



APPROVED AGENDA
SPECIAL MEETING OF THE CHARLOTTE CITY COUNCIL
111 E. Lawrence Ave, Charlotte, MI 48813 (517) 543-2750
02:30 P.M. Tuesday January 20, 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/85221575328>

One tap mobile: +16465588656,,85221575328#

Telephone: (312) 626-6799 Webinar ID: 852 2157 5328

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Absence of Council Members**
- 5. Public Comment** - Limit presentation to five (5) minutes. Attendees desiring to address council who are participating with ZOOM may raise your hand now or if attending via a phone call, press *9 (star nine) on your keypad
- 6. Approval of Agenda**
- 7. Discussion Items**
 - a. Interview Interim City Manager Candidates, then select candidates for further consideration: 2:30pm - Howard Fink, 3:00pm - Vincent Pastue
 - b. Mayoral Appointments to Airport Advisory Board & Downtown Development Authority
 - c. Approval of Authorization to Apply for EGLE Recycling Infrastructure Grant
- 8. Public Comment** - Limit presentation to five (5) minutes. Attendees desiring to address council who are participating with ZOOM may raise your hand now or if attending via a phone call, press *9 (star nine) on your keypad
- 9. Staff Comments**
- 10. Mayor and Council Comments**
- 11. Adjourn**

~Mikayla Middaugh, Deputy 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."

— THE CITY OF —
CHARLOTTE
 — MICHIGAN —

Memo

To: Honorable Mayor Fullerton; City Council
 From: Mikayla Middaugh, Deputy City Clerk
 Date: January 15, 2026
 Re: Staff report on Mayoral appointments to boards and commissions.

Background

In accordance with Section 4.4 (7) of the City Charter, the Mayor shall make appointments of members to the boards and commissions of the city which are authorized by law or direction of the Council.

Recommendation

It is recommended that Council approves the following Mayoral appointment (s) ;

NAME	BOARD/COMMISSION	EXPIRATION OF TERM
Cam Robinson	Airport Advisory Board	
Anthony Rodriguez	Downtown Development Authority	

Financial Impacts

No financial impact

Suggested Motion

Motion to approve the Mayoral appointment (s) as outlined herein to their respective board or commission for the term of expiration given.



Memo

To: City Council
From: Stephanie Whitney - Director of Public Works
Date: January 16, 2026
Re: Authorization to Apply for EGLE Recycling Infrastructure Grant

Background

The City of Charlotte Public Works Department, in coordination with the Charlotte Area Recycling Authority (CARA), operates a centralized drop-off recycling facility serving approximately 10,000 residents in the City of Charlotte and surrounding Eaton County communities. Existing facility infrastructure limits secure storage capacity, material handling efficiency, and site safety.

The proposed project would improve recycling infrastructure through construction of a 40' x 60' enclosed recycling materials storage and processing building with reinforced concrete interior flooring, a concrete exterior loading and unloading apron, perimeter fencing, and limited access improvements for recycling truck circulation. These improvements will increase capacity, improve safety for staff and the public, protect recyclable materials from weather exposure, reduce theft, and support efficient shipment of materials to established recycling end markets.

Funding and Timeline

The total estimated cost of the recycling site improvement project is **\$221,863**. The City of Charlotte is requesting **approximately \$177,490.00** in funding through the EGLE Recycling Infrastructure Grant Program, representing 80% of the total project cost. The required **20% local cash match**, estimated at **approximately \$44,373.00**, will be provided through the Recycling Center Fund. No new staffing or ongoing operational funding is requested.

The State anticipates the grant period will begin in **September 2026** and conclude on **September 30, 2028**, allowing adequate time for procurement, construction, and project closeout if the grant is awarded.

Recommendation

Approval of the attached resolution will allow the City to pursue state funding to improve recycling infrastructure, enhance operational efficiency and safety, and ensure continued access to recycling services for residents of Charlotte and the surrounding region.

CITY OF CHARLOTTE
COUNCIL POLICY

SUBJECT	POLICY NO.	APP. DATE	PAGE
Grant Accounting and Administration Policy	2024-03	12/09/2024	4 of 8

Appendix A

Summary of Grant Application for Review and Approval

Funding agency (if a State agency, it is also important to note if these are pass-through funds)

EGLE

Grant name and program description and Project Name/File Number (if applicable):

EGLE Recycling Infrastructure Grant

Program Award Amount: \$ 177,490.00

Grant administrator (name, title, phone #):

Stephanie Whitney, Director of Public Works, 517-543-8855

Grant Application Questions:

	Yes	No	N/A
Does the grant require matching funds? If yes, how much? <input style="width: 150px;" type="text" value="\$44,373.00"/>	X		
Does the grant require a budget adjustment from the City Council?		X	
If the grant funds FTEs, is there a requirement to retain those employees for a certain period of time? If yes, how many years? <input style="width: 150px;" type="text"/>		X	
If the grant funds capital outlay, is there a requirement to track the equipment for a certain number of years after the grant award? If yes, how many? <input style="width: 100px;" type="text"/>	X		
If the grant has special reporting requirements, have those been discussed with Finance?	X		
If the grant has special banking requirements to receive funding, have those been discussed with the Treasurer?	X		
Are there other commitments that the City of Charlotte will be making if this grant is awarded?		X	

CITY OF CHARLOTTE
RESOLUTION NO. 2026-04
A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION FOR THE
EGLE RECYCLING INFRASTRUCTURE GRANT AND COMMITTING LOCAL
MATCH FUNDS

WHEREAS, the City of Charlotte, through its Public Works Department, operates a drop-off recycling facility serving residents of the City of Charlotte and surrounding communities; and

WHEREAS, the Michigan Department of Environment, Great Lakes, and Energy (EGLE) has announced the Recycling Infrastructure Grant Program to support construction and improvement of recycling facilities; and

WHEREAS, the City of Charlotte desires to submit an application for grant funding to support construction of an enclosed recycling materials storage and processing building and associated site improvements to increase capacity, safety, and operational efficiency; and

WHEREAS, the grant requires a local cash match and long-term commitment to operate and maintain the funded infrastructure; and

WHEREAS, the City of Charlotte has identified eligible local funding sources, including a dedicated recycling millage, general fund support, donations, and revenue from the sale of recyclable materials, to meet match and ongoing operational requirements.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Charlotte hereby authorizes submission of an application to the EGLE Recycling Infrastructure Grant Program.

BE IT FURTHER RESOLVED that the City Council authorizes the commitment of the required local cash match and agrees to accept, administer, and comply with all terms and conditions of the grant if awarded.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to execute all documents necessary to complete the application and, if awarded, to accept and administer the grant on behalf of the City.

Adopted by the City Council of the City of Charlotte on this ___ day of _____, 2026.

Mikayla Middaugh, Charlotte Deputy City Clerk

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

AYES:

NAYES:

ABSENT:

RESOLUTION DECLARED ADOPTED.

I, the undersigned, the duly qualified Deputy 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 special scheduled meeting held on Tuesday, January 20, 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 January 2026.

Mikayla Middaugh, Deputy City Clerk
City of Charlotte
Eaton County, Michigan