

AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
August 17, 2026, 6:30 P.M.

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CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

PUBLIC COMMENTS – AGENDA ITEMS ONLY

COMMUNICATION:

1. Planning Commission Meeting Minutes – August 11, 2026
2. DDA Resignation Letter – Robert Wolack

CONSENT AGENDA:

1. Regular Council Meeting Minutes – August 3, 2026
2. Invoices
3. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth
 - C. Code Enforcement Report – Chris Drake

REGULAR AGENDA:

1. Michigan Municipal League Annual Meeting – Designate Voting Delegate(s)
2. Police Department Ballistic Vest & Carriers
3. Fire Department Budget Adjustment
4. Water Tower Engineering Quote

ITEMS POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Mayor Snider)
2. Chamber of Commerce (Manager)
3. Downtown Development Authority (Kish)
4. Fair Board (Oedy)
5. Parks & Recreation (White)
6. Planning Commission (Campbell)
7. Tuscola County Board of Commissioners (Parker)
8. Zoning Board of Appeals (Mayor Snider)

MAYOR'S REPORT – Written report submitted

MANAGER REPORT – Written report submitted

CLERK'S REPORT – Written report submitted

TREASURER'S REPORT – Written report submitted

ADDITIONAL PUBLIC COMMENTS

**MINUTES
CITY OF CARO
PLANNING COMMISSION MEETING
Tuesday, August 11, 2026
7:00 p.m.**

CALL TO ORDER

Chair Carpenter called the meeting to order at 7:02 p.m. and appointed City Manager Czasak as Acting Secretary.

ROLL CALL

Present: Chair Carpenter, Vice Chair Rollend, Commissioners Eschenbacher and Campbell. Commissioner Sheardy arrived at 7:10 p.m.

Absent: Secretary Ewald and Commissioner Porzondek.

Also Present: City Manager Scott R. Czasak, Mayor Karen Snider, John Morey and Mya Jarvis of D&M.

APPROVAL OF AGENDA

Motion by Vice Chair Rollend, Seconded by Commissioner Eschenbacher to approve the agenda as presented. Motion passed.

APPROVAL OF MINUTES – Tuesday, June 9, 2026

Motion by Commissioner Eschenbacher, Seconded by Vice Chair Rollend to approve the minutes of the Tuesday, June 9, 2026, meeting as presented. Motion passed.

PUBLIC COMMENT AND COMMUNICATIONS

None

NEW BUSINESS

1. Site Plan Review – 1081 Cleaver Road

Motion by Vice Chair Rollend, Seconded by Commissioner Sheardy to table the site plan review until petitioner updates plan to reflect concerns raised by Planner, Engineer, and Planning Commission

ANY OTHER BUSINESS/ON-GOING BUSINESS

PUBLIC COMMENT/ANNOUNCEMENTS

Commissioner Campbell announced the City Council would have a Committee of the Whole meeting on Monday, August 17, 2026, at 5:30 p.m. to discuss the 3 proposed ordinance concepts the Planning Commission sent to Council for input.

ADJOURNMENT

Motion by Commissioner Eschenbacher, Seconded by Commissioner Campbell to adjourn. Motion passed. Meeting adjourned at 8:06 p.m.

Respectfully Submitted

Scott R. Czasak
Acting Secretary

August 12, 2026

Downtown Development Authority
City of Caro
429 North State Street, Suite 206C
Caro MI 48723

Jessica Risky, Chair

Please accept this letter as my resignation from the Caro DDA, Board of Directors, effective today, August 12, 2026. It has been an honor to serve in this important capacity to promote economic development in Caro.

Sincerely

A handwritten signature in blue ink, consisting of a stylized 'R' followed by a long, sweeping horizontal line.

Robert M. Wolak

cc Devon Pomeroy-Ruppert, Director
Karen Snider, Mayor

REGULAR MEETING OF THE CARO CITY COUNCIL
August 3, 2026, 6:30 P.M.
Council Chambers, 317 S. State St., Caro, MI 48723

Mayor Karen Snider called the regular meeting of the City Council to order on August 3, 2026, at 6:30 p.m. in the Council Chambers.

Present: Mayor Karen Snider, City Council: Emily Campbell, Charlotte Kish, Heidi Parker, John Riley and Jill White.

Absent: Doreen Oedy

Others: Scott Czasak – City Manager, Rita Papp – City Clerk, and other guests.

AGENDA APPROVAL

26-M-160

Motion by Parker, seconded by White to approve the agenda as presented.
Motion Carried.

COMMUNICATIONS: None

PUBLIC COMMENTS – AGENDA ITEMS ONLY - None

CONSENT AGENDA:

1. Regular Council Meeting Minutes – July 20, 2026
2. Invoices

26-M-161

Motion by Campbell, seconded by Kish to approve the consent agenda as presented including invoices.
Motion Carried.

REGULAR AGENDA: (action required)

1. S. Almer Parking Lot Fence Repair Quote

26-M-162

Motion by White, seconded by Riley to accept the quote from Halfway Fence Company to replace the S. Almer Street parking lot fence for \$6,989.56 and instruct the City Treasurer to make the necessary budget adjustment for the replacement.
Roll call vote: Campbell – yes, Kish – yes, Oedy – absent, Parker – yes, Riley – yes, White – yes, Mayor Snider – yes.
Motion carried.

ITEMS POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS: None

MAYOR'S REPORT – Written report submitted.

Commented on the fair and complemented the fair board for all their hard work.

MANAGER'S REPORT – Written report submitted.

Gave an update on Well #5, arsenic levels, & water tower inspection status. Discussion followed with questions and answers.

CLERK'S REPORT – Written report submitted.

Early Voting final count was 195 voters, Election Day is tomorrow, August 4, 2026, 7:00 a.m. – 8:00 p.m., Write In Candidate filing for the November election is due October 23, 2026 at 4:00 p.m., Bid was posted for Howard Street not Norman Street.

ADDITIONAL PUBLIC COMMENT:

None

26-M-163

Motion by White, seconded by Parker to adjourn the meeting at 7:04 p.m.

Motion carried.



Rita Papp, MiPMC2
City Clerk

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
ALS GROUP USA, CORP					
08/26	08/17/2026	800656	590-540-776-001	LAB SUPPLIES	480.00
08/26	08/17/2026	800656	590-540-776-001	LAB SUPPLIES	2,200.00
Total ALS GROUP USA, CORP:					2,680.00
AMAZON CAPITAL SERVICES					
08/26	08/17/2026	800657	216-336-740-000	OPERATING SUPPLIES	273.54
08/26	08/17/2026	800657	101-371-740-000	OFFICE SUPPLIES	276.42
08/26	08/17/2026	800657	101-301-740-000	OFFICE SUPPLIES	83.75
08/26	08/17/2026	800657	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	52.98
08/26	08/17/2026	800657	101-301-740-000	OFFICE SUPPLIES	18.78
08/26	08/17/2026	800657	216-336-740-000	OPERATING SUPPLIES	121.72
08/26	08/17/2026	800657	101-301-854-000	RADIOS/RADIO REPAIRS	63.95
08/26	08/17/2026	800657	101-265-776-000	O&M SUPPLIES	41.86
08/26	08/17/2026	800657	101-265-776-000	O&M SUPPLIES	91.80
Total AMAZON CAPITAL SERVICES:					918.84
ASPIRE RURAL HEALTH					
08/26	08/17/2026	80249	248-728-801-000	DDA CONTRACTED SERVICES	75.00
Total ASPIRE RURAL HEALTH:					75.00
BELL - WASIK, INC.					
08/26	08/17/2026	800658	101-301-860-000	GAS/OIL/TIRES	80.09
Total BELL - WASIK, INC.:					80.09
BRIGHTSPEED					
08/26	08/17/2026	800659	101-172-750-001	SOFTWARE MAINTENANCE AGREE'T	22.29
08/26	08/17/2026	800659	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	22.29
08/26	08/17/2026	800659	101-260-750-001	SOFTWARE MAINTENANCE AGREE'T	22.29
08/26	08/17/2026	800659	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	22.28
08/26	08/17/2026	800659	216-336-750-001	SOFTWARE MAINTENANCE AGREE'T	22.28
08/26	08/17/2026	800659	590-540-750-001	SOFTWARE MAINTENANCE AGREEM	22.28
08/26	08/17/2026	800659	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	22.28
08/26	08/17/2026	800659	248-728-801-000	DDA CONTRACTED SERVICES	22.28
Total BRIGHTSPEED:					178.27
BROWNING POWER SYSTEMS LLC					
08/26	08/17/2026	80250	590-545-801-000	CONTRACTED SERVICES	350.00
08/26	08/17/2026	80250	590-545-801-000	CONTRACTED SERVICES	350.00
08/26	08/17/2026	80250	590-545-801-000	CONTRACTED SERVICES	350.00
08/26	08/17/2026	80250	590-545-801-000	CONTRACTED SERVICES	350.00
08/26	08/17/2026	80250	591-540-801-000	CONTRACTED SERVICES	220.00
08/26	08/17/2026	80250	590-540-801-000	CONTRACTED SERVICES	600.00
08/26	08/17/2026	80250	590-540-801-000	CONTRACTED SERVICES	400.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
08/26	08/17/2026	80250	590-540-801-000	CONTRACTED SERVICES	350.00
08/26	08/17/2026	80250	591-540-801-000	CONTRACTED SERVICES	300.00
08/26	08/17/2026	80250	590-545-801-000	CONTRACTED SERVICES	350.00
Total BROWNING POWER SYSTEMS LLC:					3,620.00
BUSY BEE CLEANING					
08/26	08/17/2026	800660	101-265-801-002	CONTRACTED SERV - JANITORIAL	494.00
08/26	08/17/2026	800660	216-336-801-002	CONTRACTED SERV - JANITORIAL	52.00
08/26	08/17/2026	800660	590-540-801-002	CONTRACTED SERV - JANITORIAL	104.00
08/26	08/17/2026	800660	101-265-801-002	CONTRACTED SERV - JANITORIAL	494.00
08/26	08/17/2026	800660	216-336-801-002	CONTRACTED SERV - JANITORIAL	52.00
08/26	08/17/2026	800660	590-540-801-002	CONTRACTED SERV - JANITORIAL	104.00
Total BUSY BEE CLEANING:					1,300.00
CASS CITY HARDWARE					
08/26	08/17/2026	80251	591-540-760-000	POSTAGE	13.00
08/26	08/17/2026	80251	591-540-760-000	POSTAGE	15.00
Total CASS CITY HARDWARE:					28.00
CHARLOTTE KISH					
08/26	08/17/2026	80252	101-101-962-000	TRAVEL & LODGING	170.01
Total CHARLOTTE KISH:					170.01
CHARTER COMMUNICATIONS					
08/26	08/10/2026	800652	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	65.08
08/26	08/10/2026	800652	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	19.52
08/26	08/10/2026	800652	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	19.52
08/26	08/10/2026	800652	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	13.02
08/26	08/10/2026	800652	101-751-750-001	SOFTWARE MAINTENANCE AGREE'T	13.01
Total CHARTER COMMUNICATIONS:					130.15
CITY OF CARO					
08/26	08/17/2026	80253	101-265-922-000	WATER/SEWER/GARBAGE	121.45
08/26	08/17/2026	80253	101-441-922-000	WATER/SEWER/GARBAGE	835.01
08/26	08/17/2026	80253	101-703-922-000	WATER/SEWER/SAN	93.09
08/26	08/17/2026	80253	101-703-922-000	WATER/SEWER/SAN	70.14
08/26	08/17/2026	80253	101-751-922-000	WATER/SEWER	79.51
08/26	08/17/2026	80253	101-703-922-000	WATER/SEWER/SAN	245.26
08/26	08/17/2026	80253	101-751-922-000	WATER/SEWER	1,086.47
08/26	08/17/2026	80253	216-336-922-000	WATER/SEWER/GARBAGE	246.87
08/26	08/17/2026	80253	248-728-922-000	WATER/SEWER/GARBAGE	43.10
08/26	08/17/2026	80253	590-540-922-000	WATER/SEWER/GARBAGE	1,712.93
Total CITY OF CARO:					4,533.83
DEREK RULASON					
08/26	08/17/2026	80254	216-336-740-000	OPERATING SUPPLIES	100.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total DEREK RULASON:					100.00
DJ's PORTABLE TOILET RENTALS, LLC					
08/26	08/17/2026	800661	101-751-801-000	CONTRACTED SERVICES	130.00
08/26	08/17/2026	800661	101-751-801-000	CONTRACTED SERVICES	225.00
08/26	08/17/2026	800661	101-751-801-000	CONTRACTED SERVICES	130.00
08/26	08/17/2026	800661	101-751-801-000	CONTRACTED SERVICES	225.00
08/26	08/17/2026	800661	101-751-801-000	CONTRACTED SERVICES	225.00
Total DJ's PORTABLE TOILET RENTALS, LLC:					935.00
DTE ENERGY					
08/26	08/10/2026	800653	590-540-920-000	ELECTRIC	8,594.01
08/26	08/10/2026	800653	590-545-920-000	ELECTRIC - LIFT STATIONS	283.56
08/26	08/10/2026	800653	590-545-920-000	ELECTRIC - LIFT STATIONS	74.85
08/26	08/10/2026	800653	204-444-920-000	ELECTRIC - PARKING LOTS	41.16
08/26	08/10/2026	800653	590-545-920-000	ELECTRIC - LIFT STATIONS	217.62
08/26	08/10/2026	800653	590-545-920-000	ELECTRIC - LIFT STATIONS	52.73
08/26	08/10/2026	800653	591-540-920-000	ELECTRIC - WELLHOUSES	1,246.36
08/26	08/10/2026	800653	590-545-920-000	ELECTRIC - LIFT STATIONS	211.54
08/26	08/10/2026	800653	590-545-920-000	ELECTRIC - LIFT STATIONS	38.27
08/26	08/10/2026	800653	591-540-920-000	ELECTRIC - WELLHOUSES	10,749.99
08/26	08/10/2026	800653	204-444-920-000	ELECTRIC - PARKING LOTS	72.20
08/26	08/10/2026	800653	204-444-920-000	ELECTRIC - PARKING LOTS	46.00
Total DTE ENERGY:					21,628.29
E&L CONSTRUCTION GROUP INC					
08/26	08/17/2026	80255	590-540-970-002	CAPITAL OUTLAY - SRF	951,239.15
Total E&L CONSTRUCTION GROUP INC:					951,239.15
ELAN FINANCIAL SERVICES					
08/26	08/17/2026	800654	248-728-741-000	LUNCHEONS	186.12
08/26	08/17/2026	800654	248-728-776-000	DDA OPERATING SUPPLIES	26.49
08/26	08/17/2026	800654	248-728-776-000	DDA OPERATING SUPPLIES	26.26
08/26	08/17/2026	800654	248-733-900-000	FARMERS MARKET - ADVERTISING	194.93
08/26	08/17/2026	800654	248-733-900-000	FARMERS MARKET - ADVERTISING	151.34
08/26	08/17/2026	800654	248-733-900-000	FARMERS MARKET - ADVERTISING	20.38
08/26	08/17/2026	800654	248-733-956-005	FARMERS MARKET - EXPENSES	21.20
08/26	08/17/2026	800654	248-733-956-005	FARMERS MARKET - EXPENSES	11.63
08/26	08/17/2026	800654	248-733-956-005	FARMERS MARKET - EXPENSES	91.10
08/26	08/17/2026	800654	248-733-956-005	FARMERS MARKET - EXPENSES	28.25
Total ELAN FINANCIAL SERVICES:					757.70
EMTERRA ENVIRONMENTAL USA CORP					
08/26	08/17/2026	800662	596-521-801-000	CONTRACTED SERVICES	22,412.15
08/26	08/17/2026	800663	596-521-801-000	CONTRACTED SERVICES	18,660.57
Total EMTERRA ENVIRONMENTAL USA CORP:					41,072.72

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
FARM DEPOT					
08/26	08/17/2026	800664	661-575-930-000	CONTRACTED REPAIRS	1,827.96
Total FARM DEPOT:					1,827.96
FETTINGS EXTERIOR SOLUTIONS					
08/26	08/17/2026	80256	248-733-956-005	FARMERS MARKET - EXPENSES	300.00
Total FETTINGS EXTERIOR SOLUTIONS:					300.00
GAMBLES DO IT BEST HARDWARE					
08/26	08/17/2026	80257	591-540-776-000	O&M SUPPLIES	196.38
08/26	08/17/2026	80257	591-540-776-000	O&M SUPPLIES	137.18
08/26	08/17/2026	80257	101-265-776-000	O&M SUPPLIES	50.34
08/26	08/17/2026	80257	101-262-740-000	OFFICE SUPPLIES	44.97
Total GAMBLES DO IT BEST HARDWARE:					428.87
GOVERNMENTAL EMPLOYEES LABOR COUNCIL					
08/26	08/17/2026	800665	101-000-231-005	GELC UNION DUES WITHHOLDING	494.00
Total GOVERNMENTAL EMPLOYEES LABOR COUNCIL:					494.00
GRAINGER					
08/26	08/17/2026	800666	101-265-776-000	O&M SUPPLIES	103.98
Total GRAINGER:					103.98
HIRSCHMAN OIL SUPPLY INC					
08/26	08/17/2026	800667	661-575-801-000	MOTOR POOL Contracted serv	1,345.01
Total HIRSCHMAN OIL SUPPLY INC:					1,345.01
HORIZON OVERHEAD DOOR LLC					
08/26	08/17/2026	80258	101-265-801-000	CONTRACTED SERVICES	2,158.69
Total HORIZON OVERHEAD DOOR LLC:					2,158.69
HUBBELL, ROTH & CLARK, INC					
08/26	08/17/2026	800668	590-540-801-003	CONTRACTED SERV-SRF	44,283.54
Total HUBBELL, ROTH & CLARK, INC:					44,283.54
J.E. JOHNSON INC					
08/26	08/17/2026	800669	101-265-801-000	CONTRACTED SERVICES	225.00
08/26	08/17/2026	800669	101-265-801-000	CONTRACTED SERVICES	1,355.00
Total J.E. JOHNSON INC:					1,580.00
KAREN SNIDER					
08/26	08/17/2026	80259	101-101-962-000	TRAVEL & LODGING	60.95

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total KAREN SNIDER:					60.95
KEN MARTIN ELECTRIC INC					
08/26	08/17/2026	800670	101-265-801-000	CONTRACTED SERVICES	453.25
08/26	08/17/2026	800670	202-483-801-000	CONTRACTED SERVICES	5,163.76
Total KEN MARTIN ELECTRIC INC:					5,617.01
MERITAGE MANAGEMENT LLC					
08/26	08/17/2026	800671	248-728-943-001	DDA BUILDING RENT	350.00
Total MERITAGE MANAGEMENT LLC:					350.00
MICHAEL FADER					
08/26	08/17/2026	800672	101-441-725-000	UNIFORMS	65.20
08/26	08/17/2026	800672	591-540-725-000	UNIFORMS	65.20
Total MICHAEL FADER:					130.40
MICHIGAN CAT					
08/26	08/17/2026	80260	661-575-776-000	MAINTENANCE SUPPLIES	698.18
Total MICHIGAN CAT:					698.18
MICHIGAN PIPE & VALVE-SAGINAW					
08/26	08/17/2026	800673	591-540-776-000	O&M SUPPLIES	1,280.00
08/26	08/17/2026	800673	590-545-776-000	OM&R SUPPLIES	1,280.00
08/26	08/17/2026	800673	591-540-776-000	O&M SUPPLIES	3,564.00
08/26	08/17/2026	800673	591-540-970-001	CAPITAL OUTLAY - METERS	4,800.00
08/26	08/17/2026	800673	591-540-776-000	O&M SUPPLIES	2,092.00
08/26	08/17/2026	800673	591-540-776-000	O&M SUPPLIES	2,410.00
08/26	08/17/2026	800673	590-540-776-000	OM&R SUPPLIES NORMAL	2,410.00
08/26	08/17/2026	800673	591-540-776-000	O&M SUPPLIES	20.00
Total MICHIGAN PIPE & VALVE-SAGINAW:					17,856.00
MML WORKERS' COMP FUND					
08/26	08/17/2026	800674	101-265-721-000	WORKER'S COMP INSURANCE	135.88
08/26	08/17/2026	800674	101-301-721-000	WORKER'S COMP INSURANCE	1,796.02
08/26	08/17/2026	800674	101-301-721-000	WORKER'S COMP INSURANCE	37.23
08/26	08/17/2026	800674	101-371-721-000	WORKER'S COMP INSURANCE	46.09
08/26	08/17/2026	800674	101-701-721-000	WORKER'S COMP INSURANCE	6.62
08/26	08/17/2026	800674	101-702-721-000	WORKER'S COMP INSURANCE	42.60
08/26	08/17/2026	800674	101-101-721-000	WORKER'S COMP INSURANCE	48.22
08/26	08/17/2026	800674	101-172-721-000	WORKER'S COMP INSURANCE	155.64
08/26	08/17/2026	800674	101-262-721-000	WORKER'S COMP INSURANCE	109.22
08/26	08/17/2026	800674	101-247-721-000	WORKER'S COMP INSURANCE	4.47
08/26	08/17/2026	800674	101-253-721-000	WORKER'S COMP INSURANCE	154.78
08/26	08/17/2026	800674	101-260-721-000	WORKER'S COMP INSURANCE	171.62
08/26	08/17/2026	800674	591-536-721-000	WORKER'S COMP INSURANCE	11.32
08/26	08/17/2026	800674	591-540-721-000	WORKER'S COMP INSURANCE	305.90
08/26	08/17/2026	800674	596-560-721-000	WORKER'S COMP INSURANCE	88.07

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
08/26	08/17/2026	800674	596-521-721-000	WORKER'S COMP INSURANCE	22.65
08/26	08/17/2026	800674	661-575-721-000	WORKER'S COMP INSURANCE	63.54
08/26	08/17/2026	800674	216-336-721-000	WORKER'S COMP INSURANCE	409.00
08/26	08/17/2026	800674	590-560-721-000	WORKER'S COMP INSURANCE	218.47
08/26	08/17/2026	800674	590-536-721-000	WORKER'S COMP INSURANCE	11.32
08/26	08/17/2026	800674	590-540-721-000	WORKER'S COMP INSURANCE	817.06
08/26	08/17/2026	800674	590-545-721-000	WORKER'S COMP INSURANCE	79.20
08/26	08/17/2026	800674	591-560-721-000	WORKER'S COMP INSURANCE	218.47
08/26	08/17/2026	800674	203-463-721-000	WORKER'S COMP INSURANCE	67.94
08/26	08/17/2026	800674	203-483-721-000	WORKER'S COMP INSURANCE	89.00
08/26	08/17/2026	800674	204-442-721-000	WORKER'S COMP INSURANCE	33.97
08/26	08/17/2026	800674	204-483-721-000	WORKER'S COMP INSURANCE	33.45
08/26	08/17/2026	800674	248-441-721-000	WORKER'S COMP INSURANCE	11.32
08/26	08/17/2026	800674	248-728-721-000	WORKER'S COMP INSURANCE	229.23
08/26	08/17/2026	800674	101-441-721-000	WORKER'S COMP INSURANCE	504.89
08/26	08/17/2026	800674	101-751-721-000	WORKER'S COMP INSURANCE	105.66
08/26	08/17/2026	800674	101-753-721-000	WORKER'S COMP INSURANCE	5.19
08/26	08/17/2026	800674	101-754-721-000	WORKER'S COMP INSURANCE	1.30
08/26	08/17/2026	800674	202-463-721-000	WORKER'S COMP INSURANCE	56.62
08/26	08/17/2026	800674	202-483-721-000	WORKER'S COMP INSURANCE	89.04
Total MML WORKERS' COMP FUND:					6,181.00
MOORE MOTOR SALES					
08/26	08/17/2026	80261	661-575-930-000	CONTRACTED REPAIRS	62.24
08/26	08/17/2026	80261	661-575-930-000	CONTRACTED REPAIRS	370.47
08/26	08/17/2026	80261	661-575-930-000	CONTRACTED REPAIRS	328.46
08/26	08/17/2026	80261	661-575-930-000	CONTRACTED REPAIRS	68.99
08/26	08/17/2026	80261	661-575-930-000	CONTRACTED REPAIRS	64.95
Total MOORE MOTOR SALES:					895.11
PITNEY BOWES INC					
08/26	08/17/2026	800675	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	507.96
Total PITNEY BOWES INC:					507.96
POLICE OFFICERS LABOR COUCIL					
08/26	08/17/2026	800676	101-000-231-004	POLC UNION DUES WITHHOLDING	427.00
Total POLICE OFFICERS LABOR COUCIL:					427.00
R&R TECHNICAL SERVICES					
08/26	08/17/2026	80262	101-172-801-000	CONTRACTED SERVICES	206.00
08/26	08/17/2026	80262	101-253-801-000	CONTRACTED SERVICES	163.00
08/26	08/17/2026	80262	101-260-801-000	CONTRACTED SERVICES	138.00
08/26	08/17/2026	80262	101-301-801-000	CONTRACTED SERVICES	424.00
08/26	08/17/2026	80262	101-441-801-000	CONTRACTED SERVICES	168.00
08/26	08/17/2026	80262	216-336-801-000	CONTRACTED SERVICES	62.50
08/26	08/17/2026	80262	101-253-750-000	TECHNOLOGY	500.00
08/26	08/17/2026	80262	590-540-750-000	SEWER TECHNOLOGY	250.00
08/26	08/17/2026	80262	591-540-750-000	WATER TECHNOLOGY	250.00
08/26	08/17/2026	80262	216-336-853-000	TELEPHONE	55.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
08/26	08/17/2026	80262	590-540-853-000	TELEPHONE	20.45
08/26	08/17/2026	80262	591-540-853-000	TELEPHONE	20.45
08/26	08/17/2026	80262	596-560-853-000	TELEPHONE	20.45
08/26	08/17/2026	80262	661-575-853-000	TELEPHONE	55.00
08/26	08/17/2026	80262	101-101-801-000	CONTRACTED SERVICES	90.00
08/26	08/17/2026	80262	101-703-853-000	TELEPHONE	20.45
08/26	08/17/2026	80262	101-301-853-000	TELEPHONE & PAGERS	20.45
08/26	08/17/2026	80262	202-483-853-000	TELEPHONE	20.45
08/26	08/17/2026	80262	203-483-853-000	TELEPHONE	20.45
08/26	08/17/2026	80262	204-483-853-000	TELEPHONE	20.45
08/26	08/17/2026	80262	248-728-853-000	TELEPHONE & TECHNOLOGY	55.00
08/26	08/17/2026	80262	101-172-853-000	TELEPHONE	55.00
08/26	08/17/2026	80262	101-253-853-000	TELEPHONE	27.50
08/26	08/17/2026	80262	101-260-853-000	TELEPHONE	27.50
08/26	08/17/2026	80262	101-371-853-000	TELEPHONE	20.50
08/26	08/17/2026	80262	101-702-853-000	TELEPHONE	20.45
08/26	08/17/2026	80262	101-441-853-000	TELEPHONE	20.45
08/26	08/17/2026	80262	590-540-801-000	CONTRACTED SERVICES	130.50
08/26	08/17/2026	80262	591-540-801-000	CONTRACTED SERVICES	80.50
08/26	08/17/2026	80262	596-521-801-000	CONTRACTED SERVICES	42.50
08/26	08/17/2026	80262	101-265-801-000	CONTRACTED SERVICES	108.00
08/26	08/17/2026	80262	101-751-801-000	CONTRACTED SERVICES	25.00
08/26	08/17/2026	80262	101-371-801-000	CONTRACTED SERVICES	25.00
Total R&R TECHNICAL SERVICES:					3,163.00
RICHMOND'S STEEL					
08/26	08/17/2026	80263	590-545-776-000	OM&R SUPPLIES	377.88
Total RICHMOND'S STEEL:					377.88
STAR OF THE WEST MILLING CO					
08/26	08/17/2026	80264	101-441-776-001	O&M SUPPLIES	117.60
Total STAR OF THE WEST MILLING CO:					117.60
TEAM FINANCIAL GROUP					
08/26	08/17/2026	800677	101-172-750-001	SOFTWARE MAINTENANCE AGREE'T	68.42
08/26	08/17/2026	800677	101-253-750-001	SOFTWARE MAINTENANCE AGREE'T	68.42
08/26	08/17/2026	800677	101-260-750-001	SOFTWARE MAINTENANCE AGREE'T	68.42
08/26	08/17/2026	800677	101-301-750-001	SOFTWARE MAINTENANCE AGREE'T	68.42
08/26	08/17/2026	800677	101-371-750-001	SOFTWARE MAINTENANCE AGREEM	68.42
08/26	08/17/2026	800677	101-441-750-001	SOFTWARE MAINTENANCE AGREE'T	68.42
08/26	08/17/2026	800677	216-336-750-001	SOFTWARE MAINTENANCE AGREE'T	68.42
08/26	08/17/2026	800677	101-751-750-001	SOFTWARE MAINTENANCE AGREE'T	68.42
08/26	08/17/2026	800677	590-540-750-001	SOFTWARE MAINTENANCE AGREEM	68.42
08/26	08/17/2026	800677	591-540-750-001	SOFTWARE MAINTENANCE AGREEM	68.42
08/26	08/17/2026	800677	596-521-750-001	SOFTWARE MAINTENANCE AGREEM	68.42
08/26	08/17/2026	800677	661-575-750-001	SOFTWARE MAINTENANCE AGREE'T	68.38
Total TEAM FINANCIAL GROUP:					821.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
THUMB WELDING SUPPLY					
08/26	08/17/2026	80265	590-540-776-000	OM&R SUPPLIES NORMAL	185.02
Total THUMB WELDING SUPPLY:					185.02
TIMOTHY JOE LONEY					
08/26	08/17/2026	80266	590-540-801-000	CONTRACTED SERVICES	4,350.00
Total TIMOTHY JOE LONEY:					4,350.00
TRACE ANALYTICAL LABORATORIES, INC					
08/26	08/17/2026	800678	591-540-777-000	WATER TESTING & PERMITS	43.50
Total TRACE ANALYTICAL LABORATORIES, INC:					43.50
TUSCOLA AREA AIRPORT AUTH					
08/26	08/17/2026	80267	101-728-959-000	TRANSFER TO AIRPORT	18,986.00
Total TUSCOLA AREA AIRPORT AUTH:					18,986.00
TUSCOLA COUNTY ADVERTISER					
08/26	08/17/2026	800679	101-703-900-000	PRINTING/PUBLICATION	2,030.18
08/26	08/17/2026	800679	101-247-900-000	PRINTING & PUBLICATION	148.50
08/26	08/17/2026	800679	101-260-900-000	PRINTING & PUBLICATION	486.00
Total TUSCOLA COUNTY ADVERTISER:					2,664.68
TUSCOLA COUNTY FIRE FIGHTERS ASSOC					
08/26	08/17/2026	80268	216-336-960-000	EDUCATION & TRAINING	420.00
Total TUSCOLA COUNTY FIRE FIGHTERS ASSOC:					420.00
TUSCOLA COUNTY TREASURER					
08/26	08/11/2026	80248	101-000-228-001	DUE TO CTY - STATE EDUCATION	42,074.26
08/26	08/11/2026	80248	101-000-222-000	DUE TO CTY - COUNTY OPERATING	27,408.34
Total TUSCOLA COUNTY TREASURER:					69,482.60
UIS SCADA					
08/26	08/17/2026	80269	591-540-801-000	CONTRACTED SERVICES	5,169.00
Total UIS SCADA:					5,169.00
USA BLUEBOOK					
08/26	08/17/2026	800680	590-545-776-001	CHEMICAL SUPPLIES LIFT STATION	959.91
08/26	08/17/2026	800680	591-540-776-000	O&M SUPPLIES	3,432.15
08/26	08/17/2026	800680	590-540-776-000	OM&R SUPPLIES NORMAL	165.21
08/26	08/17/2026	800680	590-545-776-000	OM&R SUPPLIES	165.21
08/26	08/17/2026	800680	590-540-776-000	OM&R SUPPLIES NORMAL	606.32
08/26	08/17/2026	800680	590-540-776-000	OM&R SUPPLIES NORMAL	97.95
08/26	08/17/2026	800680	590-540-776-000	OM&R SUPPLIES NORMAL	656.93
08/26	08/17/2026	800680	590-545-776-000	OM&R SUPPLIES	656.92

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total USA BLUEBOOK:					6,740.60
VILLAGE OF CASS CITY					
08/26	08/17/2026	80270	591-540-777-001	WATER TESTING	160.00
Total VILLAGE OF CASS CITY:					160.00
WEX BANK					
08/26	08/17/2026	800655	661-575-860-000	GAS/OIL	1,171.74
08/26	08/17/2026	800655	216-336-860-000	GAS & OIL	401.40
08/26	08/17/2026	800655	101-301-860-000	GAS/OIL/TIRES	1,666.97
08/26	08/17/2026	800655	590-540-860-000	GAS/OIL/DIESEL	239.71
08/26	08/17/2026	800655	101-371-860-000	GAS	81.06
Total WEX BANK:					3,560.88
Grand Totals:					1,230,934.47

Report Criteria:

Report type: GL detail

Check.Type = {<>} "Adjustment"



CARO POLICE DEPARTMENT

317 S. STATE STREET, CARO, MI 48723

Brian V. Newcomb, Chief of Police

To: Caro City Council, Caro City Manager

From: Brian V. Newcomb, Chief of Police

Regarding: Month end report, July 2026

Date: August 3, 2026

POLICE REPORTS

July 2026-374 Police Complaints

June 2026- 337
May 2026- 368
April 2026
March 2026=396
February 2026 = 339
January 2026= 263
December 2025=348
November 2025=397
October 2025-453 complaints
September 2025-366 Complaints
August 2025- 465 complaints
July 2025=450

MILEAGE

July 2026 = 4322 Miles

GASOLINE

July 2026 =360.16 gallons

911 OPEN LINE/HANGUP	2	
ABANDONED VEHICLE	2	
AIRPLANE CRASH		
ALARM	11	*Assist Sheriff dept., 1847 Murray rd. Assault in Pro
ANIMAL COMPLAINTS	11	*Assist Sheriff dept. /Caro fire, Washburn at Bliss, t
ARSON		*Assist Sheriff dept Luder at Bieble, Sheep in the ro
ASSAULT INCLUDING DOMESTIC	19	*Assist Sheriff dept, 2766 E. Deckerville, Assault In I
ASSIST DHHS/CPS	4	*Assist MSP at 2185 Village Dr, Domestic Assault in
ASSIST FIRE	9	*Assist Sheriff Dept , 15 N. Graf, Domestic Assault in
ASSIST MDOC		*Assist MSP at 6495 Cleaver rd. Large fight in progr
ASSIST MSP		
ASSIST OTHER PD	7	
ASSIST THUMB NARCOTICS		
ASSIST TUSH IN CARO	4	LARCENY
ASSIST DPW		ATTEMPTED BREAKING AND ENTERING
ATTEMPT TO LOCATE PERSON		ATTEMPTED BREAKING AND ENTERING
B&E	5	DOMESTIC VIOLENCE
BACKGROUND INVESTIGATION LE		FELONIOUS ASSAULT
BULLYING INCLUDING CYBER		LARCENY IN A BUILDING
CHILD LOCKED IN VEHICLE		POSSESSION OF NARCOTICS
CHILD NEGLECT/ABUSE		OPERATING VEHICLE WHILE INTOXICATED
CITIZEN ASSIST	4	ASSAULT AND BATTERY
CIVIL DISPUTE	11	DISORDERLY
CONCEALED WEAPONS		PAROLE VIOLATION
CONDITIONAL BOND VIOLATION		VIOLATION OF BOND CONDITIONS
CONSERVATION VIOLATION		VIOLATION OF BOND CONDITIONS
COUNTERFEITING		VIOLATION OF BOND CONDITIONS
CRIMINAL SEXUAL CONDUCT	2	VIOLATION OF BOND CONDITIONS
CRIMINALLY SEXUAL MATERIAL		RETAIL FRAUD
CURFEW VIOLATION		RESIST AND OBSTRUCT POLICE
DEATH MESSAGE		DOMESTIC VIOLENCE
DISORDERLY	10	FELONIOUS ASSAULT
DISTURBING THE PEACE		ASSAULT AND BATTERY
DOG BITE		ASSAULT AND BATTERY
DOG LOCKED IN VEHICLE		WARRANT ARREST
DOWNED WIRES		WARRANT ARREST
DRIVE WHILE LICENSE SUSPENDED		WARRANT ARREST
EMBEZZLEMENT		WARRANT ARREST
EXTORTION		WARRANT ARREST
FALSE PERSONATION		WARRANT ARREST
FATAL TRAFFIC CRASH		WARRANT ARREST
FELONIOUS ASSAULT		WARRANT ARREST
FIGHT IN PROGRESS		WARRANT ARREST
FIREWORKS VIOLATION		WARRANT ARREST
FLEE POLICE	1	WARRANT ARREST
FOLLOW UP INVESTIGATION	8	WARRANT ARREST

FOUND PROPERTY	4	WARRANT ARREST
FORGERY		WARRANT ARREST
FRAUD	4	WARRANT ARREST
GENERAL	4	
GUNSHOT WOUND		
HARASSMENT by Communication	8	
HAZMAT INCIDENT		
HIT AND RUN PDA		
HOMELESS		
HOMICIDE ATTEMPT		
IDENTITY THEFT		
INDECENT EXPOSURE	1	
INJURY CRASH	4	
INTOXICATED PERSON		
INVESTIGATION FOLLOWUP	3	
INVESTIGATIVE CHECK OR STOP		
KEYS LOCKED IN VEHICLE		
KIDNAPPING		
LARCENY	3	
LARCENY BY CONVERSION		
LARCENY FROM VEHICLE		
LARCENY IN A BUILDING		
LIQUOR INSPECTION	12	
LITTERING	2	
LOITERING		
LOST PROPERTY	2	
MDOP	3	
MED FIRST RESPONSE CALL	28	
MENTAL HEALTH CALL	6	
MIP-ALCOHOL		
MIP-VAPE		
MISSING JUVENILE		
MISSING PERSON	1	
MISUSE OF 911 LINE		
MOTORIST ASSIST	4	
MUTUAL AID	7	
NARCOTICS		
NATURAL DEATH		
NO INSURANCE-VEHICLE		
NO OPERATORS LICENSE		
NO REGISTRATION MISDEMEANOR		
NOISE COMPLAINT	1	
OBSCENE MATERIAL POSSESSION		
OPEN DOOR	1	
OPEN INTOXICANTS IN A M.V.		
OVERDOSE-DRUGS		
OWI	1	

PARKING VIOLATIONS	2	
PAROLE VIOLATION	1	
PDA	13	
PPO VIOLATION	4	
PROBATION VIOLATION		TOTAL ARRESTS
PROWLER	1	
PUBLIC RELATIONS	1	
RECKLESS DRIVING		
REGISTRATION VIOLATION		
RESIST/OBSTRUCT OFFICER	1	
RETAIL FRAUD	1	
ROAD RAGE		
RUNAWAY	1	
SEARCH WARRANT		
SINKHOLE IN ROADWAY		
SQUATING (ILLEGAL ENTRY)		
STALKING		
SUBPOENA SERVICE	1	
SUICIDE OR ATTEMPTED SUICIDE		
SUICIDAL PERSON-THREATS OF		
SUSPICIOUS PERSON	4	
SUSPICIOUS SITUATION	6	
SUSPICIOUS VEHICLE	2	
THREATS	1	
THREATS TO ATTY GENERAL		
THREATS TO COURTHOUSE		
THREATS TO SCHOOL		
TRAFFIC CONTROL	4	
TRAFFIC STOPS/CITATIONS	75	
TRESPASS	7	
TRUANCY		
UDAA	1	
VULNERABLE ADULT ABUSE	1	
VERBAL DOMESTIC	7	
VIN INSPECTION	2	
WARRANT ARREST - FELONY	5	
WARRANT ARREST - MISDEMEANOR	10	
WEAPONS OFFENSE		
WELFARE CHECK	14	
WITNESS INTIMIDATION		

TOTAL COMPLAINTS	374
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		Fire runs July 1, 2026 thru July 31, 2026	City of Caro Fire Department	Report to Council		page 1
Run #	Date	Responsible entity	Address of call	Description	Water usage	Township
463	7/1/2026	2197 Pine View Ln.		Medical 285	0	Indianfields
464	7/1/2026	1556 Pine Crest Dr.		Medical 286	0	Almer
465	7/1/2026	5707 Delong Rd.	Elkland Fd	Barn fire	3500	Mutual
466	7/1/2026	1599 VanGeisen Rd.		Medical 287	0	City
467	7/1/2026	987 Mertz rd.	public service	I-Phone crash detection	0	Indianfields
468	7/2/2026	1121 E. Caro Rd.		Medical 288	0	City
469	7/2/2026	2491 N. Hurds Corner Rd.		Medical 290	0	Ellington
470	7/2/2026	2256 W. Wells Rd.	Stephane Harrah	CO alarm	0	Indianfields
471	7/3/2026	665 Court St.		Medical	0	City
472	7/3/2026	E. Caro & Deckerville Rd.		2-vehicle crash	0	Almer
473	7/3/2026	1002 Turner Dr.	Emtera	Dumpster fire	300	City
474	7/6/2026	1025 Collingwood Dr.	Sandra Rand Trust	CO / Smoke alarm	0	City
475	7/6/2026	Washburn & Bliss Rd.	services not needed	Vehicle crash	0	Indianfields
476	7/6/2026	1814 Sunrise Dr.		Medical 291	0	Almer
477	7/7/2026	1907 Dixon Rd.		Medical 290	0	Indianfields
478	7/7/2026	Murry & Rossman Rd.		Motor cycle Crash	0	Wells
479	7/7/2026	at or near 327 Fremont St	Public Sevice	tree in street	0	City
480	7/7/2026	3180 Darbee Rd.	Fairgrove FD	Grain Bin fire	2	Mutual
481	7/8/2026	3033 Washburn Rd.		Medical 294	0	Indianfields
482	7/8/2026	1004 E. Caro Rd.	Bob Kerman	Vehicle crash	0	City
483	7/9/2026	100 S. Murray Rd.		Medical 296	0	Wells
484	7/9/2026	1601 W. Gilford Rd. E608	Senior Commons	smoke in apartment	0	City
485	7/10/2026	Washburn & Bliss Rd.		Human rescue	0	Indianfields
486	7/10/2026	628 & 630 Colubia St.	TI Auto	Fire alarm false 2nd.	0	City
487	7/10/2026	628 & 630 Colubia St.	TI Auto	Fire alarm from #486	0	City
488	7/10/2026	1341 S. Colling Rd.		Medical 298	0	Indianfields
489	7/11/2026	134 Quinn Ave.	Michael Jones	gas line leaking	0	City
490	7/11/2026	1599 Boy Scout Rd.		Medical	0	Indianfields
491	7/11/2026	2500 W. Caro Rd.	Longs Propane	gas leak	0	Indianfields
492	7/12/2026	2525 Brussie Rd.		Medical	0	Indianfields
493	7/12/2026	1085 Northview Dr.		Medical	0	City
494	7/12/2026	831 S. State St.		Medical 299	0	City
495	7/12/2026	1466 Mertz Rd.		Medical 300	0	Indianfields
496	7/13/2026	1917 Dixon Rd.		Medical 301	0	Indianfields
497	7/14/2026	3910 Little Rd.		Medical 302	0	Ellington
498	7/14/2026	1769 Sunset Dr.		Medical 303	0	Almer
499	7/15/2026	1707 Colwood Rd.		Medical 304	0	Almer
500	7/15/2026	1754 Sunrise Dr.		Medical 305	0	Almer
501	7/15/2026	4042 Shabbona Rd.	Elkland FD	possible structure fire	0	Mutual
502	7/15/2026	Gibbs & Fremont St.	public service	Illegal fire	0	City
503	7/16/2026	119 Bultler St.		Medical 306	0	City
504	7/16/2026	Hurds Corner & Broadway Rd.	public service	I-Phone crash detection	0	Ellington
505	7/16/2026	119 Bultler St.		Medical	0	City
506	7/17/2026	223 N. Almer St.	Midwest Properties	Illegal fire	100	City

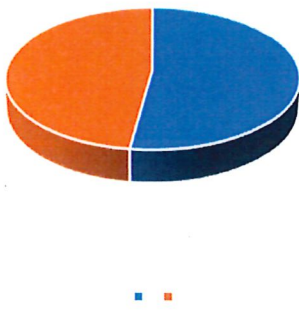
		Fire runs July 1, 2026 thru July 31, 2026	City of Caro Fire Department	Report to Council		page 2
Run #	Date	Responsible entity	Address of call	Description	Water usage	Township
507	5/17/2026	1771 Luder Rd.		Medical 307	0	Almer
508	7/17/2026	1255 Cameron Rd.		Medical 308	0	City
509	7/17/2026	1121 E. Caro Rd.		Medical 309	0	City
510	7/18/2026	3230 Deckerville Rd.	Calvin Wright	Illegal fire	4500	Ellington
511	7/18/2026	1587 Boy Scout Rd.	Dennis Clara	illegal fire	0	Indianfields
512	7/18/2026	611 W. Lincoln St.	DTE	Power line issue	0	City
513	7/19/2026	1341 S. Colling Rd.	Cary's Young at Heart	False fire alarm	0	Indianfields
514	7/19/2026	611 Court St.	Lillian Gerstenberger	Illegal fire	0	City
515	7/19/2026	2370 Tin Bill Rd.		Medical	0	Wells
516	7/20/2026	1601 W. Gilford # E600		Medical 310	0	City
517	7/21/2026	1544 Vangeisen Rd.		Medical 311	0	City
518	7/21/2026	State & Hooper St.	canceled	3-vehicle crash	0	City
519	7/22/2026	332 E. Bush St.		Medical 312	0	City
520	7/22/2026	Hurds Corner & Deckerville	Gurpreet Singh	2-Vehicle crash #313	0	Ellington
521	7/22/2026	1381 Cleaver Rd.	High Land pines	Fire Alarm	0	Almer
522	7/22/2026	303 N. Hooper St.	McComb schools	False fire alarm	0	City
523	7/23/2026	332 E. Bush St.		Medical 314	0	City
524	7/23/2026	1655 E. Caro Rd.		Medical 315	0	Almer
526	7/23/2026	1089 E. Caro Rd.	Dale Urmos	2-vehicle crash	0	City
528	7/23/2026	504 Gibbs St.		Medical 320	0	City
529	7/24/2026	3021 E. Dutcher Rd.	DTE	wires down	0	Ellington
530	7/24/2026	1466 Gun Club Rd.		Medical 321	0	Indianfields
531	7/24/2026	3269 E. Dayton Rd.		Medical 322	0	Wells
532	7/25/2026	158 2nd. St.		Medical 323	0	City
533	7/25/2026	Hurds Corner & Deckerville		2-vehicle crash 324,325,326	0	Ellington
534	7/25/2026	218 W. Burnside St.	Shane Romain	house fire	500	City
535	7/25/2026	119 Butler St.		Medical 327	0	City
536	7/25/2026	340 W. Bush St.		Medical	0	City
537	7/26/2026	1601 W. Gilford Rd. D203		Medical 328	0	City
538	7/26/2026	1057 E. Caro Rd.		Medical 329	0	City
539	7/26/2026	1225 Gun Club Rd.	public service	I-Phone crash detection	0	Indianfields
540	7/27/2026	243 E. Grant St.	DJH Property LLC	smoke alarm	0	City
541	7/27/2026	725 S. Almer St.	Michigan Sugar	Fire alarm	0	City
542	7/28/2026	1438 E. Dayton Rd.		Medical 330	0	Indianfields
543	7/28/2026	125 S. Kinyon St.	DTE	Down wires	0	City
544	7/28/2026	3798 Cookin Rd.		Medical 331	0	Ellington
545	7/28/2026	1601 W. Gilford Rd. D203		Medical 332	0	City
546	7/28/2026	401 N. Hooper St.	Public service	Smoke investigation	0	City
547	7/29/2026	1800 W. Caro Rd.		Medical 333	0	Indianfields
548	7/29/2026	188 Park Dr.		Medical 334	0	City
549	7/30/2026	1601 W. Gilford Rd. # D513		Medical 335	0	City
550	7/30/2026	1112 S. Murray Rd.		Medical 336	0	Wells
no #	7/30/2026	188 Park Dr.		Medical	0	City
551	7/30/2026	819 Penninsilar Dr.		Medical 337	0	Indianfields
552	7/31/2026	1601 W. Gilford Rd. B311		Medical	0	City

Fire runs July 1, 2026 thru
July 31, 2026

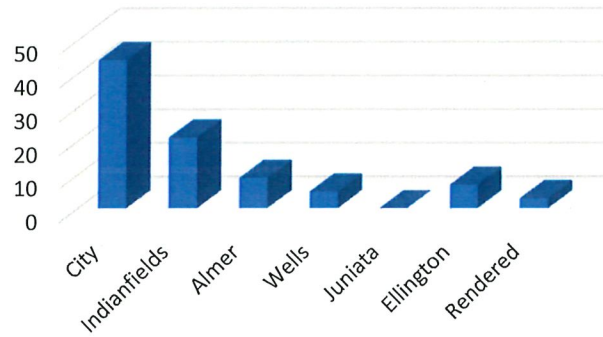
Report to Council

City of Caro Fire Department

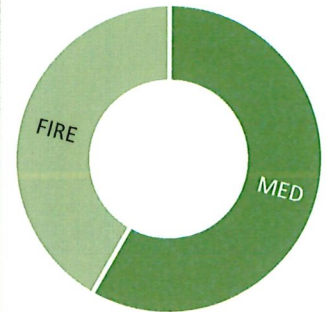
Med. payroll vs income



Calls per Area



Fire vs Medical calls



Medical recovery

\$1,635.00

City

44

FIRE

38

Medical payroll

\$1,500.00

Indianfields

21

MED

53

\$135.00

Almer

9

Total runs

90

Wells

5

Juniata

0

Ellington

7

Rendered

3

Contents fires

1

Gas leaks, spills

2

False Fire Alarms

7

Structure fires

4

CO / Smoke alarms

3

Vehicle crashes

7

Dumpster fire

1

I Phone crash Detection

3

Power lines

3

Illegal fires

5

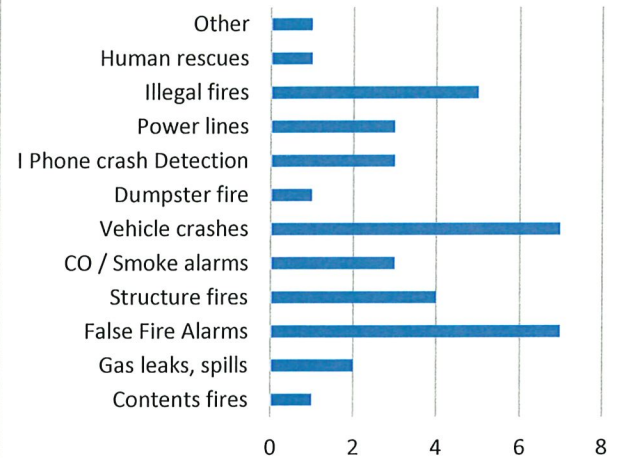
Human rescues

1

Other

1

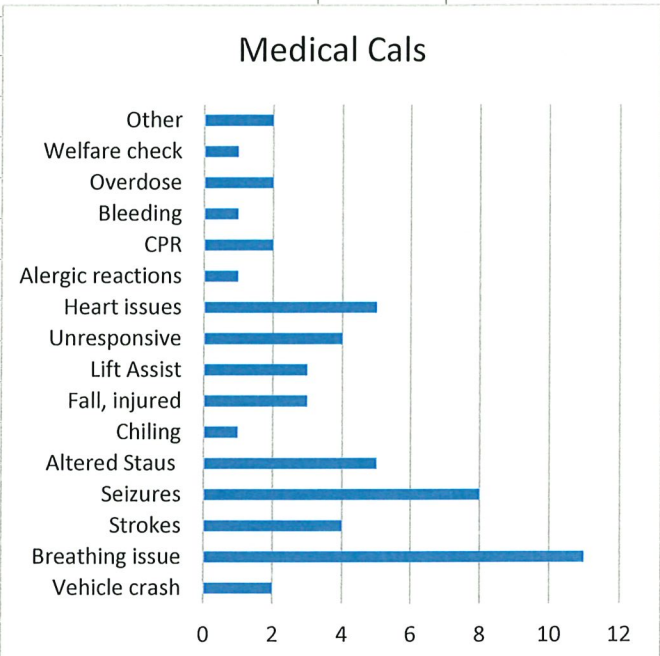
Fire calls



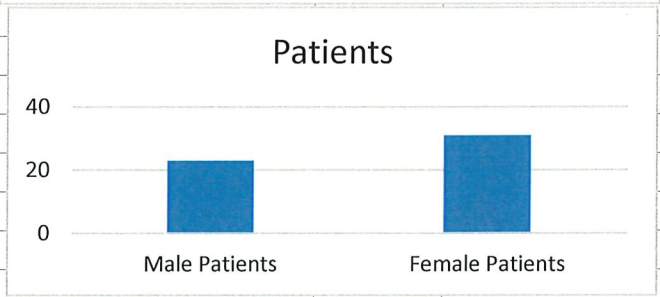
Submitted

8/3/2026

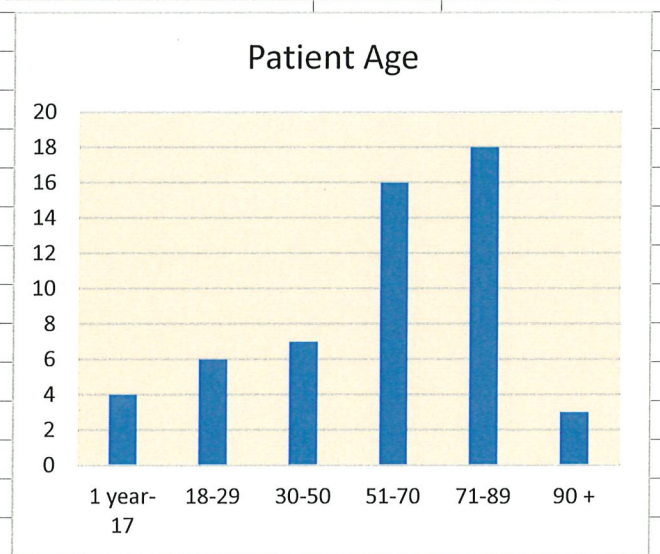
	Vehicle crash	2
	Breathing issue	11
	Strokes	4
	Seizures	8
	Altered Staus	5
	Chiling	1
	Fall, injured	3
	Lift Assist	3
	Unresponsive	4
	Heart issues	5
	Alergic reactions	1
	CPR	2
	Bleeding	1
	Overdose	2
	Welfare check	1
	Other	2



	Male Patients	23
	Female Patients	31



	Patients Age	
	1 year-17	4
	18-29	6
	30-50	7
	51-70	16
	71-89	18
	90 +	3



	Fire runs July 1, 2026 thru July 31, 2026	
--	---	--

CITY OF CARO

CODE ENFORCEMENT

August 2026 Council Code Report

July 2026 Monthly Review

168 Park Dr.	Blight Lawn	Cut by City
166 Park Dr.	Garbage Violation	1 st notice / Corrected
1521 W. Caro Rd. HFH	Garbage Violation	1 st notice / Corrected
Citizen Complaint	329 Hamilton/ branches	Still in roadway
Citizen Complaint	Grey Unlicensed Vehicle in lot	Lincoln / W. Burnside – Not found
502 Hamilton St.	Garbage accumulation	Corrected by owner
344 Wells St.	Garbage accumulation	2 nd and final notice / Corrected
510 S. State St.	Garbage accumulation	2 nd and final notice
351 Wells St.	Blight Structure Deck front & side	2 nd and final notice
844 W. Sherman St.	Garbage Accumulation since May	1 st Ticket issued \$100.00 #1477
296 W. Congress St.	Blight Lawn	Corrected by owner
1065 E. Northwood Dr.	Blight Lawn – Partially cut	Re-tagged/ Corrected by owner
351 Wells St.	Blight Lawn	Cut by City
510 S. State St.	Blight Lawn	Cut by City
Citizen Complaint	308 Montague/Junk accumulation	Placed at curb for pick up
Sign violation	E. Frank St and Ellington Rd.	Multiple signs removed by City
Sign violation	S. State St. W. Frank St. S. Almer	Removed by City
Sign Violation	Ellington St. and E. Caro	Removed by City
700 N. State St.	Pallet violation	1 st notice / Corrected
683 Gibbs St.	Obstructed sidewalk / debris	1 st notice/ Corrected
1094 S. Colling Rd.	Garbage accumulation	1 st notice - Unchange
670 W. Lincoln St.	Improper yard waste at the street	1 st notice/ Corrected by owner
602 W. Gilford St.	Email property manager FOIA info	photos + corrected City invoice
402 Black Dr.	Garbage and Trash violation	1 st notice/ Corrected
1425 W. Caro	Garbage Violation	1 st notice/ Corrected
531 E. Frank St.	Improper sign	Corrected

CITY OF CARO

CODE ENFORCEMENT

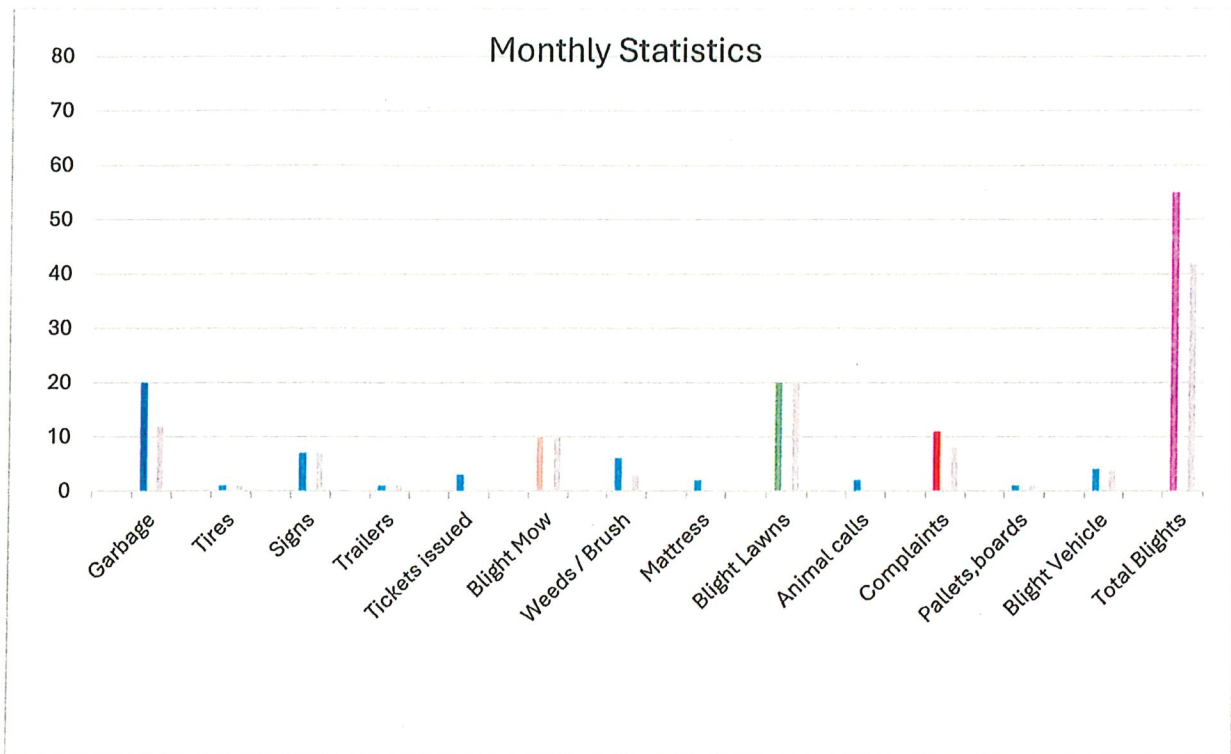
August 2026 Council Code Report

July 2026 Monthly Review

342 W. Grant St.	Improper Sign	Corrected
Met w/ TCHD/TCAC/ Caro PD	Health Code Violation	Revisit July 7 th , 2026, /resources
143 W. Gamble St.	Blight Lawn	Corrected by owner
195 W. Gamble St.	Blight Lawn	Cut by City
1734 Van Geisen Rd.	Blight Lawn	Corrected by owner
502 Fremont St.	Blight Lawn	Corrected by owner
503 Fremont St.	Blight Lawn	Corrected by owner
844 W. Sherman St.	Blight Lawn	Cut by City
82 W. Gilford St.	Blight Lawn	Cut by City
1065 E. Northwood Dr.	Blight Lawn	Partially Corrected/ Back uncut
Citizen Complaint Against	Private Fireworks in City	It is Legal in the State by Law
Complaint: 515 S. State St.	Vehicle/Trailer on grass	1 st notice- no violation
Citizen Complaint	Washington St.	Garbage /inoperable vehicles
321 W. Grant St. TCHD visit	Great progress made cleaning	Advised to rehome 10 cats by 7-14-2026
Contact George Novogroder	With business contacts	Neighboring business for \$ help?
421 Wells St.	Weeds Violation	1 st notice / Corrected by owner
715 W. Frank St.	Blight Lawn	Cut by city
716 W. Frank St.	Blight Lawn	Cut by city
111 N. Kinyon St.	Blight Lawn	Cut by City
111 N. Kinyon St.	Garbage Violation	1 st notice / Corrected by owner
Complaint 313 Montague	Weeds / Overgrowth	1 st notice
Complaint 402 Black Dr.	Blight vehicles	Letter sent / Corrected by owner
Post on MACEO forum	Regarding Blight Vehicles	Different vehicle restart process
634 S. State St.	Blight Lawn	Corrected by owner
195 Pamela Dr.	Brush Violation	1 st notice / Corrected by owner
632 Meek St.	Garbage Violation	1 st notice
907 W. Lincoln St.	Blight Lawn	Corrected by owner

CITY OF CARO

CODE ENFORCEMENT



Monthly total tickets issued: 3

Monthly total blights: 55

Monthly cases resolved: 42

Monthly blight mows: 10

Top 3-Violations: #1 Blight Lawns #2 Garbage Accum. #3 Complaints

CITY OF CARO

CODE ENFORCEMENT

August 2026 Council Code Report

July 2026 Monthly Review

313 Montague St.	Garbage/ Junk accumulation	2 nd notice
844 W. Sherman St.	Garbage/ Junk accumulation	2 nd offense ticket #1478
510 S. State St.	Garbage/ Junk accumulation 3rd	1 st offense ticket #1479
Complaints: 1601 W. Gilford "Caro Senior commons"	Email to MSHDA regarding: State Laws requiring heating for seniors	Property turned off heat for summer in May
1601 W. Gilford St. "Caro Senior Commons"	Letter sent / Regarding heat being turned off – (10 days to correct)	Michigan Law - MCL 125.471 requirements
343 Wells St.	Blight Lawn- Vacant lot	Cut by City
1012 Turner Dr.	Mattress violation	1 st notice
632 Meek St.	Garbage and Junk accumulation	2 nd notice
223 N. Almer St.	New Fence put up with no permit	1 st notice
214 Ellis St.	Pool Permit inquiry sent	1 st notice
195 W. Gamble St.	Blight Lawn	Cut by city
Citizen Complaint	632 Meek St. / Overgrowth	1 st notice
Online Citizen Complaint	Dead deer at 1599 Van Geisen rd.	On Private property
515 Bates St.,	Unlicensed Vehicle (motorhome)	1 st notice/ Corrected
1599 Van Geisen Complaint	Dead deer on back of property	Courtesy letter sent
Human Development Comm.	Update Email Deanna Higley/ heat issue complaints	About Caro Senior Commons
810 Gibbs St.	Mattress Violation	1 st notice
1601 W. Gilford St. advised	Temp monitors installed in apt's	and in hallways.
Response: Caro Senior Commons	Provided indoor temp logs from different locations in Bldg./Apt's.	Boiler work scheduled later this week 8/1-8/7
Butler and E. Frank St.	Improper Sign	Corrected
W. Gilford St. and S. State St.	Improper Sign	Removed by City
1425 W. Caro St.	Garbage Violation	2 nd notice

CITY OF CARO
CODE ENFORCEMENT

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CITY OF CARO

CODE ENFORCEMENT

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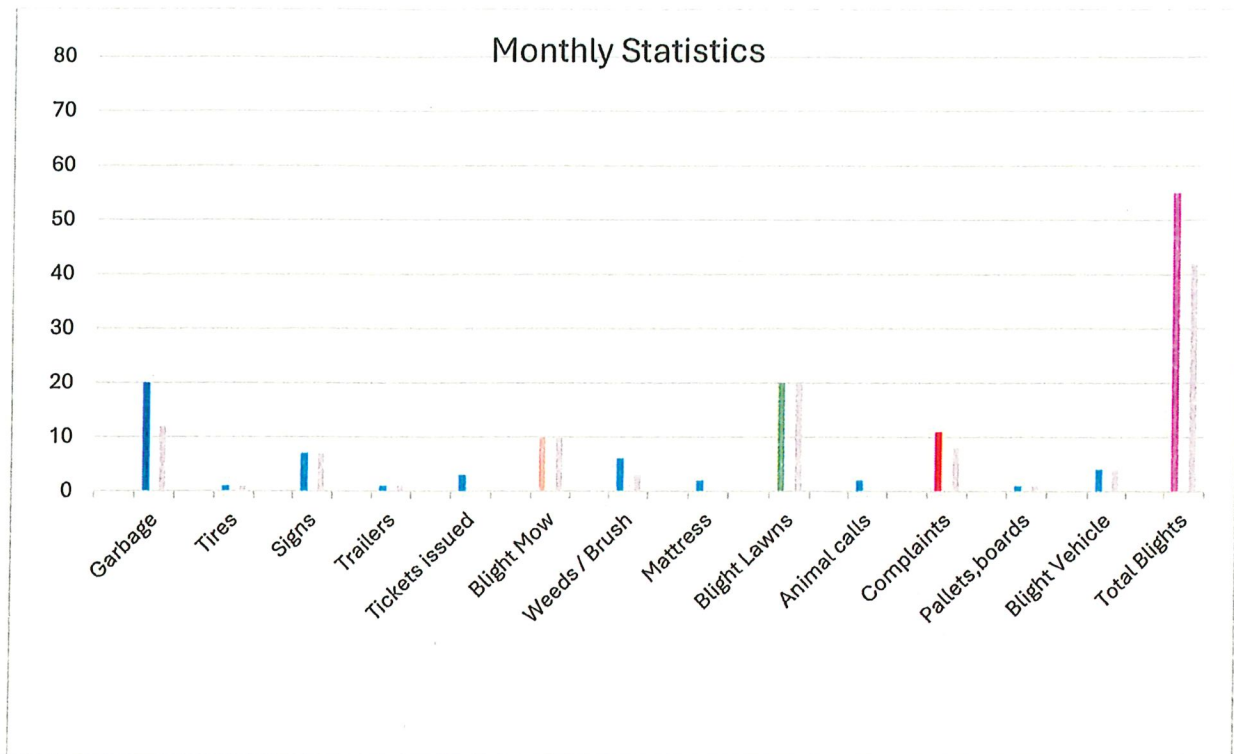
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CITY OF CARO
CODE ENFORCEMENT

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CITY OF CARO

CODE ENFORCEMENT



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Monthly blight mows: 10

Top 3-Violations: #1 Blight Lawns #2 Garbage Accum. #3 Complaints

July 30, 2026

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Traverse City, October 7-9, 2026. The League's **"Annual Meeting"** is scheduled for 4:30 pm on Wednesday, October 7 in Governors' A at the Grand Traverse Resort. The meeting will be held for the following purposes:

1. Election of Trustees. To elect five members of the Board of Trustees for terms of four years each (see #1 on page 2).

2. Policy. A) **To vote on the Core Legislative Principles document.**

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <https://mml.org/resources-research/delegate/>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

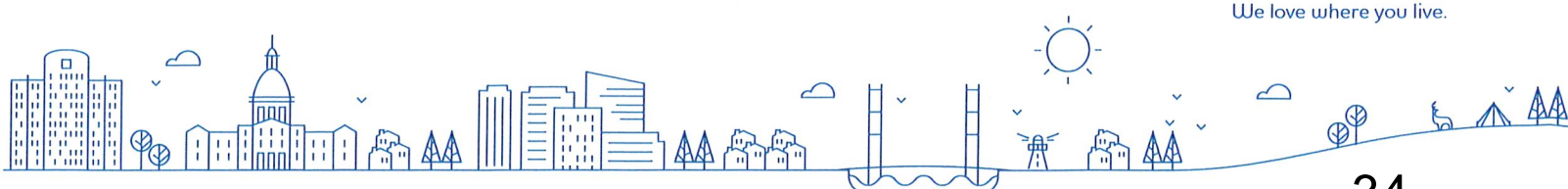
In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **September 7, 2026.**

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <https://mml.org/resources-research/delegate/> **no later than September 7, 2026.**

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

“Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary Members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative.”

1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, five members of the Board of Trustees will be elected at the annual meeting for a term of four years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and “no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting.” Thus, the deadline this year for the League to receive resolutions is **September 7, 2026**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

Further, “Every proposed resolution submitted to the Board of Trustees by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or a modification thereof.

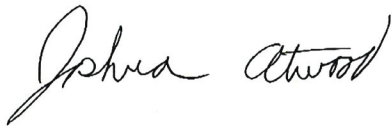


3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, October 6, 2026, at Grand Traverse Resort for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

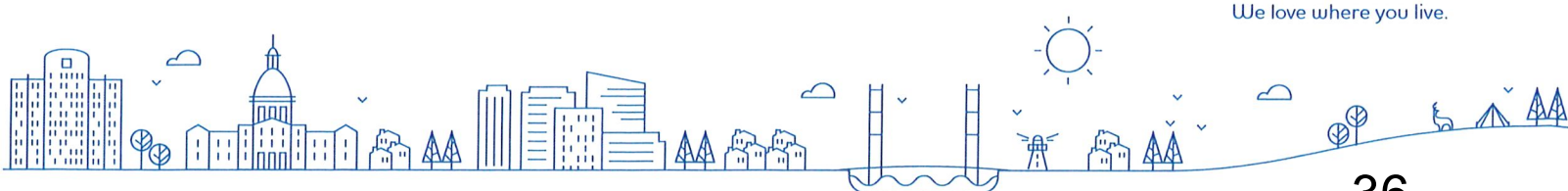
Sincerely,



Joshua Atwood
President
Commissioner, City of Lapeer



Daniel P. Gilmartin
Executive Director & CEO



We love where you live.

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
TAMMY RIES
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
CHARLOTTE KISH
DOREEN OEDY
HEIDI PARKER
JOHN RILEY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, August 12, 2026
RE: Agenda Item – Police Department Ballistic Vest & Carriers

Members of the Caro City Council,

As you know, in the Fiscal Year 2026/2027 budget included a higher Uniform and Equipment line to \$15,000 as each officer is required to purchase ballistic vests and carriers. As such, Police Chief Newcomb has provided the attached quote from CMP Distributors for a total amount of \$7,100 in order to purchase of 5 sets of the required equipment.

This equipment is the new required equipment that was noted to Council during the budget process as the reason we had to increase the budget line, and we seek the purchase the items early in the fiscal year so prices do not go up on us.

Your options for motions are:

1. Motion to approve the purchase of 5 sets of ballistic vest and carrier gear from CMP Distributors for the quoted price of \$7,100.
2. Postpone for further discussion.
3. Take no action.



16753 Industrial Parkway
Lansing, MI 48906

Phone # 517-721-0970
Fax # 517-721-0974

Invoice

Date	Invoice #
7/23/2026	028139

Bill To	Ship To
Caro Police Department 150 Montague Ave Caro, MI 48723	Caro Police Department 150 Montague Ave Caro, MI 48723

P.O. No.	Account #	Terms	Rep	Ship Date	Shipping Method
Lt. Ryan Avery	909	Net 30	JAM	7/23/2026	Drop Ship

Item	Qty	Description	Price	Amount
AE-VORTEX-IIIA-REV-1	4	Armor Express Vortex Threat Level IIIA Concealable Vest - Includes (1) Revolution Carrier with Bloodtags, Tails (NIJ Model No. AEXG2-A-IIIA) **Black Carrier JOSHUA BYRON - 2606105090 JON RAMIREZ - 2606105091 DAVID PETERS - 2606105092 DREW WESSELS - 2606105093	910.00	3,640.00T
AE-HARDCORE-H3	4	Armor Express Hard Core H3 Carrier JOSHUA BYRON JON RAMIREZ DAVID PETERS DREW WESSELS **Black Carrier **Two (2) Name Strips on front left - "CARO POLICE" in white. 1X5 - "First Initial, Last Name" in white. 1X5 ** "POLICE" in white on back. ** Four eyelet badge tab **Spec 1200-M1	479.00	1,916.00T
Shipping and Handling	1	Shipping and Handling	50.00	50.00T

Subtotal	\$5,606.00
Sales Tax (0.0%)	\$0.00
Total	\$5,606.00
Payments/Credits	\$0.00
Balance Due	\$5,606.00

RETURN POLICY: Returns accepted on un-opened, un-used items within 10 days with Invoice. Restocking fee may be applied.



16753 Industrial Parkway
Lansing, MI 48906

Phone # 517-721-0970
Fax # 517-721-0974

Invoice

Date	Invoice #
7/23/2026	028140

Bill To	Ship To
Caro Police Department 150 Montague Ave Caro, MI 48723	Caro Police Department 150 Montague Ave Caro, MI 48723

P.O. No.	Account #	Terms	Rep	Ship Date	Shipping Method
Lt. Ryan Avery	909	Net 30	JAM	7/23/2026	Drop Ship

Item	Qty	Description	Price	Amount
AE-VORTEX-III-A-REV-1	1	Armor Express Vortex Threat Level IIIA Concealable Vest - Includes (1) Revolution Carrier with Bloodtags, Tails (NIJ Model No. AEXG2-A-III-A) **Black Carrier RYAN AVERY - 2606105094	910.00	910.00T
AE-HARDCORE-H3	1	Armor Express Hard Core H3 Carrier RYAN AVERY **Black Carrier **Two (2) Name Strips on front left - "CARO POLICE" in white. 1X5 - "LT. AVERY" in white. 1X5 ** "POLICE" in white on back. ** Four eyelet badge tab **Spec 1200-M1	479.00	479.00T
Shipping and Handling	1	Shipping and Handling	20.00	20.00T

RETURN POLICY: Returns accepted on un-opened, un-used items within 10 days with Invoice. Restocking fee may be applied.	Subtotal	\$1,409.00
	Sales Tax (0.0%)	\$0.00
	Total	\$1,409.00
	Payments/Credits	\$0.00
	Balance Due	\$1,409.00

CITY OF CARO

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JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, August 12, 2026
RE: Agenda Item – Fire Department Budget Adjustment

Members of the Caro City Council,

As you know, due to supply issues we have had ongoing issues with ordered items taking longer for delivery than originally anticipated. One such issue has occurred with the Fire Department as hoses then ordered back on March 10, 2026, have not arrived, even though it was supposed to be delivered within 30 days.

As such, as the order arrives in this fiscal year, it will eat away with the money budgeted to buy hoses this fiscal year. To remedy this situation, Fire Chief Heckroth is requesting an adjustment to the Fiscal Year 2026/2027 budget to bring forward the \$2,300 that would cover the previous order into the new fiscal year. The current year has \$2,000 budgeted for hoses and this would bring that up to \$4,300 in order to cover last year's purchase, and this years purchase.

Your options for motions are:

1. Motion to order the City Treasurer to adjust the Fiscal Year 2026/2027 budget to raise the amount budgeted for hoses to \$4,300.
2. Postpone for further discussion.
3. Take no action.



CITY OF CARO FIRE DEPARTMENT

317 S. State St. Caro Michigan 48723
Randall Heckroth, City of Caro Fire Chief
989-529-6469

July 31, 2026

Requesting a Budget amendment for the 2025/2026 budget year

Purchase order # 40550
Date of order> March 10,2026
7 lengths of firefighting hose
Vender CSI, Grayling Michigan

Due to a supply issue the hose was not delivered prior to the end of the fiscal year 2025/2026 {July 1st. 2026}
The hose is expected within 30 days or less, half the order is ready for delivery.

Requesting that an amendment is to include the cost of this order, with the budget year 2026/2027
This will help keep costs down if I was to cancel the order and then reorder the same hose
This will also allow the department to order five-inch hose on the 2026/2027 fiscal year budget, as planned.

Cost to be amended, estimated \$ 2300.00

Fiscal year 2026/2027 hose budgeted at \$2000.00
If amended the total for 2026/2027 would be \$4300.00

Thank you

Randall Heckroth
City of Caro Fire Chief

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
TAMMY RIES
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
CHARLOTTE KISH
DOREEN OEDY
HEIDI PARKER
JOHN RILEY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, August 12, 2026
RE: Agenda Item – Water Tower Engineering Quote

Members of the Caro City Council,

As you may know, our water tower is inspected every 5 years and with each inspection comes issues which need to be addressed. In our last inspection in 2022 a couple of issues were identified for us to repair. The issues include replacement of screens, redirection of an overflow pipe, and other adjustments. Due to the inability to take the Water Tower completely down for these repairs they have been delayed, however, now we do have the ability to take the Tower out of service in order to facilitate these mandated repairs before our next inspection in 2027.

Therefore, DPW Superintendent Reese solicited this quote from Dixon Engineering to provide engineering services for this work. They would develop bid specifications for the work, facilitate the bid and review process, and oversee the work to completion. The quoted price for this service is \$5,200 which is just over my limit to approve so I present this quote to Council for approval.

Dixon has performed these services for us before, and we have received excellent service and their ongoing knowledge of our Tower and system provide great value at this price.

Your options for motions are:

1. Motion to accept the quote from Dixon Engineering to provide engineering services for Water Tower repairs for the quoted price of \$5,200.
2. Instruct the City Manager to get other quotes and report back to Council.
3. Postpone for further discussion.
4. Take no action.



1104 Third Avenue
Lake Odessa, MI 48849
Telephone: (616) 374-3221
Fax: (616) 374-7116

July 28, 2026

Tom Reese
City of Caro
741 S. Hooper St.
Caro, MI 48723

Subject: Repair Inspections

Dear Mr. Reese,

Enclosed is the repairs proposal for the 750,000 gallon toroellipse water storage tank.

Our proposal is divided into a Cover Page, signature page, Exhibits, A, C, E, GP, and IR, and fee page. Exhibit A details our services. Exhibit C contains the basis of fees, invoicing, and payment matters and Attachment C-1 includes the fee rates and a breakdown of fee for services provided in this agreement. Exhibit E is the electronic documents protocol. Exhibit GP is general provisions for the agreement and exhibits. Exhibit IR is insurance and limits of liability.

We appreciate the opportunity to submit this proposal. If you have any questions, please feel free to contact me at (517) 202-5602.

FOR DIXON ENGINEERING, INC.,

A handwritten signature in blue ink, appearing to read "Thomas Rounds", is written over a horizontal line.

Thomas Rounds
Project Manager

Enclosure



1104 Third Avenue
Lake Odessa, MI 48849
Telephone: (616) 374-3221
Fax: (616) 374-7116

**AGREEMENT BETWEEN OWNER AND DIXON
FOR PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of: _____ (“Effective date”) between **City of Caro, Michigan** (“Owner/Client”) and Dixon Engineering, Inc. of Lake Odessa, Michigan (DIXON).

IN WITNESS WHEREOF, the (“Owner/Client”) and (“DIXON”) have executed this Agreement. The Owner’s/Client’s Project, of which DIXON’s Services under this Agreement are a part, is generally identified as follows: **Phase 2 (Design) and Phase 4 (Construction) services for the 750,000 Gallon Toroellipse** (“Project”) and DIXON’s services as detailed in Exhibit A.

Other terms used in this Agreement are defined in EXHIBIT GP and EJCDC C-700, Standard General Conditions of the Construction Contract, incorporated by reference into this Agreement.

This service fee is the Estimated Amount of **\$5,200**. DIXON will honor this fee for a period of 6 months from the Proposal Date (below) after which time an adjustment to this fee may be necessary. If Owner signs the Agreement after 6 months and DIXON determines no price adjustment is required, and signs Proposal as an Agreement, then this Agreement is valid.

Proposals / Agreement Signatures

Thomas Rounds, Project Manager July 28, 2026
PROPOSED by DIXON (Not a contract until approved by DIXON Project Manager or Officer) PROPOSAL DATE

APPROVED as CONTRACT BY OWNER	POSITION	DATE
-------------------------------	----------	------

Co-SIGNATURE of Contract (if required)	POSITION	DATE
--	----------	------

AGREEMENT APPROVED by DIXON	POSITION	DATE
-----------------------------	----------	------

With the execution of this Agreement, DIXON and Owner shall designate specific individuals to act as DIXON’s and Owner’s representatives with respect to the services to be performed or furnished by DIXON and responsibilities of Owner under this Agreement, said individual shall have authority to transmit instructions, receive information, and render decisions relative to this Agreement on behalf of the respective party whom the individual represents.

Designated Person: Tom Reese
Address for Owner’s receipt of notices:
City of Caro
741 S. Hooper St.
Caro, MI 48723
Email: treese@carocity.net

Designated Person: Thomas Rounds
Address for DIXON’s receipt of notices:
Dixon Engineering, Inc.
1104 Third Avenue
Lake Odessa, MI 48849
Email: tomrounds@dixonengineering.net

Any notice required under this Agreement shall be in writing, addressed to the Designated Contract Person at its address on this signature page, or given personally, or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

Owner and DIXON further agree as follows:

ARTICLE 1 SERVICES OF DIXON

1.01 DIXON shall provide or cause to be provided:

- A. Contract and Project Management (Basic) Services: EXHIBIT A
- B. Resident Project Representative (RPR): EXHIBIT A
 - 1. The term used in this Agreement to reference DIXON's Resident Representative is (DRR) instead of RPR to avoid confusion, as Engineer Client may have RPRs on other portions of the project.
- C. Antenna Services: EXHIBIT B
 - 1. If antennas interfere or add costs to the Project a review of services in Exhibit B is required. DIXON will perform these services but they can be completed by the Owner/Client if preferred. In some antenna contracts the fees for these services are back chargeable to the antenna carrier. The responsible party must be assigned in Exhibit B.
- D. Other Services: Services beyond the scope of Exhibit A or Exhibit B are Additional Services.

ARTICLE 2 OWNER'S RESPONSIBILITIES

2.01 Owner shall provide or cause to be provided:

- A. Responsibilities set forth in Exhibit A, Part 1, Section C of each Phase.
- B. The Owner shall arrange for safe access to and make all provisions for DIXON to enter upon public and private property as required for DIXON to perform services under the agreement.
- C. Owner shall pay DIXON for Basic (Project Management and Contract Administration), Resident Project Representative (RPR or DRR), Post Construction Observation and Additional Services as detailed in Exhibit C and as summarized in Attachment 1 to Exhibit C. (Exhibit C-1).

ARTICLE 3 SCHEDULE FOR RENDERING SERVICES

3.01 Commencement:

- A. DIXON is authorized to begin rendering services as of the Effective Date or mutually agreeable date.
- B. DIXON shall complete its obligations within a reasonable time. If a specific period for rendering services, or specific dates by which services are to be completed are required, the dates are provided in Exhibit A, and are hereby agreed to be reasonable.
- C. If there is a change in the Scope of Services, or in Scope of Project, if Projects are delayed or suspended through no fault of DIXON, if the orderly and continuous progress of DIXON's services is impaired, if the agreed periods of time or dates are changed, if construction contract dates are extended, then the time for completion of DIXON's services, and the rates and amounts of DIXON's compensation, shall be adjusted equitably. Delay of Projects by Owner or Contractor until the next season (past the expiration date of Exhibit C-Attachment 2), is considered a Change in Scope of Services
- D. The Owner shall make decisions and carry out its responsibilities in a timely manner so as not to delay DIXON's performance of its services.
- E. Owner shall give prompt written notice to DIXON whenever Owner observes or otherwise becomes aware of any development that affects the scope or time of performance of DIXON's services; the presence at the Site of any Constituents of Concern; or any relevant, material defect or nonconformance in: (a) DIXON's services, (b) the Work, (c) the performance of any Contractor, or (d) Owner's performance of its responsibilities under this Agreement.
- F. If DIXON fails, through its own fault (for reasons within their control), to complete the performance required in this Agreement within the time set forth, as duly adjusted, then Owner shall be entitled, as its sole remedy, to the recovery of direct damages, if any, resulting from such failure.

ARTICLE 4 INVOICES AND PAYMENTS – PER EXHIBIT C

ARTICLE 5 OPINIONS OF COST – GENERAL PROVISIONS PER EXHIBIT GP

ARTICLE 6 GENERAL PROVISIONS - PER EXHIBIT GP

ARTICLE 7 DEFINITIONS

- A. Whenever used in this Agreement (including the Exhibits hereto) terms (including the singular and plural forms) printed with initial capital letters have the same meaning indicated in the Construction Contract Documents, EJCDC C-700 18.
- B. Additional definitions pertinent to invoicing or payment can be found in Exhibit C.

ARTICLE 8 EXHIBITS AND SPECIAL PROVISIONS

- A. EXHIBITS Included:
 - 1. EXHIBIT C, Basis of Fees, Invoicing, and Payment Matters.
 - 2. EXHIBIT C, Attachments C-1, and C-2.
 - 3. EXHIBIT E, Electronic Documents Protocol (EDP).
 - 4. EXHIBIT GP, General Provisions from the Agreement and Exhibits.
 - 5. EXHIBIT IR, Insurance Requirements and Limits of Liability.
- B. EXHIBITS to be added as needed:
 - 1. EXHIBIT A, DIXON's Services and Client's Responsibilities
 - 2. EXHIBIT B, DIXON's Services and Client's Responsibilities-Antennas
 - 3. EXHIBIT K, Amendment to Owner-DIXON Agreement for Services added or changed after effective date of this Agreement or for clarification if requested.
- C. EXHIBITS D, F, and H from original EJCDC documents merged with other EXHIBITS or not used.
- D. EXHIBIT J, Special Provisions. Services added at/before Effective Date (included in original Agreement sometimes referred to as an Addendum). This is an item left over from pre-computer era. Now if there are changes, DIXON will incorporate those items directly into the Agreement, prior to any signing or the Effective Date, unless an addendum is requested.
- E. EXHIBIT A, DIXON has combined the six EJCDC construction project phases into five phases: Phase 1- Evaluation Phase, Phase 2- Design and Technical Specification, Phase 3-Contract Document and Bidding, Phase 4-Construction, and Phase 5-Post Construction. We then included DIXON's Basic Services, DRR Services, and Client's Responsibilities for each respective Phase. We have since added a sixth Phase back in after the Post Construction Phase which is Phase 6- Maintenance - Security and Health Annual Inspections (starting at least a year after the warranty Post Construction Phase).

ARTICLE 9 MISCELLANEOUS PROVISIONS

9.00 Miscellaneous Provisions are items that pertain to the legal terms of this Agreement. All General Provisions from Article 6 are in Exhibit GP. General Provisions are those Provisions that refer mostly to services that result from this Agreement and subsequent Task Orders. (The General Provisions relate to the Work to be performed as opposed to these Miscellaneous Provisions which relate to Contract formation.)

9.01 Survival:

- A. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

9.02 Severability:

- A. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and DIXON, which agree that the Agreement shall be reformed to replace

such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

9.03 Successors, Assigns, and Beneficiaries:

- A. Owners and DIXON are hereby bound, and the successors, executors, administrators, and legal representatives of Owner and DIXON are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Unless expressly provided otherwise in this Agreement:
 - 1. Nothing in this Agreement shall be constructed to create, impose, or give rise to any duty owed by Owner or DIXON to any Contractor, other third-party individual or entity, or to any surety for or employee of any of them and not for the benefit of any other party.
 - 2. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and DIXON and not for the benefit of any other party.

9.04 Waiver:

- A. A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this agreement.

9.05 Accrual of Claims:

- A. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of Substantial Completion.

9.06 DIXON's Certifications:

- A. DIXON certifies that it has not engaged in corrupt, fraudulent, or coercive practices in competing for or in executing the Agreement.

9.07 Total Agreement:

- A. This Agreement, (together with the included Exhibits) constitutes the entire agreement between Owner and DIXON and supersedes all prior written or oral understandings. This agreement may only be amended, supplemented, modified, or canceled by a written instrument duly executed by both parties. Amendments should be based, whenever possible, on the format of Exhibit K.

DIXON's SERVICES

A1.02 PHASE 2 Design Phase – Technical Specifications:

A. Basic Services

1. In preparing the Technical Specifications, use any specifically directed Project Strategy, Technology, and/or Techniques as designated by Client.
2. DIXON shall prepare Technical Specifications and Drawings to include:
 - a. Coating specific modifications to General Conditions of Construction Contract.
 - b. Specifications and Drawings for Health, Safety and Structural Repairs if any.
 - c. Specifications for Coating Repair or Replacement.
 - d. Or when Client supplies General Conditions DIXON shall supply and Client shall use Additions to General Conditions pertinent to coating project.
3. Advise Client of additional reports, data, information, or services, and assist Client in obtaining such reports, data, information, or services.
4. Furnish two review copies of the Design Phase documents, to Client, and review them with Owner.
5. After receipt, Client shall review the Design Phase documents and submit to DIXON any comments regarding the furnished items within two weeks of receipt or as mutually agreed.
6. Visit the Site as needed to finalize the Design Phase documents.
7. In response to Client's comments, as appropriate, make revisions and furnish to Client one electronic copy of the revised Design Phase documents.
8. If antennas may interfere or add costs to the Project a review of EXHIBIT B, Antennas is required. These services are available from DIXON or can be completed by the Owner or Engineer. In some antenna contracts the fees for these services are back chargeable to the antenna carrier. It is essential that the responsibility for completion of EXHIBIT B services be well defined between DIXON, Engineer, and Owner as project delays may result.
9. DIXON's services under the Design Phase will be considered complete on the date when DIXON has delivered to Client the revised Design Phase Documents. If plans require no revisions, then after Client's review.

B. Client's Responsibilities for Technical Specifications Phase

1. In addition to other responsibilities of Client as set forth in this Agreement, Client shall provide DIXON with relevant criteria and information as to Owner's and Engineer's requirements for the Project, including design objectives and constraints, all design and construction standards, standard forms, conditions, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations, that is reasonably available to Client and pertinent to those portions of the Project or specialized professional services assigned to DIXON. Including but not limited to reports and data relative to previous designs, construction, or investigation at or adjacent to the Site.

C. DRR Services – No services in this phase

A1.04 Phase 4 Construction:

A. Basic Services for Maintenance of Existing Structure:

1. After receiving authorization from Client to proceed with the Construction Phase, DIXON will consult with Client and act as Client's representative as provided in the Construction Contract. The extent and limitations of the duties, responsibilities, and authority of DIXON shall be as

assigned in EJCDC C-700 Standard General Conditions of the Construction Contract, edition with modifications as used in the Construction Contract, and as detailed below:

- a. Attend a Preconstruction meeting, and address questions regarding observation services and coordination of field observations.
 - b. Accept submittal of all matters in question concerning the requirements of the Construction Contract Documents. With reasonable promptness, recommend a written clarification, interpretation, or decision on the issue submitted, or an amendment or supplement to the Construction Contract Documents
 - c. Prepare any technical specifications needed for Change Orders, Field Orders, Work Directives.
 - d. Review Contractor's Pay Requests.
 - e. Finalize Project to observe all items in the contract specifications have been completed and review the quality of workmanship.
 - f. Prepare Substantial Completion and other Construction documents.
2. DIXON has authority to Stop Work if DIXON questions the quality of Work or rejects the Work, or if there (in the sole opinion of DIXON) is a potential for creating an environmental contamination.
 3. Recommend that Work be rejected if DIXON believes that such Work is defective under the terms and standards set forth in the Construction Contract Documents. Provide recommendations regarding whether Contractor should correct such Work, if a portion of the Work should be uncovered, if tests are required, or remove and replace such Work, or whether Client should consider accepting such Work as provided in the Construction Contract Documents.
 4. Inform Client of any Work that DIXON believes is not defective; but is nonetheless, not compatible with the design concept of the completed Project as a functioning whole, and provide recommendations for addressing such work.
 5. All of Client's instructions to Contractor will be issued through DIXON, who shall have authority to act on behalf of Client in dealings with Contractor to the extent provided in this Agreement and the Construction Contract except as otherwise provided in writing.
 6. The Construction Phase will terminate upon written recommendation by DIXON or Client for final payment to Contractors.

B. RPR Services for Maintenance of Existing Structures

1. Perform services expected of DIXON RPR and as detailed in the EJCDC Construction Contract General Conditions, GC-700-18.
2. Attend a Preconstruction Meeting, and address questions regarding observation services and coordination of field observations.
3. Hold Points - General
 - a. Hold Point is a stage of the Construction Project where the Contractor stops Work. Work commences again after the Work is observed and reviewed for compliance.
 - b. A Hold Point Site visit is an observation trip to perform one of the functions below. The number of Site visits required are estimates.
 - c. If two Job Tasks are performed during the same trip, there is no additional charge (i.e., exterior intermediate and pit piping primer).
 - d. The Site visit fees may vary between services (i.e., welding vs. coating) based on the higher compensated weld observer. Hold Point Quantities are estimates and are itemized in EXHIBIT C, Attachment C-1.
4. Hold Points and RPR Coating Observation Services Common to Hold Point: All services will not be necessary at each Site visit observation.
 - a. Review abrasive and coating materials for approved manufactures.
 - b. Measure surface profile created by abrasive blast cleaning by compressive tape or surface comparator.

- c. Observe abrasive blast cleanliness for specification requirements using SSPC Visual Standards, latest edition thereof.
- d. Review coating mixing, thinning, and manufacturer's application requirements.
- e. Monitor environmental conditions prior to and during coating application (i.e. ambient temperature, surface temperature, relative humidity, and dew point).
- f. Observe wet interior using high/low voltage holiday detection.
- g. Observe applied coating for dry film thickness, coverage, uniformity, and cure.
- 5. Hold Point Coating Exterior - Observe, Record, Report, and:
 - a. Observe repair, and or the installation of work for specifications compliance.

C. Construction Phase Client's Responsibilities:

- 1. Inform DIXON in writing of any specific requirements of safety or security programs that are applicable to DIXON, as a visitor to the Site.
- 2. Attend and participate in the Preconstruction conferences, construction progress and other job-related meetings, and Site visits to determine Substantial Completion and readiness of the completed Work for final payment.

BASIS OF FEES, INVOICING, AND PAYMENT

Part 1 BASIS OF FEES

C1.01 Basis:

- A. Standard Hourly Rates - An amount equal to the cumulative hours charged to the Project by each classification of DIXON's personnel, times Standard Hourly Rates and Overtime rates for each applicable billing classification. (Exhibit C-2)
- B. Lump Sum (LS) Method: One agreed fee for completing an agreed defined scope of services.
- C. Unit Price (UP) Method: Can be considered individual Lump Sum amounts.

C1.02 Methods of Rate Calculation including Limitations:

- A. Standard Hourly Rate (SHR) Method:
 - 1. The SHR method may be used for all services. It is more commonly used on portions of various Phase Services where scheduling and speed are controlled by the Contractor and may result in unforeseen project expenses; in Phase Construction, Basic, and RPR/DRR services, and for Additional Services during all phases.
 - a. Overtime rates apply to over 40 hours worked between Monday and Friday.
 - b. Overtime rates apply for all hours worked on weekends and holidays.
 - c. Weekend and Holiday hours do not count toward the accounting for 40 hours.
 - 2. Standard Hourly rates of DIXON's employees are per classification in the Standard Hourly Rate and Reimbursable Expense Schedule included in this Exhibit C, as Exhibit C Attachment 2. (Ex C-2) A classification that has a range of fees, reflects varying levels of experience within that classification. DIXON reserves the right to select the level of RPR and classification. This decision is at DIXON's discretion only and will be dependent primarily on experience with Owner selected Contractor as well as other factors.
 - a. Reimbursable expenses are those expenses directly related to and resulting from this Project. These expenses are primarily living expenses and mileage.
 - 3. The SHR charged by DIXON constitutes full and complete compensation for DIXON services including labor costs, overhead, and profit but not Reimbursable Expenses.
 - a. The Standard Hourly Rates per employee classification listed in Attachment C-2 do not include reimbursable expenses. The estimated Reimbursable Expenses are NOT calculated and averaged over the classification rate.
 - 1) The estimator calculates the number of days a project is expected to require and calculates manpower required to match number of hours and services required.
 - 2) The estimator then calculates Reimbursable Expenses based on the same criteria.
 - 3) Both the total manpower estimate, and Reimbursable Expenses total estimate are added. And the total estimate is included in the fee schedule shown in Attachment C-1.
- B. The Lump Sum Method:
 - 1. The Lump Sum fee charged by DIXON constitute full and complete compensation for DIXON's services including labor costs, overhead, profit, and reimbursable expenses.
 - 2. The Lump Sum Method is more commonly used by DIXON for portions of the Phases where DIXON has control over a greater percentage of unknowns, such as the Technical

Specifications, Bidding and Contract Documents, and Post Construction Phases excluding fees for Additional Services.

3. DIXON may use a Lump Sum for the entire project.
- C. The Unit Price Method:
 1. Reimbursable expenses are calculated and included in Unit Prices.
 2. The Unit Price Method is used when DIXON completes Hold Point Observations, or known, controlled portions of the Scope of Services.
- D. Exhibit B Antennas: LS, UP, or SHR or Combination based on type of services.
- E. Exhibit K Addendum: Addenda items (if any) may be negotiated according to any agreed method.
- F. Subconsultants or Subcontractor Service Fees are not included in the SHR, LS, or UP methods. DIXON will invoice for Subconsultant's or Subcontractor's actual invoiced amount times a factor of 1.20. The 1.20 factor includes DIXON's overhead and profit associated with DIXON's responsibility for the administration of such services.

C1.03 Definitions including Limitations:

- A. Basic Services to be performed are identified in Exhibit A, or by reference, in the General Conditions (GC-700) of the Owner/Contractor Construction Documents. Basic Services are generally calculated using the Lump Sum method. These services are contracted services and thus are prior authorized.
- B. RPR (DRR) Services are contractually agreed services per Exhibit A Task Order or by reference, in the General Conditions (GC-700) of the Owner/Contractor Construction Document RPR services. These services are primarily observation during the Construction phase. RPR Services are generally calculated using the SHR method for Full Time or Daily services and by Unit Price for Hold Point Observations. Often an Agreement for RPR services involves a combination of the SHR and the Unit Price method. These are contracted services and thus are prior authorized.
- C. Contingent Services -some services are Basic to every Agreement. Other Basic Services and the Project Manager's time associated with them are unknown. Some services are not used on all projects, such as review of multiple Pay Requests, Change Orders, Field Orders, and Work Change Directives. These are services which may or may not be needed; and are Contingent. Contingent Services are generally calculated using the SHR method but may be Lump Sum or Unit Price method. These are contracted services and thus are prior authorized. Contingent services and fees may not be used in all contracts.
- D. Additional Services are services outside of the Scope of Services as defined in Exhibit A, and/or TO#__ EX A (if this is a Task Order Agreement). These are NOT contracted services and prior authorization in the form of Exhibit K- Addendum is required. The calculation of fees is Work dependent and may be calculated by the SHR method, Lump Sum or Unit Price.
- E. Antenna Services are defined in Ex B. The calculation of the services is usually a combination of Unit Price and SHR methods. These are contracted services and thus are prior authorized.

C1.04 Fees:

- A. Contracted Fees are detailed in EX C Attachment 1.
- B. Contingency Allowance Fees if identified or requested, are intended to allow the flexibility to continue the Project and Services, without the need for an Addendum for additional fees. Contingent Fees may be transferred within the Project Phase or transferred to other project Phases as needed. Transfer does not require prior authorization. It is intended that any fees in this

Contingency be used when other accounts are exhausted or minor Additional Services are required. Contingency fees unused will not be invoiced.

- C. Set-Off Fees contractual Set-off: (Applies to Construction and Post Construction Phases only) as defined in the Technical Specifications and General Conditions of the Owner/Contractor Agreement (EJCDC G-700), is a contractually agreed remedy for small violations or nonadherence of the Agreement terms between Owner and Contractor, which result in extra or unnecessary expenses to the Owner, for Owner or DIXON services. The cost for additional DIXON services and unnecessary expenses are not foreseen and cannot be calculated. Those fees and expenses will be invoiced using the same SHR or Unit Price method, that had the service been necessary would have been invoiced to Client. These services generally do not require prior approval of Client, because they are required in the administration of the Agreement. Set-off fees are invoiced to the Client, who pays DIXON. The Owner can then Set-off these charges from amounts owed to the Contractor.
1. A few examples of Set-off Fees are when the Client has incurred extra charges or engineering costs related to:
 - a. Excessive submittal review,
 - b. Excessive evaluations of proposed substitutes,
 - c. Tests and inspections, or return Hold Point Observations to complete Field Work that was determined to be a failed inspection and,
 - d. Work is defective, require correction or replacement including additional observation costs.

C1.05 Estimated Fee:

- A. The SHR Method of Rate Calculation is an estimate. The SHR Method is prepared based on extensive experience and is intended to be conservative.
 1. Calculating SHR includes, DIXON's estimate of the amounts that will become payable for specified services and are only estimates for planning purposes, are not binding on the parties; and are not the minimum or maximum amounts payable to DIXON under the Agreement.
 2. When estimated compensation amounts have been stated herein and it subsequently becomes apparent to DIXON that the total compensation amount thus estimated will be exceeded, DIXON shall give Client notice thereof, allowing Client to consider its options, including suspension or termination of DIXON's services for Client's Convenience. Upon notice, Client and DIXON shall promptly review the matter of services remaining to be performed and compensation for such services. Client shall either exercise its right to suspend or terminate DIXON's services for Client's convenience, agree to such compensation exceeding said estimated amount, or agree to a reduction in the remaining services to be rendered by DIXON, so that total compensation for such services will not exceed said estimated amount when such services are completed. If Client decides not to suspend DIXON's services during the negotiations and DIXON exceeds the estimated amount before Client and DIXON have agreed to an increase in the compensation due DIXON or a reduction in the remaining services, then DIXON shall be paid for all services rendered hereunder.
 3. The requirements of minimum work hours and weeks shall remain in effect through negotiations and the minimum hourly requirements of these paragraphs are not negotiable. An RPR is a professional, and if they remain on Site, they are guaranteed the minimum number of hours. Negotiations may change Full Time or Daily RPR to Hold Point Observation Services or reduce

the number of Daily Inspections. Then minimum hour requirements apply only to demobilization if RPR was Full Time.

C1.06 DIXON's Reimbursable Expenses Schedule and Standard Hourly and Overtime Rates:

- A. Attached to this EXHIBIT C is Attachment C-2, Standard Hourly Rate and Reimbursable Expense Schedule
- B. Annual Cost Adjustment – January 1 each year.
 - 1. The Standard Hourly Rates and Reimbursable Expenses Schedule will be adjusted as of January 1 past the expiration date printed on Attachment C-2 to reflect equitable changes in the compensation payable to DIXON. Proposals sent after August 1st will have Attachment C-2 with effective rates through December 31 of the subsequent year.
 - 2. Unit Price for Hold Point observations and Lump Sum items shall be increased at the same time as hourly rate and by the same percentage increase as Standard Hourly Rates.
 - 3. Notification of these cost adjustments, or the issuance of an Addendum or Change Order are not required, but DIXON shall endeavor to so advise. Failure to supply notification does not waive the right for implementing rate increases.

PART 2 INVOICING AND PAYMENT for Services in EXHIBIT A per EXHIBIT C-1:

- A. Preparation and Submittal of Invoices: DIXON will prepare invoices in accordance with its standard invoicing practices and the terms of this EXHIBIT C and Attachments C-1 and C-2. DIXON will submit its invoices to Client on a monthly basis with the exception of smaller amounts due.
- B. Invoices are due and payable within 30 days of receipt.
- C. The amount invoiced for DIXON's services rendered on a Lump Sum basis will be based upon DIXON's estimate of the proportion of the total services actually completed during the billing period, plus reimbursable expenses (if any) incurred during the billing period.
- D. The amount invoiced for services rendered on a Standard Hourly Rate basis will be an amount equal to the cumulative hours devoted to the Project during the billing period by each billing class of DIXON's employee's times the hourly rate for each applicable billing class incurred during the billing period.
- E. Distribution of Compensation: DIXON may alter the distribution of compensation between individual phases of the work noted in Attachment C-1 to be consistent with services actually rendered but shall not exceed the total estimated compensation amount unless approved in writing by Client.
- F. Application to Interest and Principal: Payment will be credited first to any interest owed to DIXON and then to principal.
- G. Failure to Pay: If Client fails to make any payment due DIXON for services and expenses within 30 days after receipt of DIXON's invoice, then:
 - 1. DIXON will increase amount due at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said 30th day.
 - 2. DIXON may, after giving seven days written notice to Client, suspend services under this Agreement until Client has paid in full all amounts due for services, expenses, and all other related charges. Client waives any and all claims against DIXON for any such suspension.

- H. Disputed Invoices: If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise DIXON in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.
- I. Sales or Use Taxes: If after the Effective Date any governmental entity takes an action that imposes additional sales or use taxes on DIXON's services or compensation, then DIXON may invoice such additional sales or use taxes for reimbursement by Client.

PART 3 SELECTION OF RPR SERVICES

C3.00 Selection of Full Time vs. Daily RPR

- A. Daily RPR Services: Working from the Base Office and traveling Daily to the Project site.
- B. Full Time RPR Services: The RPR stays in lodging near the Project Site because the distance from Base Office, makes daily travel exceed daily expenses.

C3.01 Financial Considerations when Selecting RPR Services:

- A. Minimum Hourly and Weekly requirements.
 - 1. Daily RPR Services -8 hours per day plus travel time and mileage.
 - 2. Full Time RPR Services:
 - a. Minimum workday - 8 hours.
 - b. Minimum 40-hour work week except first and last week. If the Contractor is working more than 40 hours then the RPR is also working more than 40 hours, if work being completed rises to the level of observing.
 - c. Rain days or no work days as determined by the Contractor or Client – minimum billable work day is four hours, no site time required.
 - d. Delayed start day as determined by the Contractor, (ex. Rain delay start)- minimum billable time is actual delay time up to four hours plus onsite time. Total cannot be less than four hours.
 - e. Actual Mobilization and Demobilization Time and Reimbursable Expenses.
Reimbursable expenses include expenses incurred on dates of no work, mobilization, and demobilization days.

C3.02 Hold Point Observations:

- A. The RPR travels to site to complete the observation and travels back to Base Office. On site time at a minimum is time to complete observations and to complete report

SUMMARY OF DIXON'S COMPENSATION FEES SCHEDULE of VALUES

1. The total compensation for services under this Agreement is the estimated total compensation amount of **Five Thousand, Two Hundred Dollars, \$5,200** and summarized as follows:

SCHEDULE OF VALUES				
Description of Services	# of Units	Unit Price	Amount	Basis of Compensation
A1.02- Technical Specifications			\$2,500	Lump Sum
A1.04- PA, Basic, & Other Defined Services			\$200	Lump Sum
A1.04- RPR Coating Observation	2	\$1,250	\$2,500	Unit Price
TOTAL:			\$5,200	

2. In the event of a conflict with the number in the Total and the written amount in 1 above or with the number on the Signature Page, the first governance shall be a review of math in this schedule of values.
3. DIXON may alter the distribution of compensation consistent with services actually rendered between individual phases of Basic and RPR Service with unused fees calculated by any method. Reallocation of fees shall not result in a total fee in excess of the total compensation amount unless approved by the Owner.
4. Please remit payment to: Dixon Engineering, Inc., 1104 Third Avenue, Lake Odessa, MI 48849

EXHIBIT C ATTACHMENT C-2: Agreement Between
Client and DIXON

Employee Billable Rates and Terms

<u>Labor Class</u>	<u>Per Hour</u>	<u>Overtime Rate</u>
Principal	\$515.00	
Officer/Associate	\$215.00	
Project Manager	\$200.00-\$225.00	\$300.00-\$338.00
Engineer	\$225.00-\$265.00	\$338.00-\$398.00
CWI Welding RPR	\$220.00-\$245.00	\$330.00-\$367.00
DIXON Level 3 or AMPP Senior Certified Level 3 RPR	\$152.00-\$205.00	\$228.00-\$308.00
DIXON Level 2 or AMPP Certified Level 2 RPR	\$138.00-\$178.00	\$207.00-\$267.00
DIXON Level 1 or AMPP General Level 1 RPR	\$128.00-\$158.00	\$192.00-\$237.00
Contract Support Staff	\$158.00-\$200.00	\$237.00-\$300.00

<u>Expenses</u>	<u>Metropolitan</u>	<u>Out-State</u>
Mileage	\$0.80/mile + tolls	\$0.70/mile
Lodging & Meals	\$195.00 per diem	\$195.00 per diem
Meals Only	\$65.00 per diem	\$65.00 per diem

FEES EFFECTIVE THROUGH: December 31, 2026 (Revised: 10/01/2025)

ELECTRONIC DOCUMENTS PROTOCOL (EDP)

With so many personnel and parties involved in Construction, it is essential, especially through the Construction Phase, that all means of EDP, and communication be kept as simple and uniform as possible. Following is a consolidated Protocol prepared by EJCDC which DIXON will complete if contracted to follow. Otherwise, DIXON will open a line of communication as directed by email and when that contact has responded then by simple email, using the agreed addresses will be followed. This excludes Notice and Contract requirements of a contact Person (page One).

ARTICLE 1—ELECTRONIC DOCUMENTS PROTOCOL (EDP)

The Main Agreement is supplemented by the following consolidated Exhibit E and Exhibit E-Attachment 1: Software Requirements for Electronic Document Exchange:

E1.01 Electronic Documents Protocol

- A. Electronic Transmittals: The parties shall conform to the following provisions together referred to as the Electronic Documents Protocol ("EDP" or "Protocol") for exchange of electronic transmittals.
 1. Basic Requirements
 - a. To the fullest extent practical, the parties agree to and will transmit and accept Electronic Documents by Electronic Means using the procedures described in this Protocol. Use of the Electronic Documents and any information contained therein is subject to the requirements of this Protocol and other provisions of the Agreement.
 - b. The contents of the information in any Electronic Document will be the responsibility of the transmitting party.
 - c. Electronic Documents as exchanged by this Protocol may be used in the same manner as the printed versions of the same documents that are exchanged using non-electronic format and methods, subject to the same governing requirements, limitations, and restrictions, set forth in the Agreement.
 - d. Except as otherwise explicitly stated herein, the terms of this Protocol will be incorporated into any other agreement or subcontract between the Owner and DIXON and any third party for the Project. Nothing herein will modify the requirements of the Agreement and applicable Construction Contract Documents (EJCDC G-700) regarding communications.
 - e. When transmitting Electronic Documents, the transmitting Party makes no representations as to long term compatibility, usability, or readability of the items resulting from the receiving Party's use of software application packages, operating systems, or computer hardware differing from those established in this Protocol.
 2. System Infrastructure for Electronic Document Exchange
 - a. Each party will provide hardware, operating system(s) software, internet, e-mail, and large file transfer functions ("System Infrastructure") at its own cost and sufficient for complying with the EDP requirements. Except for minimum standards set forth in this EDP and any explicit system requirements specified by attachment to this EDP, it will be the obligation of each party to determine, for itself, its own System Infrastructure.
 - b. Each party is responsible for its own system operations, security, back-up, archiving, audits, printing resources, and other Information Technology ("IT") for maintaining operations of its System Infrastructure during the Project.
 - c. Each party will operate and maintain industry-standard, industry-accepted, ISO-standard, commercial-grade security software and systems that are intended to protect the other party from: software viruses and other malicious software like worms, trojans, adware; data breaches; loss of confidentiality; and other threats in the transmission to or storage of

information from the other parties, including transmission of Electronic Documents by physical media such as CD/DVD/flash drive/hard drive. To the extent that a party maintains and operates such security software and systems, it will not be liable to the other party for any breach of system security.

- d. In the case of disputes, conflicts, or modifications to the EDP required to address issues affecting System Infrastructure, the parties will cooperatively resolve the issues; but, failing resolution, the Owner is authorized to make and require reasonable and necessary changes to the EDP to effectuate its original intent.
 - e. Each party is responsible for its own back-up and archive of documents sent and received during the term of any Project contract/agreement under this EDP. Further, each party remains solely responsible for its own post-Project back-up and archive of project documents, as each party deems necessary for its own purposes, after the term of contract.
 - f. If a receiving party receives an obviously corrupted, damaged, or unreadable Electronic Document, the receiving party will advise the sending party of the incomplete transmission.
 - g. The parties will bring any non-conforming Electronic Documents into compliance with the EDP.
 - h. If the Owner operates a Project information management system (also referred to in this EDP as "Project Website") for use of Owner, DIXON, Contractors, during the Project for exchange and storage of Project-related communications and information, then that provision and requirements shall be identified in an Exhibit J - Amendment.
- B. Software Requirements for Electronic Document Exchange; Limitations
- 1. Each party will acquire the software necessary to create and transmit and read Electronic Documents received from the other party (and if relevant from third parties).
 - 2. Software and data formats for exchange of Electronic Documents will conform to the requirements set forth in the following Attachment 1 to this EDP, including software version, if listed.

SOFTWARE REQUIREMENTS FOR ELECTRONIC DOCUMENT EXCHANGE

Item	Electronic Documents	Transmittal Means	Data Format	Note (1)
a.1	General communications, transmittal covers, meeting notices, and responses to general information requests for which there is no specific prescribed form.	Email	EML	
a.2	Meeting agendas; meeting minutes; RFI's and Responses to RFI's; and Construction Contract administrative forms.	Email w/ Attach	PDF	(2)
a.3	Contractor's Submittals (Shop Drawings, "Or Equal" requests, Substitute requests, documentation accompanying Sample submittals and other Submittals) to Owner and DIXON; and Owner's and DIXON's Responses to Contractor's Submittals, Shop Drawings, Correspondence, and Applications for Payment	Email w/ Attach	PDF	
a.4	Correspondence; Interim and Final Versions of reports, layouts, Specifications, Drawings, maps, calculations and spreadsheets, Construction Contract, Bidding/Proposal Documents, and Front-End Construction Contract Documents.	Email w/ Attach or LFE	PDF	(3)
a.5	Layouts, plans, maps, and Drawings to be submitted to Owner by DIXON for future use and modification	Email w/ Attach or LFE	DWG	
a.6	Correspondence, reports, and specifications to be submitted by DIXON to Owner for future word processing use and modification	Email w/ Attach or LFE	DOC DOCX	
a.7	Spreadsheets and data to be submitted to Owner by DIXON for future data processing use and modification DIXON can PDF any Spreadsheet.	Email w/ Attach or LFE	XLS XLSX	
a.8	Images	Email w/ Attach	JPG JPEG GIF PNG TIFF BMP	
a.9	Compressed Files	Email w/ Attach	ZIP	

EXHIBIT E: Agreement Between
Client and DIXON

Notes	
(1)	All exchanges and uses of transmitted data are subject to the appropriate provisions of the Agreement and Construction Contract.
(2)	Transmittal of written notices is governed by requirements of the Agreement and Construction Contract.
(3)	Transmittal of Bidding/Proposal Documents and Front-End Construction Contract Documents will be in manner selected by Owner in Exhibit A, Paragraph 1.05.A.1.a. Unless otherwise expressly stated, these documents and the Construction Contract will be transmitted in PDF format, including transmittals to bidders and Contractor.
Key	
EML	Standard Email formats (.eml). Do not use stationery formatting or other features that impair legibility of content on screen or in printed copies.
LFE	Agreed upon Large File Exchange method (FTP, CD, DVD, Flash Drive, File Sharing Services.)
PDF	Portable Document Format readable by Adobe® Acrobat Reader.
DWG	Autodesk® AutoCAD. dwg format.
DOC/DOCX	Microsoft® Word document
XLS/XLSX	Microsoft® Excel document
DB	Microsoft® Access .mdb DIXON does not transmit Database material If required for your future use you will have the program.
Minimum Version Required	
Adobe® Acrobat Reader	2017-24.002 (2020)
Autodesk® AutoCAD	24.2 (2023)
Microsoft® Word	Office 2019
Microsoft® Excel	Office 2019

GENERAL PROVISIONS and RELATED CONDITIONS

Note: Some Articles in this Exhibit GP may not all apply to the Scope of Work in Exhibit A. They become effective and are included because additional Scopes of Work may be added at any time with a Task Order or Exhibit K.

GP1.01 Standards of Performance:

- A. Standard of Care: The Standard of Care for all services performed or furnished by DIXON under this Agreement will be the care and skill ordinarily used by members of this subject profession practicing under similar circumstances at the same time and in the same locality.
- B. Technical Accuracy: Client shall not be responsible for discovering deficiencies in the technical accuracy of DIXON's services. If deficiencies are discovered by DIXON, Engineer, Owner, or Bidder; DIXON shall correct deficiencies in technical accuracy without additional compensation unless such corrective action is directly attributable to deficiencies in Client furnished information.
- C. Reliance on Others: Subject to the Standard of Care set forth above- DIXON, and its Consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers and their publishers, or technical standards.
- D. Conflict of Interest: Nothing in this Agreement will be construed to create or impose any duty on the part of DIXON that would conflict with DIXON's paramount obligations to the public health, safety, and welfare under the professional practice requirements governing DIXON, its Subconsultants or, and all licensed professionals employed by DIXON or its Subconsultants. If during the term of this Agreement a potential or actual Conflict of Interest arises or is identified, DIXON and Client together will make reasonable, good faith efforts to avoid or eliminate the Conflict of Interest.
- E. DIXON may retain such consultants as it deems necessary to assist in the performance or furnishing of services, subject to reasonable, timely, and substantive objections by Client.

GP1.02 DIXON does NOT provide the following services which would violate the Standard of Care:

- A. DIXON's Services and Additional Services do not include:
 - 1. serving as a "municipal advisor" for purposes of the registration requirements of the Section 975 of the Dodd-Frank Wall Street Reform and the Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission;
 - 2. advising Owner, or any municipal entity or other person or entity regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances;
 - 3. providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements, or
 - 4. providing legal advice or representation

GP1.03 Opinions of Probable Construction Cost:

- A. DIXON's opinions (if any) of probable Construction Cost are to be given on the basis of DIXON's experience, qualifications, and general familiarity with the coating industry. However, because DIXON has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive Bidding or

market conditions, DIXON cannot and does not guarantee that proposals, Bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by DIXON in Evaluation Reports or made verbally by DIXON.

GP1.04 Use of Documents:

- A. All Documents are instruments of service, and DIXON shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of DIXON) whether the Project is completed or not.
 - 1. Client may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Specific Project, and for related uses of Owner
 - 2. DIXON grants Client a limited license to use the Documents on the Specific Project.
 - 3. Client shall not use, reuse, or modify the Documents without written verification, review, or adaptation by DIXON. If Client reuses or modifies documents without authorization, Client shall indemnify and defend DIXON from any liabilities that result from the reuse.
 - 4. The limited license to Client shall not create any rights in third parties.

GP1.05 Controlling Law and Compliance with Laws and Regulations:

- A. Client and DIXON shall comply with applicable Laws and Regulations of the State where the project is located.
- B. DIXON shall comply with any and all policies, procedures, and instructions of Owner and Engineer (Client) that are applicable to DIXON's performance of services under this Agreement and that Client provides to DIXON in writing, subject to the Standard of Care set forth in Paragraph GP1.01.A above, and to the extent compliance is consistent with professional practice requirements.
- C. While at the Site, DIXON, its consultants and their employees and representatives, shall comply with the applicable requirements of Contractor's, Engineer's, Owner's and other safety programs of which DIXON has been informed.
- D. This Agreement is based on Laws and Regulations and Client-provided written policies and procedures of Client as of the Effective Date of this Agreement.

GP1.06 Limitations of Authority of DIXON with Client and with Owner's Contractor:

- A. This Agreement and the General Conditions of the Owner/Contractor Agreement establish DIXON's authority.
- B. The General Conditions for any construction contract documents prepared hereunder are to be EJCDC C-700 "Standard General Conditions of the Construction Contract" prepared by the Engineer's Joint Contract Documents Committee, latest Edition and as modified by DIXON for the coating industry, unless expressly indicated otherwise. If Client supplied General Conditions are used, then DIXON supplied Additions to General Conditions for the Coating Industry shall also be used to the extent they do not conflict with Owner's General Conditions.

GP1.07 Visits to Site and Observation of Construction

- A. In connection with observation of Work while it is in progress, in particular with respect to Work that is designed or specified by DIXON, and Work specifically designated by Client for observation by DIXON:

1. Make visits to the Site as detailed in EX A at intervals appropriate to the various stages of construction as DIXON deems necessary to observe as an experienced and qualified design professional the progress of Contractor's executed Work.
 2. Such visits and observations by DIXON including DRR, are not intended to be exhaustive or to extend to every aspect of the Work or to involve detailed inspections of the Work beyond the responsibilities specially assigned to DIXON in this Agreement, but
 3. are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on DIXON's exercise of professional judgement.
 4. Based on information obtained during such visits and observations, DIXON will determine in general if the Work is proceeding in accordance with the Construction Contract Documents, and
 5. DIXON shall keep Client informed of the progress of the Work.
- B. The purpose of DIXON's visits to the Site including efforts of DRR,
1. will be to enable DIXON to better carry out the duties and responsibilities assigned to and undertaken by DIXON during the Construction Phase; and, in addition,
 2. by the exercise of DIXON's efforts, as an experienced and qualified design professional, to provide for Client a greater degree of confidence that the completed Work will conform in general to the Construction Contract Documents.
- C. DIXON shall not during such visits or as a result of such observations of the Work,
1. supervise, direct, or have control over the Work,
 2. nor shall DIXON have authority over or responsibility,
 - a. for the means, methods, techniques, sequences, or procedures of construction selected or used by any Contractor,
 - b. for security or safety at the Site, for safety precautions and programs incident to any Contractor's work in progress,
 - c. for the coordination of the Contractors' work or schedules, nor
 - d. for any failure of a Contractor's furnishing and performing of its work, or any portion of the Work
 - e. for the acts or omissions of any Contractor
 - f. for any failure of any Contractor to comply with Laws and Regulations applicable to furnishing and performing of its work.
- D. Accordingly, DIXON does not guarantee the performance of any Contractor in accordance with the Owner/Contractor Construction Contract Documents.
- E. DIXON shall not be responsible for any decisions made regarding the Construction Agreement requirements, or any application, interpretation, clarification, or modification of the Construction Agreement documents other than those made by DIXON or its consultants.

GP1.08 Environmental Condition of Site: Constituents of Concern (CC)

- A. Client represents to DIXON that as of the Effective Date and to the best of Client's knowledge, there are no Constituents of Concern, other than those disclosed in writing to DIXON, exist at or adjacent to the Site. Client has forwarded to DIXON copies of all documents in Client's possession, including disclosures from Owner to Engineer, regarding the presence of known and suspected Constituents of Concern located at or near the Site, including type, quantity, and location.

B. Definitions:

1. Constituent of Concern—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to laws and regulations regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.
 2. Undisclosed Constituents of Concern. For purposes of this Article GP1.08 the presence at or adjacent to the Site of Constituents of Concern that was not disclosed to DIXON pursuant to this Article GP1.08, in such quantities or circumstances that such Constituents of Concern may present a danger to persons or property exposed to them, will be referred to as “Undisclosed” Constituents of Concern.
 3. “Known” Constituents of Concern - Constituents of concern in the coating industry- The presence at the Site of materials that are necessary for the execution of the Work, or that are to be incorporated in the Work, and that are controlled and contained pursuant to industry practices, Laws and Regulations, and the requirements of this Agreement or the Construction Contract, are not Undisclosed Constituents of Concern. DIXON and Client acknowledge that the coating industry may generate hazardous waste or constituents of concern (CC) when removing old coatings, CC may be existing in soils from coating removal in the past, and some gasket materials contained asbestos. Old coatings may contain heavy metals such as lead, chrome, and cadmium. Hazardous solvents may be present in new coatings, thinners, or used in the cleaning of equipment. These materials may be CC but are considered “Known” CC.
- C. Constituents of Concern that are to be located, identified, studied, removed, or remediated as part of the services under another professional services contract for Owner, or as part of the work under a construction or remediation contract, are not Undisclosed Constituents of Concern if DIXON has been informed of the general scope of such contract.
- D. If DIXON encounters or learns of an Undisclosed Constituents of Concern at the Site, then DIXON shall notify Client. State and Federal notifications, if required, are the responsibility of the Owner.
- E. If DIXON or any other party encounters, uncovers, or reveals an Undisclosed Constituent of Concern, or if investigative or remedial action, or other professional services, are necessary with respect to Disclosed or Undisclosed Constituent of Concern, then either Client or DIXON may, at its option and without liability for any damages, suspend performance of services on the portion of the Project adversely affected thereby until such portion of the Project is no longer affected.
- F. Client acknowledges that DIXON is performing professional services for Client, and that DIXON is not and shall not be required to become an “owner,” “arranger,” “operator,” “generator,” or “transporter” of hazardous substances, as determined in the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), as amended, which are or may be encountered at or near the Site in connection with DIXON’s activities under this Agreement.

GP1.09 Dispute Resolution: DIXON and Engineer agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to exercising their rights at law.

GP1.10 Suspension and Termination:

A. Suspension:

1. By Client: Owner or Client may suspend the Project for up to 90 days upon seven days written notice to DIXON.
2. By DIXON: DIXON may, after giving seven days written notice to Client, suspend services under this Agreement
 - a. if Client has failed to pay DIXON for invoiced services and expenses, or in response to the presence of Constituents of Concern at the Site.
 - b. If persistent circumstances beyond the control of DIXON have prevented it from performing its obligations under the Agreement or Task Order.
- B. Termination for Cause – DIXON/Client Agreements or Separate Task Orders: The obligation to provide further services under this Agreement or Task Order may be terminated:
 1. For cause, by either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.
 2. By DIXON: Upon seven days written notice:
 - a. if Client demands that DIXON furnish or perform services contrary to DIXON's responsibilities as a licensed professional; or
 - b. if services for the Project are delayed or suspended for more than 90 days for reasons beyond DIXON's control, or
 - c. as the result of the presence at the Site of undisclosed Constituents of Concern.
 3. Notwithstanding the foregoing, an Agreement or Task Order will not terminate for Cause, under this Article, if the party receiving such notice begins, within 7 days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof. If and to the extent such substantial failure cannot be reasonably cured within the 30 day period of diligent effort, and party continues to cure the same, then the cure period will extend up to, but in no case more than, 60 days after the date of receipt of the notice.
- C. Termination for Convenience - by Client and is effective upon DIXON's receipt of notice from Client.
- D. The time, between Contract Award and the contracted start date of Construction, or if Construction is postponed for the off season (winter), shall not be considered a "suspension" or reason for Termination.
- E. DIXON shall have no liability to the Owner or Client, on account of such termination.
- F. In the event of Multiple active Task Orders; The Termination of a Task Order for Cause or Convenience does not affect the status of the remaining active Task Orders.
- G. Effective Date of Termination: If Client terminates the Agreement or a specific Task Order for cause or convenience, Client may set the effective date of Termination at a time up to 30 days later than otherwise provided, to allow DIXON to demobilize personnel and equipment from the Site to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files. DIXON shall be entitled to compensation for such tasks.
- H. Payments Upon Termination: In the event of termination by Client or DIXON for cause, DIXON shall be entitled to invoice Client and receive payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of

termination, such as reassignment of personnel, and other related close-out costs, using methods and rates for Additional Services as set forth in Exhibit C Attachment 2.

GP1.11 Records Retention:

- A. DIXON shall maintain on file in digital format, for a period of five years following completion or termination of its services under a Client Agreement or a specific Task Order, or such other period as required by Laws and Regulations, all Documents, records (including cost records), and design calculations related to DIXON's services or pertinent to DIXON's performance under the Agreement or Task Order. Upon Client's request, DIXON shall provide a copy of any such item to Client at cost.
- B. DIXON will obtain Owner's consent, which will not be unreasonably withheld, prior to releasing any publicity regarding the subject matter of this Agreement. Nothing herein will limit DIXON's right to include information in statements of qualifications and proposals to others accurately describing its participation and participation of employees in the Project.

INSURANCE REQUIREMENTS AND INDEMNIFICATION

The Agreement is supplemented to include the following insurance requirements and indemnification clauses of the parties:

IR1.01 Insurance Requirements

A. The limits of liability for the insurance required by the Agreement are as follows:

1. DIXON/Client will obtain/carry the following insurance policies and with the listed amounts as a minimum :

a. Worker' Compensation	<u>Statutory</u>
b. Employer's Liability –	
1) Bodily injury, each Accident:	<u>\$1,000,000</u>
2) Bodily injury by disease, each employee:	<u>\$1,000,000</u>
3) Bodily injury/disease, aggregate:	<u>\$1,000,000</u>
c. General Liability –	
1) Each Occurrence (Bodily injury and Property damage)	<u>\$1,000,000</u>
2) General Aggregate:	<u>\$2,000,000</u>
d. Excess or Umbrella Liability –	
1) Per Occurrence:	<u>\$2,000,000</u>
2) General Aggregate	<u>\$2,000,000</u>
e. Automobile Liability – Combined Single Limit	<u>\$1,000,000</u>
f. Professional Liability - (required only of Engineer Client)	
1) Each Claim Made	<u>\$2,000,000</u>
2) Annual Aggregate	<u>\$2,000,000</u>

IR1.02 Insurance Requirements

- A. DIXON shall cause Client and other parties requested by Owner Electronic Data Transmittal Protocol within reason, to be listed as additional insureds on any applicable general liability insurance policy carried by DIXON.
- B. DIXON shall deliver to the Client certificates of insurance evidencing the coverages indicated in Exhibit IR. Such certificates shall be furnished prior to commencement of DIXON's Services and at renewals thereafter during the life of the Agreement.
- C. Owner shall require Contractor to purchase and maintain policies of insurance covering workers' compensation, general liability, motor vehicle damage and injuries, and other insurance necessary to protect Client's and DIXON's interests in the Project. Owner shall also require Contractor to cause DIXON to be listed as additional insureds with respect to such liability insurance purchased and maintained by Contractor for the Project.
- D. If any policy of property insurance relating to the Project, including but not limited to any builder's risk policy, allows for waiver of subrogation rights and contains provisions to the effect that in the event of payment of any loss or damage, the insurers will have no rights of recovery against any insured thereunder or against Client. Then Client and DIXON hereby waive all rights against each other, Owner, and Contractor, for all losses and damages caused by, arising out of, or resulting from any of the perils or causes of loss covered by such builder's risk policy or other property insurance policy relating to the project. The Client shall take appropriate measures in other Project-related contracts to secure waivers of rights.

- E. At any time, Client may request that DIXON, at Client's sole expense, provide additional insurance coverage, increased limits, or revised deductibles that are more protective than those specified in Exhibit IR. If so, requested by Client, and if commercially available, DIXON shall obtain such additional insurance coverage, different limits, or revised deductibles for such periods of time as requested by Client, and Exhibit IR will be supplemented to incorporate these requirements.
- F. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement, and that renewal will not be refused, until at least 10 days prior written notice has been given to the primary insured. Upon receipt of such notice, the receiving party shall promptly forward a copy of the notice to the other party to this Agreement, and immediately either take action to avoid cancellation or a reduction in limits or obtain replacement coverage meeting the requirements of this Agreement.

PART 2 LIMITATIONS OF LIABILITY

IR2.01 Definitions:

- A. Client and Party 1 is Client and Client's officers, directors, membership, partners, agents, employees, consultants, and if Client is Owner then also others retained by or under contract to the Owner, with respect to this Agreement or to the Project.
- B. DIXON and Party 2 is DIXON and/or DIXON's officers, directors, members, partners, agents, employees, consultants, subcontractors, or others under contract to DIXON relative to this Project or Agreement.

IR2.02 Indemnification

- A. Indemnification: to the fullest extent permitted by Laws and Regulations, DIXON shall indemnify and hold harmless, Client and Party 1; and Client shall indemnify and hold harmless DIXON and Party 2; from losses, damages, and judgments (including reasonable attorneys' fees and expenses) arising from third-party claims or actions relating to the Project:
 - 1. By Client and Party 1 and by DIXON and Party 2 -provided that such claim, action loss, damages, or judgement is attributable to bodily injury, sickness, disease, or death, or to damage to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by negligent act or omission of DIXON or Client, and associated Parties 1 and 2.
- B. DIXON's Liability Limited to Amount of Insurance Proceeds: DIXON shall procure and maintain insurance as required by and set forth in this Exhibit IR to this Agreement. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by Laws and Regulations, the total liability, in the aggregate, of DIXON and Party 2 to Client and anyone claiming by, through, or under Client for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability breach of contract, indemnity obligations, or warranty express or implied; shall not exceed the total insurance proceeds paid on behalf of or to DIXON by DIXON's insurers in settlement or satisfaction of Client's Claims under the terms and conditions of DIXON's insurance policies applicable thereto (excluding fees, costs and expenses of investigation, claims adjustment, defense, and appeal), up to the amount of insurance required

under this Agreement. If no such insurance coverage is provided by Client with respect to Client's Claims, then the total liability, in the aggregate, of DIXON and Party 2 to Client and anyone claiming by, through, or under Client for any and all such uninsured Client's claims shall not exceed \$25,000.

IR2.03 Mutual Waiver

- A. Mutual Waiver - Exclusion of Special, Incidental, Indirect, and Consequential Damages - To the fullest extent permitted by law, and notwithstanding any other provisions in the Agreement, consistent with the terms of this Agreement, DIXON and Party 2, shall not be liable to Client or anyone claiming by, through, or under Client and Party 1, for any and all claims for or entitlement to special, incidental, indirect, or consequential damages whatsoever arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes including but not limited to: damage to water supply or reduction in fire protection.

IR2.04 Percentage Share of Negligence

- A. To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party in part by the negligence of the other party or any other negligent entity or individual, shall not exceed the percentage share that the party's negligence bears to the total negligence of DIXON, Client, and all other negligent entities and individuals.

IR2.05 No Defense Obligation

- A. The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor unless such obligation is expressed.

CITY OF CARO

CITY MANAGER
SCOTT R CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
TAMMY RIES
CITY ATTORNEY
LAURA GENOVICH

317 South State Street
Caro MI 48723
Phone 989-673-2226
Fax 989-673-7310
Website www.carocity.net

MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
CHARLOTTE KISH
DOREEN OEDY
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JILL WHITE

TO: City Council
FROM: Karen Snider – Mayor
SUBJECT: Mayor’s Report
DATE: August 17, 2026

Caro Rotary Club met on August 3, 2026 and we had the pleasure of welcoming District 6310 Governor and President of the Mt. Pleasant Rotary Club, Jon Catlin. We had the opportunity to learn things that are happening in our district.

I also attended Caro Rotary Club on August 10, 2026 and the program was presented by Norm Daniels. Mr. Daniels talked about the Tuscola Homeless Coalition. It is a locally based charity working to prevent homelessness in Tuscola County. They also work in conjunction with Family Promise. Tuscola Homeless Coalition was founded in 2000 and consists of a group of Tuscola County citizens. Their Mission is “Prevention of Homelessness”. Prevention is vital as there are no local shelters for the homeless families in Tuscola County. Questions can be directed to Tuscola Homeless Coalition, 429 North State Street, Ste. 205 Caro, MI 48723 or call (989)672-7674. They need volunteers and/or donations.

August 8, 2026, I stopped at the Farmer’s Market closer to noon and it was extremely busy causing a good share of the vegetables to be sold out.

I set in at the Planning Commission meeting on August 11, 2026 to get educated regarding a site plan review.

I attended the Downtown Development Authority (DDA) regular meeting and was pleased to see that Director Devon Pomeroy-Ruppert had covered so many topics in such a short amount of time.

I attended the Michigan Association of Mayors workshop in Farmington, MI on August 5,6 and 7 along with Mayor Pro-Tem Kish. The entire training was fantastic. The focus was “Building Relationships for Resilient Communities. Discussion was held regarding the 2030 census which will shape Michigan’s representation and funding for the next decade. Learned about Farmington’s Great American Main Street Marathon. Updates were provided regarding disability rights under the Rehabilitation Act, the Americans with Disabilities Act (ADA) and Michigan’s Persons With Disabilities Civil Rights Act (PWDCRA). Our session ended with the introduction, purpose, implementation, and process used to establish a sister city.

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MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, August 12, 2026
RE: City Manager's Report

Members of the Caro City Council,

The August election means we have gone past the halfway point of summer and the days are beginning to get noticeably shorter as the Fair has also come and gone here in Caro. Once we go past Labor Day, the unofficial end of summer, we will begin to move into Fall mode and all that it brings with it.

On the project front, punch lists have been developed for both Norman and Sherman Streets, but finalization will be delayed as on item on each list is adding additional grass seed and that will have to wait until September at the earliest as the dry weather we have been having would not be conducive to growth no matter how much seed we put down. This will cause final payment on both projects to be on hold until then.

The report from HRC on the Wastewater project is attached to this report, and we are seeing more items completed. The areas left are areas where we have had supply chain delays, or in the case of the Clarifiers, equipment that arrived faulty and we had to wait on replacement equipment to arrive before we can complete that aspect of the project. Most of the major work is substantially complete and both HRC and E&L will be working much more limited schedules with us. The last projection of the budget shows us ending up about a half a million dollars under budget, so I commend everyone who was involved in this project for getting the work done for under cost, the time may have taken longer than we anticipated but we managed to keep our costs in control.

On the well drilling front, action has moved to the Well 9 site where the first round of testing showed water flow at 170 gallons per minute (gpm). This is in the range we were hoping for as Well 6, which this one is replacing, was operation more in the 110-120 gpm range. More tests are required before we can demonstrate a final flow rate, but these early numbers are encouraging. The Well 10 site will have more testing done with a different sized pump to review both the shallow and deep test wells. Even at the 100 gpm number the initial tests showed this would allow us to instert redundancy into the system in a location where we have existing pipes and a facility. This is not the end of our review of the system, but these two projects would put us back in the position we were in before Well 6 was taken offline and give us breathing room while we review our options.

The reality of water in Caro is that on the north end of town, such as where Well 9 is, the water is clean, but the rock doesn't give up the flow at high rates. As opposed to the south end of town, such as where Well 7 and 8 are, that have high water flow, but this water requires treatment before going into the system. Working with our partners at WSP and ROWE, DPW Superintendent Reese, Operator-in-Charge Fader and I are looking at the long-term options we might have to explore, which might lead to the need for land acquisition or adjusting our Drinking Water State Revolving Fund application among other ideas. This is a long-term conversation and one which will require planning and deliberate steps in order to ensure we always have a safe and steady water supply for the City of Caro.

Lastly, I will be taking my second summer week off from August 24-28, but as I will not be travelling, I will not be naming an Acting Manager.

Get out and enjoy the rest of summer!



Memorandum

To: Mr. Scott Czasak, MPA, CPM, PDM, City of Caro City Manager
From: Sally Duffy, P.E.
Date: August 10, 2026
Subject: Caro WWTP Improvements Project
SRF # 5881-01; Status Update

HRC Job No. 20221089

This memo is to update you on the status of the Caro WWTP Improvements Project. As mentioned in previous memos, several field changes have been required as differing site conditions have been encountered and additional equipment that requires replacement have been encountered. This memo focuses on any new information since March's memo.

RECENT WORK COMPLETED OR UNDERWAY:

- Ultraviolet Disinfection System. SUBSTANTIALLY COMPLETE. Finishing touches to building and punchlist on-going. The new slide gates that were long lead-time items and also added to the Contract as part of Change Order No. 2 were delivered and installed. A new Plant water line was also installed at the new UV Channel.
- Grit Removal System. SUBSTANTIALLY COMPLETE. Startup and training complete. Unit is operational and online.
- Secondary Clarifier No. 1 and 2. Punchlist items ongoing. A new drive unit for Clarifier No. 2 was delivered by the manufacturer and installed at no cost to the City due to the issues with the previously-installed drive. We continue to monitor the equipment for issues.
- Remaining work at Lift Station No. 8 is being finalized, but it is online and pumping. The Park Drive sewer work is complete including paving. Work at Lift Station No. 2 included a new flow meter and isolation valve. This work is all SUBSTANTIALLY COMPLETE.
- The Primary Clarifier deck area has been rehabilitated with new concrete topping poured. The concrete repair work is SUBSTANTIALLY COMPLETE.
- New digester cover is installed, with final testing and startup to be performed this week. Indoor painting of digester piping is complete. The work will be substantially complete after final testing is successfully completed.
- The new Return Activated Sludge Pumps (RAS pumps) that were added in Change Order No. 2 have arrived and are being installed. Since they are just in-kind replacements, we do not anticipate this will take long.
- The CCTV work associated with this project was tentatively awarded to the Taplin Group, LLC and we anticipate receiving their bonds, insurance and signed Contract this week for execution by the City.

UPCOMING ITEMS/CHANGES:

SCHEDULE CHANGES:

- HRC and E&L are currently working a reduced schedule on this project as work is starting to wrap up. We anticipate the E&L project trailer will be removed from the site in the next month.
- We do not currently anticipate any schedule changes beyond what was previously discussed. The revised substantial completion date identified in Change Order No. 2 was August 7, with final completion that includes restoration, such as grass planting, etc. and completion of warranty work by December 5. HRC is currently evaluating the status of some of the equipment that experienced issues from the manufacturer before issuing a certificate of substantial completion. Some of the items added to the Contract through Change Order No. 2 will be excluded but we currently anticipate they will be completed by the final completion date.

PHOTOS:

We feel it may be helpful to share some of the photos to better show the issues encountered on the project.

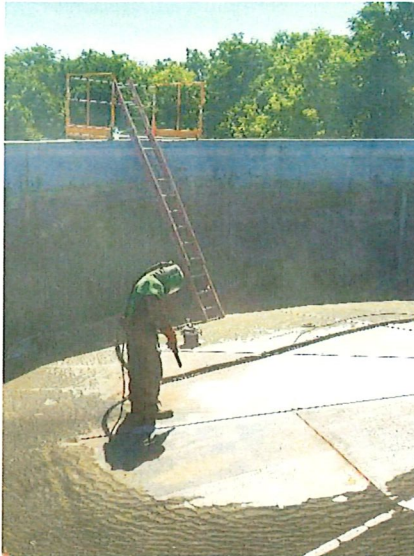


Figure 1 Painting Digester Cover



Figure 2 New valve at LS #2



Figure 3 New Slide Gate at UV Channel



Figure 4 New RAS Pump



Figure 5 Primary Tank Deck Concrete Repair

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TO: City Council/City Manager
FROM: Rita Papp – City Clerk
SUBJECT: Clerk's Report
DATE: August 17, 2026

-
- August 4, 2026 Primary Election has been completed with no issues. Preparation is underway for the November General Election.
 - Received 2 candidates for mayor, 4 candidates for 3 council seats. Deadline was July 21, 2026 at 4:00 p.m.
 - Term of Office New Legislation took effect June 22, 2026. House Bill 4358 & 4359, Public Act 17 of 2026 modifies the start date of the terms of office of city and village officers to December 1st.
 - Newly elected city officials elected in November 2026, will be sworn in no earlier than 12 noon on December 1st.
 - Posted bids for Howard Street Project Engineering Services, Environmental Review Services for Community Development Block Grant, Third Party Administrator for Community Development Block Grant. Bids due September 1, 2026.
 - Bids are forthcoming for City Hall Boiler Replacement Project, Well 1 Roof Replacement, and City Hall Mini-Splits Project.
 - Applied for 2026 Election Excellence Grant Program, \$5,000.00. This grant will be used for upgrades to election security.
 - Attended Tuscola County Clerks Association Meeting, August 13, 2026.

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TO: City Council
City Manager – Scott Czasak
FROM: Tammy Ries, Treasurer
SUBJECT: Treasurer's Report
DATE: 8/12/2026

Audit is scheduled for the end of September. We have been busy gathering the various reports and documents requested by the auditor.

Summer tax collection is going well. One month in, we have collected about 17% of city taxes assessed.

In addition to these activities, the following tasks have been completed during the last month:

- Filing state and federal withholding taxes
- Filing MDOT reports for trunkline reimbursement
- Reconciled all bank accounts
- Reconciled all investment accounts
- Prepared monthly financial statements and supporting reports
- Completed journal entries for interest earnings, bank fees, and other routine financial transactions
- Provided front desk coverage during lunch periods and staff absences to ensure continuity of operations
- Assisted residents with a variety of inquiries, providing accurate information and timely customer service