implemented.

- a. September 22, 2025 Regular Council Meeting Minutes

**Motion** by Chin supported by Fullerton to approve September 22, 2025 Regular Council Meeting Minutes, *as amended*. Carried; Yea 7; Nay 0; Absent 0

- b. October 01, 2025 Special Council Meeting Minutes

**Motion** by Chin supported by Scott to approve October 01, 2025 Special Council Meeting Minutes, *as amended*. Carried; Yea 7; Nay 0; Absent 0

**ABSENCE OF COUNCIL MEMBERS:**

All in attendance

**PUBLIC COMMENT:**

John Laupp, resident - speaking as the chair for the DDA, commented on consent agenda item 10b regarding the Michigan Downtown Association conference. He explained that the Michigan Downtown Association has been around for over 40 years, and the DDA became members in May. He stated that they would be considering at their next board meeting to send Nicole Christiansen to the conference as well. This would allow for networking and information gathering, with the financial benefit of only needing one hotel room since both attendees could share accommodations.

JoDee Pruden, resident – via ZOOM - inquired about the bid for (downtown sidewalk) snow removal with Eric Rogers, LLC, asking if the (downtown snow) removal would go all the way to the curb to ensure safe access to sidewalks.

**APPROVAL OF AGENDA:**

Mayor Lewis requested adding item d to the consent agenda – to appoint the Mayor and Scott to a legal ad hoc committee. The committee would work with City Manager Hillard to identify and review potential legal firms for the city. City Attorney Revore has notified the Mayor he is leaving his position at the

end of December. Revore has also offered to assist in a replacement.

**Motion** by Lewis, supported by Rodriguez to add item d Approval of Mayor Lewis and Scott to service on the ad hoc legal committee to the consent agenda. Carried; Yea 7; Nay 0; Absent 0

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

#### **COMMUNICATIONS AND COMMITTEE REPORTS:**

##### **a. City Manager report**

City Manager Hillard provided updates on several ongoing initiatives and meetings. He noted that more details on the Framework 2025/2026 would be discussed later in the meeting. He recently met with Eaton County administration to discuss the building construction inspection program and recycling center review. Hillard also attended a meeting with the Ways and Means Committee, along with Councilmember Christensen and John Laupp, to discuss the DDA TIF Plan, noting that the county may opt out of the extended area of the DDA. A follow-up meeting is scheduled for Wednesday at 6 PM.

Additionally, Hillard met with Councilmember Fullerton and (Carmel Township Supervisor) Don Ramsey to review Carmel Township's proposed changes to the emergency services agreement, including service levels and cost recovery. Discussions are ongoing, with an update expected next month. He also discussed small urban street federal funding with DPW Director Whitney, confirming a Harris Street project is scheduled for 2027, with matching funds to be included in the 2026–2031 Capital Improvement Plan. Lastly, Hillard reported the city was not rewarded a recent grant application for Bennett

Park or the downtown municipal building; however, the Parks Commission plans to pursue a DNR grant in April, and engineering proposals for the municipal building will be reviewed by Council in November.

##### **b. Council member committee reports**

**Chin** reported on the EATRAN board meeting. Delta Township is pursuing a transportation millage, with polling showing 67% support. Charlotte's millage renewal is due next year, raising broader concerns about millage viability in Eaton County. EATRAN's general manager contract was extended through year-end.

**Christensen** announced that Camp Francis will meet tomorrow at 6:30 PM at the cabin.

**Duweck** shared that the Housing Committee is meeting weekly to prepare for a November 6th forum with housing stakeholders. A brownfield board meeting is scheduled for November 20th, with legal training planned. Two entities are interested in the Sumter Street project; the committee will engage once one is selected. Councilmember Chen will attend a MISHDA homelessness summit in Lansing on the committee's behalf.

**Scott** noted that information from a similar Delta Township housing forum was shared with the (Housing) committee and plans to contact them for insights and resources.

#### **CONSENT AGENDA:**

- a. Approval of Claims and Expenditures totaling \$915,710.39

- b. Approval of attendance request – Michigan Downtown Association Annual Conference
- c. Approve Councilman Chin to be our Legislative Liaison
- d. Approval of Mayor Lewis and Scott to serve on the ad hoc legal committee

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

**BUSINESS AGENDA:**

- a. Consider approval to authorize the Charlotte Fire Department to accept the FEMA AFG Reginal Grant Award in the amount of \$218,181.81, and to proceed with procurement of the turnout gear.

**Motion** by Chin, supported by Christensen to authorize the Charlotte Fire Department to accept the FEMA AFG Reginal Grant Award in the amount of \$218,181.81, and to proceed with procurement of the turnout gear. Carried; Yea 7; Nay 0; Absent 0

- b. Consider approval of a sealed bid contract with Eric Rogers LLC for Downtown Sidewalk Snow Removal int the amount of \$24,800 per year, covering five winter seasons from November 15, 2025 through April 15, 2030

**Motion** by Christensen, supported by Scott to approval of a sealed bid contract with Eric Rogers LLC for Downtown Sidewalk Snow Removal int the amount of \$24,800 per year, covering five winter seasons from November 15, 2025 through April 15, 2030. Carried; Yea 7; Nay 0; Absent 0

- c. Consider approval to waive the City's purchasing policy requirement for sealed bids for the Oak Park Renovation project, and to approve a contract with Sinclair Recreation in the amount of \$112,707.44 for playground removal and installation, and a contract with T&D Concrete in the amount of \$25,602.50 for sidewalk removal/installation and the concrete pad for the gazebo, and to authorize the City Manager to execute the agreements and any necessary change orders within the approved budget.

**Motion** by Fullerton supported by Scott to waive the City's purchasing policy requirement for sealed bids for the Oak Park Renovation project, and to approve a contract with Sinclair Recreation in the amount of \$112,707.44 for playground removal and installation, and a contract with T&D Concrete in the amount of \$25,602.50 for sidewalk removal/installation and the concrete pad for the gazebo, and to authorize the City Manager to execute the agreements and any necessary change orders within the approved budget. Carried by roll call vote, Yea 7; Nay 0; Absent 0

- d. Consider approval to authorize the cooperative purchase (through the State of Michigan's MiDEAL program) of three 2026 Chevrolet Trailblazers to replace the existing Code Enforcement, Rental Inspection, and Wastewater Treatment Plant vehicles, with an estimated cost of \$64,284.00; and review of proposed 3-year fleet replacement plan for cost-efficient vehicle lifecycle management

**Motion** by Christensen, seconded by Scott to authorize the cooperative purchase (through the State of Michigan's MiDEAL program) of three 2026 Chevrolet Trailblazers to replace the existing Code Enforcement, Rental Inspection, and Wastewater

Treatment Plant vehicles, with an estimated cost of \$64,284.00; and review of proposed 3-year fleet replacement plan for cost-efficient vehicle lifecycle management. Carried; Yea 7; Nay 0; Absent 0

e. "The Framework" – City Council 2025/2026 Goals and Objectives

Council acknowledged the importance of formalizing the framework while noting that it may be updated and expanded as circumstances and ideas evolve throughout the year.

**Motion** by Scott supported by Duweck to approve the Framework, as presented. Carried; Yea 7; Nay 0; Absent 0

**PUBLIC COMMENT:**

John Laupp, resident - commented on the recently accepted FEMA AFG grant, highlighting that the fire department has secured nearly \$4 million in grants since 2021. He noted that without these funds, the \$1.1 million special assessment district would have been significantly more burdensome.

**STAFF COMMENTS:**

No staff comments

**MAYOR AND COUNCIL COMMENTS:**

Christensen thanked attendees and noted growing positive public engagement. He highlighted the fire department's grant success and suggested the potential value of a dedicated grant writer. He mentioned recent community events, reminded everyone about Shadow season activities, and reported on a proposed discussion at the upcoming county public safety committee regarding a towing rotation system aimed at fairness for local businesses.

Fullerton observed high use of the new football field parking lot and raised concerns about the special assessment project continuing amid the city attorney's departure. The Mayor and City Manager assured him the attorney would complete current work.

Scott shared a positive anecdote about Bennett Park from visiting family, calling it peaceful and scenic.

Chin asked about the code enforcement appeal process and timelines. Staff explained efforts focus on compliance, with minimal ticketing and a willingness to work with residents when contacted.

Rodriguez inquired about a property delayed by zoning matters and discussed his framework goals and objectives related to increasing tax revenue, supporting housing and downtown redevelopment, pursuing shared services with other townships to reduce costs such as IT, reviewing user and cost recovery fees, and evaluating annual utility billing increases.

Lewis shared positive resident feedback about city staff and noted discussions with Deputy Assessor Osborn and members of the Board of Review about updating the council chambers, including painting, rearranging portraits, adding the City logo signage and preserving historical elements.

**ADJOURN:**

**Motion** by Christensen supported by Chin to adjourn the meeting at 8:14 p.m. Carried; Yea 7; Nay 0; Absent 0

Respectfully submitted,  
Mary LaRocque MiPMC, CMC  
City Clerk



**EATON COUNTY PARKS COMMUNITY GRANT AGREEMENT  
BETWEEN THE  
COUNTY OF EATON and CITY OF CHARLOTTE**

This Grant Agreement ("Agreement") is entered into by the County of Eaton, hereinafter referred to as "the County," and the City of Charlotte, hereinafter referred to as the "Grant Recipient."

The Grant Recipient agrees to accept the grant funds and carry out the project in a lawful, satisfactory, and proper manner, pursuant to and in accordance with all requirements of the Agreement.

**SOURCE OF FUNDING**

This grant is made available through funding from the Eaton County Parks and Recreation Millage passed by voters on November 8, 2022. A portion of these millage funds have been allocated for the Eaton County Parks Community Grant Program to assist communities with planning, purchasing, preliminary engineering/design, and construction costs directly related to park and open space projects located in Eaton County.

**PROJECT DESCRIPTION**

Project Title: **Oak Park Renovation**. Work shall be performed as identified in the Grant Recipients Parks Community Grant Application (see attached).

**GRANT TERM**

The project shall be completed by September 30, 2026.

**GRANT REIMBURSEMENT**

Total payment made to the Grant Recipient by the County shall not exceed \$100,000.

Grant Amount = \$100,000

Matching Funds = \$50,000

Total Project Budget = \$150,000

The Grant Recipient is responsible for the payment of all eligible costs necessary to complete the project. The Grant Recipient shall submit reimbursement requests to the County with proper documentation not to exceed the awarded amount. All city, village, and township matching funds must be expended first, prior to Eaton County Grant Funds. Final payment request will not be processed until a final quarterly report is received and a project inspection is completed.

Expenses incurred by the Grant Recipient prior to the start date of June 1, 2025, or after the end date of September 30, 2026, are not allowed under this agreement.

All requests for payment shall be submitted by the Grant Recipient on a form provided by the County and shall include proof of payment to the vendor (such as cancelled checks, ACH, wire transfer, etc.) and proof of receipt of goods.

The Grant Recipient is responsible for ensuring that all partner entities fulfill their commitments under the grant proposal.

Grant funding is project-based only and does not allow for administrative expenses or ongoing project costs.

#### **CHANGES**

The Grant Recipient must obtain written authorization from the County before implementing any changes that materially alter the project as originally proposed, including but not limited to, new activities and/or alteration of the existing project. The Grant Recipient shall immediately notify the County if a change in the project is required or if the project cannot be implemented as projected. Any proposed change in the project is subject to written approval by the County.

#### **PROJECT RECOGNITION SIGN**

The Grant Recipient is required to prominently display a recognition sign which will be provided by the Eaton County Parks Department. Signage must be posted in an approved location and be present for the life of the project.

#### **REPORTING REQUIREMENTS**

The Grant Recipient shall furnish a summary of project and financial accomplishments on a quarterly basis on a form provided by the County. Documentation of any match funding must additionally be reported. If the match is in kind, detailed documentation outlining the work completed, the cost of the work and who performed the work must be provided.

Reports are due per the following schedule:

| <b><i>Reporting Period</i></b> | <b><i>Due Date</i></b> |
|--------------------------------|------------------------|
| June 1 – September 30          | October 24, 2025       |
| October 1 – December 31        | January 23, 2026       |
| January 1 – March 31           | April 24, 2026         |
| April 1 – June 30              | July 24, 2026          |
| July 1 – September 30          | October 16, 2026       |

#### **PROJECT INSPECTION/GRANT CLOSEOUT**

The Grant Recipient agrees to an onsite inspection by County Staff after the Grant Recipient has submitted their final quarterly project report. The project recognition sign provided by the Eaton County Parks Department must be posted in its approved location at the time of inspection. Failure to do so will delay final payment and close out the grant.

#### **CONTINUED FUNDING**

The County makes no implied or explicit guarantee, offer, or representation of future funding from Eaton County beyond termination of this Agreement.

#### **ACCOUNTING**

The Grant Recipient agrees to maintain records in accordance with generally accepted accounting practices, to retain these records for a period of no less than three years from the date of the final report and to make this accounting available for audit by appropriate staff of the County if requested.

#### **LIABILITY**

Any liability resulting from activities engaged in by the Grant Recipient shall be the sole responsibility of the Grant Recipient. The Grant Recipient and/or their contractors and sub-contractors must acquire liability insurance. Additionally, the Grant Recipient agrees to hold the County harmless in the event of any claim arising out of the activities described herein. If project activities are occurring on property not owned by the Grant Recipient, a written

signed statement must be secured with the property owner agreeing to hold the County harmless in the event of any claim arising out of the activities described herein.

**CERTIFICATIONS**

- A. The Grant Recipient hereby certifies there has been no known change in the project as described in the grant application.
- B. The Grant Recipient hereby agrees to implement the project as defined in this Agreement and that the funds made available will be used only as set forth in this Agreement.

**FOR THE GRANT RECIPIENT:**

Stephanie Whitney  
Signature  
Name/Title Stephanie Whitney, Director of Public Works Date: 10/07/25

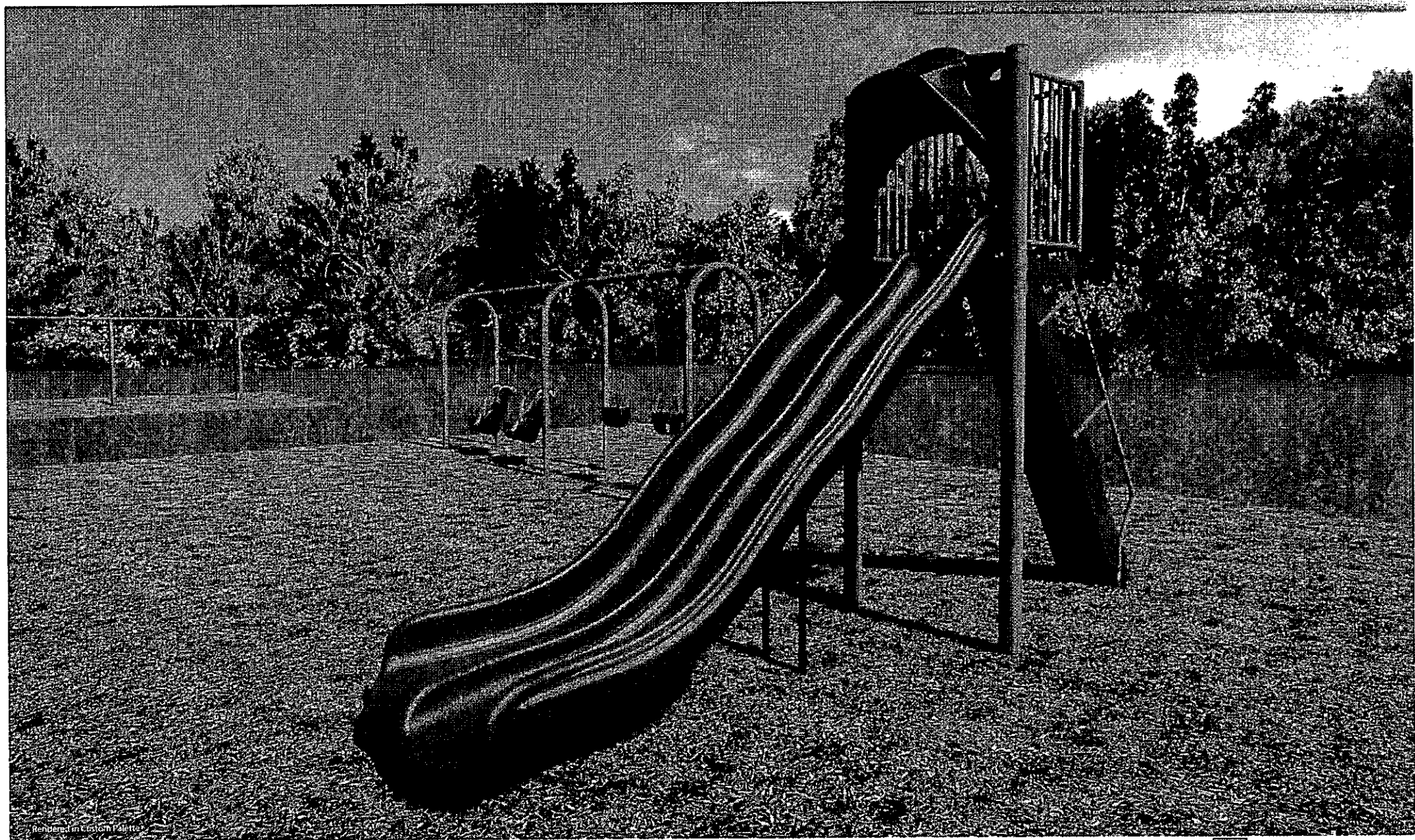
**FOR EATON COUNTY:**

Jim Mott  
Signature  
Name/Title Jim Mott, Eaton County Board Chair Date: 10/7/2025









Rendered in Custom Palette

**GameTime**  
A PLAYCORE Company  
[www.gametime.com](http://www.gametime.com)

City of Charlotte  
Oak Park Playground

**SINCLAIR**  
RECREATION  
[www.sinclair-rec.com](http://www.sinclair-rec.com)



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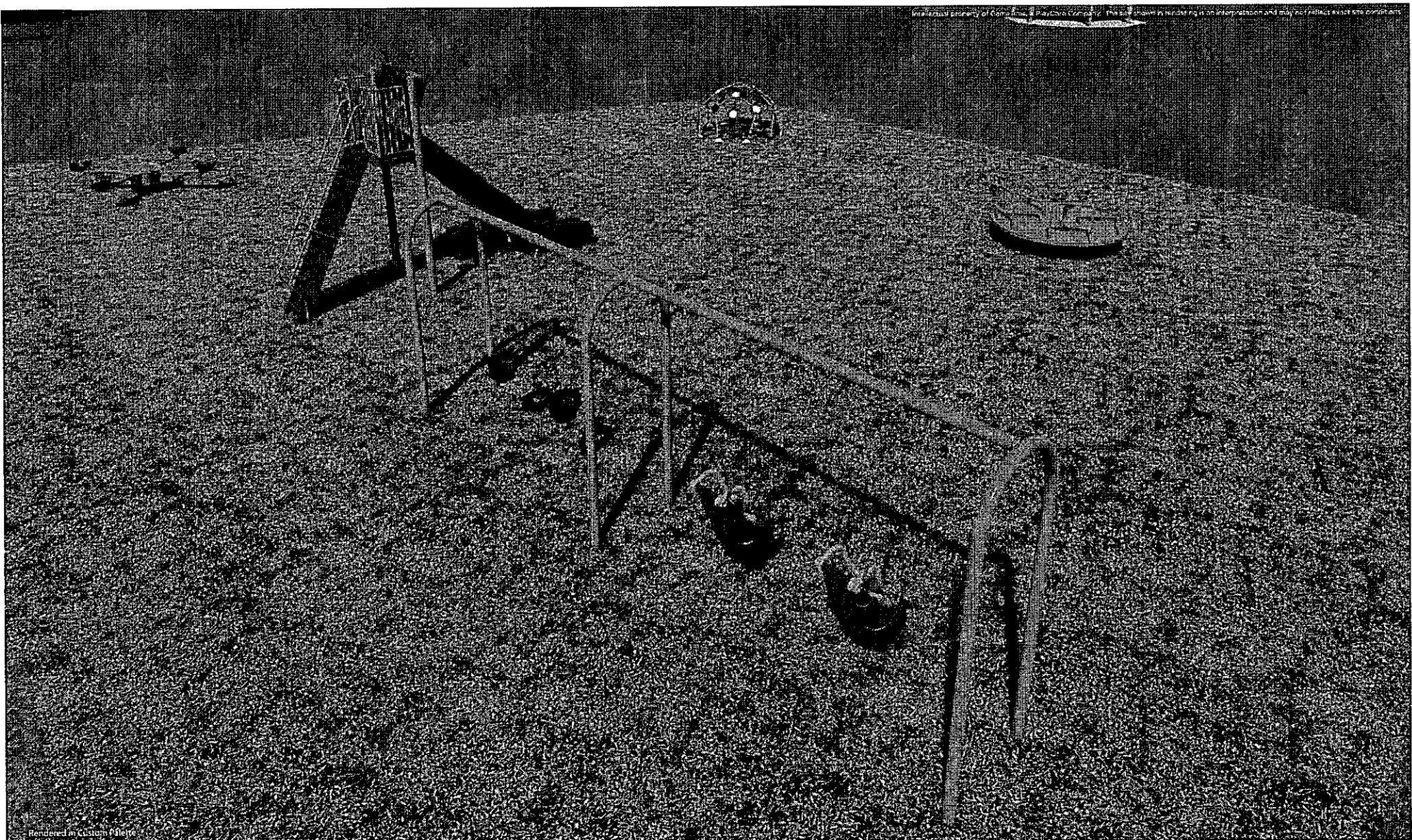


Designed by Custom Play Structures

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City of Charlotte  
Oak Park Playground

**SINCLAIR**  
RECREATION  
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GameTime c/o Sinclair Recreation  
 176 E Lakewood Blvd  
 Holland, MI 49424  
 Ph: 800-444-4954  
 Fax: 616-392-8634

10/29/2025  
 Quote #  
 108147-01-04

## Oak Park Playground Proposal

City of Charlotte  
 Attn: Michael Hoffmeister  
 111 E. Lawrence Ave  
 Charlotte, MI 48813  
 United States

Ship to Zip 48813

| Quantity | Part #      | Description                                                                                                                                                                                                           | Unit Price       | Amount              |
|----------|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|---------------------|
| 1        | 655         | GameTime - Dome Climber                                                                                                                                                                                               | \$2,125.00       | \$2,125.00          |
| 1        | RDU         | GameTime - Buck A Bout                                                                                                                                                                                                | \$4,005.00       | \$4,005.00          |
|          |             | (4) 2313 -- Saddle Seat                                                                                                                                                                                               |                  |                     |
|          |             | (1) 200 -- Four Seat Buck-A-Bout                                                                                                                                                                                      |                  |                     |
|          |             | (4) 4880 -- Inground Mount For Spring Rider                                                                                                                                                                           |                  |                     |
| 1        | 919         | GameTime - Whirl-Hydraulic Brake                                                                                                                                                                                      | \$7,624.00       | \$7,624.00          |
| 2        | 5293        | GameTime - Enclosed Tot Seat for 8' Toprail                                                                                                                                                                           | \$424.00         | \$848.00            |
| 1        | 81744       | GameTime - 7' Double Wave Zip Slide F/S                                                                                                                                                                               | \$12,513.00      | \$12,513.00         |
| 1        | RDU         | GameTime - Swings with Seats                                                                                                                                                                                          | \$6,018.00       | \$6,018.00          |
|          |             | (1) 5317 -- 8' Primetime Swing Add-A-Bay                                                                                                                                                                              |                  |                     |
|          |             | (1) 5320 -- 8' ADA Primetime Swing Frame                                                                                                                                                                              |                  |                     |
|          |             | (2) 5378 -- Zero-G (5-12) Beige 8' Height                                                                                                                                                                             |                  |                     |
| 1        | RDU         | GameTime - Swings with Seats                                                                                                                                                                                          | \$5,184.00       | \$5,184.00          |
|          |             | (1) 5320 -- 8' ADA Primetime Swing Frame                                                                                                                                                                              |                  |                     |
|          |             | (1) 5317 -- 8' Primetime Swing Add-A-Bay                                                                                                                                                                              |                  |                     |
|          |             | (4) 5287 -- Belt Seat for 8' Toprail                                                                                                                                                                                  |                  |                     |
| 1        | 14722       | GT-Shelter - Octagon Width: 20' x 20', Steel (8) Column design, 24 ga Pre-Cut Multi-Rib Metal Roof-<br>Roof Slope: 6:12<br>8' Eave Height                                                                             | \$23,150.00      | \$23,150.00         |
| 1        | ENGINEERING | GT-Shelter - Engineering                                                                                                                                                                                              | \$1,200.00       | \$1,200.00          |
| 1        | ABK         | GT-Shelter - Anchor Bolt Kit                                                                                                                                                                                          | \$675.00         | \$675.00            |
| 10500    | EWf         | GT-Impax - 3" top off of proposed areas (130 CY)                                                                                                                                                                      | \$0.70           | \$7,350.00          |
| 1        | INSTALL     | Installation - Installation of GameTime equipment and Steel Octagon shelter-<br>Includes installation of tables and benches.<br><br>Does not include site preparation or excavation, site restoration or landscaping. | \$28,795.00      | \$28,795.00         |
| 1        | REMOVAL     | Installation - Removal and disposal of existing equipment                                                                                                                                                             | \$4,250.00       | \$4,250.00          |
|          |             |                                                                                                                                                                                                                       | <b>Sub Total</b> | <b>\$103,737.00</b> |
|          |             |                                                                                                                                                                                                                       | <b>Discount</b>  | <b>(\$5,389.76)</b> |
|          |             |                                                                                                                                                                                                                       | <b>Freight</b>   | <b>\$5,615.26</b>   |
|          |             |                                                                                                                                                                                                                       | <b>Total</b>     | <b>\$103,962.50</b> |



GameTime c/o Sinclair Recreation  
176 E Lakewood Blvd  
Holland, MI 49424  
Ph: 800-444-4954  
Fax: 616-392-8634

10/29/2025  
Quote #  
108147-01-04

## Oak Park Playground Proposal

This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases to be supported by your written purchase order made out to GAMETIME C/O SINCLAIR RECREATION. **A 2.5% PROCESSING FEE WILL BE ADDED TO ALL ORDERS PAID VIA CREDIT CARD.**

Pricing: f.o.b. factory, firm for 30 days from date of quotation unless otherwise noted on quotation. Sales tax will be added at time of invoicing unless a tax exemption certificate is provided at time of order entry.

Payment terms: Net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: Order shall ship within 6-8 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Installation: Shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs. Payment terms for installation is Net 10 Days.

**NOTE:** PRICING **DOES NOT** INCLUDE ANY DAVIS BACON OR PREVAILING WAGE RATES UNLESS SPECIFICALLY IDENTIFIED ABOVE IN QUOTE. THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS, UNLESS SPECIFICALLY LISTED IN ABOVE QUOTE.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders, drainage provisions, or any local/municipal/state/federal permits or paperwork that may be required.



GameTime c/o Sinclair Recreation  
176 E Lakewood Blvd  
Holland, MI 49424  
Ph: 800-444-4954  
Fax: 616-392-8634

10/29/2025  
Quote #  
108147-01-04

## Oak Park Playground Proposal

### Acceptance of quotation:

Accepted By (printed): \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

P.O. No: \_\_\_\_\_

Please make P.O.s out to GameTime C/O Sinclair Recreation

Date: \_\_\_\_\_

Phone: \_\_\_\_\_

Purchase Amount: \$103,962.50

### REQUIRED ORDER INFORMATION:

Bill To: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Tel: \_\_\_\_\_

(For Accounts Payable)

Email: \_\_\_\_\_

Ship To: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Tel: \_\_\_\_\_

(To call before delivery)

Email: \_\_\_\_\_

COLOR SELECTIONS: \_\_\_\_\_

SALES TAX EXEMPTION CERTIFICATE #: \_\_\_\_\_ (PLEASE PROVIDE A COPY OF CERTIFICATE)

NOTE: IF INSTALLATION IS BEING QUOTED, THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS. PRICING VALID FOR 30 DAYS FROM THE DATE OF QUOTATION UNLESS OTHERWISE NOTED. ANY MODIFICATIONS TO AN ACCEPTED QUOTATION MUST BE DOCUMENTED IN WRITING OR WITH A NEW OR SEPARATE QUOTE. VERBAL MODIFICATIONS TO PREVIOUSLY SIGNED QUOTES WILL NOT BE ACCEPTED.



PLAYCORE Company  
150 PlayCore Dr SE, Fort Payne AL 35967  
www.gametime.com  
(256) 845-5610 • (800) 633-2394

Remit to:  
GameTime  
PO Box 680121  
Fort Payne, AL 35968  
Invoice date 2/27/2026  
Payment terms

Invoice  
Page 1 of 3  
Invoice number INV-00102084  
Customer No C00043262  
Customer PO 26-99

Sold to:

City of Charlotte  
111 E. Lawrence Ave  
Charlotte, MI 48813  
USA

Ship to:

City of Charlotte  
301 Tirrell Rd  
M/F: Oak Park Playground  
CHARLOTTE, MI 48813  
USA

Original order no SO-6371301-2  
Project name Oak Park Playground Proposal  
Sales responsible 39- SINCLAIR RECREATION, LLC  
Rep PO MG26010

| Item number | Description                        | Quantity | Unit price | Amount    |
|-------------|------------------------------------|----------|------------|-----------|
| 655         | DOME CLIMBER                       | 1.00     | 2,264.000  | 2,264.00  |
| RDU         | PLAYGROUND EQUIPMENT               | 1.00     | 4,272.000  | 4,272.00  |
| 2313        | SADDLE SEAT CAST ALUM / [BLCK]     | 4.00     | 0.000      | 0.00      |
| 200         | BUCK A BOUT / [MET]                | 1.00     | 0.000      | 0.00      |
| 4880        | INGROUND MT-SPRING RIDER           | 4.00     | 0.000      | 0.00      |
| RDU         | PLAYGROUND EQUIPMENT               | 1.00     | 15,221.000 | 15,221.00 |
| 176259      | 7'-6" DOUBLE WAVE SLIDE / [GRN]    | 1.00     | 0.000      | 0.00      |
| 203860      | DBL ZIP SLIDE HOOD / [GRN]         | 1.00     | 0.000      | 0.00      |
| 176385      | FOOTBUCK ASSY 32 1/8" LG / [GRN]   | 2.00     | 0.000      | 0.00      |
| 168632      | COATED HALF DECK 49" LG / [GRAY]   | 1.00     | 0.000      | 0.00      |
| 11030W      | 5" GALV PIP W/AL CAP 13' / [MET]   | 1.00     | 0.000      | 0.00      |
| 11030V      | 5" GALV PIP W/AL CAP 13' / [MET]   | 1.00     | 0.000      | 0.00      |
| 177640      | BARRIER ENCL 20 3/4" WD / [MET]    | 2.00     | 0.000      | 0.00      |
| 177636      | ENTRY ENCL 18 7/16" WD / [MET]     | 2.00     | 0.000      | 0.00      |
| 176702      | HANDRAIL ASSY 144 3/4" LG / [MET]  | 2.00     | 0.000      | 0.00      |
| 176699      | ACCESS LADDER 84 9/16" LG / [GRAY] | 1.00     | 0.000      | 0.00      |
| 176650      | SUPPORT POST ASSY 72" LG / [GRN]   | 2.00     | 0.000      | 0.00      |
| 177706      | HDW-7 DBL WAVE ZIP SLIDE           | 1.00     | 0.000      | 0.00      |

| Item number | Description                           | Quantity | Unit price | Amount    |
|-------------|---------------------------------------|----------|------------|-----------|
| 919         | ONE-PIECE WHIRL W/BRAKE / [U00029552] | 1.00     | 8,120.000  | 8,120.00  |
|             | 919<br>ACCENT MET<br>BASIC MET        |          |            |           |
| 5293        | Enclosed Tot Seat for 8' Toprail      | 2.00     | 424.000    | 848.00    |
| RDU         | PLAYGROUND EQUIPMENT                  | 1.00     | 6,282.000  | 6,282.00  |
| 5317        | 8' Primetime Swing Add-A-Bay / [MET]  | 1.00     | 0.000      | 0.00      |
| 5320        | 8' ADA Primetime Swing Frame / [MET]  | 1.00     | 0.000      | 0.00      |
| 5378        | Zero-G (5-12) Beige 8' Height / [GRN] | 2.00     | 0.000      | 0.00      |
| RDU         | PLAYGROUND EQUIPMENT                  | 1.00     | 5,448.000  | 5,448.00  |
| 5320        | 8' ADA Primetime Swing Frame / [MET]  | 1.00     | 0.000      | 0.00      |
| 5317        | 8' Primetime Swing Add-A-Bay / [MET]  | 1.00     | 0.000      | 0.00      |
| 5287        | Belt Seat for 8' Toprail              | 4.00     | 0.000      | 0.00      |
| 139361      | AEROSOL PAINT 4.5 OZ. / [BLCK]        | 1.00     | 0.000      | 0.00      |
| 139361      | AEROSOL PAINT 4.5 OZ. / [MET]         | 2.00     | 0.000      | 0.00      |
| 168284      | 2-5 AGE APPROPRIATE                   | 4.00     | 0.000      | 0.00      |
| 169163      | 1/5-5/12 AGE APPROPRIATE              | 4.00     | 0.000      | 0.00      |
| 169164      | ASTM WARNING LABEL                    | 8.00     | 0.000      | 0.00      |
| Subtotal    |                                       |          |            | 42,455.00 |
| Freight     |                                       |          |            | 1,800.00  |
| Discount    |                                       |          |            | -8,697.50 |
| Total       |                                       |          |            | 35,557.50 |

|         |      |                   |     |           |
|---------|------|-------------------|-----|-----------|
| PREPAID | 0.00 | INVOICE TOTAL DUE | USD | 35,557.50 |
|---------|------|-------------------|-----|-----------|

WITH INCREASED CYBERSECURITY FRAUD, ALWAYS INDEPENDENTLY VERIFY WITH A TRUSTED SOURCE, ANY CHANGES TO PAYMENT INSTRUCTIONS.

A processing fee of 2.50% of the payment amount will be added to all credit card transactions.

If you would prefer your invoice(s) emailed please notify us at [ar@gametime.com](mailto:ar@gametime.com). Please include the email address you would like your invoice(s) to go to and a contact name and number.

Concealed shortages must be reported to Gametime within 60 days of receipt of merchandise.

**Conditions:**

Title to this merchandise passes to buyer when seller delivers goods to carrier.

Please note that GAMETIME is a material supplier only and therefore not subject to payment retainage. Shipment of goods which appear on this invoice constitutes completion of this contract by GAMETIME. Payment in full is required within the agreed terms stated on this invoice. Warranty claims and back charges may not be deducted from contract payments without prior approval of GAMETIME customer service personnel.

Seller hereby certifies, to the best of its knowledge, information and belief, that its selling price does not exceed the maximum price permissible under any prevailing applicable law or regulation. Seller agrees to refund any amounts paid by Buyer which are subsequently determined to be in excess of such maximum price.

We hereby certify that these goods were produced in compliance with all applicable requirements of Sections 6, 7 and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof.

---

Tell me about your experience.  
Call me at 256-997-5308 or  
email at [SpencerC@GameTime.com](mailto:SpencerC@GameTime.com)

Spencer Cheak  
Group President



## Memo

To: City Council  
From: Stephanie Whitney - Director of Public Works  
Date: October 3, 2025  
Re: Award – Oak Park Renovation Project (Playground & Site Improvements)

Dear City Council Members,

The city is moving forward with the **Oak Park Renovation Project**, which includes new playground equipment, sidewalk improvements, and a gazebo installation with concrete pad. Normally, projects exceeding \$20,000 are required to be sent out for sealed bids under the City's purchasing policy.

After consultation with the project engineer, it was determined that packaging the entire project under a single general contractor would significantly increase costs and likely exceed available funding. To ensure affordability within the Eaton County Parks grant and matching contributions, the project was divided into two scopes—**playground installation** and **concrete/site work**—with direct contractor solicitations for each.

The following bids were received:

1. **Playground Removal & Installation**

- Sinclair Recreation – \$112,707.44
- Penchura – \$135,183.60
- We Build Fun – \$151,384.14

Staff recommends award to **Sinclair Recreation** in the amount of **\$112,707.44** as the lowest responsive and responsible bidder.

2. **Sidewalk Removal/Installation & Concrete Pad for Gazebo**

- T&D Concrete – \$25,602.50
- Eastlund Concrete – \$30,775.00

Staff recommends award to **T&D Concrete** in the amount of **\$25,602.50** as the lowest responsive and responsible bidder.

While this process did not follow the sealed bid requirement outlined in the City's purchasing policy, staff is requesting that City Council **formally waive the policy** for this project in order to accept the

recommended bids. This approach was taken to maximize grant dollars, incorporate outside contributions, and ensure the project could be delivered within the available budget.

### **Fiscal Impact**

The Oak Park Renovation Project is supported by multiple funding sources:

- **Charlotte Area Recreation Cooperative (CARC) donation:** \$30,000 for the gazebo
- **City contribution:** \$20,000
- **Eaton County Parks Grant:** \$100,000

This provides **\$150,000 in available funding**. The recommended awards total **\$138,309.94**, which falls within the available project budget.

### **Recommendation**

Award the Oak Park Playground contract to **Sinclair Recreation** for **\$112,707.44** and the Sidewalk/Concrete contract to **T&D Concrete** for **\$25,602.50**, and waive the sealed bid requirement in accordance with the City's purchasing policy due to the unique project funding constraints.

### **Proposed Motion**

**Motion to waive the City's purchasing policy requirement for sealed bids** for the Oak Park Renovation Project, and to approve a contract with **Sinclair Recreation** in the amount of **\$112,707.44** for playground removal and installation, and a contract with **T&D Concrete** in the amount of **\$25,602.50** for sidewalk removal/installation and the concrete pad for the gazebo; and to authorize the City Manager to execute the agreements and any necessary change orders within the approved budget.



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565 Boardwood Circle  
Suite 333  
Ann Arbor, MI 48108

734-994-5700  
734-994-0710 fax  
www.pfm.com

**\$2,165,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

**Final Schedule of Principal & Interest Requirements**

| Payment Date | Principal Due         | Interest Rate | Interest Due        | Total Payment         | Fiscal Year Total     |
|--------------|-----------------------|---------------|---------------------|-----------------------|-----------------------|
| 5/1/2018     |                       |               | \$30,927.22         | \$30,927.22           | \$30,927.22           |
| 11/1/2018    |                       |               | 31,100.00           | 31,100.00             |                       |
| 5/1/2019     | 135,000.00            | 2.000%        | 31,100.00           | 166,100.00            | 197,200.00            |
| 11/1/2019    |                       |               | 29,750.00           | 29,750.00             |                       |
| 5/1/2020     | 140,000.00            | 2.000%        | 29,750.00           | 169,750.00            | 199,500.00            |
| 11/1/2020    |                       |               | 28,350.00           | 28,350.00             |                       |
| 5/1/2021     | 145,000.00            | 3.000%        | 28,350.00           | 173,350.00            | 201,700.00            |
| 11/1/2021    |                       |               | 26,175.00           | 26,175.00             |                       |
| 5/1/2022     | 145,000.00            | 3.000%        | 26,175.00           | 171,175.00            | 197,350.00            |
| 11/1/2022    |                       |               | 24,000.00           | 24,000.00             |                       |
| 5/1/2023     | 150,000.00            | 3.000%        | 24,000.00           | 174,000.00            | 198,000.00            |
| 11/1/2023    |                       |               | 21,750.00           | 21,750.00             |                       |
| 5/1/2024     | 160,000.00            | 3.000%        | 21,750.00           | 181,750.00            | 203,500.00            |
| 11/1/2024    |                       |               | 19,350.00           | 19,350.00             |                       |
| 5/1/2025     | 165,000.00            | 3.000%        | 19,350.00           | 184,350.00            | 203,700.00            |
| 11/1/2025    |                       |               | 16,875.00           | 16,875.00             |                       |
| 5/1/2026     | 175,000.00            | 3.000%        | 16,875.00           | 191,875.00            | 208,750.00            |
| 11/1/2026    |                       |               | 14,250.00           | 14,250.00             |                       |
| 5/1/2027     | 175,000.00            | 3.000%        | 14,250.00           | 189,250.00            | 203,500.00            |
| 11/1/2027    |                       |               | 11,625.00           | 11,625.00             |                       |
| 5/1/2028     | 185,000.00            | 3.000%        | 11,625.00           | 196,625.00            | 208,250.00            |
| 11/1/2028    |                       |               | 8,850.00            | 8,850.00              |                       |
| 5/1/2029     | 190,000.00            | 3.000%        | 8,850.00            | 198,850.00            | 207,700.00            |
| 11/1/2029    |                       |               | 6,000.00            | 6,000.00              |                       |
| 5/1/2030     | 195,000.00            | 3.000%        | 6,000.00            | 201,000.00            | 207,000.00            |
| 11/1/2030    |                       |               | 3,075.00            | 3,075.00              |                       |
| 5/1/2031     | 205,000.00            | 3.000%        | 3,075.00            | 208,075.00            | 211,150.00            |
| 11/1/2031    |                       |               | 0.00                | 0.00                  |                       |
|              | <u>\$2,165,000.00</u> |               | <u>\$513,227.22</u> | <u>\$2,678,227.22</u> | <u>\$2,678,227.22</u> |

PURCHASER: Bernardi Securities, Inc.  
TRANSFER AGENT: US Bank NA  
TRUE INTEREST COST: 2.27865%  
SALE DATE: 10/11/2017  
DATED DATE: 11/2/2017  
DELIVERY DATE: 11/2/2017  
ACCRUED INTEREST: \$0.00

Note: The above table does not reflect charges for bond registrar and paying agent services.

SW  
Oct-11-17



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**\$2,165,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

REFUNDING OF: 2008 Facility Building and Site Bonds

Analysis as of October 11, 2017

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Page 1 of 3  
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**\$2,165,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

**BID TABULATION**

|                                             |                      |                                                         |                      |                                                   |                      |
|---------------------------------------------|----------------------|---------------------------------------------------------|----------------------|---------------------------------------------------|----------------------|
| <b>1. Bidder:</b> Bernardi Securities, Inc. |                      | <b>2. Bidder:</b> Huntington Public Capital Corporation |                      | <b>3. Bidder:</b> Hutchinson, Shockey, Erley & Co |                      |
| <b>Premium:</b> \$106,660.10                |                      | <b>Premium:</b> \$0.00                                  |                      | <b>Premium:</b> \$77,867.15                       |                      |
| <u>Principal Due</u>                        | <u>Interest Rate</u> | <u>Principal Due</u>                                    | <u>Interest Rate</u> | <u>Principal Due</u>                              | <u>Interest Rate</u> |
| 2019                                        | 2.000%               | 2019                                                    | 2.430%               | 2019                                              | 3.000%               |
| 2020                                        | 2.000%               | 2020                                                    | 2.430%               | 2020                                              | 3.000%               |
| 2021                                        | 3.000%               | 2021                                                    | 2.430%               | 2021                                              | 3.000%               |
| 2022                                        | 3.000%               | 2022                                                    | 2.430%               | 2022                                              | 3.000%               |
| 2023                                        | 3.000%               | 2023                                                    | 2.430%               | 2023                                              | 3.000%               |
| 2024                                        | 3.000%               | 2024                                                    | 2.430%               | 2024                                              | 3.000%               |
| 2025                                        | 3.000%               | 2025                                                    | 2.430%               | 2025                                              | 3.000%               |
| 2026                                        | 3.000%               | 2026                                                    | 2.430%               | 2026                                              | 3.000%               |
| 2027                                        | 3.000%               | 2027                                                    | 2.430%               | 2027                                              | 3.000%               |
| 2028                                        | 3.000%               | 2028                                                    | 2.430%               | 2028                                              | 3.000%               |
| 2029                                        | 3.000%               | 2029                                                    | 2.430%               | 2029                                              | 3.000%               |
| 2030                                        | 3.000%               | 2030                                                    | 2.430%               | 2030                                              | 3.000%               |
| 2031                                        | 3.000%               | 2031                                                    | 2.430%               | 2031                                              | 3.000%               |
| <b>True Interest Cost:</b>                  | 2.277696%            | <b>True Interest Cost:</b>                              | 2.430006%            | <b>True Interest Cost:</b>                        | 2.492697%            |
| <b>Net Interest Cost:</b>                   | \$408,666.29         | <b>Net Interest Cost:</b>                               | \$421,883.44         | <b>Net Interest Cost:</b>                         | \$442,976.60         |

Ratings: S&P Global

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Page 2 of 3  
Sale Date: 10/11/17

**\$2,165,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

**BID TABULATION**

|                                        |                      |                                               |                      |                                    |                      |
|----------------------------------------|----------------------|-----------------------------------------------|----------------------|------------------------------------|----------------------|
| <b>4. Bidder:</b> Robert W. Baird & Co |                      | <b>5. Bidder:</b> Stifel, Nicolaus & Co., Inc |                      | <b>6. Bidder:</b> Independent Bank |                      |
| <b>Premium:</b> \$74,923.25            |                      | <b>Premium:</b> \$63,844.85                   |                      | <b>Premium:</b> \$0.00             |                      |
| <u>Principal Due</u>                   | <u>Interest Rate</u> | <u>Principal Due</u>                          | <u>Interest Rate</u> | <u>Principal Due</u>               | <u>Interest Rate</u> |
| 2019                                   | 3.000%               | 2019                                          | 3.000%               | 2019                               | 1.600%               |
| 2020                                   | 3.000%               | 2020                                          | 3.000%               | 2020                               | 1.700%               |
| 2021                                   | 3.000%               | 2021                                          | 3.000%               | 2021                               | 1.800%               |
| 2022                                   | 3.000%               | 2022                                          | 3.000%               | 2022                               | 1.950%               |
| 2023                                   | 3.000%               | 2023                                          | 3.000%               | 2023                               | 2.050%               |
| 2024                                   | 3.000%               | 2024                                          | 3.000%               | 2024                               | 2.200%               |
| 2025                                   | 3.000%               | 2025                                          | 3.000%               | 2025                               | 2.300%               |
| 2026                                   | 3.000%               | 2026                                          | 3.000%               | 2026                               | 2.450%               |
| 2027                                   | 3.000%               | 2027                                          | 3.000%               | 2027                               | 2.550%               |
| 2028                                   | 3.000%               | 2028                                          | 3.000%               | 2028                               | 2.850%               |
| 2029                                   | 3.000%               | 2029                                          | 3.000%               | 2029                               | 2.900%               |
| 2030                                   | 3.000%               | 2030                                          | 3.000%               | 2030                               | 2.950%               |
| 2031                                   | 3.000%               | 2031                                          | 3.000%               | 2031                               | 3.000%               |
| <b>True Interest Cost:</b>             | 2.511439%            | <b>True Interest Cost:</b>                    | 2.582271%            | <b>True Interest Cost:</b>         | 2.595588%            |
| <b>Net Interest Cost:</b>              | \$445,920.50         | <b>Net Interest Cost:</b>                     | \$456,998.90         | <b>Net Interest Cost:</b>          | \$453,304.23         |

Ratings: S&P Global

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**\$2,165,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

**BID TABULATION**

|                                 |                      |
|---------------------------------|----------------------|
| <b>7. Bidder:</b> Isabella Bank |                      |
| <b>Premium:</b>                 | \$0.00               |
| <b>Principal Due</b>            | <b>Interest Rate</b> |
| 2019                            | 2.000%               |
| 2020                            | 2.000%               |
| 2021                            | 2.000%               |
| 2022                            | 2.000%               |
| 2023                            | 2.000%               |
| 2024                            | 2.000%               |
| 2025                            | 2.750%               |
| 2026                            | 2.750%               |
| 2027                            | 2.750%               |
| 2028                            | 3.250%               |
| 2029                            | 3.250%               |
| 2030                            | 3.250%               |
| 2031                            | 3.250%               |
| <b>True Interest Cost:</b>      | 2.843810%            |
| <b>Net Interest Cost:</b>       | \$497,110.17         |

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**\$2,165,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

**Final Schedule of Principal & Interest Requirements**

| Payment Date | Principal Due         | Interest Rate | Interest Due        | Total Payment         | Fiscal Year Total     |
|--------------|-----------------------|---------------|---------------------|-----------------------|-----------------------|
| 5/1/2018     |                       |               | \$30,927.22         | \$30,927.22           | \$30,927.22           |
| 11/1/2018    |                       |               | 31,100.00           | 31,100.00             |                       |
| 5/1/2019     | 135,000.00            | 2.000%        | 31,100.00           | 166,100.00            | 197,200.00            |
| 11/1/2019    |                       |               | 29,750.00           | 29,750.00             |                       |
| 5/1/2020     | 140,000.00            | 2.000%        | 29,750.00           | 169,750.00            | 199,500.00            |
| 11/1/2020    |                       |               | 28,350.00           | 28,350.00             |                       |
| 5/1/2021     | 145,000.00            | 3.000%        | 28,350.00           | 173,350.00            | 201,700.00            |
| 11/1/2021    |                       |               | 26,175.00           | 26,175.00             |                       |
| 5/1/2022     | 145,000.00            | 3.000%        | 26,175.00           | 171,175.00            | 197,350.00            |
| 11/1/2022    |                       |               | 24,000.00           | 24,000.00             |                       |
| 5/1/2023     | 150,000.00            | 3.000%        | 24,000.00           | 174,000.00            | 198,000.00            |
| 11/1/2023    |                       |               | 21,750.00           | 21,750.00             |                       |
| 5/1/2024     | 160,000.00            | 3.000%        | 21,750.00           | 181,750.00            | 203,500.00            |
| 11/1/2024    |                       |               | 19,350.00           | 19,350.00             |                       |
| 5/1/2025     | 165,000.00            | 3.000%        | 19,350.00           | 184,350.00            | 203,700.00            |
| 11/1/2025    |                       |               | 16,875.00           | 16,875.00             |                       |
| 5/1/2026     | 175,000.00            | 3.000%        | 16,875.00           | 191,875.00            | 208,750.00            |
| 11/1/2026    |                       |               | 14,250.00           | 14,250.00             |                       |
| 5/1/2027     | 175,000.00            | 3.000%        | 14,250.00           | 189,250.00            | 203,500.00            |
| 11/1/2027    |                       |               | 11,625.00           | 11,625.00             |                       |
| 5/1/2028     | 185,000.00            | 3.000%        | 11,625.00           | 196,625.00            | 208,250.00            |
| 11/1/2028    |                       |               | 8,850.00            | 8,850.00              |                       |
| 5/1/2029     | 190,000.00            | 3.000%        | 8,850.00            | 198,850.00            | 207,700.00            |
| 11/1/2029    |                       |               | 6,000.00            | 6,000.00              |                       |
| 5/1/2030     | 195,000.00            | 3.000%        | 6,000.00            | 201,000.00            | 207,000.00            |
| 11/1/2030    |                       |               | 3,075.00            | 3,075.00              |                       |
| 5/1/2031     | 205,000.00            | 3.000%        | 3,075.00            | 208,075.00            | 211,150.00            |
| 11/1/2031    |                       |               | 0.00                | 0.00                  |                       |
|              | <u>\$2,165,000.00</u> |               | <u>\$513,227.22</u> | <u>\$2,678,227.22</u> | <u>\$2,678,227.22</u> |

PURCHASER: Bernardi Securities, Inc.  
TRANSFER AGENT: US Bank NA  
TRUE INTEREST COST: 2.27865%  
SALE DATE: 10/11/2017  
DATED DATE: 11/2/2017  
DELIVERY DATE: 11/2/2017  
ACCRUED INTEREST: \$0.00

Note: The above table does not reflect charges for bond registrar and paying agent services.

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Oct-11-17



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**\$110,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**2008 Facility Building and Site Bonds - UTGO**

**NON-REFUNDED PORTION TO BE PAID BY THE CITY**

| Payment Date | Principal Due       | Interest Rate | Interest Due      | Total Payment       | Fiscal Year Total   |
|--------------|---------------------|---------------|-------------------|---------------------|---------------------|
| 5/1/2018     | \$110,000.00        | 4.125%        | \$2,268.75        | \$112,268.75        | \$112,268.75        |
| 11/1/2018    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2019     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2019    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2020     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2020    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2021     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2021    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2022     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2022    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2023     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2023    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2024     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2024    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2025     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2025    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2026     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2026    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2027     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2027    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2028     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2028    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2029     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2029    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2030     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2030    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2031     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2031    |                     |               | 0.00              | 0.00                |                     |
| 5/1/2032     | 0.00                | 0.000%        | 0.00              | 0.00                | 0.00                |
| 11/1/2032    |                     |               | 0.00              | 0.00                |                     |
|              | <u>\$110,000.00</u> |               | <u>\$2,268.75</u> | <u>\$112,268.75</u> | <u>\$112,268.75</u> |

PAYING AGENT: US Bank  
DATED DATE: 6/19/2008

Note: The above table does not reflect charges for paying agent services.

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**\$2,200,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**2008 Facility Building and Site Bonds - UTGO**

**BONDS TO BE REFUNDED AND PAID BY THE ESCROW AGENT**

| Payment Date | Principal Due         | Interest Rate | Interest Due        | Total Payment         | Fiscal Year Total     |
|--------------|-----------------------|---------------|---------------------|-----------------------|-----------------------|
| 5/1/2018     | \$0.00                | 4.125%        | 46,075.00           | \$46,075.00           | \$46,075.00           |
| 11/1/2018    |                       |               | 46,075.00           | 46,075.00             |                       |
| 5/1/2019     | 115,000.00            | 4.125%        | 46,075.00           | 161,075.00            | 207,150.00            |
| 11/1/2019    |                       |               | 43,703.13           | 43,703.13             |                       |
| 5/1/2020     | 120,000.00            | 4.125%        | 43,703.13           | 163,703.13            | 207,406.25            |
| 11/1/2020    |                       |               | 41,228.13           | 41,228.13             |                       |
| 5/1/2021     | 125,000.00            | 4.125%        | 41,228.13           | 166,228.13            | 207,456.25            |
| 11/1/2021    |                       |               | 38,650.00           | 38,650.00             |                       |
| 5/1/2022     | 130,000.00            | 4.125%        | 38,650.00           | 168,650.00            | 207,300.00            |
| 11/1/2022    |                       |               | 35,968.75           | 35,968.75             |                       |
| 5/1/2023     | 135,000.00            | 4.125%        | 35,968.75           | 170,968.75            | 206,937.50            |
| 11/1/2023    |                       |               | 33,184.38           | 33,184.38             |                       |
| 5/1/2024     | 145,000.00            | 4.125%        | 33,184.38           | 178,184.38            | 211,368.75            |
| 11/1/2024    |                       |               | 30,193.75           | 30,193.75             |                       |
| 5/1/2025     | 150,000.00            | 4.125%        | 30,193.75           | 180,193.75            | 210,387.50            |
| 11/1/2025    |                       |               | 27,100.00           | 27,100.00             |                       |
| 5/1/2026     | 160,000.00            | 4.125%        | 27,100.00           | 187,100.00            | 214,200.00            |
| 11/1/2026    |                       |               | 23,800.00           | 23,800.00             |                       |
| 5/1/2027     | 165,000.00            | 4.250%        | 23,800.00           | 188,800.00            | 212,600.00            |
| 11/1/2027    |                       |               | 20,293.75           | 20,293.75             |                       |
| 5/1/2028     | 175,000.00            | 4.250%        | 20,293.75           | 195,293.75            | 215,587.50            |
| 11/1/2028    |                       |               | 16,575.00           | 16,575.00             |                       |
| 5/1/2029     | 180,000.00            | 4.250%        | 16,575.00           | 196,575.00            | 213,150.00            |
| 11/1/2029    |                       |               | 12,750.00           | 12,750.00             |                       |
| 5/1/2030     | 190,000.00            | 4.250%        | 12,750.00           | 202,750.00            | 215,500.00            |
| 11/1/2030    |                       |               | 8,712.50            | 8,712.50              |                       |
| 5/1/2031     | 200,000.00            | 4.250%        | 8,712.50            | 208,712.50            | 217,425.00            |
| 11/1/2031    |                       |               | 4,462.50            | 4,462.50              |                       |
| 5/1/2032     | 210,000.00            | 4.250%        | 4,462.50            | 214,462.50            | 218,925.00            |
| 11/1/2032    |                       |               | 0.00                | 0.00                  |                       |
|              | <u>\$2,200,000.00</u> |               | <u>\$811,468.75</u> | <u>\$3,011,468.75</u> | <u>\$3,011,468.75</u> |

ESCROW AGENT: US Bank NA  
PAYING AGENT: US Bank  
DATED DATE: 6/19/2008

SW  
Oct-11-17



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**\$2,200,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**2008 Facility Building and Site Bonds - UTGO**

**PAYMENTS TO BE MADE BY THE ESCROW AGENT**

| Payment Date | Principal Due         | Premium Due   | Interest Due       | Total Payment         | Fiscal Year Total     |
|--------------|-----------------------|---------------|--------------------|-----------------------|-----------------------|
| 5/1/2018     | \$2,200,000.00        | \$0.00        | \$46,075.00        | \$2,246,075.00        | \$2,246,075.00        |
| 11/1/2018    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2019     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2019    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2020     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2020    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2021     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2021    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2022     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2022    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2023     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2023    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2024     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2024    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2025     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2025    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2026     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2026    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2027     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2027    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2028     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2028    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2029     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2029    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2030     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2030    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2031     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2031    |                       |               | 0.00               | 0.00                  |                       |
| 5/1/2032     | 0.00                  | 0.00          | 0.00               | 0.00                  | 0.00                  |
| 11/1/2032    |                       |               | 0.00               | 0.00                  |                       |
|              | <u>\$2,200,000.00</u> | <u>\$0.00</u> | <u>\$46,075.00</u> | <u>\$2,246,075.00</u> | <u>\$2,246,075.00</u> |

ESCROW AGENT: US Bank NA  
PAYING AGENT: US Bank  
DATED DATE: 6/19/2008

Note: The above table does not reflect charges for paying agent services.

SW  
Oct-11-17



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**City of Charlotte**  
**EXISTING UNLIMITED TAX DEBT: BEFORE ADDITIONAL BONDING**

**2008 Facility Building and Site Bonds - UTGO**

Original Amount: \$3,000,000

Net Interest Cost: 4.211%

Maturities >=2019 Callable 5/1/18 @ 100

Voter Approved Before 2013: Yes

Current Interest Bonds Dated: 6/19/2008

| Tax Year | Fiscal Year End | Interest Due Nov 1 | Interest Due May 1 | Interest Rate | Principal Due May 1 | Total P&I          |
|----------|-----------------|--------------------|--------------------|---------------|---------------------|--------------------|
| 2017     | 2018            | \$48,344           | \$48,344           | 4.125%        | \$110,000           | \$206,688          |
| 2018     | 2019            | 46,075             | 46,075             | 4.125%        | 115,000             | 207,150            |
| 2019     | 2020            | 43,703             | 43,703             | 4.125%        | 120,000             | 207,406            |
| 2020     | 2021            | 41,228             | 41,228             | 4.125%        | 125,000             | 207,456            |
| 2021     | 2022            | 38,650             | 38,650             | 4.125%        | 130,000             | 207,300            |
| 2022     | 2023            | 35,969             | 35,969             | 4.125%        | 135,000             | 206,938            |
| 2023     | 2024            | 33,184             | 33,184             | 4.125%        | 145,000             | 211,369            |
| 2024     | 2025            | 30,194             | 30,194             | 4.125%        | 150,000             | 210,388            |
| 2025     | 2026            | 27,100             | 27,100             | 4.125%        | 160,000             | 214,200            |
| 2026     | 2027            | 23,800             | 23,800             | 4.250%        | 165,000             | 212,600            |
| 2027     | 2028            | 20,294             | 20,294             | 4.250%        | 175,000             | 215,588            |
| 2028     | 2029            | 16,575             | 16,575             | 4.250%        | 180,000             | 213,150            |
| 2029     | 2030            | 12,750             | 12,750             | 4.250%        | 190,000             | 215,500            |
| 2030     | 2031            | 8,713              | 8,713              | 4.250%        | 200,000             | 217,425            |
| 2031     | 2032            | 4,463              | 4,463              | 4.250%        | 210,000             | 218,925            |
| 2032     | 2033            | 0                  | 0                  | 0.000%        | 0                   | 0                  |
|          |                 | <u>\$431,041</u>   | <u>\$431,041</u>   |               | <u>\$2,310,000</u>  | <u>\$3,172,081</u> |

| TOTAL U.T. DEBT    |                    | Bonds Voted Before 2013 Total Payments |
|--------------------|--------------------|----------------------------------------|
| Total Principal    | Total P&I          |                                        |
| \$110,000          | \$206,688          | \$206,688                              |
| 115,000            | 207,150            | 207,150                                |
| 120,000            | 207,406            | 207,406                                |
| 125,000            | 207,456            | 207,456                                |
| 130,000            | 207,300            | 207,300                                |
| 135,000            | 206,938            | 206,938                                |
| 145,000            | 211,369            | 211,369                                |
| 150,000            | 210,388            | 210,388                                |
| 160,000            | 214,200            | 214,200                                |
| 165,000            | 212,600            | 212,600                                |
| 175,000            | 215,588            | 215,588                                |
| 180,000            | 213,150            | 213,150                                |
| 190,000            | 215,500            | 215,500                                |
| 200,000            | 217,425            | 217,425                                |
| 210,000            | 218,925            | 218,925                                |
| 0                  | 0                  | 0                                      |
| <u>\$2,310,000</u> | <u>\$3,172,081</u> | <u>\$3,172,081</u>                     |



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**BEFORE ADDITIONAL BONDING** Using plausible Taxable Value projection

**City of Charlotte  
County of Eaton  
Schedule of Estimated Millage Needed to Retire Bonded Debt**

| Taxable Value Growth History |               |        | Debt/T.V.[3] |
|------------------------------|---------------|--------|--------------|
| 2012                         | \$221,059,736 |        |              |
| 2013                         | 213,228,195   | -3.54% |              |
| 2014                         | 208,767,153   | -2.09% |              |
| 2015                         | 209,396,030   | 0.30%  |              |
| 2016                         | 204,383,965   | -2.39% |              |
| 2017                         | 208,699,398   | 2.11%  |              |
| 2017+e.p.p.*                 | 215,857,612   | 5.61%  | 1.11%        |
| 5 Year Historical Average*   |               | -0.42% |              |
| 20 Year Historical Average*  |               | 5.95%  |              |

|             |                    |                              |                                   |                                     |                                                                                                        |                      |                                 |                                                             |                 |                 |
|-------------|--------------------|------------------------------|-----------------------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------|----------------------|---------------------------------|-------------------------------------------------------------|-----------------|-----------------|
| Notes:      |                    |                              |                                   | Collection Cycle<br>July Levy: 100% | 2017 Levy<br>NonQual Levy<br>Total Levy                                                                | 1.00<br>0.00<br>1.00 | 2017<br>2017+e.p.p.*            | 208,699,398<br>215,857,612                                  | 2.11%<br>5.61%  | 1.11%           |
|             |                    |                              |                                   |                                     |                                                                                                        |                      | (Use) of<br>Funds on<br>on Hand | 5 Year Historical Average*:<br>20 Year Historical Average*: | -0.42%<br>5.95% | Mills<br>Needed |
| Tax<br>Year | Fiscal<br>Year End | Existing Debt<br>\$2,310,000 | 8.00%<br>Delinquency<br>Allowance | Adjustments                         | Estimated reimbursement<br>for debt millage voted<br>prior to 2013 for exempt<br>personal property [1] | \$8,543              | Net<br>Existing Debt            | Projected<br>Tax Base [2]                                   | Growth<br>Rate  | All<br>Debt     |
| 2017        | 2018               | \$206,688                    | \$16,885                          | \$0                                 | (\$7,158)                                                                                              | (\$5,355)            | \$211,059                       | \$211,059,260                                               | 2.11%           | 1.00            |
| 2018        | 2019               | 207,150                      |                                   | 0                                   | (6,730)                                                                                                | (3,188)              | 197,232                         | 213,169,853                                                 | 1.00%           | 0.93            |
| 2019        | 2020               | 207,406                      |                                   | 0                                   | (6,674)                                                                                                | 0                    | 200,732                         | 215,301,551                                                 | 1.00%           | 0.93            |
| 2020        | 2021               | 207,456                      |                                   |                                     | (6,611)                                                                                                | 0                    | 200,845                         | 217,454,567                                                 | 1.00%           | 0.92            |
| 2021        | 2022               | 207,300                      |                                   |                                     | (6,543)                                                                                                | 0                    | 200,757                         | 219,629,112                                                 | 1.00%           | 0.91            |
| 2022        | 2023               | 206,938                      |                                   |                                     | (6,469)                                                                                                | 0                    | 200,468                         | 221,825,403                                                 | 1.00%           | 0.90            |
| 2023        | 2024               | 211,369                      |                                   |                                     | (6,513)                                                                                                | 0                    | 204,856                         | 225,152,784                                                 | 1.50%           | 0.91            |
| 2024        | 2025               | 210,388                      |                                   |                                     | (6,390)                                                                                                | 0                    | 203,998                         | 228,530,076                                                 | 1.50%           | 0.89            |
| 2025        | 2026               | 214,200                      |                                   |                                     | (6,412)                                                                                                | 0                    | 207,788                         | 231,958,027                                                 | 1.50%           | 0.90            |
| 2026        | 2027               | 212,600                      |                                   |                                     | (6,273)                                                                                                | 0                    | 206,327                         | 235,437,398                                                 | 1.50%           | 0.88            |
| 2027        | 2028               | 215,588                      |                                   |                                     | (6,270)                                                                                                | 0                    | 209,317                         | 238,968,959                                                 | 1.50%           | 0.88            |
| 2028        | 2029               | 213,150                      |                                   |                                     | (6,110)                                                                                                | 0                    | 207,040                         | 242,553,493                                                 | 1.50%           | 0.85            |
| 2029        | 2030               | 215,500                      |                                   |                                     | (6,089)                                                                                                | 0                    | 209,411                         | 246,191,796                                                 | 1.50%           | 0.85            |
| 2030        | 2031               | 217,425                      |                                   |                                     | (6,055)                                                                                                | 0                    | 211,370                         | 249,884,672                                                 | 1.50%           | 0.85            |
| 2031        | 2032               | 218,925                      |                                   |                                     | (6,009)                                                                                                | 0                    | 212,916                         | 253,632,943                                                 | 1.50%           | 0.84            |
| 2032        | 2033               | 0                            |                                   |                                     | 0                                                                                                      | 0                    | 0                               | 257,437,437                                                 | 1.50%           | 0.00            |
|             |                    | \$3,172,081                  | \$16,885                          | \$0                                 | (\$96,307)                                                                                             | (\$8,543)            | \$3,084,117                     |                                                             |                 |                 |

[1] Based on \$7,158,214 of Exempt Personal Property for 2017 and beyond and estimated mills for bonds voted prior to 2013.

[2] Includes \$2,659,862 of equivalent IFT valuations & less DDA/TIFA debt captures of \$300,000 for 2017.

[3] Includes principal outstanding >= 2016: \$2,310,000 of unlimited tax bonds and \$0 of limited tax bonds.

< Estimated SPW  
\* Historical averages adjusted to incl. exempt personal property.



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\$2,165,000  
CITY OF CHARLOTTE  
COUNTY OF EATON, STATE OF MICHIGAN  
GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017

*Estimated Sources & Uses of Funds*

|                                 |                       |  | <u>Refunding 2008</u> |
|---------------------------------|-----------------------|--|-----------------------|
| <u>Sources of Funds</u>         |                       |  |                       |
| Par Amount of Bonds             |                       |  | \$2,165,000.00        |
| Production                      |                       |  | 119,664.05            |
| Accrued Interest                |                       |  | 0.00                  |
| Other                           |                       |  | 0.00                  |
| Contribution from Debt Fund     |                       |  | 15,147.78             |
| Total Sources                   |                       |  | <u>\$2,299,811.83</u> |
| <u>Uses of Funds</u>            |                       |  |                       |
| Deposit to Escrow Account       |                       |  | \$2,232,971.00        |
| Deposit to Debt Fund            |                       |  | 0.00                  |
| Underwriter's Discount @        | 0.629%                |  | 13,618.35             |
| Bond Insurance                  | 0.000%                |  | 0.00                  |
| Costs of Issuance               |                       |  | 53,222.48             |
| Miscellaneous                   |                       |  | 0.00                  |
| Total Uses                      |                       |  | <u>\$2,299,811.83</u> |
| <u>Costs of Issuance Detail</u> |                       |  |                       |
| Bond Attorney                   | Dickinson Wright PLLC |  | \$18,000.00           |
| Financial Consultant            | PFM                   |  | 14,072.79             |
| Credit Rating Company           | S&P Global            |  | 11,000.00             |
| Escrow Agent                    | US Bank NA            |  | 500.00                |
| Paying Agent                    | US Bank NA            |  | 3,000.00              |
| Security Report Filing          | Dept. of Treasury     |  | 433.00                |
| Verification Agent              | Robert Thomas         |  | 1,100.00              |
| Official Statement              | ImageMaster           |  | 3,750.00              |
| Municipal Advisory Council Fee  |                       |  | 400.00                |
| Contingency                     |                       |  | 966.68                |
| Total Costs of Issuance         |                       |  | <u>\$53,222.48</u>    |

spw



City of Charlotte  
EXISTING UNLIMITED TAX DEBT: AFTER REFUNDING

2008 Facility Building and Site Bonds - UTGO  
Original Amount: \$3,000,000  
Net Interest Cost: 4.125%  
Maturities 2019-2032 Escrowed to 5/1/18

Voter Approved Before 2013: Yes  
Current Interest Bonds Dated: 6/19/2008

| Tax Year | Payment Year | Interest Due Nov 1 | Interest Due May 1 | Interest Rate | Principal Due May 1 | Total P&I        |
|----------|--------------|--------------------|--------------------|---------------|---------------------|------------------|
| 2017     | 2018         | \$48,344           | \$2,269            | 4.125%        | \$110,000           | \$160,613        |
| 2018     | 2019         | 0                  | 0                  | 4.125%        | 0                   | 0                |
| 2019     | 2020         | 0                  | 0                  | 4.125%        | 0                   | 0                |
| 2020     | 2021         | 0                  | 0                  | 4.125%        | 0                   | 0                |
| 2021     | 2022         | 0                  | 0                  | 4.125%        | 0                   | 0                |
| 2022     | 2023         | 0                  | 0                  | 4.125%        | 0                   | 0                |
| 2023     | 2024         | 0                  | 0                  | 4.125%        | 0                   | 0                |
| 2024     | 2025         | 0                  | 0                  | 4.125%        | 0                   | 0                |
| 2025     | 2026         | 0                  | 0                  | 4.125%        | 0                   | 0                |
| 2026     | 2027         | 0                  | 0                  | 4.250%        | 0                   | 0                |
| 2027     | 2028         | 0                  | 0                  | 4.250%        | 0                   | 0                |
| 2028     | 2029         | 0                  | 0                  | 4.250%        | 0                   | 0                |
| 2029     | 2030         | 0                  | 0                  | 4.250%        | 0                   | 0                |
| 2030     | 2031         | 0                  | 0                  | 4.250%        | 0                   | 0                |
| 2031     | 2032         | 0                  | 0                  | 4.250%        | 0                   | 0                |
| 2032     | 2033         | 0                  | 0                  | 0.000%        | 0                   | 0                |
|          |              | <u>\$48,344</u>    | <u>\$2,269</u>     |               | <u>\$110,000</u>    | <u>\$160,613</u> |

General Obligation Unlimited Tax Refunding Bonds, Series 2017  
Original Amount: \$2,165,000  
Net Interest Cost: 2.355%  
Maturities >= 2028 Callable 5/1/27

Voter Approved Before 2013: Yes  
Current Interest Bonds Dated: 11/2/2017

| Interest Due Nov 1 | Interest Due May 1 | Interest Rate | Principal Due May 1 | Total P&I          |
|--------------------|--------------------|---------------|---------------------|--------------------|
| \$0                | \$30,927           | 0.000%        | \$0                 | \$30,927           |
| 31,100             | 31,100             | 2.000%        | 135,000             | 197,200            |
| 29,750             | 29,750             | 2.000%        | 140,000             | 199,500            |
| 28,350             | 28,350             | 3.000%        | 145,000             | 201,700            |
| 26,175             | 26,175             | 3.000%        | 145,000             | 197,350            |
| 24,000             | 24,000             | 3.000%        | 150,000             | 198,000            |
| 21,750             | 21,750             | 3.000%        | 160,000             | 203,500            |
| 19,350             | 19,350             | 3.000%        | 165,000             | 203,700            |
| 16,875             | 16,875             | 3.000%        | 175,000             | 208,750            |
| 14,250             | 14,250             | 3.000%        | 175,000             | 203,500            |
| 11,625             | 11,625             | 3.000%        | 185,000             | 208,250            |
| 8,850              | 8,850              | 3.000%        | 190,000             | 207,700            |
| 6,000              | 6,000              | 3.000%        | 195,000             | 207,000            |
| 3,075              | 3,075              | 3.000%        | 205,000             | 211,150            |
| 0                  | 0                  | 0.000%        | 0                   | 0                  |
| 0                  | 0                  | 3.500%        | 0                   | 0                  |
| <u>\$241,150</u>   | <u>\$272,077</u>   |               | <u>\$2,165,000</u>  | <u>\$2,678,227</u> |

| TOTAL U.T. DEBT    |                    |  | Bonds Voted Before 2013 Total Payments |
|--------------------|--------------------|--|----------------------------------------|
| Total Principal    | Total P&I          |  |                                        |
| \$110,000          | \$191,540          |  | \$191,540                              |
| 135,000            | 197,200            |  | 197,200                                |
| 140,000            | 199,500            |  | 199,500                                |
| 145,000            | 201,700            |  | 201,700                                |
| 145,000            | 197,350            |  | 197,350                                |
| 150,000            | 198,000            |  | 198,000                                |
| 160,000            | 203,500            |  | 203,500                                |
| 165,000            | 203,700            |  | 203,700                                |
| 175,000            | 208,750            |  | 208,750                                |
| 175,000            | 203,500            |  | 203,500                                |
| 185,000            | 208,250            |  | 208,250                                |
| 190,000            | 207,700            |  | 207,700                                |
| 195,000            | 207,000            |  | 207,000                                |
| 205,000            | 211,150            |  | 211,150                                |
| 0                  | 0                  |  | 0                                      |
| 0                  | 0                  |  | 0                                      |
| <u>\$2,275,000</u> | <u>\$2,838,840</u> |  | <u>\$2,838,840</u>                     |



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**MILLAGE AFTER REFUNDING** Using plausible Taxable Value projection

**\$2,165,000**

**City of Charlotte**

**County of Eaton**

**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

|                 |      |
|-----------------|------|
| July Levy: 100% |      |
| Maximum Levy    | 1.00 |
| Current Levy    | 1.00 |
| Net Increase    | 0.00 |

Dated: Nov 2, 17  
Delivery: Nov 2, 17  
Bond Term: 13 yrs, 6 mos  
Average Life: 7.987  
1:5 Ratio: TRUE  
[3] Debt/(TV+IFT): 1.08%  
N.I.C.: 2.35%

| Ad Valorem T.V. Growth History |               |        |
|--------------------------------|---------------|--------|
| 2012                           | \$221,059,736 |        |
| 2013                           | 213,228,195   | -3.54% |
| 2014                           | 208,767,153   | -2.09% |
| 2015                           | 209,396,030   | 0.30%  |
| 2016                           | 204,383,965   | -2.39% |
| 2017                           | 208,699,398   | 2.11%  |

**Schedule of Estimated Millage Needed to Retire Bonded Debt**

| Tax Year | F/Y End | Existing Debt \$110,000 | Interest Due Nov 1 | Interest Due May 1 | Interest Rate | Principal Due May 1 | Total P&I          | Estimated reimbursement for debt millage voted prior to 2013 for exempt personal property [2] | Refunding Contribution | Plus Delq. Allowance 8.00% | (Use) of Funds on Hand \$8,543 | Net Existing Proposed Debt | Projected Txbl Value [4] | Growth Rate | Mills Needed All Debt |
|----------|---------|-------------------------|--------------------|--------------------|---------------|---------------------|--------------------|-----------------------------------------------------------------------------------------------|------------------------|----------------------------|--------------------------------|----------------------------|--------------------------|-------------|-----------------------|
| 2017     | 2018    | \$160,613               | \$0                | \$30,927 [1]       | 0.000%        | \$0                 | \$30,927           | (\$7,158)                                                                                     | \$15,148               | \$16,885                   | (\$5,355)                      | \$211,059                  | \$211,059,260            | 2.11%       | 1.00                  |
| 2018     | 2019    | 0                       | 31,100             | 31,100             | 2.000%        | 135,000             | 197,200            | (6,442)                                                                                       |                        |                            | (3,188)                        | 187,570                    | 213,169,853              | 1.00%       | 0.88                  |
| 2019     | 2020    | 0                       | 29,750             | 29,750             | 2.000%        | 140,000             | 199,500            | (6,442)                                                                                       |                        |                            | 0                              | 193,058                    | 215,301,551              | 1.00%       | 0.90                  |
| 2020     | 2021    | 0                       | 28,350             | 28,350             | 3.000%        | 145,000             | 201,700            | (6,442)                                                                                       |                        |                            | 0                              | 195,258                    | 217,454,567              | 1.00%       | 0.90                  |
| 2021     | 2022    | 0                       | 26,175             | 26,175             | 3.000%        | 145,000             | 197,350            | (6,432)                                                                                       |                        |                            | 0                              | 190,918                    | 219,629,112              | 1.00%       | 0.87                  |
| 2022     | 2023    | 0                       | 24,000             | 24,000             | 3.000%        | 150,000             | 198,000            | (6,389)                                                                                       |                        |                            | 0                              | 191,611                    | 221,825,403              | 1.00%       | 0.86                  |
| 2023     | 2024    | 0                       | 21,750             | 21,750             | 3.000%        | 160,000             | 203,500            | (6,470)                                                                                       |                        |                            | 0                              | 197,030                    | 225,152,784              | 1.50%       | 0.88                  |
| 2024     | 2025    | 0                       | 19,350             | 19,350             | 3.000%        | 165,000             | 203,700            | (6,380)                                                                                       |                        |                            | 0                              | 197,320                    | 228,530,076              | 1.50%       | 0.86                  |
| 2025     | 2026    | 0                       | 16,875             | 16,875             | 3.000%        | 175,000             | 208,750            | (6,442)                                                                                       |                        |                            | 0                              | 202,308                    | 231,958,027              | 1.50%       | 0.87                  |
| 2026     | 2027    | 0                       | 14,250             | 14,250             | 3.000%        | 175,000             | 203,500            | (6,187)                                                                                       |                        |                            | 0                              | 197,313                    | 235,437,398              | 1.50%       | 0.84                  |
| 2027     | 2028    | 0                       | 11,625             | 11,625             | 3.000%        | 185,000             | 208,250            | (6,238)                                                                                       |                        |                            | 0                              | 202,012                    | 238,968,959              | 1.50%       | 0.85                  |
| 2028     | 2029    | 0                       | 8,850              | 8,850              | 3.000%        | 190,000             | 207,700            | (6,130)                                                                                       |                        |                            | 0                              | 201,570                    | 242,553,493              | 1.50%       | 0.83                  |
| 2029     | 2030    | 0                       | 6,000              | 6,000              | 3.000%        | 195,000             | 207,000            | (6,019)                                                                                       |                        |                            | 0                              | 200,981                    | 246,191,796              | 1.50%       | 0.82                  |
| 2030     | 2031    | 0                       | 3,075              | 3,075              | 3.000%        | 205,000             | 211,150            | (6,049)                                                                                       |                        |                            | 0                              | 205,101                    | 249,884,672              | 1.50%       | 0.82                  |
| 2031     | 2032    | 0                       | 0                  | 0                  | 0.000%        | 0                   | 0                  | 0                                                                                             |                        |                            | 0                              | 0                          | 253,632,943              | 1.50%       | 0.00                  |
| 2032     | 2033    | 0                       | 0                  | 0                  | 3.500%        | 0                   | 0                  | 0                                                                                             |                        |                            | 0                              | 0                          | 257,437,437              | 1.50%       | 0.00                  |
|          |         | <b>\$160,613</b>        | <b>\$241,150</b>   | <b>\$272,077</b>   |               | <b>\$2,165,000</b>  | <b>\$2,678,227</b> | <b>(\$89,221)</b>                                                                             | <b>\$15,148</b>        | <b>\$16,885</b>            | <b>(\$8,543)</b>               | <b>\$2,773,108</b>         |                          |             |                       |

[1] 5 mos, 29 days interest.

[2] Based on \$7,158,214 of Exempt Personal Property for 2017 and beyond and estimated mills for bonds voted prior to 2013.

[3] Includes \$0 of Existing LTNQ Debt and \$110,000 of Existing UT Debt as of Dated Date.

[4] Includes \$2,659,862 of Equivalent IFT Valuations and Less DDA/TIFA Debt Captures of \$300,000

\* Historical averages adjusted to incl. exempt personal property.

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**\$2,165,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

**SAVINGS ANALYSIS - SERIES 2008**

|                                         |               |                  |
|-----------------------------------------|---------------|------------------|
| <b>PRESENT VALUE ANALYSIS</b>           | <b>Rate =</b> | <b>2.11%</b>     |
| Present Value of Refunded Bonds =       |               | \$2,561,924      |
| Less Present Value of Refunding Bonds = |               | (2,298,546)      |
| Gross Present Value Savings =           |               | \$263,378        |
| Plus Excess Proceeds =                  |               | 0                |
| Less Initial Transfer Amount =          |               | (15,148)         |
| Net Present Value Savings =             |               | <b>\$248,230</b> |
| % of Current Issue:                     |               | 11.47%           |
| % of Previous Issue:                    |               | 11.28%           |

| <b>GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017</b> |          |                    |                    |                                   |             |             |
|----------------------------------------------------------------------|----------|--------------------|--------------------|-----------------------------------|-------------|-------------|
| Dated Date:                                                          |          | 11/2/2017          |                    | Average Coupon: 2.96809%          |             |             |
| Delivery Date:                                                       |          | 11/2/2017          |                    | Net Interest Cost: 2.35481%       |             |             |
| Bond Years:                                                          |          | 17,291.49          |                    | True Interest Cost: 2.27866%      |             |             |
| WAM:                                                                 |          | 7.9950             |                    | Arbitrage Yield: 2.10789%         |             |             |
| Average Life:                                                        |          | 7.9868             |                    | Effective Interest Cost: 2.61728% |             |             |
| Fiscal Year                                                          | Tax Year | Interest Due Nov 1 | Interest Due May 1 | Principal Due May 1               | Total P&I   |             |
| 2017                                                                 | 2018     | \$0                | \$30,927           | 0.000%                            | \$0         | \$30,927    |
| 2018                                                                 | 2019     | 31,100             | 31,100             | 2.000%                            | 135,000     | 197,200     |
| 2019                                                                 | 2020     | 29,750             | 29,750             | 2.000%                            | 140,000     | 199,500     |
| 2020                                                                 | 2021     | 28,350             | 28,350             | 3.000%                            | 145,000     | 201,700     |
| 2021                                                                 | 2022     | 26,175             | 26,175             | 3.000%                            | 145,000     | 197,350     |
| 2022                                                                 | 2023     | 24,000             | 24,000             | 3.000%                            | 150,000     | 198,000     |
| 2023                                                                 | 2024     | 21,750             | 21,750             | 3.000%                            | 160,000     | 203,500     |
| 2024                                                                 | 2025     | 19,350             | 19,350             | 3.000%                            | 165,000     | 203,700     |
| 2025                                                                 | 2026     | 16,875             | 16,875             | 3.000%                            | 175,000     | 208,750     |
| 2026                                                                 | 2027     | 14,250             | 14,250             | 3.000%                            | 175,000     | 203,500     |
| 2027                                                                 | 2028     | 11,625             | 11,625             | 3.000%                            | 185,000     | 208,250     |
| 2028                                                                 | 2029     | 8,850              | 8,850              | 3.000%                            | 190,000     | 207,700     |
| 2029                                                                 | 2030     | 6,000              | 6,000              | 3.000%                            | 195,000     | 207,000     |
| 2030                                                                 | 2031     | 3,075              | 3,075              | 3.000%                            | 205,000     | 211,150     |
| 2031                                                                 | 2032     | 0                  | 0                  | 0.000%                            | 0           | 0           |
| 2032                                                                 | 2033     | 0                  | 0                  | 3.500%                            | 0           | 0           |
| 2033                                                                 | 2034     | 0                  | 0                  | 0.000%                            | 0           | 0           |
|                                                                      |          | \$241,150          | \$272,077          |                                   | \$2,165,000 | \$2,678,227 |

\* Cumulative Savings Includes the Initial Transfer Amount \$15,147.78  
\* Cumulative Savings Includes Excess Proceeds: \$0.00

| <b>BONDS TO BE REFUNDED OR COVERED BY ESCROW</b> |          |                    |                    |                              |             | <b>Dated</b> |
|--------------------------------------------------|----------|--------------------|--------------------|------------------------------|-------------|--------------|
| 2008 Facility Building and Site Bonds            |          |                    |                    |                              |             | 6/19/2008    |
| Bond Years:                                      |          | 19,260.00          |                    | Net Interest Cost: 4.21323%  |             |              |
| Average Life:                                    |          | 8.7545             |                    | True Interest Cost: 4.21005% |             |              |
| Fiscal Year                                      | Tax Year | Interest Due Nov 1 | Interest Due May 1 | Principal Due May 1          | Total P&I   |              |
| 2017                                             | 2018     | \$0                | \$46,075           | 4.125%                       | \$0         | \$46,075     |
| 2018                                             | 2019     | 46,075             | 46,075             | 4.125%                       | 115,000     | 207,150      |
| 2019                                             | 2020     | 43,703             | 43,703             | 4.125%                       | 120,000     | 207,406      |
| 2020                                             | 2021     | 41,228             | 41,228             | 4.125%                       | 125,000     | 207,456      |
| 2021                                             | 2022     | 38,650             | 38,650             | 4.125%                       | 130,000     | 207,300      |
| 2022                                             | 2023     | 35,969             | 35,969             | 4.125%                       | 135,000     | 206,938      |
| 2023                                             | 2024     | 33,184             | 33,184             | 4.125%                       | 145,000     | 211,369      |
| 2024                                             | 2025     | 30,194             | 30,194             | 4.125%                       | 150,000     | 210,388      |
| 2025                                             | 2026     | 27,100             | 27,100             | 4.125%                       | 160,000     | 214,200      |
| 2026                                             | 2027     | 23,800             | 23,800             | 4.250%                       | 165,000     | 212,600      |
| 2027                                             | 2028     | 20,294             | 20,294             | 4.250%                       | 175,000     | 215,588      |
| 2028                                             | 2029     | 16,575             | 16,575             | 4.250%                       | 180,000     | 213,150      |
| 2029                                             | 2030     | 12,750             | 12,750             | 4.250%                       | 190,000     | 215,500      |
| 2030                                             | 2031     | 8,713              | 8,713              | 4.250%                       | 200,000     | 217,425      |
| 2031                                             | 2032     | 4,463              | 4,463              | 4.250%                       | 210,000     | 218,925      |
| 2032                                             | 2033     | 0                  | 0                  | 0.000%                       | 0           | 0            |
| 2033                                             | 2034     | 0                  | 0                  | 0.000%                       | 0           | 0            |
|                                                  |          | \$382,697          | \$428,772          |                              | \$2,200,000 | \$3,011,469  |

Less Issuer Contribution, Plus Excess Proceeds:

| Annual Savings   | Present Value of Annual Savings @ 2.1079% | * Net Actual Cumulative Savings |
|------------------|-------------------------------------------|---------------------------------|
| \$15,148         | \$14,991                                  | \$0                             |
| 9,950            | 9,795                                     | 9,950                           |
| 7,906            | 7,642                                     | 17,856                          |
| 5,756            | 5,475                                     | 23,613                          |
| 9,950            | 9,174                                     | 33,563                          |
| 8,938            | 8,077                                     | 42,500                          |
| 7,869            | 6,972                                     | 50,369                          |
| 6,688            | 5,812                                     | 57,056                          |
| 5,450            | 4,651                                     | 62,506                          |
| 9,100            | 7,539                                     | 71,606                          |
| 7,338            | 5,961                                     | 78,944                          |
| 5,450            | 4,346                                     | 84,394                          |
| 8,500            | 6,595                                     | 92,894                          |
| 6,275            | 4,773                                     | 99,169                          |
| 218,925          | 161,573                                   | 318,094                         |
| 0                | 0                                         | 318,094                         |
| 0                | 0                                         | 318,094                         |
| \$333,242        | \$263,378                                 |                                 |
| (15,148)         | (15,148)                                  | sw                              |
| <b>\$318,094</b> | <b>\$248,230</b>                          |                                 |



**\$2,165,000**  
**CITY OF CHARLOTTE**  
**COUNTY OF EATON, STATE OF MICHIGAN**  
**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

**Comparison of Before vs. After**

| Tax<br>Year | FY<br>Ended<br>6-30, | Total Debt Service Payments              |                    |                  | Estimated Millage* |       |             |
|-------------|----------------------|------------------------------------------|--------------------|------------------|--------------------|-------|-------------|
|             |                      | Before                                   | After              | Savings          | Before             | After | Savings     |
| 2017        | 2018                 | \$206,688                                | \$191,540          | \$15,148         | 1.00               | 1.00  | 0.00        |
| 2018        | 2019                 | 207,150                                  | 197,200            | 9,950            | 0.93               | 0.88  | 0.05        |
| 2019        | 2020                 | 207,406                                  | 199,500            | 7,906            | 0.93               | 0.90  | 0.04        |
| 2020        | 2021                 | 207,456                                  | 201,700            | 5,756            | 0.92               | 0.90  | 0.03        |
| 2021        | 2022                 | 207,300                                  | 197,350            | 9,950            | 0.91               | 0.87  | 0.04        |
| 2022        | 2023                 | 206,938                                  | 198,000            | 8,938            | 0.90               | 0.86  | 0.04        |
| 2023        | 2024                 | 211,369                                  | 203,500            | 7,869            | 0.91               | 0.88  | 0.03        |
| 2024        | 2025                 | 210,388                                  | 203,700            | 6,688            | 0.89               | 0.86  | 0.03        |
| 2025        | 2026                 | 214,200                                  | 208,750            | 5,450            | 0.90               | 0.87  | 0.02        |
| 2026        | 2027                 | 212,600                                  | 203,500            | 9,100            | 0.88               | 0.84  | 0.04        |
| 2027        | 2028                 | 215,588                                  | 208,250            | 7,338            | 0.88               | 0.85  | 0.03        |
| 2028        | 2029                 | 213,150                                  | 207,700            | 5,450            | 0.85               | 0.83  | 0.02        |
| 2029        | 2030                 | 215,500                                  | 207,000            | 8,500            | 0.85               | 0.82  | 0.03        |
| 2030        | 2031                 | 217,425                                  | 211,150            | 6,275            | 0.85               | 0.82  | 0.03        |
| 2031        | 2032                 | 218,925                                  | 0                  | 218,925          | 0.84               | 0.00  | 0.84        |
|             |                      | <u>\$3,172,081</u>                       | <u>\$2,838,840</u> | <u>\$333,242</u> |                    |       | <u>1.27</u> |
|             |                      | Less Contribution from D/S Fund (15,148) |                    |                  |                    |       |             |
|             |                      | Plus Excess Proceeds 0                   |                    |                  |                    |       |             |
|             |                      | <b>NET SAVINGS \$318,094</b>             |                    |                  |                    |       |             |

\* Using plausible Taxable Value projection

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**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

*Bond Production Report*

Sale Date: 10/11/2017      First Call Date: 5/1/2027  
Dated Date: 11/2/2017      First Call Premium: 100.00%  
Delivery Date: 11/2/2017  
First Coupon Date: 5/1/2018

| Principal Due | Principal          | Bond Type | Cumulative Bond Years | Coupon | Yield  | Price      | Gross Production      |
|---------------|--------------------|-----------|-----------------------|--------|--------|------------|-----------------------|
| 5/1/2018      | \$0                | Serial    | 0.00                  | 0.000% | 0.000% | 100.000    | \$0.00                |
| 5/1/2019      | 135,000            | Serial    | 202.13                | 2.000% | 1.050% | 101.407    | 136,899.45            |
| 5/1/2020      | 140,000            | Serial    | 551.74                | 2.000% | 1.150% | 102.086    | 142,920.40            |
| 5/1/2021      | 145,000            | Serial    | 1,058.83              | 3.000% | 1.250% | 105.970    | 153,656.50            |
| 5/1/2022      | 145,000            | Serial    | 1,710.93              | 3.000% | 1.450% | 106.724    | 154,749.80            |
| 5/1/2023      | 150,000            | Serial    | 2,535.51              | 3.000% | 1.600% | 107.339    | 161,008.50            |
| 5/1/2024      | 160,000            | Serial    | 3,575.07              | 3.000% | 1.800% | 107.326    | 171,721.60            |
| 5/1/2025      | 165,000            | Serial    | 4,812.11              | 3.000% | 2.000% | 106.930    | 176,434.50            |
| 5/1/2026      | 175,000            | Serial    | 6,299.13              | 3.000% | 2.050% | 107.373    | 187,902.75            |
| 5/1/2027      | 175,000            | Serial    | 7,961.14              | 3.000% | 2.200% | 106.822    | 186,938.50            |
| 5/1/2028      | 185,000            | Serial    | 9,903.13              | 3.000% | 2.300% | 105.941 ** | 195,990.85            |
| 5/1/2029      | 190,000            | Serial    | 12,087.60             | 3.000% | 2.400% | 105.068 ** | 199,629.20            |
| 5/1/2030      | 195,000            | Term      | 14,524.56             | 3.000% |        | 104.203 ** | 203,195.85            |
| 5/1/2031      | 205,000            | Term      | 17,291.49             | 3.000% | 2.500% | 104.203 ** | 213,616.15            |
|               | <u>\$2,165,000</u> |           |                       |        |        |            | <u>\$2,284,664.05</u> |

|                                |                       |                 |
|--------------------------------|-----------------------|-----------------|
| Par Amount:                    | \$2,165,000.00        |                 |
| Production (Discount)/Premium: | 119,664.05            |                 |
| Gross Production:              | \$2,284,664.05        | 105.527%        |
| (Bond Insurance):              | 0.00                  | 0.000%          |
| (Underwriter's Discount):      | (13,618.35)           | 0.629%          |
| Bid:                           | <u>\$2,271,045.70</u> | <u>104.898%</u> |
| Accrued:                       | 0.00                  |                 |
| Net to Issuer:                 | <u>\$2,271,045.70</u> |                 |

\*\* Callable Premium Bonds Priced to 5/1/27 Call Date @ 100.00%  
Significant for Arbitrage Purposes

|                      |                     |          |
|----------------------|---------------------|----------|
| Gross Interest Cost: | \$513,227.22        |          |
| + Net Discount:      | (106,045.70)        |          |
| Net Interest Cost:   | <u>\$407,181.52</u> |          |
| Bond Years:          | 17,291.49           |          |
| Average Life:        | 7.9868              |          |
| WAM:                 | 7.9950              |          |
| Average Coupon:      | 2.96809% @          | 100.000% |
| Net Interest Rate:   | 2.35481% @          | 104.898% |
| True Interest Rate:  | 2.27865% @          | 104.898% |
| Arbitrage Yield:     | 2.10789% @          | 105.527% |

|                           |              |
|---------------------------|--------------|
| Original Issue Premium    | \$119,664.05 |
| Original Issue Discount   | 0.00         |
| Net OI (Discount)/Premium | \$119,664.05 |



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**GENERAL OBLIGATION UNLIMITED TAX REFUNDING BONDS, SERIES 2017**

Bond Attorney: Dickinson Wright PLLC  
Purchaser: Bernardi Securities, Inc.  
Paying Agent: US Bank NA  
Sale Date: 10/11/2017  
Dated Date: 11/2/2017  
Delivery Date: 11/2/2017  
Capitalized Interest: None  
Insurer: None

*Debt Service and Yield Calculation Schedule*

|                               |                       |
|-------------------------------|-----------------------|
| Par Value of Bonds:           | \$2,165,000.00        |
| Plus: OI(Discount)/Premium:   | 119,664.05            |
| Gross Production:             | 2,284,664.05          |
| Plus: (Bond Insurance):       | 0.00                  |
| Plus: (Underwriter Discount): | (13,618.35)           |
| Bid:                          | 2,271,045.70          |
| Plus: Accrued Interest:       | 0.00                  |
| Net to Issuer:                | <u>\$2,271,045.70</u> |

|                              |                       |                    |
|------------------------------|-----------------------|--------------------|
| Bond Years:                  | 17,291.49             |                    |
| Average Life:                | 7.9868                |                    |
| WAM:                         | 7.9950                |                    |
| Gross Interest Cost:         | \$513,227.22          | Avg Coup: 2.96809% |
| Less Net (Discount)/Premium: | 106,045.70            |                    |
| Net Interest Cost:           | <u>407,181.52</u>     | N.I.C. % 2.35481%  |
| Net Present Value:           | <u>\$1,943,320.34</u> |                    |

|                                        |                       |                                      |
|----------------------------------------|-----------------------|--------------------------------------|
| <i>Internal Rate of Return Target:</i> | \$2,165,000.00        | <u>Bond Yields</u><br>2.96449% = IRR |
| Plus: OI(Discount)/Premium:            | 119,664.05            |                                      |
| (Bond Insurance):                      | 0.00                  |                                      |
| Accrued Interest:                      | 0.00                  |                                      |
| <i>Arbitrage Yield Target:</i>         | 2,284,664.05          | 2.10789% = ARB*                      |
| (Underwriter Discount):                | (13,618.35)           | * Adjusted for SCPB's                |
| <i>True Interest Cost Target:</i>      | 2,271,045.70          | 2.27865% = TIC                       |
| Issuance Costs:                        | (53,222.48)           |                                      |
| <i>Effective Interest Cost Target:</i> | <u>\$2,217,823.22</u> | 2.61728% = EIC                       |

| Payment Date | Principal Due         | Interest Rate | Interest Due        | Total Payment         | Fiscal Year Total     |
|--------------|-----------------------|---------------|---------------------|-----------------------|-----------------------|
| 5/1/2018     |                       |               | \$30,927.22         | \$30,927.22           | \$30,927.22           |
| 11/1/2018    |                       |               | 31,100.00           | 31,100.00             |                       |
| 5/1/2019     | 135,000.00            | 2.000%        | 31,100.00           | 166,100.00            | 197,200.00            |
| 11/1/2019    |                       |               | 29,750.00           | 29,750.00             |                       |
| 5/1/2020     | 140,000.00            | 2.000%        | 29,750.00           | 169,750.00            | \$199,500.00          |
| 11/1/2020    |                       |               | 28,350.00           | 28,350.00             |                       |
| 5/1/2021     | 145,000.00            | 3.000%        | 28,350.00           | 173,350.00            | \$201,700.00          |
| 11/1/2021    |                       |               | 26,175.00           | 26,175.00             |                       |
| 5/1/2022     | 145,000.00            | 3.000%        | 26,175.00           | 171,175.00            | \$197,350.00          |
| 11/1/2022    |                       |               | 24,000.00           | 24,000.00             |                       |
| 5/1/2023     | 150,000.00            | 3.000%        | 24,000.00           | 174,000.00            | \$198,000.00          |
| 11/1/2023    |                       |               | 21,750.00           | 21,750.00             |                       |
| 5/1/2024     | 160,000.00            | 3.000%        | 21,750.00           | 181,750.00            | \$203,500.00          |
| 11/1/2024    |                       |               | 19,350.00           | 19,350.00             |                       |
| 5/1/2025     | 165,000.00            | 3.000%        | 19,350.00           | 184,350.00            | \$203,700.00          |
| 11/1/2025    |                       |               | 16,875.00           | 16,875.00             |                       |
| 5/1/2026     | 175,000.00            | 3.000%        | 16,875.00           | 191,875.00            | \$208,750.00          |
| 11/1/2026    |                       |               | 14,250.00           | 14,250.00             |                       |
| 5/1/2027     | 175,000.00            | 3.000%        | 14,250.00           | 189,250.00            | \$203,500.00          |
| 11/1/2027    |                       |               | 11,625.00           | 11,625.00             |                       |
| 5/1/2028     | 185,000.00            | 3.000%        | 11,625.00           | 196,625.00            | \$208,250.00          |
| 11/1/2028    |                       |               | 8,850.00            | 8,850.00              |                       |
| 5/1/2029     | 190,000.00            | 3.000%        | 8,850.00            | 198,850.00            | \$207,700.00          |
| 11/1/2029    |                       |               | 6,000.00            | 6,000.00              |                       |
| 5/1/2030     | 195,000.00            | 3.000%        | 6,000.00            | 201,000.00            | \$207,000.00          |
| 11/1/2030    |                       |               | 3,075.00            | 3,075.00              |                       |
| 5/1/2031     | 205,000.00            | 3.000%        | 3,075.00            | 208,075.00            | \$211,150.00          |
| 11/1/2031    |                       |               | 0.00                | 0.00                  |                       |
|              | <u>\$2,165,000.00</u> |               | <u>\$513,227.22</u> | <u>\$2,678,227.22</u> | <u>\$2,678,227.22</u> |

NOTE: The above table does not include charges for bond registrar and paying agent services.

SW



555 Brixwood Circle  
Suite 333  
Ann Arbor, MI 48108

734-994-9700  
734-994-9710 fax  
www.pfm.com

SECURITIES PURCHASED FOR ESCROW TO REFUND  
CITY OF CHARLOTTE 2008 Facility Building and Site Bonds

Settlement Date: 11/2/2017  
SLGS Rates as of: 10/11/2017

| Total Purchase | Current Par    |
|----------------|----------------|
| \$2,232,971.00 | \$2,232,971.00 |

| Rdmpt                 | Cpn    | Qty@1     | Matur    | Dated     | Setmnt    | First    | Yld    | Prc         | Type       | Accrued | Purchase Price |
|-----------------------|--------|-----------|----------|-----------|-----------|----------|--------|-------------|------------|---------|----------------|
| 5/1/2018              | 1.190% | 2,232,971 | 5/1/2018 | 11/2/2017 | 11/2/2017 | 5/1/2018 | 1.190% | 100.000000% | SLGS Cert. | \$0.00  | \$2,232,971.00 |
| Total                 |        |           |          |           |           |          |        |             |            |         | \$2,232,971.00 |
| Plus Uninvested Funds |        |           |          |           |           |          |        |             |            |         | 0.00           |
| Less Rollovers        |        |           |          |           |           |          |        |             |            |         | 0.00           |
| Cost of Escrow        |        |           |          |           |           |          |        |             |            |         | \$2,232,971.00 |



**CASH FLOW SCHEDULE FOR CITY OF CHARLOTTE 2008 Facility Building and Site Bonds  
(INCLUDES ALL SECURITIES & UNINVESTED CASH)**

| Period<br>Ending | Beginning<br>Balance | Redemption<br>Value | Unearned<br>Interest<br>Payback | Inter-Period<br>Interest @<br>0% | Principal<br>Received | Coupon Interest<br>Received | Total Received | Par Redeemed   | Balance After<br>Receipts | Liability      | Amt. Available<br>To Reinvest | Invested In<br>Rollovers | Balance |
|------------------|----------------------|---------------------|---------------------------------|----------------------------------|-----------------------|-----------------------------|----------------|----------------|---------------------------|----------------|-------------------------------|--------------------------|---------|
| 11/2/2017        | \$0.00               | 0.00                |                                 | \$0.00                           | \$0.00                | \$0.00                      | \$0.00         | 0.00           | \$0.00                    | \$0.00         | \$0.00                        | \$0.00                   | \$0.00  |
| 5/1/2018         | 0.00                 | 2,232,971.00        |                                 | 0.00                             | 2,232,971.00          | 13,104.18                   | 2,246,075.18   | 2,232,971.00   | 2,246,075.18              | 2,246,075.00   | 0.18                          | 0.00                     | 0.18    |
|                  |                      | 2,232,971.00        |                                 | \$0.00                           | \$2,232,971.00        | \$13,104.18                 | \$2,246,075.18 | \$2,232,971.00 |                           | \$2,246,075.00 |                               | \$0.00                   |         |



166 Delwood Circle  
Suite 303  
Ann Arbor, MI 48106

734.964.8100  
734.964.5715 fax  
www.pfm.com

# YIELD CALCULATION OF ALL ESCROW SECURITIES

|           | <u>Return on SLGS</u> | <u>Present<br/>Value<br/>Factor From<br/>Closing<br/>Date</u> | <u>Present Value at<br/>1.18027%</u> |
|-----------|-----------------------|---------------------------------------------------------------|--------------------------------------|
| 11/2/2017 |                       |                                                               |                                      |
| 5/1/2018  | \$2,246,075.18        | 0.99416575                                                    | \$2,232,971.00                       |
|           |                       |                                                               | <u>\$2,232,971.00</u>                |
|           |                       | Cost of Portfolio:                                            | \$2,232,971.00                       |
|           |                       | Less Uninvested:                                              | <u>0.00</u>                          |
|           |                       | Present Value Target:                                         | <u>\$2,232,971.00</u>                |

spw



555 Briarwood Circle  
Suite 333  
Ann Arbor, MI 48108

734-964-9700  
734-964-9710 Fax  
www.pfm.com

City of Charlotte

|                                                                     |                                   |
|---------------------------------------------------------------------|-----------------------------------|
| <b>2017 Tax Base for Voted Bonds</b>                                |                                   |
| \$208,699,398                                                       | Taxable Value                     |
| 2,659,862                                                           | Plus Equivalent IFT/CFT Valuation |
| \$211,359,260                                                       | Total Taxable Value               |
| 300,000                                                             | Less TIFA/DDA Captures            |
| \$211,059,260                                                       | Net Tax Base                      |
| <b>For State Reimbursement related to Bonds Voted Prior to 2013</b> |                                   |
| \$7,158,214                                                         | Exempt Personal Property          |
| July Only Tax Base                                                  | 100%                              |
| Split Levy Tax Base                                                 | 0%                                |
| Dec. Only Levy Tax E                                                | 0%                                |

DEBT RETIREMENT MILLAGE ALLOCATIONS

|                                            | 2008<br>Debt Fund | 2017<br>Debt Fund | Mills for Bonds<br>Voted < 2013<br>Total |
|--------------------------------------------|-------------------|-------------------|------------------------------------------|
| Voted Prior to 2013:                       | Yes               | Yes               | 1.000                                    |
| 2017 July Mills (when Split)               | 1.0000            | 0.0000            | 1.0000                                   |
| 2017 December Mills (when Split)           | 0.0000            | 0.0000            | 0.0000                                   |
| Re-Allocated Mills                         | <u>(0.1700)</u>   | <u>0.1700</u>     | <u>0.0000</u>                            |
| Total Mills (or Dec. or July Only Portion) | 0.8300            | 0.1700            | 1.0000                                   |

|                                           |                  |                 |                  |
|-------------------------------------------|------------------|-----------------|------------------|
| <b>06/30/17 Fund Balance</b>              | \$8,543          | \$0             | \$8,543          |
| Revenue from July '17 levy (93.0%)        | 162,917          | 33,368          | 196,285          |
| State Reimbursement for July Levy         | 5,941            | 1,217           | 7,158            |
| <b>Revenue prior to Nov. '17 Payments</b> | <b>\$177,400</b> | <b>\$34,585</b> | <b>\$211,986</b> |
| 11/1/17 Payment                           | (48,344)         | 0               | (48,344)         |
| Contribution Toward Refunding             | (15,148)         | 0               | (15,148)         |
| <b>11/2/17 Balance</b>                    | <b>\$113,909</b> | <b>\$34,585</b> | <b>\$148,494</b> |
| Revenue from Dec. '17 levy (93.0%)        | 0                | 0               | 0                |
| State Reimbursement for Dec. Levy         | 0                | 0               | 0                |
| <b>Revenue prior to May '18 Payments</b>  | <b>\$113,909</b> | <b>\$34,585</b> | <b>\$148,494</b> |
| 5/1/18 Payments                           | (112,269)        | (30,927)        | (143,196)        |
| 5/1/18 Transfer Agent Fees                | (500)            | (500)           | (1,000)          |
| <b>5/2/18 Balance</b>                     | <b>\$1,140</b>   | <b>\$3,158</b>  | <b>\$4,298</b>   |
| Plus: County Delinq. Reimbursement        | 12,263           | 2,512           | 14,774           |
| Account Re-Allocation                     | (13,403)         | 13,403          | 0                |
| <b>Estimated 6/30/18 Fund Balance</b>     | <b>0</b>         | <b>19,072</b>   | <b>19,072</b>    |

SPW



# CHARLOTTE FIRE DEPARTMENT & RURAL FIRE ASSOCIATION

---

Fire Chief – Tyger Fullerton  
911 W. Shepherd St. Charlotte, MI 48813 Ph. 517-543-0241

**To: Mayor and City Council**

**From: Dan Daly, Assistant Fire Chief**

**Date: March 16, 2026**

**Subject: Authorization to Apply for FEMA AFG and SAFER Grants**

The Charlotte Fire Department is requesting City Council authorization to apply for the 2025 Assistance to Firefighters Grant (AFG) and Staffing for Adequate Fire and Emergency Response (SAFER) grants through the Federal Emergency Management Agency (FEMA).

## **Assistance to Firefighters Grant (AFG)**

The Charlotte Fire Department has applied for the AFG grant annually over the past three years and has been successfully awarded funding twice. These awards included a regional grant for self-contained breathing apparatus (SCBA) equipment and another for structural firefighting turnout gear. Both grants were completed as regional partnerships with surrounding fire departments, which strengthened the applications and allowed participating agencies to obtain critical equipment.

For the 2025 AFG cycle, we intend to again pursue a regional grant opportunity with neighboring departments. The proposed project would focus on the replacement and standardization of fire hose, fittings, and nozzles. These items are critical operational equipment that experience heavy use and require periodic replacement to maintain reliability and compliance with applicable safety standards.

The AFG program requires a 10 percent local funding match, which is shared among all departments participating in the regional application. We intend to include the anticipated local match amount in the upcoming budget process to ensure funds are available should the grant be awarded.

## **Staffing for Adequate Fire and Emergency Response (SAFER)**

The SAFER grant awarded in 2023 provided funding to support the hiring of additional firefighters. The upcoming grant cycle represents the final year of that funding period.

The Fire Department plans to work with our professional grant writer, who successfully assisted with our previous SAFER award, to evaluate the most appropriate strategy for applying in the

upcoming cycle. This may include options for continued staffing support or other eligible SAFER program opportunities that best support the department's operational needs.

### **Grant Preparation**

At this time, FEMA has not released the official application window for either the AFG or SAFER programs. However, preparing the required documentation, regional coordination, equipment inventories, and supporting data is a time-intensive process. Beginning this work now will ensure the City of Charlotte is fully prepared when the application period opens.

### **Request**

The Charlotte Fire Department requests City Council authorization to apply for the 2025 FEMA AFG and SAFER grant programs and to continue working with our established grant writer to prepare and submit the applications when the funding opportunities become available.

These grant programs provide significant opportunities to obtain federal funding for critical fire service equipment and staffing while reducing the financial burden on local taxpayers.

Dan Daly  
Assistant Fire Chief

A handwritten signature in blue ink, appearing to read "Dan Daly", is positioned below the typed name and title.



## Memo

**To:** Honorable Mayor Fullerton; City Council

**From:** Vince Pastue, Alicia Smith & Stephanie Whitney

**Date:** March 19, 2026

**Re:** Approval of Funds for CivicPlus Recreation Module and Pro Premium Module

We respectfully request City Council approval for the purchase and implementation of the CivicPlus Recreation Module and the CivicPlus Pro Premium Module, both designed specifically for municipal use and fully integrated with the City's current website platform. This procurement qualifies as a sole source purchase.

As the City continues to modernize services and improve accessibility for residents, these modules will provide centralized, user-friendly platforms to enhance both public engagement and internal operations.

The **CivicPlus Recreation Module** will allow residents to easily view program offerings, register for activities, submit payments online, and receive real-time updates. Internally, it will streamline administrative functions, reduce manual processes, and improve efficiency and accuracy within Parks and Recreation operations.

The **CivicPlus Pro Premium Module** will enhance clerking and council-related functions by improving agenda management, documentation workflows, and public access to records. This module supports increased transparency, organization, and operational effectiveness within the Clerk's Office and across City administration.

Currently, many of these functions are managed manually or through disconnected systems, resulting in inefficiencies and limited accessibility. Implementation of these modules will improve customer service, expand digital services, and support the City's long-term operational goals.

### Estimated Costs:

- CivicPlus Recreation Module: **\$8,000** (includes software, implementation, training, and support)
- CivicPlus Pro Premium Module: **\$8,000** (includes software, implementation, training, and support)

Funding for the Recreation Module is proposed from Parks and Recreation funds. Funding for the Pro Premium Module will be identified within the Clerk's Office and/or general administrative budget.

Bundling these modules may also provide opportunities for cost efficiencies and improved system integration.

---

**Recommended Action:**

Move to authorize the sole source purchase of the CivicPlus Recreation Module and the CivicPlus Pro Premium Module in the total amount of **\$16,000**.

---

Thank you for your consideration,

Vince Pastue  
City Manager

**CivicPlus**

302 South 4th St. Suite 500  
Manhattan, KS 66502  
US

**Quote #:**  
**CivicPlus Pricing**  
**Approval Date:**  
**Expires On:**

Statement of Work  
Q-120110-1  
3/20/2026 8:45 AM  
  
3/31/2026

**Client:**  
City of Charlotte, MI

**Bill To:**  
CHARLOTTE CITY, MICHIGAN

| SALESPERSON | Phone | EMAIL                     | DELIVERY METHOD | PAYMENT METHOD |
|-------------|-------|---------------------------|-----------------|----------------|
| Megan Poole |       | megan.poole@civicplus.com |                 | Net 30         |

## AMMS/NR

| QTY  | PRODUCT NAME                           | DESCRIPTION                                                                                                                                                                                                                                                   | 12 Month Value |
|------|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1.00 | AMM Select: Pro Annual Fee             | AMM Select: Pro Annual Fee                                                                                                                                                                                                                                    | USD 5,300.00   |
| 1.00 | AMM Select: Pro Premium Implementation | Pro Premium Implementation; Includes config. of up to 10 meeting types, up to 10 boards, 1 approval workflow per meeting type, 4 hrs of training, and 2 hrs of consulting; Includes 1 original agenda, 1 original minutes, and 1 original staff report design | USD 3,900.00   |

## Rec

| QTY  | PRODUCT NAME                                              | DESCRIPTION                                                                                                | 12 Month Value |
|------|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------|----------------|
| 1.00 | Recreation Management Annual Fee                          | Recreation Management Annual Fee                                                                           | USD 3,500.00   |
| 1.00 | Recreation Management Year 1 Annual Fee Discount          | Year 1 Annual Fee Discount                                                                                 | USD -1,750.00  |
| 1.00 | Recreation Management Economy                             | Economy Package - Training Library Access- Project Coordination -Branded Public Portal -Help Center Access | USD 1,100.00   |
| 1.00 | Recreation Management Virtual Training (Half Day Block)   | Training (Virtual) - half day, up to 4 hours                                                               | USD 750.00     |
| 1.00 | Recreation Management Virtual Consulting (Half Day Block) | Consulting (Virtual) - half day, up to 4 hours                                                             | USD 750.00     |

| QTY  | PRODUCT NAME                                | DESCRIPTION                                                                              | 12 Month Value |
|------|---------------------------------------------|------------------------------------------------------------------------------------------|----------------|
| 1.00 | CivicPlus Payments                          | CivicPlus Payments to be applied to product                                              | USD 0.00       |
| 1.00 | CivicPlus Payments - Merchant Fees (MFTCPA) | Per Tran .30   ACH 1%   ACH Max \$5   ACH Reject \$15   CC 3%   AMEX 3.5%   Dispute \$15 | USD 0.00       |
| 1.00 | Terminal Support Annual Fee                 | Terminal Service Annual Fee -Per Terminal                                                | USD 120.00     |
| 1.00 | Terminal Ingenico Link 2500                 | Terminal Ingenico Link 2500                                                              | USD 460.00     |

|                                               |               |
|-----------------------------------------------|---------------|
| List Price - Initial Term Total               | USD 15,880.00 |
| Total Investment - Initial Term               | USD 14,130.00 |
| Annual Recurring Services (Subject to Uplift) | USD 8,920.00  |

|                               |                                   |
|-------------------------------|-----------------------------------|
| Initial Term                  | 12 Months Beginning at Signing    |
| Initial Term Invoice Schedule | 100% Invoiced upon Signature Date |

|                   |                                                                                     |
|-------------------|-------------------------------------------------------------------------------------|
| Renewal Procedure | Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date |
| Annual Uplift     | 5% to be applied in year 2                                                          |

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"). By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Please note that this document is a SOW and not an invoice. Upon signing and submitting this SOW, Client will receive the applicable invoice according to the terms of the invoicing schedule outlined herein.

Client may issue purchase orders for its internal, administrative use only, and not to impose any contractual terms. Any terms contained in any such purchase orders issued by the Client are considered null and will not alter the Binding Terms, the Agreement or this SOW.

**Acceptance of Quote # Q-120110-1**

The undersigned acknowledges having read, understood, and agreed to be bound by the binding terms and conditions incorporated into this SOW. This SOW shall become effective as of the date of the last signature below ("Effective Date").

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

\_\_\_\_\_  
Printed Name:

\_\_\_\_\_  
Printed Name:

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Date:

Organization Legal Name:

\_\_\_\_\_  
Billing Contact:

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Billing Phone Number:

\_\_\_\_\_  
Billing Email:

\_\_\_\_\_  
Billing Address:

\_\_\_\_\_  
Mailing Address: (If different from above)

\_\_\_\_\_  
PO Number: (Info needed on Invoice (PO or Job#) if required)



**CHARLOTTE FIRE DEPARTMENT**  
&  
**RURAL FIRE ASSOCIATION**

Fire Chief – Tyger Fullerton  
911 W. Shepherd St. Charlotte, MI 48813 Ph. 517-543-0241

**To:** Mayor and City Council

**From:** Tyger Fullerton

**Date:** March 18, 2026

**Re:** McKenna Agreement – Contract Review

Mayor and Council Members,

Following revisions made by City Attorney David Revore, McKenna has completed their review of the agreement and has indicated that they have no concerns with the updated terms. This confirms that the contract language is acceptable to both parties. The agreement is also in alignment with previous communications with the council on the functioning and operation of the building department.

McKenna is currently in the process of finalizing a proposed fee schedule. Once completed, this fee schedule will be presented to the City Council at an upcoming meeting for review and consideration.

Staff also completed its review of the agreement and believes that entering into this partnership represents the best option moving forward for the City of Charlotte. The agreement provides a solid framework for re-establishing building department services under the city while maintaining efficiency and service quality.

Pending City Council approval, staff will coordinate with McKenna to establish a clear and structured timeline for transitioning building department services from Eaton County to the City of Charlotte.

Respectfully

Tyger Fullerton  
Fire Chief

## PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT ("Agreement"), entered into this \_\_\_\_ day of March, 2026 by and between the CITY OF CHARLOTTE, State of Michigan, hereinafter referred to as "City" and McKENNA ASSOCIATES, INC., a Michigan corporation of Northville, Michigan, hereinafter referred to as "Consultant."

WITNESS:

WHEREAS, the City has reviewed and approved the Consultant's Building Department Services Proposal dated November 20, 2025;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

### **SECTION 1. SCOPE OF SERVICES.**

The Consultant shall perform all the necessary services under this Agreement.

Consultant shall operate City's Building Department including: review and issuance of permits for work covered by applicable state laws, department administration, permit technician services, enforcement of City property maintenance ordinances, and attending inspection services.

### **SECTION 2. COMPENSATION AND METHOD OF PAYMENT.**

For and in consideration of the faithful and professional performance and delivery of the above services as set forth herein, the City shall pay the Consultant monthly for services pursuant to this agreement within a period of thirty (30) days after receipt from the Consultant of an itemized voucher describing services performed, and when applicable, the time spent in rendering such services, per the schedule below:

- A. The City shall pay the Consultant for the work as described in SECTION 1. SCOPE OF SERVICES eighty-seven and a half percent (87.5%) of all City Building Department revenue including plan review, registration, and application fees.
- B. The City shall pay the Consultant eighty dollars (\$80.00) per hour for open permits for which the City has already collected revenue. If mutually agreeable with the City, Consultant shall perform an analysis of the level of open permits and present the City with a lump sum price to assume responsibility for all open permits.
- C. Additional services outside of work described in SECTION 1. SCOPE OF may be billed at the below fee schedule if requested by the City.

| Professional Classification        | Rate Per Hour* |
|------------------------------------|----------------|
| President                          | \$250          |
| Executive or Senior Vice President | \$225          |
| Vice President                     | \$220          |
| Director                           | \$210          |
| Senior Principal or Manager        | \$200          |
| Principal                          | \$150          |
| Senior                             | \$135          |
| Associate                          | \$115          |
| Assistant                          | \$105          |

\* Rates include the following overhead: Accounting, Advertising and Promotion, Books, Publications and Maps, Business Entertainment, Charitable Contributions, Computers, Furniture and Fixtures, Graphics Supplies and General Insurance, Interest, Legal, Licenses, Meals, Memberships and Subscriptions, Office Equipment, Office Space and Parking, Office Supplies, Postage (Except Overnight), Professional Dues, Software, Taxes and Telephone.

These rates do not include photography, outside reproduction, document or materials purchases, which are invoiced additionally. Rates also do not include reimbursable costs for travel, courier, overnight mail, etc. Mileage will be invoiced at the Federal mileage rate.

|                                                                                |         |                                                                                                                                                                                                                                                  |
|--------------------------------------------------------------------------------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Administrative Assistant/Permit Technician                                     | \$57.50 | Hourly rates are valid through December 31, 2026. Annually thereafter, they will be adjusted by a percentage equal to any increase in the Consumer Price Index for the prior 12 months per U.S. Department of Labor, Bureau of Labor Statistics. |
| Consultation, preparation for, and sitting as expert witness in legal matters. | \$220   |                                                                                                                                                                                                                                                  |

### **SECTION 3. CITY DATA AND SERVICES TO BE PROVIDED TO CONSULTANT.**

The City shall furnish the following without charge to the Consultant:

- A. Access to and monthly BS&A reporting.
- B. Current copies of applicable ordinances and a current zoning map.
- C. Information available to the City from State, regional, and local data sources.

### **SECTION 4. SERVICES.**

The City hereby engages the services of the Consultant to perform the duties, provide the information, prepare such materials and render such advice as are fully described herein.

### **SECTION 5. TERM.**

The term of this Agreement shall be for three (3) years from the date of execution and shall then continue until such time as there is a ninety (90) day notice of termination by either party. Further, this Agreement may be terminated at the option of either party, without cause, upon sixty (60) days prior written notice by certified or registered mail to the last known address of the other party; provided, however, that either party may terminate this Agreement at any time, without prior written notice, for cause.

### **SECTION 6. ACCEPTANCE.**

Consultant hereby agrees to perform the services described herein.

### **SECTION 7 - EQUAL EMPLOYMENT OPPORTUNITY.**

There shall be no discrimination against any employee who is employed in the work covered by this Contract or against any applicant for such employment because of race, color, religion, sex or nation origin, or legally protected status. This provision shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training.

### **SECTION 8. OWNERSHIP OF DATA.**

All reports, charts, maps, documents produced on behalf of the City, and graphics shall become the property of the City, and shall not be furnished to any other party without written permission of the City.

### **SECTION 9. COMPLIANCE WITH ALL LAWS.**

In performance of this agreement, the Consultant agrees to comply with all applicable federal, State and local statutes, ordinances and regulations, when applicable, including minimum wages, Social Security, unemployment compensation insurance, and Worker's Compensation, and to obtain any and all permits applicable to the performance of this agreement.

### **SECTION 10. NO CONFLICT OF INTEREST.**

During the term of this contract, the Consultant agrees that it shall not accept employment, nor shall it perform services for or on behalf of any client whose interests are adverse to that of the City, or for which a conflict between the City and Consultant would be created, without the prior written consent of the City.

**SECTION 11. INDEPENDENT CONTRACTOR.** Consultant and their staff are and shall be considered independent contractors of the City. Consultant is and shall be regarded, designated and considered to be the employer with respect to all personnel whom Consultant may assign to provide services under this Agreement. Consultant shall be exclusively and solely responsible for hiring, training, compensating, retaining, evaluating, disciplining, dismissing and otherwise regulating the employment terms, conditions,

employment rights, compensation, and the payment of all wages, statutory and other fringe benefits, disability payments, and other similar matters relative to all personnel Consultant utilizes in connection with providing services under this Agreement. Consultant shall be responsible for all payment of social security, unemployment, and disability insurance, and local, state, and federal tax withholdings for its employees. Consultant's employees are not entitled to any of the rights, compensation or other benefits which the City may provide to its own employees or agents.

**SECTION 12. NO-HIRE CLAUSE.**

The City agrees that human resources are a valuable asset to McKenna. During the term of this agreement and for a period of two (2) years from the date of cessation of the working relationship with McKenna, the City shall not employ any of the current employees or contractors of McKenna.

**SECTION 13. INSURANCE.**

Professional Liability: The Consultant shall carry, and produce evidence thereof to the City, a professional liability policy of no less than One Million (\$1,000,000) Dollars.

General Liability: The Consultant shall carry, and produce evidence thereof to the City, a general liability policy of not less than One Million (\$1,000,000) Dollars.

Workers' Compensation: The Consultant shall carry workers' compensation insurance for all employees of the Consultant and produce evidence thereof.

**SECTION 14. MODIFICATION OF AGREEMENT.** None of the terms and provisions of this Agreement may be modified or amended in any way except by an instrument in writing executed by authorized representatives of the City and Consultant.

**SECTION 15. ENTIRE AGREEMENT.** This Agreement constitutes the entire Agreement between the parties regarding its subject matter and supersedes any prior or contemporaneous understandings or agreements with respect to the services.

**SECTION 16. NO WAIVER/MODIFICATION.** The failure of either party to enforce, at any time, the provisions of the Agreement shall not constitute a waiver of such provisions or the right of the City or Consultant at any time to avail themselves of such remedies as either may have for any breach or breaches of such provisions. No waiver, alteration or modification of any provision of this Agreement shall be binding unless committed to writing and signed by duly authorized representatives of both parties.

**SECTION 17. CHOICE OF LAWS.** This Agreement shall be interpreted and enforced under the laws of the State of Michigan. The parties irrevocably consent to the jurisdiction of the Courts of Michigan, Eaton County, to determine all issues which may arise under this Agreement.

**SECTION 18.** If any provision of this Agreement should be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions of this Agreement shall not in any way be affected, impaired or prejudiced thereby.

**SECTION 19.** Nothing in this Agreement shall be intended to confer third party beneficiary status or rights, pursuant to MCL 600.1405 or under the common law, to any person or entity that is not a party to this Agreement.

**SECTION 20. MISCELLANEOUS.**

Consultant and all personnel, agents or employees that it provides to work at or on behalf of the City, shall be appropriately professionally licensed for the work they are performing on behalf of the City, and proof of said licensure shall be provided to the City upon request.

[Signatures on the Following Page]

IN WITNESS WHEREOF, the City and Consultant have executed this Agreement the day and year first above written.

**WITNESS:**

**CHARLOTTE, MICHIGAN**

\_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_

**McKENNA**

\_\_\_\_\_

By: \_\_\_\_\_

*John R. Jackson, AICP, President*

Approved as to Form

\_\_\_\_\_  
David M. Revore,  
Charlotte City Attorney

## **REPORT TO THE CHARLOTTE CITY COUNCIL**

### **CITY MANAGER REPORT TO CREATE POLICE AND FIRE PROTECTION SPECIAL ASSESSMENT DISTRICT AND ADOPT RESOLUTION TO SCHEDULE PUBLIC HEARING**

**Submitted by Vincent Pastue, Interim City Manager  
March 23, 2026**

#### **Introduction**

The Charlotte City Council expressed a desire to replace the existing "Fire Special Assessment District" which was established in 2021 and to create a new special assessment district that would incorporate capital and operating expenses for both police and fire operations, that comply with Public Act 33 of 1951, as amended. Furthermore, fire personnel expenses would be moved back to the General Fund.

City Council at their January 26, 2026 meeting approved a motion directing City staff to prepare the necessary documentation for the creation of a new special assessment district, *Police and Fire Protection*. This report follows Council's direction along with the requirements related to Public Act 33 of 1951, as amended, Section 8 of the City Charter pertaining to Special Assessments, and Chapter 54 of the City Code, Special Assessments. The report addresses the following items: (1) necessity for the assessment district, (2) expenses that will be incorporated into the assessment district as well as a first-year budget estimate, (3) a description of the assessment district, (4) the proposed methodology for spreading the assessment, and (5) a recommendation as the portion of the special assessment shall be paid by property owners, and what portion shall be an at-large City assessment, if any.

#### **Necessity for the Special Assessment District**

The primary reason to consider establishing a special assessment district pursuant to Public Act 33 is that the current property tax system in the state of Michigan makes it difficult for municipalities to fund ongoing municipal operations. This is especially true since police and fire operations represent a significant percentage of General Fund expenditures. The Headlee Millage Reduction and Proposal A, State Constitutional amendments, contributed significantly to the challenges of funding ongoing municipal operations in Michigan by reducing property tax revenues. Another factor is the legacy costs for pension and retiree health care. Consequently, it is necessary for the City of Charlotte to consider a police and fire protection special assessment to adequately fund police and fire capital equipment and operating expenses.

### **Scope of Expenditures and Cost Estimate**

The estimated cost for the first year for the special assessment is \$1,160,800. The special assessment for police operations include: gasoline, vehicle maintenance and repairs, contractual services, uniforms, capital outlay-equipment, and vehicles. Fire operation related expenditures for the special assessment district include the following: Fire Stipend, safety supplies, diesel/gasoline, operating supplies, hazardous-material supplies, vehicle maintenance and repairs, building maintenance, contractual services, uniforms, ambulance expense, capital outlay-equipment, and vehicles. It is anticipated that the special assessment cost will change in the future due to economic conditions in the market place, technological changes, changes in professional standards and regulations, and government regulations.

### **Description of the District**

The special assessment district shall consist of all lots and parcels of land located within the city limits in the City of Charlotte, as set forth in the records of the Office of the Great Seal of the Department of Secretary of State. The special assessment boundary includes all lots and parcels in the City of Charlotte, those under City's jurisdiction pursuant to Public Act 425, and may be amended in the future to included properties added to the City through an Act 425 Agreement and/or annexation.

### **Methodology for Spreading Special Assessment**

The annual millage levy shall be spread to cover 100% of the special assessment. There is no City at-large assessment given that the General Fund will incur the remainder of the cost for police and fire operations. The millage shall be levied on all lots and parcels within the City of Charlotte based on its most recent real taxable value. Based on the 2026 Assessment Roll, the taxable value for the special assessment district is \$293,876,877. The millage rate to be applied is 3.9500 mills, which is the same as the 2025 Fire Special Assessment millage.

### **Attachment**

1. Revised Costs for the Special Assessment District

## **RESOLUTION 2026 –13**

**A RESOLUTION OF THE CHARLOTTE CITY COUNCIL RATIFYING A MOTION AT THEIR JANUARY 26, 2026 MEETING DIRECTING THE CITY MANAGER TO PREPARE A REPORT RELATED TO THE CREATION OF A NEW SPECIAL ASSESSMENT DISTRICT PURSUANT TO PUBLIC ACT 33 OF 1951, AS AMENDED, FOR EMERGENCY VEHICLES AND SERVICES.**

### **Resolution #1**

WHEREAS, at their January 26 2026 meeting, the Charlotte City Council passed a motion directing City staff to prepare the necessary documentation for the creation of a new special assessment district to replace the "City Fire Special Assessment District; and

WHEREAS, the framework for the new special assessment district was outlined in a January 23, 2026 memorandum by former City Manager Rob Hillard to the City Council; and

WHEREAS, the proposed new district would include expenses involving fire operations along with emergency medical services, and police operations.

NOW, THEREFORE BE IT RESOLVED that the Charlotte City Council hereby ratifies its motion directing the City Manager to prepare a report related to the creation of a new special assessment district pursuant to Public Act 33 of 1951, as amended.

BE IT FURTHER RESOLVED that the content of the report address the following items:

- The necessity for the special assessment district.
- The police and fire expenditures that will be incorporated into the special assessment district along with a budget estimate and acknowledgement that fire expenditures may increase.
- A description of the special assessment district.
- The proposed methodology for spreading cost within the assessment district.
- A recommendation as to what portion of the special assessment shall be paid by the property owners, and what portion shall be an at-large City assessment, if any.

**CITY OF CHARLOTTE  
RESOLUTION NO. 2026-14**

**SPECIAL ASSESSMENT DISTRICT – PURSUANT TO PUBLIC ACT 22 OF 1951 POLICE AND  
FIRE PROTECTION**

Resolution #2

**WHEREAS**, the City Council of the City of Charlotte finds it necessary for the public health, safety, and welfare of the residents, businesses, and visitors of the City to establish a *Police and Fire Special Assessment District* to support police and fire operations, pursuant to Public Act 33 of 1951, as amended; and

**WHEREAS**, Public Act 33 of 1951, as amended, and Chapter 58 of the City Code authorize the establishment of a special assessment district for the purpose of funding municipal services, including police and fire operations; and

**WHEREAS**, the City previously established in 2021 a “Fire Special Assessment District” and now desires to replace it with a “*Police and Fire Protection Special Assessment District*”; and

**WHEREAS**, Public Act 33 of 1951, as amended, and Chapter 58 of the City Code provides the procedure for establishing a special assessment district; and

**WHEREAS**, the City Council determines that, in the interest of public health, safety, and welfare of the residents, businesses, and visitors of the City of Charlotte, that it is necessary to establish a “*Police and Fire Protection Special Assessment District*” for capital equipment and operating expenses to support police and fire operations; and

**WHEREAS**, the City Council has been presented with the costs necessary to establish a “*Police and Fire Protection Special Assessment District*” as follows;

Annual capital equipment and operating costs in support of police and fire operations covering the entire City of Charlotte, and shall remain in effect until terminated by the City Council

**WHEREAS**, the City Council has caused the City Manager to prepare a report in order to create a “*Police and Fire Protection Special Assessment District*” to begin July 1, 2026; and

**WHEREAS**, the same has been received by the City Council and

**WHEREAS**, the City Council desires to proceed further with the creation of a “*Police and Fire Protection Special Assessment District*”.

**NOW, THEREFORE BE IT RESOLVED that**

1. The report describing the new district thereof and the estimate of cost thereof shall be filed with the City Clerk and be made available for public examination.
2. The city Council tentatively declares its intention to proceed with the establishment of the new city-wide special assessment district in the notice set forth in paragraph 6 thereof.
3. There is hereby tentatively designated a special assessment district against which the cost of said capital equipment and operating expenses for police and fire operations, consisting of the properties more particularly described in the notice set forth in paragraph 6 of this resolution.
4. The City Council shall meet at City Hall on April 13, 2026, at 7:00pm at which time and place the City Council shall hear objections to the establishment of the Police and Fire Protection Special Assessment District, or the special assessment district therefor.
5. The City Clerk is hereby ordered to cause notice of such hearing to be published once prior to said hearing in The County Journal, Charlotte, Michigan, a newspaper of general circulation in the City, the first publication shall be ten (10) full days before the time of the hearing, and shall cause notice of said hearing to be mailed by first class mail to all owners of or persons of interest in property in the special assessment district as shown on the current assessment rolls of the City at least ten (10) full days before the date of said hearing.
6. Said notice shall be in substantially the following form:

NOTICE OF HEARING ON THE CREATION OF A POLICE AND FIRE PROTECTION SPECIAL  
ASSESSMENT DISTRICT  
BY CHARLOTTE CITY COUNCIL

TO THE OWNERS OF PROPERTIES WITHIN THE CITY OF CHARLOTTE

TAKE NOTICE that pursuant to the provisions of Section 54-1 of the Charlotte City Code and Public Act 33 of 1951, as amended, the City Council initiated the process to create a Police and Fire Protection special assessment district for:

Annual capital equipment and operating costs in support of police and fire operations covering the entire City of Charlotte and shall remain in effect until terminated by the City Council.

TAKE FURTHER NOTICE that the City Council has tentatively declared its intention to establish a Police and Fire Protection district and determined to assess 100% of such cost across all properties in the City based on their real taxable value.

TAKE FURTHER NOTICE THAT appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party of interest, or his or her agent, may appear in person at the hearing to protest the special assessment or file his or her appearance by letter delivered to the City Clerk by 7:00 pm of April 13, 2026, and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessment may file a written appeal of the special assessment with the State Tax Tribunal within 30 days after confirmation of the special assessment roll if that special assessment was protested at the hearing.

TAKE FURTHER NOTICE that if adopted, the first installment of the special assessment will be assessed in July 2026 and the remainder of the annual assessment on December 2026 tax rolls, and on the respective tax statement of the property owners with the district.

PUBLIC NOTICE IS HEREBY GIVEN that the City Council will meet on Monday, April 13, 2026, at 7:00 pm at City Hall, 111 E. Lawerance Avenue, to hear objections to the creation of an Emergency Vehicle and Services special assessment district, therefore.

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Alicia A. Smith, Charlotte City Clerk

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

The foregoing Resolution was moved for adoption by Council Member \_\_\_\_ and seconded by Council Member \_\_\_\_ and declared adopted by the following vote:

Yea; \_\_\_\_ Nay; \_\_\_\_ Absent; \_\_\_\_

RESOLUTION DECLARED ADOPTED.

I, the undersigned, the duly qualified City 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 Council of the City of Charlotte at a regular scheduled meeting held on this \_\_\_\_ day of \_\_\_\_\_ 2026 relevant to the Michigan Open Meetings Act, the original of which is on file in my office as part of the council minutes.

IN WITNESS WHEREOF, I have hereunto set my official signature, this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Alicia A. Smith, City Clerk  
City of Charlotte  
County of Eaton



— THE CITY OF —  
**CHARLOTTE**  
— MICHIGAN —

**Staff Report**

**TO:** Mayor Fullerton and City Council

**FROM:** Vincent Pastue, Interim City Manager

**DATE:** March 20, 2026

**SUBJECT:** Consideration to Approve Contract with the Michigan Department of Transportation (MDOT) for Additional Road Work

**FOR THE AGENDA OF:** March 23, 2026

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**BACKGROUND**

City administration is requesting City Council approval of a contract with MDOT for additional road work related to two mill and fill projects MDOT has planned which are listed below. The amount of the additional work is \$23,700 and would be funded out of the Major Street Fund.

- M-50 from Lawrence to Beech Highway;
- Lawrence Avenue from M-50 (Cochran) to Gale Street

The City of Charlotte requested that MDOT incorporate into their scope of work improvement along the parking area in segments of their project.

- Mill and fill work of parking areas along M-50 from Lawrence Avenue to Harris Street; and
- Mill and fill work along Lawrence Avenue from Bostwick Street to Washington Street.

**ACTION REQUESTED**

Move to approve agreement with Michigan Department of Transportation (MDOT) in the amount of \$23,700 for additional work the City is requesting related to two MDOT projects within the City of Charlotte.

**ATTACHMENT**

1. MDOT Agreement

SPECIAL TRUNKLINE  
NON-ACT-51  
ADDED WORK

DA  
Control Section M 23052; M 23012  
Job Number 217479CON; 224021CON  
Contract 26-5030

THIS CONTRACT is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF CHARLOTTE, a Michigan municipal corporation, hereinafter referred to as the "CITY"; for the purpose of fixing the rights and obligations of the parties in agreeing to construction improvements in conjunction with the DEPARTMENT'S construction on Highway M-50 and Highway I-69BL/M-79 (Lawrence Avenue), within the corporate limits of the CITY.

WITNESSETH:

WHEREAS, the DEPARTMENT is planning hot mix asphalt cold milling and paving work along Highway M-50 from Lawrence Avenue to Beech Highway and Highway I-69BL/M-79 (Lawrence Avenue) from Highway M-50 (Cochran Avenue) to Gale Street; and

WHEREAS, the CITY has requested that the DEPARTMENT perform additional work for and on behalf of the CITY in connection with the Highway M-50 and Highway I-69BL (Lawrence Avenue) construction, which additional work is hereinafter referred to as the "PROJECT" and is located and described as follows:

PART A – Job Number 217479CON

Hot mix asphalt cold milling and resurfacing work of parking areas along Highway M-50 from Highway I-69BL/M-79 (Lawrence Avenue) to Harris Street, including permanent pavement marking work; together with necessary related work, located within the corporate limits of the CITY; and

PART B – Job Number 224021CON

Hot mix asphalt cold milling and resurfacing work of parking areas along Highway I-69 BL/M-79 (Lawrence Avenue) from Bostwick Street to Washington Street, including permanent pavement marking work; together with necessary related work, located within the corporate limits of the CITY; and

WHEREAS, the DEPARTMENT presently estimates the PROJECT COST as hereinafter defined in Section 1 to be:

|        |                 |
|--------|-----------------|
| PART A | \$ 9,300        |
| PART B | <u>\$14,400</u> |
| TOTAL  | \$23,700        |

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written Contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties shall undertake and complete the construction of the PROJECT in accordance with this Contract. The term "PROJECT COST", as herein used, is hereby defined as the cost of the construction of the PROJECT including the costs of physical construction necessary for the completion of the PROJECT as determined by the DEPARTMENT any and all other expenses in connection with any of the above.

2. The cost of alteration, reconstruction and relocation, including plans thereof, of certain publicly owned facilities and utilities which may be required for the construction of the PROJECT, shall be included in the PROJECT COST; provided, however, that any part of such cost determined by the DEPARTMENT, prior to the commencement of the work, to constitute a betterment to such facility or utility, shall be borne wholly by the owner thereof.

3. The CITY will approve the design intent of the PROJECT and shall accept full responsibility for the constructed PROJECT functioning as a part of the CITY'S facilities. The CITY is solely responsible for any input which it provides as it relates to the design of the PROJECT functioning as part of the CITY'S facilities.

4. The DEPARTMENT will administer all phases of the PROJECT and will cause to be performed all the PROJECT work.

Any items of PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

5. The PROJECT COST shall be charged to the CITY 100 percent and paid in the manner and at the times hereinafter set forth. Such cost is estimated to be as follows:

|        |                 |
|--------|-----------------|
| PART A | \$ 9,300        |
| PART B | <u>\$14,400</u> |
| TOTAL  | \$23,700        |

6. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT. The DEPARTMENT may submit progress billings to the CITY on a monthly basis for the CITY'S share of the cost of work performed to date, less all payments previously made by the CITY not including payments made for a working capital deposit. No monthly billings of a lesser amount than \$1,000 shall be made unless it is a final or end of fiscal year billing. All billings will be labeled either "Progress Bill Number \_\_\_\_\_", or "Final Billing". Payment is due within 30 days of receipt of invoice. Upon

completion of the PROJECT, payment of all items of PROJECT COST and receipt of all Federal Aid, the DEPARTMENT shall make a final billing and accounting to the CITY.

The CITY will deposit with the DEPARTMENT the following amount which will be used by the DEPARTMENT as working capital and applied toward the end of the project for the contracted work and cost incurred by the DEPARTMENT in connection with the PROJECT:

DEPOSIT - \$9,500

The total deposit will be billed to the CITY by the DEPARTMENT and shall be paid by the CITY within 30 days after receipt of invoice.

7. Pursuant to the authority granted by law, the CITY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified herein. If the CITY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the CITY of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, the DEPARTMENT is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the CITY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the CITY with payment thereof, and to notify the CITY in writing of such fact.

8. Upon completion of the PROJECT, the CITY shall accept the facilities constructed as built to specifications within the construction contract documents. It is understood that the CITY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act (ADA), 42 USC 12131 et seq., and its associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction at no cost to the DEPARTMENT.

9. If at any time in the future, the pavement for parking lanes is required for trunkline purposes, the DEPARTMENT shall take over and use such extra width pavement without replacement of the facility or reimbursement to the CITY.

10. Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT pursuant to the terms of this Contract are done to assist the CITY. Such approvals, reviews, inspections and recommendations by the DEPARTMENT shall not relieve the CITY of its ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT is assuming any liability, control or jurisdiction.

When providing approvals, reviews and recommendations under this Contract, the DEPARTMENT is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

11. In connection with the performance of PROJECT work under this Contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof.

12. This Contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the CITY and for the DEPARTMENT; upon the adoption of a resolution approving said Contract and authorizing the signatures thereto of the respective officials of the CITY, a certified copy of which resolution shall be attached to this Contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF CHARLOTTE

MICHIGAN DEPARTMENT  
OF TRANSPORTATION

By \_\_\_\_\_  
Title:

By \_\_\_\_\_  
*for* Department Director MDOT

By \_\_\_\_\_  
Title:



**APPENDIX A**  
**PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS**

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011



**Staff Report**

**TO:** Mayor Fullerton and City Council

**FROM:** Vincent Pastue, Interim City Manager

**DATE:** March 20, 2026

**SUBJECT:** Consideration to Extend 2025 Reith-Riley Unit Pricing for 2026 Street Paving Projects

**FOR THE AGENDA OF:** March 23, 2026

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**BACKGROUND**

City Administration is requesting that City Council accept the offer from Reith-Riley to hold their unit prices for spring 2026 paving work. Reith-Riley was the low bidder for the 2025 work by approximately 13%. The recommendation is based on the following facts: (1) we are extending a competitively bid process based on unit pricing, (2) the asphalt plants will be opening within a few weeks and did not want to wait until the April 13 meeting, (3) concern related to current market for fuel and petroleum products, (4) funds are available, and (5) the selected streets are in need.

At the Council meeting, Public Works Director Stephanie Whitney will discuss further the streets selected and the anticipated time frame for completion. We are looking to complete work from 2025, and I have recommended that the City look to \$1.5 Million in work for the 2026 construction season.

**ACTION REQUESTED**

Move to approve extending 2025 Reith-Riley unit prices for 2026 street paving projects.

**ATTACHMENTS**

1. Email for Stephanie Whitney
2. Project Cost Estimates

## Anissa Buiskool

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**Subject:** FW: Rieth Riley - recieved  
**Attachments:** Stoddard Street Estimate.xlsx; Foote Street Estimate.xlsx; Harris Street Estimate.xlsx; N. Lincoln Street Estimate.xlsx

**From:** Stephanie Whitney <[SWhitney@charlottemi.org](mailto:SWhitney@charlottemi.org)>  
**Sent:** Wednesday, March 18, 2026 9:53 AM  
**To:** Vince Pastue <[VPastue@charlottemi.org](mailto:VPastue@charlottemi.org)>  
**Subject:** Rieth Riley - recieved

Hi Vince,

Here are the 4 streets we have gotten back for pricing so far.

I wanted to give you an estimate of where I think I will be for the ask to city council.

### Major Streets:

- Current \$ left for FY25/26 = \$116,515.23
  - I am planning on using around \$119,872.50 in preventative maintenance this spring (Reclamite).
- For the extra ask to city council we will be around \$900,000.00

### Local Streets

- Current left for FY25/26 = \$290,393.90
  - I am planning on using around \$32,029.36 in preventative maintenance this spring (Reclamite).
- For the extra ask to city council we will be around \$850,000.00

That puts us at around 1.75 million.

Nothing is set in stone with Rieth so I can pull some streets if we need to.

### For FY27/28:

The money I need to complete these projects:

Major Streets: Roughly \$350,000.00

Local Streets: Roughly \$750,000.00

We might need to strategize.

Thanks,

**Stephanie Whitney | Director of Public Works**  
**City of Charlotte**

517-543-8855

[swhitney@charlottemi.org](mailto:swhitney@charlottemi.org)

[www.charlottemi.gov](http://www.charlottemi.gov)

111 E Lawrence Ave. Charlotte, MI 48813

**Stoddard Street Improvements (High to Lincoln) & (High to Clinton)**  
**Estimate 02/20/2026**

|                                                          | Quantity | Unit | Unit Price   | Amount               |
|----------------------------------------------------------|----------|------|--------------|----------------------|
| Mobilization, Max 10%                                    | 1        | LSUM | \$6,600.00   | \$6,600.00           |
| Subgrade Undercutting, Type II                           | 400      | CYD  | \$40.00      | \$16,000.00          |
| Erosion Control, Inlet Protection, Fabric Drop           | 9        | EA   | \$96.88      | 871.92               |
| HMA Base Crushing and Shaping, Modified                  | 4635     | SYD  | \$7.50       | \$34,762.50          |
| Road Grade Biaxial Geogrid                               | 400      | SYD  | \$4.23       | \$1,692.00           |
| Manhole Cover, Adj                                       | 10       | EA   | \$1,100.00   | \$11,000.00          |
| Hand Patching                                            | 20       | TON  | \$150.00     | \$3,000.00           |
| HMA, 13A                                                 | 1020     | TON  | \$70.29      | \$71,695.80          |
| Barricade, Type III, High Intensity, Double Sided, Light | 20       | EA   | \$47.25      | \$945.00             |
| Barricade, Type III, High Intensity, Double Sided, Light | 20       | EA   | \$1.05       | \$21.00              |
| Minor Traf Device                                        | 1        | LSUM | \$2,100.00   | \$2,100.00           |
| Plastic Drum, Fluorescent, Furn                          | 20       | EA   | \$10.50      | \$210.00             |
| Plastic Drum, Fluorescent, Oper                          | 20       | EA   | \$0.42       | \$8.40               |
| Sign, Type B, Temp, Prismatic, Furn                      | 80       | SFT  | \$3.25       | \$260.00             |
| Sign, Type B, Temp, Prismatic, Oper                      | 80       | SFT  | \$0.25       | \$20.00              |
| Traf Regulatory Control                                  | 1        | LSUM | \$6,235.00   | \$6,235.00           |
| Gate Box, Adj, Case 1                                    | 1        | EA   | \$725.00     | \$725.00             |
|                                                          |          |      | <b>Total</b> | <b>\$ 156,146.62</b> |

**Foote Street Improvements (Dirt to High) & (High to Clinton)**  
**Estimate 02/20/2026**

|                                                          | Quantity | Unit | Unit Price   | Amount              |
|----------------------------------------------------------|----------|------|--------------|---------------------|
| Mobilization, Max 10%                                    | 1        | LSUM | \$6,600.00   | \$6,600.00          |
| Sidewalk, Rem                                            | 78       | SYD  | \$25.65      | \$2,000.70          |
| Subgrade Undercutting, Type II                           | 500      | CYD  | \$40.00      | \$20,000.00         |
| Erosion Control, Inlet Protection, Fabric Drop           | 9        | EA   | \$96.30      | \$866.70            |
| HMA Surface, Rem                                         | 4094     | SYD  | \$1.55       | \$6,345.70          |
| Excavation, Earth                                        | 1365     | CYD  | \$19.15      | \$26,139.75         |
| HMA Base Crushing and Shaping, Modified                  | 2968     | SYD  | \$7.50       | \$22,260.00         |
| Road Grade Biaxial Geogrid                               | 450      | SYD  | \$4.01       | \$1,804.50          |
| Manhole Cover, Adj                                       | 10       | EA   | \$1,100.00   | \$11,000.00         |
| Hand Patching                                            | 20       | TON  | \$150.00     | \$3,000.00          |
| Aggregate Base, 8 inch (this was 6" in previous bid)     | 4094     | SYD  | \$14.48      | \$59,281.12         |
| HMA, 13A                                                 | 1554     | TON  | \$69.15      | \$107,459.10        |
| Curb and Gutter, Rem                                     | 130      | FT   | \$14.25      | \$1,852.50          |
| Detectable Warning Surface                               | 8        | FT   | \$50.00      | \$400.00            |
| Curb and Gutter, Conc, Det F4                            | 130      | FT   | \$30.76      | \$3,998.80          |
| Sidewalk, Conc, 4 inch                                   | 250      | SFT  | \$8.04       | \$2,010.00          |
| Curb Ramp, Conc, 6 inch                                  | 449      | SFT  | \$9.92       | \$4,454.08          |
| Barricade, Type III, High Intensity, Double Sided, Light | 14       | EA   | \$47.25      | \$661.50            |
| Barricade, Type III, High Intensity, Double Sided, Light | 14       | EA   | \$1.05       | \$14.70             |
| Pedestrian Type II Barricade, Temp                       | 8        | EA   | \$34.65      | \$277.20            |
| Minor Traf Device                                        | 1        | LSUM | \$2,100.00   | \$2,100.00          |
| Plastic Drum, Fluorescent, Furn                          | 20       | EA   | \$10.50      | \$210.00            |
| Plastic Drum, Fluorescent, Oper                          | 20       | EA   | \$0.42       | \$8.40              |
| Sign, Type B, Temp, Prismatic, Furn                      | 60       | SFT  | \$3.25       | \$195.00            |
| Sign, Type B, Temp, Prismatic, Oper                      | 60       | SFT  | \$0.25       | \$15.00             |
| Traf Regulatory Control                                  | 1        | LSUM | \$6,235.00   | \$6,235.00          |
| Turf Establishment, Performance                          | 83       | SYD  | \$17.75      | \$1,473.25          |
| Gate Box, Adj, Case 1                                    | 4        | EA   | \$955.00     | \$3,820.00          |
|                                                          |          |      | <b>Total</b> | <b>\$294,483.00</b> |

Harris Street Improvements (Lincoln to High) Estimate 02/20/2026

|                                                          | Quantity | Unit | Unit Price   | Amount              |
|----------------------------------------------------------|----------|------|--------------|---------------------|
| Mobilization, Max 10%                                    | 1        | LSUM | \$2,800.00   | \$2,800.00          |
| Subgrade Undercutting, Type II                           | 200      | CYD  | \$40.00      | \$8,000.00          |
| Erosion Control, Inlet Protection, Fabric Drop           | 1        | EA   | \$96.88      | \$96.88             |
| HMA Base Crushing and Shaping, Modified                  | 1913     | SYD  | \$7.50       | \$14,347.50         |
| Road Grade Biaxial Geogrid                               | 200      | SYD  | \$4.23       | \$846.00            |
| Manhole Cover, Adj                                       | 1        | EA   | \$1,100.00   | \$1,100.00          |
| Hand Patching                                            | 10       | TON  | \$150.00     | \$1,500.00          |
| HMA, 13A                                                 | 421      | TON  | \$82.47      | \$34,719.87         |
| Barricade, Type III, High Intensity, Double Sided, Light | 10       | EA   | \$47.25      | \$472.50            |
| Barricade, Type III, High Intensity, Double Sided, Light | 10       | EA   | \$1.05       | \$10.50             |
| Minor Traf Device                                        | 1        | LSUM | \$1,750.00   | \$1,750.00          |
| Plastic Drum, Fluorescent, Furn                          | 10       | EA   | \$10.50      | \$105.00            |
| Plastic Drum, Fluorescent, Oper                          | 10       | EA   | \$0.42       | \$4.20              |
| Sign, Type B, Temp, Prismatic, Furn                      | 40       | SFT  | \$3.25       | \$130.00            |
| Sign, Type B, Temp, Prismatic, Oper                      | 40       | SFT  | \$0.25       | \$10.00             |
| Traf Regulatory Control                                  | 1        | LSUM | \$1,300.00   | \$1,300.00          |
|                                                          |          |      | <b>Total</b> | <b>\$ 67,192.45</b> |

**N. Lincoln Street Crush and Shape Estimate 02/20/2026**

|                                                          | Quantity | Unit | Unit Price   | Amount               |
|----------------------------------------------------------|----------|------|--------------|----------------------|
| Mobilization, Max 10%                                    | 1        | LSUM | \$6,000.00   | \$6,000.00           |
| Sidewalk, Rem                                            | 47       | SYD  | \$25.65      | \$1,205.55           |
| Subgrade Undercutting, Type II                           | 200      | CYD  | \$40.00      | \$8,000.00           |
| Erosion Control, Inlet Protection, Fabric Drop           | 12       | EA   | \$96.88      | \$1,162.56           |
| HMA Base Crushing and Shaping, Modified                  | 4492     | SYD  | \$7.50       | \$33,690.00          |
| Road Grade Biaxial Geogrid                               | 250      | SYD  | \$4.01       | \$1,002.50           |
| Manhole Cover, Adj                                       | 12       | EA   | \$1,100.00   | \$13,200.00          |
| Hand Patching                                            | 10       | TON  | \$150.00     | \$1,500.00           |
| HMA, 13A                                                 | 988      | TON  | \$70.29      | \$69,446.52          |
| Curb and Gutter, Rem                                     | 25       | FT   | \$15.50      | \$387.50             |
| Detectable Warning Surface                               | 20       | FT   | \$50.00      | \$1,000.00           |
| Curb and Gutter, Conc, Det F4                            | 25       | FT   | \$29.80      | \$745.00             |
| Sidewalk, Conc, 4 inch                                   | 225      | SFT  | \$8.04       | \$1,809.00           |
| Curb Ramp, Conc, 6 inch                                  | 196      | SFT  | \$8.23       | \$1,613.08           |
| Barricade, Type III, High Intensity, Double Sided, Light | 10       | EA   | \$47.25      | \$472.50             |
| Barricade, Type III, High Intensity, Double Sided, Light | 10       | EA   | \$1.05       | \$10.50              |
| Pedestrian Type II Barricade, Temp                       | 4        | EA   | \$34.65      | \$138.60             |
| Minor Traf Device                                        | 1        | LSUM | \$2,000.00   | \$2,000.00           |
| Plastic Drum, Fluorescent, Furn                          | 10       | EA   | \$10.50      | \$105.00             |
| Plastic Drum, Fluorescent, Oper                          | 10       | EA   | \$0.42       | \$4.20               |
| Sign, Type B, Temp, Prismatic, Furn                      | 80       | SFT  | \$3.25       | \$260.00             |
| Sign, Type B, Temp, Prismatic, Oper                      | 80       | SFT  | \$0.25       | \$20.00              |
| Traf Regulatory Control                                  | 1        | LSUM | \$8,500.00   | \$8,500.00           |
| Turf Establishment, Performance                          | 438      | SYD  | \$11.13      | \$4,874.94           |
| Gate Box, Adj, Case 1                                    | 3        | EA   | \$725.00     | \$2,175.00           |
|                                                          |          |      | <b>Total</b> | <b>\$ 159,322.45</b> |