



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

Interested persons can participate in-person or via Zoom
Connect to Zoom from your computer, tablet, or smartphone
Website: <https://us02web.zoom.us/j/89763518207>
One tap mobile: +16465588656,, 897 6351 8207#
Telephone: (312) 626-6799 Webinar ID: 897 6351 8207

- 1. Call to Order**
- 2. Roll Call**
- 3. Invocation – Dwight Ezop, St. Mary Catholic Church**
- 4. Pledge of Allegiance**
- 5. Approval of Minutes**
 - a. February 09, 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
 - c. Councilmember Committee Reports
- 10. Consent Agenda**
 - a. Approve Claims and Expenditures totaling \$382,274.83
 - b. Approve Renumbering of 2026 Resolutions
 - c. Approve Request to apply for Body Camera Grant

- d. Approve Resolution 2026-09 to Close 100 block of E. Harris for Needful things Anniversary May 8, 2026, to May 10, 2026.

11. Business Agenda

- a. Consider Approval of Adoption of Community Development Block Grant Procurement Policy
- b. Consider Approval of Sole Source Authorization – Flow Monitoring and Hydraulic Modeling (Fishbeck)
- c. Consider Approval of Requested Input for Councils Professional Development budget.
- d. Discussion of Fiscal Year 2026-27 Budget Priorities

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.
February 9, 2026

CALL TO ORDER:

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

ROLL CALL:

Mayor Fullerton, Mayor Pro Tem Rodriguez, Council members, Fullerton, Christensen, Scott, Chin and Neumann were present. A quorum was met

City staff in attendance; Interim City Manager Pastue, and City Clerk Smith.

INVOCATION:

Pastor Pete Kroll from First Baptist Church led the invocation.

PLEDGE OF ALLEGIANCE:

Led by Fullerton.

APPROVAL OF MINUTES:

- a. January 26, 2026, Regular Council Meeting Minutes - Mayor Fullerton noted corrections on page 1 to correct Council member Chin's name and correct a statement marked as both "failed" and "carried". On page 2, a vote count needed correction from "yea 1 nay 5" to "yea 5, nay 1, absent 1". On page 7 vote count for Interim City Manager needed correction to show a unanimous vote of yay 6, absent 1.
- b. Councilmember Neumann noted his last name needed correction on page 4.

Motion by Scott supported by Chin to approve January 26, 2026, Regular Council Meeting Minutes, as amended. Motion mov

ABSENCE OF COUNCIL MEMBERS:

Councilmember Brumette was absent due to an emergency. **Motion** by Scott, supported by Chin to excuse Councilmember Brumette. Motion carried unanimously.

PUBLIC COMMENT:

Nicole Christensen, Charlotte resident and Eaton County Commissioner District 12 and founder/President of Friends of Eaton County Animals provided an update on their recent fundraising sale. She reported \$2,693 was raised from community donations. She explained these funds will help build their account to help build an animal shelter in Eaton County, noting that Animal Control is operating around 15% capacity. She shared that they may hold another sale during city wide garage sales in May.

APPROVAL OF AGENDA:

Councilmember Chin requested to move items A and B from the consent agenda to the regular business agenda.

Motion by Councilmember Rodriguez, seconded by Councilmember Scott, to approve the agenda as changed. Motion carried unanimously.

COMMUNICATIONS AND COMMITTEE REPORTS:

a. City Manager report

Interim City Manager Pastue reported his first week was focused on getting oriented and beginning budget work. He noted manager search proposals were due February 24, 2026. He will work with the city clerk on logistics for screening and interviews, with the goal of being selected at the March 9, 2026 meeting. He spoke about implementing a process for updating the council's framework document and stated he will be working with dept heads to manage priorities efficiently.

b. Staff Report

No staff reports were presented.

c. Council member committee reports

Councilmember Chin reported on the Housing Committee's recent activities. There are 3 active discussions with developers. He noted positive feedback about the city bringing back building inspections. He reported that the Brownfield Redevelopment Committee meeting lacked quorum and that they are working with the county Treasurer on the landbank to develop affordable housing. He emphasized focus on education about financing sources available for the housing projects and hopes to see activity by spring. Councilmember Chin also reported the Planning Committee meeting had no quorum.

Councilmember Scott added their diplomacy efforts with developers over the previous 18 months have paid off.

Developers are now having conversations with each other and competing for the same properties.

Councilmember Rodriguez reminded everyone that the deadline to search for firms to submit information for the city manager search is February 24, 2026. He recommended a special meeting to review the submissions.

Councilmember Neumann mentions he will miss the first meeting with Camp Frances due to work.

Councilmember Scott noted that EATRANs next meeting is Thursday at 5:30 pm at First Congregational Church.

CONSENT AGENDA:

~~a. Approve Claims & Expenditures totaling \$791,434.65~~

(moved to business item d)

~~b. Approve Ferric Chloride Supplier; Haviland Products Company~~

(moved to business item e)

c. Approve Mayoral Appointments (Tom Potter)

d. Approve Resolution 2026-05 to approve authorized signers for Independent Bank

Motion by Scott, supported by Chin to approve Consent Agenda items. Motion carried unanimously.

BUSINESS AGENDA:

a. Consider approval of resolution 2026-04 for FY 26 Build Grant Application & proposed voluntary local contribution

Councilmember Chin inquired about project details, safety for pedestrians/cyclists and what improvements are planned. DPW Director explained this is a grant application for a project on Cochran from Harris to Seminary. She indicated that it would include widening sidewalks to create dedicated space for street furniture, bicycles and pedestrians. She confirmed all improvements will be ADA compliant, including streetlights, traffic signals, mast arms and pedestrian push buttons. The DPW director clarified that even though Cochran is a state highway, the city owns all the underground infrastructure, including water mains dating back to 1886 and 13 lead service lines that need replacement.

Councilmember Rodriguez asked about funding. DPW Director explained the total cost was approx. 9.7 million, with the city proposing a voluntary local contribution of up to \$975,000. She noted they were waiting to hear if the Michigan Infrastructure Office would provide a matching grant of \$475,000 which would reduce the city's contribution to \$475,000. Funds would come from water, sewer and general fund accounts.

Mayor Fullerton emphasized this was a preliminary approval to apply for the grant, and if approved, there would still be time to review the detailed designs with public input before final decisions were made.

Councilmember Newman asked if the striping would follow the same pattern as Lawrence and M-79 with a turn lane. Stephanie confirmed it would be a road reduction design for safer pedestrian travel and parking spaces.

Councilmember Christensen emphasized the urgency of the project, noting the age of the infrastructure dating to 1886 had exceeded its life expectancy.

Motion by Chin, supported by Scott, to approve resolution 2026-04 for FY 2026 Build Grant Application and proposed voluntary local contribution. Motion carried unanimously.

b. Consider approval of Rural Fire Association Compensation for Vehicles & Equipment

Councilmember Chin asked how the \$65,000 compensation amount was determined. Mayor Fullerton explained it was negotiated down from an initial request of \$92,000 per year from the Rural Fire Association. He clarified the final agreement was \$65,000 for two years (\$32,500 per year).

Mayor Fullerton explained this was correcting a mistake made by the city, and the rural fire department had cooperated in reaching this agreement, which was significantly less than they could have demanded in court.

Motion by Chin, supported by Scott. Motion carried unanimously.

c. Discuss 2026-27 Budget Calendar Draft

Interim City Manager Pastue asked about the council's desired level of engagement in the budget process. Including providing directions and reviewing the proposed budget.

Councilmember Chin suggested having council members individually reevaluate their priorities and submit their top 5-10 priorities to help guide budget allocation. He noted that many budget items like employee personnel costs, health insurance, and union contract obligations are fixed, so the discussion would focus on remaining discretionary funds and that while revenue sharing was expected to decrease, road funding would increase, resulting in a net positive for Charlotte.

Councilmember Rodriguez supported the idea of council members submitting priorities, suggesting they start with the 2024 priority list and update it based on what had been accomplished. He acknowledged that much of the budget is pre-allocated to essential services, with limited discretionary funds available.

Councilmember Scott agreed with the priorities approach and mentioned his interest in addressing process and culture issues in addition to financial priorities.

The interim City Manager offered to send each council member an email requesting their top 5-7 priorities, which he would present at the next meeting. He committed to sending the request the next day with responses due back in a week, allowing time to incorporate the information into meeting packets.

Councilmember Chin emphasized the need for a 5-year capital improvement plan and raised concerns about water rates, noting they needed annual reviews and recommendations that had not occurred in the past year.

Councilmember Christensen added that water rates would need to be addressed to avoid sudden large increases like those experienced in Eaton Rapids.

- d. Approve Claims and Expenditures totaling \$791,434.65

Councilmember Chin questioned a \$90,811.68 payment to The Shyft Group Inc. listed as “brownfield expense tax reimbursement”. The interim City manager explained this was likely a reimbursement to a developer for environmental remediation costs through tax capture, as allowed under a Brownfield plan. Councilmember Chin requested to see supporting documentation.

Motion by Councilmember Chin supported by Scott. Motion carried unanimously.

- e. Approve Ferric Chloride Supplier; Haviland Products Company

Councilmember Chin confirmed that three bids had been received. Councilmember Rodriguez asked why this is only a 1-year contract. DPW Director explained that chemical prices fluctuate making it difficult for suppliers to commit to longer term pricing. The interim City Manager added that this was standard practice for commodity purchases.

Motion by Chin supported by Scott. Motion carried unanimously.

PUBLIC COMMENT:

No public comments.

John Laupp congratulated the new appointees and encouraged all candidates to remain involved in the community. As DDA chair, he raised concerns about how the DDA board seat previously held by the former mayor should be filled.

Nicole Christensen congratulated Mayor Fullerton and Councilmember Brummette, expressing optimism about the council's future.

Cooper Frost expressed support for the appointments and the decision to table the final council seat, noting the importance of council members feeling confident in their research before making a decision.

Jody Pruden congratulated the new appointees and expressed enthusiasm about the city's direction.

STAFF COMMENTS:

No staff comments were presented.

MAYOR AND COUNCIL COMMENTS:

Councilmember Christensen inquired about a potential salt shortage. DPW Director confirmed they had been running low but have since received a salt delivery. He mentioned he DJ'd the Aquatic Center Winter Ball for the 4th year, noting it had the largest attendance.

Councilmember Neumann stated he was adjusting to his new role and looking forward to making connections.

Councilmember Scott thanks his wife and Councilmember Christensen's wife for attending the meeting and reminded everyone of his office hours on Tuesday's 10am-12pm.

Councilmember Chin reported on several legislative updates from MML, including:

- A campground bill regarding temporary residency limitations
- The bipartisan Housing for the 21st Century Act being voted at Federal Level
- Funding for local bridge repairs
- A bill allowing destruction of drones in restricted areas
- Funding for municipal energy projects
- Proposed \$90 million relief package for senior citizens
- Potential limitations on the number of elections a city can hold

He also mentioned meeting with the former interim manager about an AI service that could help identify and apply for grants – costing either \$5K for 10 grants or \$10K for unlimited grants.

Councilmember Rodriguez stated he was happy to serve on the Airport Board and should be able to attend the Monday morning meetings regularly.

Mayor Fullerton mentioned receiving 2 media inquiries that he forwarded to the City Manager, pointing out this approach is more effective. He expressed satisfaction with how the council meetings were running efficiently with the manager handling administrative matters.

Councilmember Chin noted the recent passing of Raymond Buffmyer, a prominent attorney and resident of Charlotte.

ADJOURN:

Motion by Councilmember Chin, supported by Scott. Motion carried unanimously. Adjourned at 8:13pm.

Respectfully submitted,

Alicia A. Smith
City Clerk



MEMORANDUM

TO: Mayor Fullerton and City Council

FROM: Vincent Pastue, Interim City Manager

DATE: February 18, 2026

SUBJECT: City Manager Update

FOR THE AGENDA OF: February 23, 2026

1. Boards and Committees – When reviewing the City’s website, it stated that the Brownfield Redevelopment Authority and the Local Development Finance Authority (LDFA) have not met since 2017. I’m sure if that is true, but over the next couple of months we will need to discuss engaging these two committees. In researching the Brownfield reimbursement to Shyft Industries discussed at the last Council meeting, it brought to my attention a couple of items that a Brownfield board would need to address. The other is that the LDFA has a cash balance approaching \$1.3 Million. My understanding this balance was to be used as a local match a for grant to further develop the Industrial Park. That being the case, there is a formal procedure disbursing these funds which is through an LDFA Board.
2. Manager Search Proposals – As a reminder, the due date for consultants to submit proposals to facilitate the City Manager search process is 2:00 p.m. on Tuesday, February 24, 2026. Proposals are to be submitted to the City Clerk’s Office. I would like to schedule a meeting with the committee formed to review the proposals for Thursday, February 26. The Clerk will forward proposals following the opening.
3. Pay and Classification Study – Mr. Hillard referenced a couple of salary adjustments in his out-going recommendations. While I don’t have any issue with the recommendations, I plan on soliciting a request for proposals for a human resource consultant to conduct a pay and classification study for all department heads and non-union full-time professional positions. I think there needs to more structure to the pay plan. The process involves developing accurate job descriptions and a classification process (Pay Grade) involving ten or more factors, such as: education/certification requirements, minimum years of experience, personnel supervised, work environment (office or high hazard), budget responsibility, physical requirement, and a few more. This

is important because it provides internal pay equity but also a review to ensure the City is competitive in the marketplace for department head positions. I anticipate the cost would be in the \$15,000 range which is under the threshold for City Council approval. Funds are available in the City Manager's budget. I will keep City Council informed along the process via City Manager Updates.

4. Proposed Amendment to Title VI Policy – I recently responded to a Title VI Complaint that was initiated in December. Mr. Hillard before his departure was working with the firm of Clark-Hill related to the investigation. Based on the extensive investigation, there was a finding that the City did not violate its Title VI Policy. Approximately fifteen years ago, local units of government were required by the Michigan Department of Transportation to adopt a Title VI policy if they were receiving federal pass-through funds. In my discussion with the Clark-Hill attorney, she indicated that there has been a change in the State's policy regarding local Title VI policies. The extent of the change is that going forward, any complaints received would be forwarded to the State Department of Transportation, and then to the Federal Highway Administration for review and investigation. This would have spared the City the cost associated with this investigation. *Title VI provides that no person in the United States shall, on the grounds of race, color, or national origin be excluded from participation in, be denied benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.* The attorney forwarded me a policy amendment that I will present to the City Council for approval. While Title VI still stands, it does change the investigation process.

5. Zoning Ordinance Update – In speaking City Attorney David Revore last week, he is concluding the review by his firm of the Zoning Ordinance update based on the recently adopted Master Plan. I anticipate after the City Council ordinance readings and Planning Commission's final review and recommendation that the process should be completed in April.

Charlotte Police Department

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

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

Paul Brentar, Chief of Police

January 2026 Monthly Report

Monthly Statistics:

- See attached report.

Training:

- Officers continued online training through Virtual Academy.
- Officers Callahan & Leach attended Evidence Technician training.
- Officers continued Virtual Reality training through Axon.
- Sgt. Slaughter & Ofc Stid completed Intoxilyzer.

Staffing:

- Staffing has been reduced to 16 officers.
- Detective Jeremy Poortvliet retired from the department on 01-02-2026 after over 25 years of service. Detective Poortvliet has held many roles with us and was an extremely valuable member of our department. We wish him all the best in his next chapter of life.
- On 01-05-2026, Officer Adam Carroll was promoted to Detective to fill the open position. Detective Carroll has been with our agency for over 9 years and brings his experiences to his new position.
- On 01-19-2026, our new Police Secretary/Admin. Assistant, Tiffany Molek started with the department. She has been training with our current Police Secretary/Admin. Assistant and is progressing very well and will be an asset to our agency.
- We had a new intern from The University of Olivet Criminal Justice Program, Logan Rice, start with us this month. He will complete 120 hours with us this semester.

Police Vehicle Review:

- No update

Police Body Cameras/In-car Cameras/Interview Room Cameras/Tasers Review:

- No update.

Flock Camera Program Review:

- No update.

Outreach/Public Events:

- None for the month.

Respectfully,

A handwritten signature in black ink, appearing to be the initials 'RSD'.

Chief of Police



#DIV/0!													TOTAL	2025	%	WARRANTS	ARRESTS	
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC						
STATE CRIMES																		
SOVEREIGNTY													0	0	0%			
MILITARY													0	0	0%			
IMMIGRATION													0	0	0%			
Part I Crimes													0					
CRIMES AGAINST PERSONS																		
HOMICIDE-MURDER(ATTEMPT)													0	0	0%			
NEGLIGENT HOMICIDE													0	0	0%			
KIDNAPPING													0	0	-100%			
PARENTAL KIDNAPPING													0	0	0%			
SEX. ASSAULT-ALL	2												2	3	-33%			
ROBBERY													0	0	#DIV/0!			
NON-AGG ASSAULT	8												8	4	100%		1	
AGGRAVATED ASSAULT	4												4	1	300%		1	
INTIMIDATION/STALKING	8												8	14	-43%		1	
PROPERTY CRIMES																		
ARSON													0	0	0%			
EXTORTION													0	0	0%			
BURGLARY-FORCED	1												1	1	0%			
BURGLARY-W/O FORCE													0	0	0%			
BURGLARY-ILLEGAL ENTRY													0	1	-100%			
POSS BURGLARY TOOLS													0	1	-100%			
LARCENY	5												5	5	0%			
MOTOR VEHICLE THEFT	2												2	0	#DIV/0!			
Part II Crimes																		
STOLEN PROPERTY-MOTOR VEHICLE													0	0	0%			
FORGERY/COUNTERFEITING													0	0	0%			
FRAUDULENT ACTIVITY	7												7	3	133%			
EMBEZZLEMENT													0	0	0%			
REC/CONCEALING STOLEN PROPERTY	3												3	1	200%			
DESTRUCTION OF PROPERTY	3												3	2	50%			
RETAIL FRAUD-ALL	6												6	5	20%			
MORALS/DECENCY CRIMES																		
V.C.S.A.													0	1	-100%			
SEX OFFENSE	4												4	1	300%			
OBSCENITY	1												1	2	-50%			
FAMILY ABUSE/NEGLECT	3												3	0	#DIV/0!			
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	#DIV/0!			
PUBLIC ORDER CRIMES																		
OBSTRUCTING POLICE	1												1	2	-50%		1	

ESCAPE-CORRECTIONAL INSTITUTION		0	0	0%		
ESCAPE-MENTAL INST.		0	0	0%		
ESCAPE/FLIGHT		0	0	0%		
OBSTRUCTING JUSTICE	2	2	3	-33%	2	6
BRIBERY		0	0	0%		
WEAPONS-CONCEALED		0	0	0%		
WEAPONS-EXPLOSIVE		0	0	0%		
WEAPONS-OTHER		0	1	-100%		
PUBLIC PEACE	8	8	6	33%		
TRAFFIC-HIT AND RUN	2	2	2	0%		
TRAFFIC-O.U.I.L./O.U.I.D	1	1	5	-80%		
TRAFFIC-MISD		0	1	-100%		
HEALTH/SAFETY VIOLATION	1	1	1	0%		
CIVIL RIGHTS		0	0	0%		
TRESPASS/PRIVACY	1	1	0	#DIV/0!		
SMUGGLING		0	0	#DIV/0!		
ELECTION LAWS		0	0	0%		
ANTI-TRUST		0	0	0%		
TAX REVENUE		0	0	0%		
CONSERVATION	1	1	1	0%		
VAGRANCY	1	1	0	#DIV/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	%	WARRANTS	ARRESTS
JUVENILE MINOR																	
DELINQUENT MINOR	2												2	5	-60%		
RUNAWAY	2												2	0	#DIV/0!		
CIVIL-NON CRIMINAL																	
DIVORCE/SUPPORT													0	0	0%		
INCAPACITATION													0	1	-100%		
INSANITY	10												10	15	-33%		
TRAFFIC																	
CRASH-PD-PUBLIC ST.	25												25	14	79%		
CRASH-PI-PUBLIC ST													0	4	-100%		
CRASH-FATAL-PUBLIC ST													0	0	0%		
CRASH-PD-PRIVATE	5												5	3	67%		
CRASH-PI-PRIVATE													0	0	0%		
CRASH-FATAL-PRIVATE													0	0	0%		
CIVIL INFRACTION	16												16	30	-47%		
PARKING VIOLATION	5												5	4	25%		
Park. Tickets- 524-2021, 356-2023													0	48	-100%		
ABANDONED VEHICLE	3												3	1	200%		
TRAFFIC HAZARD INVES	12												12	9	33%		
TRAFFIC DIRECTION	8												8	4	100%		
TRAFFIC SAFETY PUBLIC APPEARANCE													0	0	0%		
BREATHALYSER TEST-													0	0	0%		
OTHER POLICE													0	0	0%		

ALARMS													TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
ALARM-POLICE RESPONSE	14												14	14	0%		
ALARM-MALFUNCTION													0	0	0%		
ALARM-TEST	4												4	3	33%		
ALARM-WATER & SEWER													0	0	#DIV/0!		
FIRE													TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
ACCIDENT-FIRE													0	0	0%		
ACCIDENT-EXPLOSION													0	0	0%		
ACCIDENT-CHEMICAL													0	0	0%		
HAZARDOUS FIRE COND.													0	1	-100%	Fireworks	
FIRE REGULATION VIOL													0	0	0%		
ASSIST BUILDING DEPT	3												3	3	0%		
ASSIST C.F.D.	3												3	0	#DIV/0!		
UCR TITLE	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
ACCIDENTS													TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
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													TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
INSPECT-BOAT													0	0	0%		
INSPECT-MOTOR VEHICLE	2												2	0	#DIV/0!		
INSPECT-TRAFFIC CITATION													0	0			
INSPECT-BUSINESS	17												17	18	-6%		
INSPECT-RESIDENCE	20												20	16	25%		
INSPECT-HANDGUN	33												33	18	83%		
INSPECT LIQUOR LICENSE	12												12	7	71%		
INSPECT-OTHER/SOR CHECK	8												8	9	-11%		
INSPECT-CCW APPLIC													0	0	0%		
DOMESTIC DISPUTES	10												10	9	11%		
CIVIL DISPUTE	16												16	13	23%		
SUSPICIOUS SITUATION	75												75	74	1%		
FIELD INTERROGATION CARD													0	0	0%		
HAZARDOUS SITUATION													0	0	0%		
SUSPECTED NARCOTIC ACTIVITY	3												3	1	200%		
ABANDONED/RECOVERED PROPERTY	6												6	5	20%		
DRUG OVERDOSE	1												1	1	0%		
BOMB THREAT													0	0	0%		
MISC. INCIDENTS													TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
MISC/P.B.T.													0	0	0%		
SUICIDE													0	0	0%		
SUICIDE ATTEMPT	7												7	5	40%		
DEATH-NATURAL	2												0	0	#DIV/0!		
DEATH-UNDETERMINED	1												1	0	0%		
MISSING PERSON													0	0	0%		
NATURAL DISASTER													0	0	0%		

UCR TITLE	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL	LAST YEAR	%	WARRANTS	ARRESTS
PUBLIC RELATIONS ACTIVITY	3											3	0	300%		
PATROL INFORMATION	0											0	0	0%		
GENERAL ASSISTANCE																
ASSIST CITIZEN	66											66	49	35%		
ASSIST MOTORIST	9											9	5	80%		
ASSIST POLICE AGENCY	13											13	15	-13%		
ASSIST OTHER AGENCY	11											11	8	38%		
ASSIST D.P.W.	4											4	1	300%		
ESCORT-FUNERAL	0											0	0	0%		
ESCORT-MONEY	0											0	0	0%		
ESCORT-OTHER	0											0	0	0%		
TRANSPORT-PRISONER	11											11	19	-42%		
TRANSPORT-PAPERWORK	4											4	1	300%		
TRANSPORT-OTHER	0											0	0	0%		
LOCKOUT	2											2	0	200%		
SUBPOENA SERVICE	5											5	7	-29%		
PERMISSION TO PARK	0											0	5	-100%		
PATROL-FOUND DOOR OPEN	3											3	2	50%		
PATROL-FOUND OPEN WINDOW	0											0	0	0%		
PATROL-FOUND B&E	0											0	0	0%		
ASSIST E.C.S.D.-	1											1	7	-86%		
GENERAL NON CRIMINAL																
JUVENILE SAFETY VIOL	0											0	0	0%		
ANIMAL CONTROL	10											0	4	-100%		
ZONING ORD VIOLATION	0											0	0	0%		
TOTALS	543	0	0	0	0	0	0	0	0	0	0	543	525	3%		
TRAFFIC STOPS	105											105	117	-10%		
OFFICER TRAINING HOURS	87											87	98.5	-12%		
COMMUNITY HOURS	17											17	18.5	-8%		
PAPERWORK HOURS	376											376	422	-11%		

SRO STATS

The School Resource Officer handle 23 calls at the Charlotte Public Schools for January. They Include:
 2- Intimidation/Threats, 1- Larceny, 2- Sex Offense, 1-Runaway, 1- Crash PD-Private Property, 4-Alarm-Test
 5- Suspicious Situation, 7- Assist Citizen

VCSA STATS

During the month of January 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: 1
 Michigan State Police: 13
 Calhoun County: 1

Kalamazoo Public Safety: 1
Lansing Police Dept: 1



Memo

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

Background

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

Recommendation

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

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

Financial Impacts

HRA Insurance claims week of February 08, 2026	\$4,700.64
HRA Insurance claims week of February 15, 2026	\$0
Payroll paid February 20, 2026	\$140,716.62
Invoiced claims as of February 18, 2026	\$236,857.57

Total **\$382,274.83**

Suggested Motion

Motion to approve Claims and Expenditures in the amount of **\$382,274.83**

INVOICE APPROVAL (BY INVOICE) FOR CHARLOTTE CITY

EXP CHECK RUN DATES 02/24/2026 - 02/24/2026

POSTED AND UNPOSTED
OPEN

Invoice Number	Bank Account	Description	Amount
01685 ACCENT WIRE-TIE 10099864	POOL	12 BUNDLES (125/BDL) SINGLE-LOOP BALE TIES	2,271.00
Total For: ACCENT WIRE-TIE			<u>2,271.00</u>
01683 ACD.NET,ADVANCED COMMUNICATIONS & DATA 81518-303	POOL	FEBRUARY 2026	699.00
91177-155	POOL	INTERNET SERVICE FEB 2026 WASTE TREATMENT	565.84
Total For: ACD.NET,ADVANCED COMMUNICATIONS & DATA			<u>1,264.84</u>
01695 ACE HARDWARE & LUMBER CO. 507059	POOL	TABLE SAW REPAIR	0.40
507503	POOL	TRAILER LIGHT	28.99
Total For: ACE HARDWARE & LUMBER CO.			<u>29.39</u>
01982 ALS GROUP USA, CORP 3313HN57023	POOL	WET TEST	995.00
Total For: ALS GROUP USA, CORP			<u>995.00</u>
01764 AMAZON CAPITAL SERVICES 16KR-197X-D1QM	POOL	ACCOUNT # A264N6SLCWDWHU (FIRE) CABINET LOCK	8.40
1CPN-Y7FQ-RX1T	POOL	ACCOUNT # A264N6SLCWDWHU (WWTP) PRINTER DRUM	142.29
1FWT-HLNK-TRJN	POOL	ACCOUNT # A264N6SLCWDWHU OUTDOOR LIGHTS	525.90
1KFL-LQMW-H4TV	POOL	ACCOUNT # A264N6SLCWDWHU (FINANCE) 1099 NEC FORMS	19.97
1L1Y-6DK9-DG1R	POOL	ACCOUNT # A264N6SLCWDWHU (FIRE) VACUUM & COMPUTER PA	256.71
1M4Y-LFFJ-6QR9	POOL	ACCOUNT # A264N6SLCWDWHU	132.64
1PMJ-LVX9-TDKP	POOL	ACCOUNT # A264N6SLCWDWHU KEY BOX	47.99
1TT4-JP3K-DQWC	POOL	ACCOUNT # A264N6SLCWDWHU (FIRE) NAME PLATES COUNCIL C	178.15
1VMQ-C331-1XPF	PAY	ACCOUNT # A264N6SLCWDWHU- (FIRE) DRY ERASE BOARD	210.89
1WW9-N3HY-WVGN	POOL	ACCOUNT # A264N6SLCWDWHU (FIRE) BATTERIES	22.53
Total For: AMAZON CAPITAL SERVICES			<u>1,545.47</u>
02036 AMAZON CAPITAL SERVICES 1W7Y-GWRF-V3GV	PAY	ACCT # A1K517P63NLQUT(POLICE)-LEGAL PADS AND OFFICE	99.49
Total For: AMAZON CAPITAL SERVICES			<u>99.49</u>
01665 AMBS MESSAGE CENTER 260100197	POOL	ANSWERING SERVICE	142.22
Total For: AMBS MESSAGE CENTER			<u>142.22</u>
01632 AT&T 287354111767	POOL	WIRELESS SERVICE	267.75
Total For: AT&T			<u>267.75</u>
01630 AUTO GEM DISTRIBUTING 15469	POOL	DEGREASER & POLISH	245.50
Total For: AUTO GEM DISTRIBUTING			<u>245.50</u>
01600 BECKETT & RAEDER 2026102	POOL	2023044 CHARLOTTE MASTER PLAN & ZONING	5,996.20
Total For: BECKETT & RAEDER			<u>5,996.20</u>
01594 BESCO WATER TREATMENT 935737658	POOL	RENTAL PURA RO AND SOFTENER	55.00
Total For: BESCO WATER TREATMENT			<u>55.00</u>
02272 BLACKOUT SEALCOAT SUPPLIES LLC 000716	POOL	COLD PATCH	2,784.00
Total For: BLACKOUT SEALCOAT SUPPLIES LLC			<u>2,784.00</u>

INVOICE APPROVAL (BY INVOICE) FOR CHARLOTTE CITY

EXP CHECK RUN DATES 02/24/2026 - 02/24/2026

POSTED AND UNPOSTED
OPEN

Invoice Number	Bank Account	Description	Amount
01555 BYRUM ACE HARDWARE			
506706	POOL	(WWTP) PAINT SUPPLIES	13.98
506787	POOL	PAINT FOR BREAKROOM	41.96
506798	POOL	SCREWS	12.45
506985	POOL	FASTNERS FOR BREAKROOM WALL	28.35
507032	POOL	(WWTP) ELECTRICAL SUPPLIES	12.98
507145	POOL	FEB 2026	279.94
507177	POOL	PRESS GAUGE REPLACEMENT	12.99
507320	POOL	(FIRE) SHOP LIGHTS	89.98
507463	POOL	BRASS CAP FOR WATER LEAK	6.99
507819	POOL	GROOVE JOINT PLIERS	35.98
508176	POOL	TORCH AND SOLDER	113.97
508325	POOL	PAINT	26.97
69682	POOL	PLYWOOD	239.45
Total For: BYRUM ACE HARDWARE			915.99
01520 CITY OF CHARLOTTE			
01869-FEB UTILITIES	POOL	111 E LAWRENCE	2,373.18
03389-FEB UTILITIES	POOL	201 HALL ST	149.13
07445-FEB UTILITIES	POOL	1005 PAINE DR	113.45
07446-FEB UTILITIES	POOL	1005 PAINE DR	247.72
07447-FEB UTILITIES	POOL	PAINE 2	3,448.53
07448-FEB UTILITIES	POOL	1005 PAINE DR 3	1,125.48
200-000-007-010-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-000-018-020-01	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	9.93
200-000-019-010-01	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-006-100-005-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	13.26
200-006-300-011-01	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	6.75
200-006-300-200-22	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	31.97
200-007-300-040-01	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	18.40
200-007-300-380-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-007-300-541-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-007-300-560-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-007-300-570-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-007-400-109-01	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-007-400-350-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-008-100-102-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	1,431.34
200-008-100-102-90	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	3,880.96
200-008-100-102-90	POOL	SUMMER TAXES/DRAINAGE ASSESSMENT	7,204.70
200-008-200-500-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-008-300-011-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	21.58
200-008-300-060-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	18.72
200-008-300-200-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.70
200-017-100-200-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	997.22
200-050-202-050-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-052-000-010-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-052-500-000-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-065-001-010-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-065-001-020-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-066-604-001-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-066-610-020-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
200-066-639-100-00	POOL	WINTER TAXES/DRAINAGE ASSESSMENT	5.01
Total For: CITY OF CHARLOTTE			21,183.19
01519 CITY OF CHARLOTTE			
02.04.2026	POOL	PETTY CASH RECONCILIATION	22.67
Total For: CITY OF CHARLOTTE			22.67
01465 COUNTY JOURNAL, THE			
296821	POOL	POLICE SECRETARY JOB POSTING	97.00
Total For: COUNTY JOURNAL, THE			97.00
01838 CULLIGAN WATER CONDITIONING			
61276TP	POOL	DURA CUBE DELIVERY 1/26	27.56
Total For: CULLIGAN WATER CONDITIONING			27.56
01439 D & K TRUCK COMPANY			
1358486	POOL	AIR DRYER SNORKEL	228.78
Total For: D & K TRUCK COMPANY			228.78

INVOICE APPROVAL (BY INVOICE) FOR CHARLOTTE CITY

EXP CHECK RUN DATES 02/24/2026 - 02/24/2026

POSTED AND UNPOSTED
OPEN

Invoice Number	Bank Account	Description	Amount
01429 DELAU FIRE & SAFETY INC 76214	POOL	ANNUAL FIRE SYSTEM INSPECTIONS	1,060.00
Total For: DELAU FIRE & SAFETY INC			<u>1,060.00</u>
01423 DETROIT SALT SI26-36804	POOL	ROAD SALT	2,958.04
SI26-36917	POOL	ROAD SALT	3,480.74
Total For: DETROIT SALT			<u>6,438.78</u>
01414 DORNBOS SIGN & SAFETY INC. INV85249	POOL	OAK PARK SIGN	249.00
Total For: DORNBOS SIGN & SAFETY INC.			<u>249.00</u>
01404 EATON COUNTY FIRE CHIEFS ASSOCIATION 2026 DUES	POOL	ANNUAL CHIEFS DUES	150.00
Total For: EATON COUNTY FIRE CHIEFS ASSOCIATION			<u>150.00</u>
01957 EGANIX 26390	POOL	F.O.G. TREATMENT	1,985.00
Total For: EGANIX			<u>1,985.00</u>
01813 EMAINT ENTERPRISES, LLC INV74839	POOL	MAINTENANCE SOFTWARE	4,863.36
Total For: EMAINT ENTERPRISES, LLC			<u>4,863.36</u>
02178 ENG. INC 0019591	POOL	CAD DRAFTING	2,238.75
Total For: ENG. INC			<u>2,238.75</u>
00932 ERIC ROGERS LLC 37035	POOL	DOWNTOWN SNOW & ICE REMOVAL	2,480.00
Total For: ERIC ROGERS LLC			<u>2,480.00</u>
02254 FERGUSON WATERWORKS #3386 WA001558	POOL	DRILL TOOLS	67.69
Total For: FERGUSON WATERWORKS #3386			<u>67.69</u>
01322 GALE BRIGGS, INC. M3742	POOL	CONCRETE	1,085.00
Total For: GALE BRIGGS, INC.			<u>1,085.00</u>
01252 INDEPENDENT BANK 12/13/2025 - 01/14/	POOL	JANUARY 2026	8,953.06
Total For: INDEPENDENT BANK			<u>8,953.06</u>
01250 INSTY PRINTS 99813	POOL	BUSINESS CARDS - ANISSA BUISKOOL	96.50
Total For: INSTY PRINTS			<u>96.50</u>
02180 JEN GUSEY PHOTOGRAPHY 02.03.26 HEADSHOTS	PAY	POLICE HEADSHOTS	50.00
Total For: JEN GUSEY PHOTOGRAPHY			<u>50.00</u>
02103 KEYES, KEVIN J. 1294	POOL	BS&A TRAINING	925.00
Total For: KEYES, KEVIN J.			<u>925.00</u>
01173 LEA'S AUTO BODY 10642	POOL	OIL CHANGE	91.54
10643	POOL	OIL CHANGE	93.62
Total For: LEA'S AUTO BODY			<u>185.16</u>
01684 LEXISNEXIS RISK DATA MANAGEMENT LLC 1028018791	POOL	ANNUAL MAINTENANCE FEE 01.01.2026- 12.31.2026	715.50
1100265066	POOL	SEARCHES/MONTHLY INVOICE	200.00
Total For: LEXISNEXIS RISK DATA MANAGEMENT LLC			<u>915.50</u>
01156 LYNN PEAVEY COMPANY 424289	POOL	SUPPLIES	223.18
Total For: LYNN PEAVEY COMPANY			<u>223.18</u>
01137 MCGINTY, HITCH, PERSON, ANDE., P.C. JANUARY 2026	POOL	FY26 ATTORNEY SERVICES (JANUARY 2026)	16,085.92
Total For: MCGINTY, HITCH, PERSON, ANDE., P.C.			<u>16,085.92</u>

INVOICE APPROVAL (BY INVOICE) FOR CHARLOTTE CITY

EXP CHECK RUN DATES 02/24/2026 - 02/24/2026

POSTED AND UNPOSTED
OPEN

Invoice Number	Bank Account	Description	Amount
01102 MICHIGAN COMPANY, INC. 0000298-924183	POOL	TOILET PAPER AND PAPER TOWELS	485.41
Total For: MICHIGAN COMPANY, INC.			<u>485.41</u>
01075 MICHIGAN MUNICIPAL LEAGUE 0008561	POOL	ELECTED OFFICIALS ACADEMY SPRING SUMMIT - CHIN	300.00
Total For: MICHIGAN MUNICIPAL LEAGUE			<u>300.00</u>
01922 MICHIGAN STATE FIREMEN'S ASSOCIATIO 6740	POOL	RON SMITH FIRE OFFICER 1 BOOK	134.59
Total For: MICHIGAN STATE FIREMEN'S ASSOCIATIO			<u>134.59</u>
02146 MICROTECH SERVICES, INC 36847 36848 36849	POOL POOL POOL	ONSITE LABOR, DIGITAL WATCHDOG SPECTRUM CAMERA LICENS 43" SERIES 4K LED SMART FIRE TV'S , MOUNT VIDEO DISPLAY UPGRADE PROJECT	2,147.33 429.80 100.00
Total For: MICROTECH SERVICES, INC			<u>2,677.13</u>
02255 NAPA AUTO PARTS 289817	POOL	CIRCUIT BREAKER	17.08
Total For: NAPA AUTO PARTS			<u>17.08</u>
01835 NCL OF WISCONSIN INC. (NORTH CENTRAL LABS) 531331	POOL	WASTE WATER LAB SUPPLIES	65.88
Total For: NCL OF WISCONSIN INC. (NORTH CENTRAL LABS)			<u>65.88</u>
02129 RICOH USA, INC 109794743 5072717177	POOL POOL	MONTHLY EQUIPMENT RENT COPIER FEES FOR DEPTS	207.82 56.93
Total For: RICOH USA, INC			<u>264.75</u>
02202 RIETH-RILEY CONSTRUCTION CO., INC _25029.0A HORATIO A _25029.0B SEMINARY _25029.0C LINCOLN S _25029.0D MIKESELL _25029.0E BENNET P	POOL POOL POOL POOL POOL	STREET IMPROVEMENTS-HOR, LINC, SEM, MIKESELL STREET IMPROVEMENTS-HOR, LINC, SEM, MIKESELL STREET IMPROVEMENTS-HOR, LINC, SEM, MIKESELL STREET IMPROVEMENTS-HOR, LINC, SEM, MIKESELL STREET IMPROVEMENTS-HOR, LINC, SEM, MIKESELL	16,531.85 7,378.37 99,631.03 11,960.68 7,035.95
Total For: RIETH-RILEY CONSTRUCTION CO., INC			<u>142,537.88</u>
00935 ROCHESTER, CINDY L. 5010 5011	POOL POOL	CODE ENFORCEMENT LOGO MONOGRAM-CHERI C. CODE ENFORCEMENT MONOGRAMED SHIRTS	25.00 38.00
Total For: ROCHESTER, CINDY L.			<u>63.00</u>
02286 SCMWA 1.16.2026	POOL	2026 ANNUAL FALL MEETING	440.00
Total For: SCMWA			<u>440.00</u>
01424 STATE OF MICHIGAN 11390748	POOL	STORMWATER ANNUAL PERMIT FOR MI0020788	260.00
Total For: STATE OF MICHIGAN			<u>260.00</u>
00820 TRACE ANALYTICAL LABORATORIES, INC. 6020179 6020452	POOL POOL	WATER ANALYSIS WATER ANALYSIS	105.00 162.57
Total For: TRACE ANALYTICAL LABORATORIES, INC.			<u>267.57</u>
00871 UM HEALTH -SPARROW OCCUPATIONAL HEA 00086718-00 00087387-00	POOL POOL	DRUG SCREEN-DEWATERS JOHNSON PHYSICAL-DOT	75.00 95.00
Total For: UM HEALTH -SPARROW OCCUPATIONAL HEA			<u>170.00</u>
02187 UNCONVENTIONAL SOLUTIONS, INC. 29978	POOL	FACEPLATE PUTTY FOR PUMPS	281.29
Total For: UNCONVENTIONAL SOLUTIONS, INC.			<u>281.29</u>
02149 VITAL RECORDS CONTROL 5960189	POOL	64 GALLON DESTRUCTION BIN	76.13
Total For: VITAL RECORDS CONTROL			<u>76.13</u>
02285 WELLINGTON, CIENA 2.13.2026	POOL	RETURN OF DEPOSIT AND RENTAL FEE-CAMP FRANCES	120.00
Total For: WELLINGTON, CIENA			<u>120.00</u>

INVOICE APPROVAL (BY INVOICE) FOR CHARLOTTE CITY

EXP CHECK RUN DATES 02/24/2026 - 02/24/2026

POSTED AND UNPOSTED
OPEN

Invoice Number	Bank Account	Description	Amount
02284 WEST BEND INSURANCE COMPANY			
2668397-2026	POOL	A. SMITH NOTARY BOND	55.00
2668500-2026	POOL	T. MOLEK NOTARY BOND	55.00
Total For: WEST BEND INSURANCE COMPANY			<u>110.00</u>
00761 WILLIAMS FARM MACHINERY, INC.			
45544-FC	POOL	HYDRAULIC HOSES	4.14
45784	POOL	SNOW PLOW DEFLECTOR 319	381.10
Total For: WILLIAMS FARM MACHINERY, INC.			<u>385.24</u>
00774 WM CORPORATE SERVICES, INC			
8537039-1710-6	POOL	REFUSE PICKUP	1,878.67
Total For: WM CORPORATE SERVICES, INC			<u>1,878.67</u>
00753 WOLVERINE PEST CONTROL			
128081	POOL	PEST CONTROL CAMP FRANCES	50.00
128082	POOL	PEST CONTROL DPW	50.00
Total For: WOLVERINE PEST CONTROL			<u>100.00</u>
Report Total:			<u>236,857.57</u>

COMMERCIAL CREDIT CARD STATEMENT

January, 2026

	DATE	VENDOR	DESCRIPTION	ACCOUNT #	AMOUNT
Griffith, M	12/17/2025	PayPal	Bluw Water Management Class (Matt)	510-562.000-965-000	\$ 180.00
	12/19/2025	FairField Inn Frankenmuth	MWEA- Conference	510-537.000-965.000	\$ 435.05
	01/06/2026	Michigan Water Environment	Ops Training(Saldana, Prem)	510-550.000-965.000	\$ 460.00
					\$1,075.05
Brentar, P	12/17/2025	Easy Id Card	Retired I.D.	101-301.000-731.000	\$ 29.00
	12/17/2025	Relic Wood LLC	Retirement Shadow Box	101-301.000-731.000	\$ 356.30
				Subtotal	\$ 385.30
Smith, A	12/15/2025	Intella Parts Co	Brake Assembly Parts	518-760.000-731.000	\$ 783.00
	12/16/2025	Meijer Store	Distilled Water	601-581.000-731.000	\$ 11.12
	12/19/2025	Eaton County Building	Eaton County Building Departmrnt	295-595.000-810.000	\$ 257.88
	12/29/2025	Bill Hartsuffsnap - Snap On	Impact Set, Combo Set	601-581.000-731.000	\$ 279.99
				Subtotal	\$ 1,331.99
Fullerton, T	12/16/2025	USPS	Shipping - Air/gas monitor	206-336.000-732.000	\$ 11.80
	12/17/2025	MACEO	Code officer - membership renewal	101-704.000-960.000	\$ 75.00
	12/18/2025	MICHIGANFI*Michigan A MFIS. ORG	D.Daly membership renewal	206-336.000-960.000	\$ 42.89
	12/19/2025	MACEO	Code officer - membership renewal	101-704.000-960.000	\$ 75.00
	12/19/2025	SP BYLT Basics	Accidental order - By city employee	206-336.000-963.000	\$ 185.72
	12/22/2025	OPENAI CHAT GPT	D.Daly subscription	206-336.000-960.000	\$ 20.00
	12/30/2025	PY *MIAAI	T.Fullerton membership renewal	206-336.000-960.000	\$ 25.00
	1/8/2026	USPS PO	Shipping - Air/gas monitor	206-336.000-732.000	\$ 12.75
	1/10/2026	Merchandise/Service Return	Return of accidental order	206-336.000-963.000	\$ (185.72)
				Subtotal	\$ 262.44
Larocque, M	12/22/2025	Web NetworkSolutions	Web Forwarding	666-228.000-810.000	\$ 2.25
	1/1/2026	Google Workspace	Google	666-228.000-810.000	\$ 1,414.96
				Subtotal	\$ 1,417.21
Whitney, S	12/18/2025	OPENAI CHATGPT	CHAT GPT Monthly Subscription	101-441.000-960.000	\$ 20.00
	1/7/2026	Meijer	Refill Water Jug	101-441.000-731.000	\$ 53.94
	1/10/2026	OPENAI CHATGPT	CHAT GPT Monthly Subscription	101-441.000-960.000	\$ 20.00
	1/12/2026	WM Supercenter	Totes	101-441.000-731.000	\$ 12.72
	1/12/2026	IN Michan Rural Water	Conference Registration (MCclouth)	510-555.000-965.000	\$ 1,200.00
	1/12/2026	IN Michan Rural Water	Michigan Rural WaterClass (Whitney)	101-441.000-965.000	\$ 435.00
	1/13/2026	IN Michan Rural Water	Conference Registration (MCclouth)	510-555.000-965.000	\$ 1,200.00
				Subtotal	\$ 2,941.66
	Daly, D	12/23/2025	MICHGAN*MICHIGAN A MFIS. ORG	Daly Fire Inspectors Confrence	206-336.000-965.000
12/29/2025		WM SuperCenter	Council Chamber TV	101-265.000-974.000	\$ 299.00
01/02/2026		USPS PO	Air Sample Quarterly Mailing	206-336.000-732.000	\$ 13.70
1/5/2026		WAL-MART	Council Chamber TV's	101-265.000-974.000	\$ 642.00
1/6/2026		Charlotte Shoe Repair	311 Pump Control Shipping Repair	206-336.000-732.000	\$ 61.80
1/7/2026		Sonya Shearer	Cheri C. & Joe J. Confrence	101-704.000-965.000	\$ 99.00
				Subtotal	\$ 1,539.41

Total \$8,953.06



Memo

To: Honorable Mayor Fullerton; City Council
From: Alicia Smith
Date: February 13, 2026
Re: Request to renumber resolutions

Background

Resolutions starting with 2026-05 to 2026-08 have been numbered incorrectly/duplicated with previous 2026-XX resolutions.

Recommendation

Allow the City Clerk to renumber Resolutions to read as follows:

<u>Current Resolution/Number</u>	<u>Corrected Resolution/Number</u>
None Assigned - Guidelines For Poverty Exemptions	2026-05
2026-06 EGLE Recycling Infrastructure Grant Application	2026-06
2026-05 Add authorized signers to bank accounts	2026-07
2026-04 Build Grant Application Authorization	2026-08

Suggested Motion

Approve the request to update resolution numbers in accordance with when they were approved by City Council

Alicia A. Smith, City Clerk



Memo

To: Mayor Fullerton, City Council Members

From: Chief Brentar

cc: Interim City Manager, Vincent Pastue

Date: 02-17-2026

Re: Grant- Bureau of Justice Assistance, Body Worn Camera Program

I have been made aware of a grant opportunity for assistance in paying for body cameras through the Bureau of Justice Assistance (BJA). This grant is designed for Small, Rural, & Tribal (SRT) agencies to help pay for body worn camera programs and associated costs. Our agency does qualify to apply for this program as we have less than 50 officers.

The last time this funding was given out was in 2024 with about 6 million being awarded to about 150 agencies. A one-to-one match is required but I do not know exactly how much funding we may receive if we were to be approved for the grant.

The application deadline is March 12th, 2026, so I am seeking your approval to apply for the grant to try to acquire as much funding for our program as possible. If approved, I will keep the council updated as to the status of the grant application process.

If you have any questions, please let me know.

Respectfully,

Paul Brentar

Chief of Police

**CITY OF CHARLOTTE
RESOLUTION NO. 2026-09**

**A RESOLUTION AUTHORIZING A STREET CLOSURE FOR THE NEEDFUL THINGS 7TH
ANNIVERSARY CELEBRATION ON FRIDAY MAY 8, 2026 TO SUNDAY MAY 10, 2026**

WHEREAS, Needful Things, a business located at 117 E. Harris St. in Charlotte, has submitted a request to the City of Charlotte administration, for the closure of the 100 block of East Harris Street for events planned for their 7th anniversary from Friday May 8, 2026 at 6:30 pm until Sunday May 10, 2026 at 7pm.

WHEREAS, the event would include the placement of vendors, tents and a temporary food concession in the Harris Street Right-of-Way; and

WHEREAS, Needful Things is requesting that the Charlotte City Council approve the following request and to authorize the Charlotte Department of Public Works (DPW) and the Charlotte Police Department (CPD) to assist with:

- Closure of the 100 block of East Harris Street, from Cochran Avenue to North Washington Street, beginning at 6:30pm on Friday, May 8, 2026 through 6:30pm Sunday, May 10, 2026. (Placement of barricades prior to the event and placement of barricades to accommodate the neighbor's driveway within this section)
- In the event that a weather delay is necessary this would take place beginning 6:30pm Friday, May 15 at 6:30pm through Sunday, May 17, 2026 at 7pm.

WHEREAS, the Charlotte City Council determines that this temporary street closing is in the best interests of the community,

NOW, THEREFORE, BE IT RESOLVED that this street closure at this specific time be granted and carried out; and

BE IT ALSO RESOLVED, that the DPW and CPD provide the authorized assistance to include placement of barricades and the issuance of a Traffic Control Order as may be necessary.

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;

I, Alicia A. Smith, the City Clerk for the City of Charlotte, County of Eaton, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Charlotte during its regular meeting held on February 23, 2026 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being 1976 P.A. 267, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Alicia A. Smith, City Clerk
City of Charlotte
Eaton County, Michigan



Memo

To: City Council
From: Salena Benavidez, Community Development Director
Date: February 23, 2026
Re: Support Adoption of Community Development Block Grant Procurement Policy

Background

The Michigan State Housing Development Authority (MSHDA) approved the City of Charlotte's letter of intent for the Community Development Block Grant (CDBG) requesting \$358,720 for Homeowner Rehabilitation and grant administration. When awarded, this grant would bring \$304,000 to the community to be re-granted to local residents for home repairs. It would also provide \$54,720 to procure the services of a third-party grant administrator.

MSHDA requires all applicants to maintain a procurement policy that aligns with 2 CFR 200.318-200.327. A separate procurement policy needs to be adopted for CDBG programs to be in compliance with CDBG program requirements.

The procurement policy adheres to the following requirements from MSHDA:

- A code of conduct that prohibits elected officials, staff, or agents from personally benefiting from CDBG procurement must be included.
- Proposed procurements should be reviewed by staff to avoid unnecessary and duplicative purchases and to ensure costs are reasonable.
- Affirmative efforts must be undertaken to hire women-owned business enterprises, minority firms and labor surplus firms, both by the subrecipients and/or beneficiary of funds and the project's prime contractor.
- The method of contracting outlined in the policy should be acceptable (Fixed-Price, cost reimbursement, purchase orders, etc.). Cost plus a percentage of cost contracting must be specifically prohibited if CDBG funds are involved.
- Procedures to handle and resolve disputes relating to procurement actions of the subrecipients and/or beneficiary of funds must be included.
- All procurement transactions, regardless of dollar amount, must be conducted to provide maximum open and free competition.

Recommendation

Make a motion to pass the resolution to adopt the Community Development Block Grant Procurement Policy as presented.

CITY OF CHARLOTTE
COUNCIL POLICY

SUBJECT	POLICY NO.	APP. DATE	PAGE
COMMUNITY DEVELOPMENT BLOCK GRANT PROCUREMENT POLICY	2026-XX	02/23/2026	1 of 4

1. Purpose

This Procurement Policy establishes uniform procedures for the procurement of goods, services, and construction funded in whole or in part with Community Development Block Grant (CDBG) funds administered by the City of Charlotte.

2. Authority

This policy is adopted in accordance with 2 CFR 200.318–327 and applies to all City departments, subrecipients, beneficiaries of funds, officers, employees, agents, and contractors engaged in CDBG-funded activities.

3. Code of Conduct

The City of Charlotte adopts a written Code of Conduct governing the performance of its officers, elected officials, employees, agents, and subrecipients engaged in CDBG procurement activities.

No employee, officer, elected official, agent, or subrecipient shall:

- Participate in the selection, award, or administration of a contract supported by CDBG funds if a real or apparent conflict of interest exists.
- Solicit or accept gratuities, favors, gifts, entertainment, loans, or anything of monetary value from contractors, potential contractors, or parties to subagreements.

Conflicts of interest include situations where the individual, their immediate family, partner, or an organization employing or about to employ any of these parties has a financial or other interest in the firm selected for award.

4. Review of Proposed Procurements (2 CFR 200.318(d–f))

Prior to initiating any CDBG-funded procurement, City staff shall review the proposed purchase to:

- Avoid unnecessary or duplicative purchases.
- Ensure the procurement is necessary to accomplish project objectives.
- Confirm that costs are reasonable, allowable, and consistent with market prices and approved budgets.

CITY OF CHARLOTTE

COUNCIL POLICY

SUBJECT	POLICY NO.	APP. DATE	PAGE
COMMUNITY DEVELOPMENT BLOCK GRANT PROCUREMENT POLICY	2026-XX	02/23/2026	2 of 4

5. Methods of Procurement

The procurement process must be in accordance with the federal requirements of 2 CFR 200.320 (b-f). The table below outlines the four procurement methods that the City of Charlotte must use to procure materials, supplies, construction, and services based on the type of procurement.

Before selecting the kind of procurement process and then executing the procurement itself, the City of Charlotte must first obtain approval from the MSHDA. This approval will be a condition of disbursement of funds. Once funds have received approval of its process and the documents it proposes to use, it may proceed to execute the procurement process as outlined.

Procurement Type	Cost Reasonableness/ Methodology	Contract Type	Solicitation Method	Applications	Dollar Threshold	Used For:
Small Purchase (Informal)	Price Analysis	Purchase Order Fixed Price	Quotes Submitted Bids	Produced Items Single-Task Service Supplies	up to \$250,000 for produced items or construction	Administrator ER Consultant
Sealed Bid (Formal)	Price Analysis Cost Analysis	Fixed Price	Submitted Bids	Construction Items Produced Items Designed Items	No threshold	Construction
Competitive (Formal)	Price Analysis Cost Analysis	Cost Reimbursement Fixed Price Time & Materials	Submitted Proposals	Professional Services Multi-Task Services Designed Items	> \$250,000 for professional services or multi-task services	RFQ/RFP
Noncompetitive	Cost Analysis	Cost Reimbursement Fixed Price Time & Materials	Submitted Proposals	Produced Items Single-Task Service Professional Services Multi-Task Services Designed Item	No threshold, only used when no other method is feasible; must receive prior MSHDA approval	Sole Source

CITY OF CHARLOTTE
COUNCIL POLICY

SUBJECT	POLICY NO.	APP. DATE	PAGE
COMMUNITY DEVELOPMENT BLOCK GRANT PROCUREMENT POLICY	2026-XX	02/23/2026	3 of 4

6. Affirmative Steps for Minority- and Women-Owned Businesses (2 CFR 200.321)

For all CDBG-funded procurements, the City of Charlotte, Michigan and its contractors shall take affirmative steps to ensure the use of minority-owned businesses, women-owned businesses, and labor surplus area firms, including:

- Maintain a list of qualified small-, minority-, and woman-owned businesses and place qualified firms on solicitation lists. MSHDA maintains a Directory of Minority and Women Owned Businesses that can be used by subrecipients and/or beneficiary of funds.
- Divide total requirements into smaller tasks when economically feasible.
- Use Small Business Administration and Minority Business Development Agency services.
- Requiring prime contractors to take affirmative steps in subcontracting.

7. Contract Administration and Records

24 CFR 200.318 (i-k) requires that subrecipients and/or beneficiaries of funds and sub grantees maintain records sufficient to detail the significant history of a procurement. These records must include:

- Rationale for the method of procurement.
- Selection of contract type.
- Contractor selection or rejection.
- The basis for the contract price.

8. Procurement Records and Contract Oversight

All procurement transactions, regardless of dollar amount, must be conducted to provide maximum open and free competition [2 CFR 200.319 (a-b)]. Some of the situations considered to be restrictive of competition include, but are not limited to:

- Placing unreasonable requirements on firms for them to qualify to do business.
- Requiring unnecessary experience and excessive bonding.
- Noncompetitive pricing practices between firms or between affiliated companies.
- Noncompetitive awards to consultants that are on retainer contracts.

CITY OF CHARLOTTE
COUNCIL POLICY

SUBJECT	POLICY NO.	APP. DATE	PAGE
COMMUNITY DEVELOPMENT BLOCK GRANT PROCUREMENT POLICY	2026-XX	02/23/2026	4 of 4

- Organizational conflicts of interest.
- Specifying only a brand-name product instead of allowing an equal product to be offered and describing the performance of other relevant requirements of the procurement.
- Any arbitrary action in the procurement process. Any arbitrary action in the procurement process.

9. Procurement Disputes and Protests (2 CFR 200.318)

CDBG-funded procurements are subject to the City of Charlotte, Michigan’s existing protest and dispute resolution procedures. All protests and resolutions shall be documented and retained in the procurement file.

10. Effective Date

This Policy shall become effective upon its adoption by the City Council.



Memo

To: City Council
From: Stephanie Whitney - Director of Public Works
Date: February 17, 2026
Re: Sole Source Authorization – Flow Monitoring and Hydraulic Modeling (Fishbeck)

Background:

The city has received development inquiries for two proposed apartment complexes located behind Ace Hardware. Before the City can commit to supporting or approving additional sanitary flows in this area, we must determine whether the Lansing Road Pump Station and the upstream sanitary collection system have sufficient capacity to accommodate this additional loading.

Fishbeck has submitted a proposal dated February 11, 2026, for targeted flow monitoring and hydraulic modeling services to evaluate system capacity.

The scope includes:

- Installing temporary flow meters upstream of the Lansing Road Pump Station
- Collecting and analyzing wet and dry weather flow data
- Developing and calibrating a hydraulic model
- Evaluating capacity under various storm events
- Identifying whether upgrades are required for future growth

This study must be completed prior to any formal commitment regarding the proposed apartment developments.

Why This Must Be Completed Now

- The Lansing Road Pump Station is believed to be nearing capacity.
- The proposed apartment complexes would significantly increase sanitary flow in this service area.
- The City cannot responsibly approve development without verifying system capacity.
- Flow meters must be installed prior to spring rain events to properly capture calibration data. Delaying this work would push the study timeline back by a full year.

Sole Source Justification

Staff recommends sole source authorization for Fishbeck based on the following:

1. Existing System Knowledge

Fishbeck maintains the City's potable water model and has completed the City's most recent I/I study. They are already familiar with the system's flow characteristics and historical performance.

2. GIS Development

Fishbeck developed the City's water and sanitary GIS datasets. The hydraulic model relies

directly on this data, and using a different firm would require significant time and expense to reconstruct or verify the database.

3. **Continuity and Efficiency**

Hydraulic modeling requires consistency in assumptions, datasets, and calibration methods. Using the same firm reduces risk, duplication of effort, and unnecessary cost.

4. **Time Sensitivity Related to Development**

Given active development interest, it is critical that the City determines capacity as soon as possible to provide clear direction to developers.

Recommendation

Staff recommend that City Council authorize the Public Works Director to execute the Professional Services Agreement with Fishbeck on a sole source basis in an amount not to exceed **\$52,000**.



Memo

To: Honorable Mayor Fullerton; City Council
From: Alicia Smith
Date: February 19, 2026
Re: Input Requested – Upcoming Budget Preparation & Council Expectations

Background

The City Clerk is requesting your input to help ensure the proposed budget reflects Council’s priorities and expectations for the Councilmembers’ professional development activities.

Specifically, asking that you provide feedback on the following:

Conferences, Trainings, and Professional Development for Council Members

- Conferences you plan to attend during the upcoming fiscal year
- Preferred training opportunities (local, regional, state, or national)
- Estimated travel and registration needs

Recommendation:

It is recommended that Council Members submit their priorities, anticipated conference attendance, and professional development expectations in advance of preliminary budget discussions to ensure appropriate funding allocations and accurate financial planning. It is requested that this is turned into the City Clerk by March 3, 2026.

Alicia A. Smith, City Clerk



Staff Report

TO: Mayor Fullerton and City Council
FROM: Vincent Pastue, Interim City Manager
DATE: February 18, 2026
SUBJECT: Discussion – Fiscal Year 2026-27 Budget Priorities
FOR THE AGENDA OF: February 23, 2026

Following the February 9th meeting, I emailed City Council a request to submit their individual budget priorities which would be discussed at the February 23rd meeting. As of Wednesday, February 18, 2026 I have received one response. However, the transition from the Google email system to Outlook has not gone smooth. Please send your responses at your earliest convenience.

Action Required

No action is required; this is a discussion item.