AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
September 8, 2026, 6:30 P.M.

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CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

COMMUNICATIONS:

1. Parks & Recreation Advisory Committee Meeting Minutes – August 18, 2026
2. Downtown Development Authority Meeting Minutes – August 12, 2026
3. Charter Communications – Upcoming Changes
4. Renee Wood Letter to Caro Police Department
5. Safety Message from Consumers Energy

PUBLIC COMMENTS – AGENDA ITEMS ONLY

CONSENT AGENDA:

1. Regular Council Meeting Minutes – August 17, 2026
2. Invoices

REGULAR AGENDA

1. Resolution Establishing Election Commission & Approve Election Inspector Pay
2. Budget Line-Item Adjustment – Election Supplies – Grant Received
3. Budget Line -Item Adjustment – Decorations – DDA
4. CDBG Environmental Services Bids
5. CDBG Third Party Administrative Services Bids
6. Howard Street Engineering Bids
7. Pumpkin Festival Road Closures Request
8. Fire Department Bunker Gear Purchase Request
9. Youth Advisory Committee – Councilor Charlotte Kish
10. Data Center Moratorium – Councilor Emily Campbell

ITEMS POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS: None

MAYOR'S REPORT – Written report submitted.

MANAGER REPORT – Written report submitted.

CLERK'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENTS

ADJOURN

Caro Parks and Recreation Advisory Committee Minutes
Tuesday, August 18th, 2026

Present: Chairperson: Tanya Batschke, Secretary: Jason Davis, Sean Smith, Sue Ellen Greenlee, Parks Recreation Superintendent: Carrie Will, and City Councilor: Jill White.

Absent: Vice-Chairperson: Robert Scheil, Colleen Russell and Beth Greene

Others present: City Mayor: Karen Snider and Deputy Clerk: Jana Brown

1. Call meeting to order at 6:00 pm
2. Pledge of Allegiance
3. Approval of Agenda – Sue Ellen Greenlee moved to accept agenda as proposed and Sean Smith seconded - Motion carried
4. Public Comment – None
5. Communications:
    a) MAMM Mixer 10/21/2026 from 3-7pm
    b) Harvest on the River 10/10/2026 from 2-6pm
6. Approval of Minutes for 6/16.2026 - Sean Smith motioned to accept minutes as written and seconded by Jason Davis - Motion carried
7. Reports
    a) City Council Liaison Report – Awarded $21,000 grant for Tree City USA
    b) Parks and Recreation Superintendent Report – Report packet provided with discussion on events.
8. New Business
    a) Harvest on the River 10/10/2026
    b) Fall Clean-Up 11/7/2026 – need more volunteers this year with plan to contact school groups, community groups and businesses.
    c) Pavilion Rental Signs will be pursued with help from a grant from The Gleaners
    d) Trails Systems – discussed possibilities for the City and need to have definitive plans shared for connection of Chippewa Landing to the Fairgrounds.
    e) Short Term and Long Term Goals for Parks – 5 year plan will expire in 2027 – plan to look at priorities for future updates
9. Old Business – Chippewa Landing Kiosk project is to be completed by Nov 1st.
10. Additional Public Comment – Sean Smith plans to use Larsen Graphics for Disc Golf sponsorship signs with having sponsors lined up. Money to be used for maintenance of the disc golf course.
11. Motion to Adjourn at 6:55 pm by Sean Smith and Second by Jason Davis – Motion carried

Submitted by Jason Davis, Secretary

Agenda

City of Caro

Downtown Development Authority

Regular Meeting

August 12th, 2026 - NOON

Vice-Chair Randy Whittaker called the DDA meeting to order on August 12th, 2026, at 12:02 p.m. in the Council Chambers

Present: Vice-Chair Randy Whittaker, Treasurer Sonya Otremba, City Councilwoman Charlotte Kish, Kristin Weaver, Susan Rickwalt-Holder, Greg Hollingsworth, Tom Bardwell, Bob Wolak, DDA Director Devon Pomeroy-Ruppert

Others: Karen Snider - City Mayor, Tammy Ries - City Treasurer, Tom Reese - DPW Director

Absent: Chair Jessica Riskey

APPROVAL OF AGENDA

Motion by Weaver, seconded by Kish to approve and amend agenda to remove line item 3.
Motion carried.

COMMUNICATIONS

Downtown Business Survey

DDA Director commented on the Downtown Business Survey that was completed in July and discussed the common themes business owners brought to his attention.

Student Council - Kish

Councilwoman Kish commented on her desire to see a Student Liaison from the local High School on the DDA Board. Functionality to be investigated by the Director.

Board Member Resignation - Bob Wolak

Motion by Holder, seconded by Otremba to accept Resignation and Thank Wolak for his dedication to Downtown Caro.
Motion carried

PUBLIC COMMENT - NONE

APPROVAL OF MINUTES

Regular Meeting - July 8th, 2026

Motion by Kish, seconded by Weaver to approve July minutes as presented.
Motion carried.

FINANCIAL REPORT - July 2026

Motion by Kish, seconded by Weaver to receive and file the Financial Report - July 2026, as presented.
Motion carried.

OLD BUSINESS ITEMS:

1. Flower Bulbs - Discussion

Discussion only; no action taken. Board Member Weaver commented that Back Parking Lots needed more attention. It is recommended to the Director that they connect with the local Technology Center and inquire if there are Greenhouse Students who may be willing to collaborate on a project such as this as a potential Class Project.

2. Caro Farmers Market Drinking Fountains - Update

Discussion only; no action taken. The Director thanked DPW for fixing the Market Drinking Fountains.

3. Welcome to Caro Sign KofC - Update

Discussion only; no action taken. The Director provided an update to the Board regarding the KofC sign. Once KofC meets with their Board, ours can move forward.

NEW BUSINESS ITEMS

1. Bench Color and Design Selection

Motion by Holder, seconded by Hollingsworth to select the Black Cassidy Bench design to begin placement and permitting process as required by MDOT.
Motion carried.

2. Caro Farmers Market Speaker System - Discussion

Discussion only; no action taken. Vice-Chair Randy Whittaker reported pricing has skyrocketed for Surround Sound Music systems. It is recommended that the Director purchase a portable music system that is within his purchasing power.

4. Trash Enclosure Gates

Discussion deferred due to time constraints; carried over to the next regular meeting.

5. Holiday Decoration Contract - Budget Amendment

Motion by Otremba, seconded by Hollingsworth to request $40,000 be moved from General Fund Balance and placed into Budget Line - Decorations pending City Council approval.
Motion carried.

6. DDA Plan - Resolution of Intent

Discussion deferred due to time constraints; carried over to the next regular meeting.

ITEMS POSTPONED - Agenda item 4 (Trash Enclosures) and Agenda item 6 (DDA Plan - Resolution of Intent) were postponed to the next regular meeting due to time constraints.

DIRECTORS REPORT - Written Report Submitted

BOARD COMMENTS

None held due to time constraints

COUNCIL LIAISON REPORT

None held due to time constraints

ADDITIONAL PUBLIC COMMENT - NONE

ADJOURN

Motion by Otremba, seconded by Wolak, to adjourn the meeting at 1:20 p.m.
Motion carried

Devon Pomeroy-Ruppert

Downtown Development Director

Charter COMMUNICATIONS

Derrick Mathis
Manager
State Government Affairs - Michigan

August 14, 2026

T3 P1 445 *******AUTO**All For SCF 480
City of Caro
317 S State St
Caro, MI 48723-1725

Re: Charter Communications – Upcoming Changes

Dear Franchise Official:

This letter will serve as notice that, on or after September 16, 2026, Spectrum Mid-America, LLC ("Spectrum") will implement changes to the names of its Spectrum TV packages as follows:

Existing Name	New Name
Spectrum TV Select	Spectrum Stream TV
Spectrum TV Select Signature	Spectrum Stream TV Signature
Spectrum TV Select Plus	Spectrum Stream TV Pro
Spectrum TV Platinum	Spectrum TV VIP
Spectrum TV Stream Latino	Spectrum TV Latino
Spectrum Mi Plan Latino	Spectrum Stream TV Latino Más
Spectrum Latino View	Spectrum Latino Pack
Entertainment View	Entertainment Pack
Entertainment +	Entertainment Pack +
Spectrum Sports View	Spectrum Sports Pack

Customers will experience no changes to their existing services. If you have any questions about this change, please feel free to contact me at (616) 607-2380.

Sincerely,

Derrick Mathis

Derrick Mathis
Manager, State Government Affairs – Michigan
Charter Communications

4670 East Fulton, Suite 102, Ada, MI 49301

O: (616) 607-2380

Tuesday, August 18, 2026

Dear Officer Wessels, Officer Gaiser (Dad), Officer Gaiser (Son), Officer Avery, and the Other Officers of the City of Caro Police Department:

There are simply no words adequate to thank all of you for always being there for me during the traumatic years I lived in Caro with my adopted son, Xzavier.

You and your department **never let me down**. When I called, you came. During one particularly terrible period, you came to my home daily for almost ten days straight—sometimes twice in one day. You continued doing your jobs even when the situation became exhausting and repetitive, ultimately resulting in Xzavier being charged with four felonies and five misdemeanors. But you did much more than enforce the law. You counseled him, you counseled me, and you tried repeatedly to help our family.

I will always remember Officer Avery telling me nearly two years ago, **"File a Petition for Incorrigibility."** It was sound advice. My only regret is that it took me a year to follow it.

I especially want to thank you for what happened during deer hunting season in November 2024. I distinctly remember an officer (unknown to me) coming to my house on November 14 or 15 and telling me that before Officer Wessels left to go deer hunting, he had held a meeting with the other officers. He told them, in essence, that I would probably be calling while he was gone, that I needed help with Xzavier, and that he wanted everyone brought up to date on what was happening in my home.

Then that officer told me something I will never forget: **you had all prayed for me.**

He told me that he prayed for me every day, that the officers were afraid for my safety, and that I needed to get Xzavier out of my house before something terrible happened.

You cannot imagine what that meant to me.

I also remember repeatedly telling you that Xzavier threatened me by saying, *"If you call the cops, I am just going to tell them that you beat me up."* Your response was always reassuring: *"Renee, we know you. We know how you are handling these things. Don't worry."*

At a time when I was frightened in my own home, knowing that you believed me and that you would come when I called meant more than I can possibly express.

I will never forget your careful investigation, including taking me outside Xzavier's bedroom window and showing me the trampled ground and footprints from people coming to his window for drugs. I am sorry that it took me so long to accept the truth about my son. I kept thinking, *"He's just a kid. That can't be happening."* I was terribly naive, and all of you were extraordinarily patient with me.

And you were patient with Xzavier, too.

I remember one time after dealing with one of your officers, Xzavier walked into the house and said, **"Wow, that guy shouldn't be a police officer—he should be a therapist!"**

Even Xzavier knew you were good.

I also apologize for the rudeness and disrespect he sometimes showed you. Unfortunately, Xzavier had come to believe that there would be few serious consequences for his behavior. Regardless of the frustrations I experienced with other parts of the juvenile justice and mental-health systems, **the Caro Police Department continued to show up and do its job—over and over and over again.**

After I finally sold my house and moved three hours north, I gave away much of my furniture. Because I had learned how skilled Xzavier was at hiding drugs and other items, I warned everyone who received furniture from me to check it carefully.

One person found one of my ATM cards and two credit cards hidden beneath the cushions.

But the most shocking discovery came from the person who received my living-room loveseat. After remembering my warning, she inspected it carefully. Xzavier had lifted part of the head cushion, cut the seam all the way across, and created a hiding place inside. There they found drugs, money, a large barbecue-style lighter, drug paraphernalia, and other items.

Even after everything I had witnessed, I was stunned.

I am now living up north and trying to rebuild my life, recover from my PTSD after leaving my home, family and friends, and so much else behind.

I am still coming to terms with everything that happened during those years.

But when I look back on that terrible period of my life, **one of the things I am most grateful for each one of you, and I am proud of what faithful, hard-working, committed individuals each one of you are!**

Each and every one of you should be proud of the work you do. When I desperately needed help, the Caro Police Department answered my calls. You investigated. You protected me. You counseled a troubled young man. You reassured a frightened mother. And when one officer went deer hunting, he made sure the others knew what was happening so that I would not be left without help.

That is police work at its very best.

I wanted to give each of the officers who helped me a $100 gift card to Outback Steakhouse in Saginaw as a small expression of my enormous gratitude. Before doing so, however, I wanted to make certain that accepting such a gift is permitted under department policy. Since then, I learned individual officers are not permitted to accept the cards because it is against departmental policy. Please know how sad this makes me. However, I am happy to express my appreciation in another way that the department allows. Therefore, enclosed is a check in the amount of $600 to be used for your Shop With a Hero Project. I am disappointed that I have to show my appreciation this way, but on the other hand, I need to respect departmental policy.

And please don't ever forget this:

I pray for each and every one of you every day.

Thank you for protecting me. Thank you for believing me. Thank you for your patience. Thank you for trying to help Xzavier. And thank you for answering the phone and coming through that door every single time I needed you.

I will never forget you.

With my deepest gratitude and prayers,

Renee Wood Renee J. Wood

[redacted]

From: Consumers Energy <noreply@alerts.consumersenergy.com>
Sent: Monday, August 31, 2026 11:11 AM
To: Clerk
Subject: Verify Natural Gas Work Near You with Crew Check

SAFETY MESSAGE

Count on us to keep you and your natural gas safe

We have some exciting news to share. You can now verify natural gas work happening near you with **Crew Check**!

What is Crew Check?

An easy-to-use tool that puts your safety first. See our crews in your neighborhood? Crew Check can confirm whether a project is underway in your area. No login or app required. Access the tool day or night at **CrewCheck.ConsumersEnergy.com.**

How does Crew Check work?

- Simply enter your address, and we'll confirm whether natural gas work is in progress.
- If we're performing work, a vehicle identification number and, in some cases, a license plate number will be provided.
- Watch this video to learn more.
- **Note:** Crew Check cannot verify work performed by third-party contractors or workers using personal vehicles at this time.

Your safety and peace of mind are important to us. Learn more and verify work near you today.

Count on Crew Check to help you stay safe and informed.

Reminder: Before letting someone into your home representing Consumers Energy, ask for identification or call us at 1-800-760-3295 to confirm their identity.

Your neighbors,

REGULAR MEETING OF THE CARO CITY COUNCIL
August 17, 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 17, 2026, at 6:30 p.m. in the Council Chambers.

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

Absent: None

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

AGENDA APPROVAL

26-M-164
Motion by Parker, seconded by White to approve the agenda as presented.
Motion Carried.

PUBLIC COMMENTS – AGENDA ITEMS ONLY - None

COMMUNICATIONS:

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

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

26-M-165
Motion by Parker, seconded by Oedy to approve the consent agenda as presented including invoices.
Motion Carried.

REGULAR AGENDA: (action required)

1. Michigan Municipal League Annual Meeting – Designate Voting Delegate(s)

26-M-166
Motion by Kish, seconded by Campbell to appoint City Manager Scott Czasak as the voting delegate and to appoint Councilor Charlotte Kish as the alternate voting delegate.
Motion carried.

2. Police Department Ballistic Vest & Carriers

26-M-167
Motion by Campbell, seconded by Kish to approve the purchase of 5 sets of ballistic vests and carrier gear from CMP Distributors for the quoted price of $7,100.00
Motion carried.

3. Fire Department Budget Adjustments

26-M-168
Motion by Oedy, seconded by White to authorize the City Treasurer to adjust the Fiscal Year 2026/2027 budget line item 216-336-740-000 from $50,300.00 to $52,600.00.
Motion carried.

4. Water Tower Engineering Quote

26-M-169
Motion by Parker, seconded by Riley to accept the quote from Dixon Engineering to provide engineering services for Water Tower repairs for the quoted price of $5,200.00.
Roll call vote: Campbell – yes, Kish – yes, Oedy – yes, Parker – yes, Riley – yes, White – yes, Mayor Snider – yes.
Motion carried.

ITEMS PENDING/POSTPONED: None

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Mayor Snider) – No meeting.

2. Chamber of Commerce (Manager) – Vacant position was filled by Mandy Knox. Discussed future events.

3. Downtown Development Authority (Kish) – DDA Director is having conversations with MDOT for placement of benches along M81. Discussed holiday decorations, upgrading flower bulbs in the downtown parking lots, using a portable speaker system at the market, and looking at material for trash enclosures.

4. Fair Board (Oedy) – No meeting. Mayor Snider asked if Neil Jackson could come and do a presentation.

5. Parks & Recreation (White) – Meeting is tomorrow, August 18, 2026. Plan on discussing the 5-year plan.

6. Planning Commission (Campbell) – Site plan was reviewed.

7. Tuscola County Board of Commissioners (Parker) – No report.

8. Zoning Board of Appeals (Mayor Snider) – No meeting

MAYOR'S REPORT – Written report submitted.
Mark Ransford was awarded Rotarian of the Year. Along with Mayor Pro Tem Charlotte Kish, attended the MAM Workshop and shared information with council.

MANAGER'S COMMENTS – Written report submitted.
Gave an update on the grass seeding issues. Received a $21,000.00 grant from Tree City USA. Council asked for information on the wells, information on clogged drains after rain, and voiced concerns with weeds and grass clipping in the streets.

CLERK'S REPORT – Written report submitted.
Announced Write in Candidate deadline is October 23, 2026 at 4:00 p.m.

TREASURER'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENT:
Vicky Brown – Commented on the lack of clean up efforts by the residents with sewer drains and grass clippings and that the street sweeper doesn't work well.

Tanya Batschke – Commented on her concern with commercial blight and the status of cleaning up the triangle area by Almer Street/M81.

Police Chief Brian Newcomb – Gave an update on the lease turn in for the police department which resulted in a savings of $12,000.00. Commented on his gratefulness for the 911 Dispatch millage passing.

Fire Chief Randy Heckroth – Appreciated the approval of the budget adjustment. Further commented on the grass clippings issue. Announced that two firefighters have resigned and one is in the process of being hired. Thanked Caro PD for their assistance with a large fire the other night. The Fire Department is planning their Annual Open House for Halloween, October 31, 2026.

Councilor Jill White – Inquired on the completion of the shade at the splash pad. Update was given by DPW Superintendent Tom Reese.

26-M-170
Motion by Oedy, seconded by Parker to adjourn the meeting at 7:50 p.m.
Motion carried.

Rita Papp

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
AFLAC					
09/26	09/08/2026	80272	101-000-231-003	AFLAC INSURANCE WITHHOLDING	352.82
	Total AFLAC:				352.82
AMAZON CAPITAL SERVICES					
09/26	09/02/2026	800688	216-336-740-000	OPERATING SUPPLIES	126.97
09/26	09/02/2026	800688	101-301-960-000	EDUCATION & TRAINING, DUES	29.95
09/26	09/02/2026	800688	216-336-740-000	OPERATING SUPPLIES	153.10
09/26	09/02/2026	800688	101-301-776-000	MAINTENANCE SUPPLIES	9.68
09/26	09/02/2026	800688	591-540-776-000	O&M SUPPLIES	54.49
09/26	09/02/2026	800688	101-301-740-000	OFFICE SUPPLIES	25.64
09/26	09/02/2026	800688	101-262-740-000	OFFICE SUPPLIES	106.52
09/26	09/02/2026	800688	101-260-740-000	OFFICE SUPPLIES	262.69
09/26	09/02/2026	800688	101-301-776-000	MAINTENANCE SUPPLIES	26.00
	Total AMAZON CAPITAL SERVICES:				795.04
ASPIRE RURAL HEALTH					
09/26	09/08/2026	80273	216-336-801-000	CONTRACTED SERVICES	100.00
09/26	09/08/2026	80273	216-336-801-000	CONTRACTED SERVICES	75.00
	Total ASPIRE RURAL HEALTH:				175.00
AT&T MOBILITY					
09/26	09/08/2026	80274	101-371-853-000	TELEPHONE	47.03
09/26	09/08/2026	80274	216-336-853-000	TELEPHONE	100.61
09/26	09/08/2026	80274	101-301-853-000	TELEPHONE & PAGERS	417.12
09/26	09/08/2026	80274	101-301-750-001	SOFTWARE MAINTENANCE AGEE'T	108.72
09/26	09/08/2026	80274	101-441-853-000	TELEPHONE	8.80
09/26	09/08/2026	80274	202-483-853-000	TELEPHONE	8.80
09/26	09/08/2026	80274	203-483-853-000	TELEPHONE	8.80
09/26	09/08/2026	80274	590-540-853-000	TELEPHONE	8.80
09/26	09/08/2026	80274	591-540-853-000	TELEPHONE	8.96
09/26	09/08/2026	80274	248-728-853-000	TELEPHONE & TECHNOLOGY	44.01
	Total AT&T MOBILITY:				761.65
AUTO-WARES GROUP					
09/26	09/02/2026	800689	661-575-776-000	MAINTENANCE SUPPLIES	533.67
	Total AUTO-WARES GROUP:				533.67
AXON ENTERPRISE INC					
09/26	09/02/2026	800690	101-301-960-000	EDUCATION & TRAINING, DUES	338.43
	Total AXON ENTERPRISE INC:				338.43

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
BELL - WASIK, INC.					
09/26	09/02/2026	800691	101-301-860-000	GAS/OIL/TIRES	79.09
09/26	09/02/2026	800691	216-336-930-000	REPAIRS - EQUIPMENT	449.26
Total BELL - WASIK, INC.:					528.35
BRENTWOOD GRAPHICS					
09/26	09/08/2026	80275	248-733-956-005	FARMERS MARKET - EXPENSES	202.00
Total BRENTWOOD GRAPHICS:					202.00
BRIGHTSPEED					
09/26	09/02/2026	800692	590-540-853-000	TELEPHONE	66.69
09/26	09/02/2026	800692	591-540-853-000	TELEPHONE	66.69
Total BRIGHTSPEED:					133.38
BROWNING POWER SYSTEMS LLC					
09/26	09/08/2026	80276	590-545-801-000	CONTRACTED SERVICES	500.00
09/26	09/08/2026	80276	591-540-801-000	CONTRACTED SERVICES	450.00
09/26	09/08/2026	80276	590-545-801-000	CONTRACTED SERVICES	350.00
09/26	09/08/2026	80276	590-545-801-000	CONTRACTED SERVICES	350.00
09/26	09/08/2026	80276	590-545-801-000	CONTRACTED SERVICES	350.00
09/26	09/08/2026	80276	590-545-801-000	CONTRACTED SERVICES	350.00
09/26	09/08/2026	80276	101-265-801-000	CONTRACTED SERVICES	300.00
09/26	09/08/2026	80276	591-540-801-000	CONTRACTED SERVICES	300.00
09/26	09/08/2026	80276	101-265-801-000	CONTRACTED SERVICES	400.00
09/26	09/08/2026	80276	101-265-801-000	CONTRACTED SERVICES	300.00
09/26	09/08/2026	80276	590-545-801-000	CONTRACTED SERVICES	350.00
09/26	09/08/2026	80276	591-540-801-000	CONTRACTED SERVICES	450.00
09/26	09/08/2026	80276	590-540-801-000	CONTRACTED SERVICES	1,595.00
Total BROWNING POWER SYSTEMS LLC:					6,045.00
BUSY BEE CLEANING					
09/26	09/02/2026	800693	101-265-801-002	CONTRACTED SERV - JANITORIAL	741.00
09/26	09/02/2026	800693	216-336-801-002	CONTRACTED SERV - JANITORIAL	78.00
09/26	09/02/2026	800693	590-540-801-002	CONTRACTED SERV - JANITORIAL	156.00
Total BUSY BEE CLEANING:					975.00
BUSY BEE KITCHEN					
09/26	09/08/2026	80277	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	168.00
Total BUSY BEE KITCHEN:					168.00
CARO RENTAL					
09/26	09/08/2026	80278	101-751-957-000	RECREATION PROGRAMS	50.00
09/26	09/08/2026	80278	101-751-957-000	RECREATION PROGRAMS	300.00
09/26	09/08/2026	80278	101-751-801-000	CONTRACTED SERVICES	120.00
Total CARO RENTAL:					470.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
CAROL CARTER					
09/26	09/08/2026	80279	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	5.00
Total CAROL CARTER:					5.00
CARTER LUMBER					
09/26	09/08/2026	80280	591-540-776-000	O&M SUPPLIES	414.45
Total CARTER LUMBER:					414.45
CASS CITY HARDWARE					
09/26	09/08/2026	80281	591-540-760-000	POSTAGE	25.00
09/26	09/08/2026	80281	591-540-760-000	POSTAGE	15.00
09/26	09/08/2026	80281	591-540-760-000	POSTAGE	12.00
Total CASS CITY HARDWARE:					52.00
CASS RIVER GREENWAY					
09/26	09/08/2026	80282	101-751-970-000	CAPITAL OUTLAY	3,000.00
Total CASS RIVER GREENWAY:					3,000.00
CATHY TOMLIN					
09/26	09/02/2026	800694	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	423.00
Total CATHY TOMLIN:					423.00
CINTAS					
09/26	09/02/2026	800721	101-441-801-000	CONTRACTED SERVICES	8.03
Total CINTAS:					8.03
CMP DISTRIBUTORS					
09/26	09/08/2026	80283	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	5,606.00
09/26	09/08/2026	80283	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	1,409.00
Total CMP DISTRIBUTORS:					7,015.00
COMPANION LIFE INSURANCE CO.					
09/26	09/08/2026	80284	101-172-717-000	LIFE INSURANCE	52.61
09/26	09/08/2026	80284	101-262-717-000	LIFE INSURANCE	3.99
09/26	09/08/2026	80284	101-253-717-000	LIFE INSURANCE	10.57
09/26	09/08/2026	80284	101-260-717-000	LIFE INSURANCE	15.76
09/26	09/08/2026	80284	101-265-717-000	LIFE INSURANCE	16.76
09/26	09/08/2026	80284	101-301-717-000	LIFE INSURANCE	154.62
09/26	09/08/2026	80284	101-371-717-000	LIFE INSURANCE	1.00
09/26	09/08/2026	80284	101-702-717-000	LIFE INSURANCE	2.99
09/26	09/08/2026	80284	101-441-717-000	LIFE INSURANCE	46.48
09/26	09/08/2026	80284	101-751-717-000	LIFE INSURANCE	2.79
09/26	09/08/2026	80284	202-483-717-000	LIFE INSURANCE	7.08
09/26	09/08/2026	80284	202-463-717-000	LIFE INSURANCE	6.98
09/26	09/08/2026	80284	203-463-717-000	LIFE INSURANCE	8.38
09/26	09/08/2026	80284	203-483-717-000	LIFE INSURANCE	7.08

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09/26	09/08/2026	80284	204-442-717-000	LIFE INSURANCE	4.19
09/26	09/08/2026	80284	204-483-717-000	LIFE INSURANCE	2.69
09/26	09/08/2026	80284	248-441-717-000	LIFE INSURANCE	5.39
09/26	09/08/2026	80284	248-728-717-000	LIFE INSURANCE	20.75
09/26	09/08/2026	80284	216-336-717-000	LIFE INSURANCE	20.75
09/26	09/08/2026	80284	590-560-717-000	LIFE INSURANCE	36.31
09/26	09/08/2026	80284	590-536-717-000	LIFE INSURANCE	1.40
09/26	09/08/2026	80284	590-540-717-000	LIFE INSURANCE	83.99
09/26	09/08/2026	80284	590-545-717-000	LIFE INSURANCE	8.38
09/26	09/08/2026	80284	591-560-717-000	LIFE INSURANCE	17.36
09/26	09/08/2026	80284	591-536-717-000	LIFE INSURANCE	1.40
09/26	09/08/2026	80284	591-540-717-000	LIFE INSURANCE	37.71
09/26	09/08/2026	80284	596-560-717-000	LIFE INSURANCE	7.38
09/26	09/08/2026	80284	596-521-717-000	LIFE INSURANCE	2.79
09/26	09/08/2026	80284	661-575-717-000	LIFE INSURANCE	7.08
09/26	09/08/2026	80284	101-172-719-000	SHORT/LONG TERM DISABILITY	53.74
09/26	09/08/2026	80284	101-262-719-000	SHORT/LONG TERM DISABILITY	17.32
09/26	09/08/2026	80284	101-253-719-000	SHORT/LONG TERM DISIBLITY	38.92
09/26	09/08/2026	80284	101-260-719-000	SHORT/LONG TERM DISIBLITY	69.26
09/26	09/08/2026	80284	101-265-719-000	SHORT/LONG TERM DISABILITY	60.62
09/26	09/08/2026	80284	101-301-719-000	SHORT/LONG TERM DISABILITY	689.42
09/26	09/08/2026	80284	101-371-719-000	SHORT/LONG TERM DISABILITY	3.36
09/26	09/08/2026	80284	101-702-719-000	SHORT/LONG TERM DISABILITY	14.52
09/26	09/08/2026	80284	101-441-719-000	SHORT/LONG TERM DISABILITY	175.45
09/26	09/08/2026	80284	101-751-719-000	SHORT/LONG TERM DISABILITY	10.10
09/26	09/08/2026	80284	202-483-719-000	SHORT/LONG TERM DISABILITY	32.43
09/26	09/08/2026	80284	202-463-719-000	SHORT/LONG TERM DISABILITY	25.26
09/26	09/08/2026	80284	203-463-719-000	SHORT/LONG TERM DISABILITY	30.31
09/26	09/08/2026	80284	203-483-719-000	SHORT/LONG TERM DISABILITY	32.43
09/26	09/08/2026	80284	204-442-719-000	SHORT/LONG TERM DISABILITY	15.16
09/26	09/08/2026	80284	204-483-719-000	SHORT/LONG TERM DISABILITY	12.49
09/26	09/08/2026	80284	248-441-719-000	SHORT/LONG TERM DISABILITY	21.38
09/26	09/08/2026	80284	248-728-719-000	SHORT/LONG TERM DISABILITY	69.36
09/26	09/08/2026	80284	216-336-719-000	SHORT/LONG TERM DISABILITY	96.64
09/26	09/08/2026	80284	590-560-719-000	SHORT/LONG TERM DISABILITY	161.21
09/26	09/08/2026	80284	590-536-719-000	SHORT/LONG TERM DISABILITY	5.05
09/26	09/08/2026	80284	590-540-719-000	SHORT/LONG TERM DISABILITY	274.80
09/26	09/08/2026	80284	590-545-719-000	SHORT/LONG TERM DISABILITY	30.31
09/26	09/08/2026	80284	591-560-719-000	SHORT/LONG TERM DISABILITY	71.34
09/26	09/08/2026	80284	591-536-719-000	SHORT/LONG TERM DISABILITY	5.05
09/26	09/08/2026	80284	591-540-719-000	SHORT/LONG TERM DISABILITY	136.40
09/26	09/08/2026	80284	596-560-719-000	SHORT/LONG TERM DISABILITY	28.30
09/26	09/08/2026	80284	596-521-719-000	SHORT/LONG TERM DISABILITY	10.10
09/26	09/08/2026	80284	661-575-719-000	SHORT/LONG TERM DISABILITY	29.90
	Total COMPANION LIFE INSURANCE CO.:				2,815.29
CSI EMERGENCY APPARATUS LLC					
09/26	09/02/2026	800722	216-336-740-000	OPERATING SUPPLIES	2,156.00
	Total CSI EMERGENCY APPARATUS LLC:				2,156.00

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DAVE LEMASTER					
09/26	09/08/2026	80285	248-733-956-005	FARMERS MARKET - EXPENSES	225.00
Total DAVE LEMASTER:					225.00
DIGICOM GLOBAL INC.					
09/26	09/02/2026	800695	216-336-801-000	CONTRACTED SERVICES	686.97
Total DIGICOM GLOBAL INC.:					686.97
DJ's PORTABLE TOILET RENTALS, LLC					
09/26	09/02/2026	800696	101-751-801-000	CONTRACTED SERVICES	130.00
09/26	09/02/2026	800696	101-751-801-000	CONTRACTED SERVICES	225.00
09/26	09/02/2026	800696	101-751-801-000	CONTRACTED SERVICES	130.00
09/26	09/02/2026	800696	101-751-801-000	CONTRACTED SERVICES	225.00
09/26	09/02/2026	800696	101-751-801-000	CONTRACTED SERVICES	225.00
Total DJ's PORTABLE TOILET RENTALS, LLC:					935.00
DOT PHYSICAL EXAMS					
09/26	09/02/2026	800719	590-540-801-000	CONTRACTED SERVICES	125.00
Total DOT PHYSICAL EXAMS:					125.00
E&L CONSTRUCTION GROUP INC					
09/26	09/08/2026	80286	590-540-970-002	CAPITAL OUTLAY - SRF	296,797.92
Total E&L CONSTRUCTION GROUP INC:					296,797.92
ETNA SUPPLY					
09/26	09/08/2026	80287	591-540-776-000	O&M SUPPLIES	428.47
09/26	09/08/2026	80287	591-540-776-000	O&M SUPPLIES	101.50
Total ETNA SUPPLY:					529.97
FARM DEPOT					
09/26	09/02/2026	800697	591-540-776-000	O&M SUPPLIES	2,889.00
09/26	09/02/2026	800697	591-540-776-000	O&M SUPPLIES	369.23
09/26	09/02/2026	800697	591-540-776-000	O&M SUPPLIES	23.51
09/26	09/02/2026	800697	661-575-776-000	MAINTENANCE SUPPLIES	189.00
09/26	09/02/2026	800697	591-540-776-000	O&M SUPPLIES	48.48
09/26	09/02/2026	800697	661-575-930-000	CONTRACTED REPAIRS	431.52
09/26	09/02/2026	800697	661-575-930-000	CONTRACTED REPAIRS	1,138.35
09/26	09/02/2026	800697	661-575-801-000	MOTOR POOL Contracted serv	1,839.10
Total FARM DEPOT:					6,928.19
FIRST BANKCARD					
09/26	09/02/2026	800687	101-172-962-000	TRAVEL & LODGING	307.32
09/26	09/02/2026	800687	101-172-960-000	EDUCATION AND TRAINING	650.00
09/26	09/02/2026	800687	101-172-962-000	TRAVEL & LODGING	259.00
09/26	09/02/2026	800687	590-540-776-000	OM&R SUPPLIES NORMAL	60.29
09/26	09/02/2026	800687	661-575-776-000	MAINTENANCE SUPPLIES	22.98

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
09/26	09/02/2026	800687	101-265-776-000	O&M SUPPLIES	102.98
09/26	09/02/2026	800687	591-540-960-000	EDUCATION & TRAINING	400.00
09/26	09/02/2026	800687	591-540-960-000	EDUCATION & TRAINING	600.00
09/26	09/02/2026	800687	101-260-960-000	EDUCATION AND TRAINING	50.00
09/26	09/02/2026	800687	101-262-740-000	OFFICE SUPPLIES	81.19
09/26	09/02/2026	800687	101-262-740-000	OFFICE SUPPLIES	89.29
09/26	09/02/2026	800687	101-262-740-000	OFFICE SUPPLIES	117.99
09/26	09/02/2026	800687	101-101-962-000	TRAVEL & LODGING	264.18
09/26	09/02/2026	800687	101-260-960-000	EDUCATION AND TRAINING	525.00
09/26	09/02/2026	800687	101-260-960-000	EDUCATION AND TRAINING	525.00
09/26	09/02/2026	800687	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	82.41
09/26	09/02/2026	800687	101-301-740-000	OFFICE SUPPLIES	42.66
09/26	09/02/2026	800687	101-301-801-000	CONTRACTED SERVICES	20.00
09/26	09/02/2026	800687	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	505.00
09/26	09/02/2026	800687	101-301-960-000	EDUCATION & TRAINING, DUES	14.95
09/26	09/02/2026	800687	216-336-740-000	OPERATING SUPPLIES	62.83
09/26	09/02/2026	800687	216-336-740-000	OPERATING SUPPLIES	12.77
09/26	09/02/2026	800687	216-336-740-000	OPERATING SUPPLIES	13.33
09/26	09/02/2026	800687	101-253-961-000	MEMBERSHIP DUES	239.88
	Total FIRST BANKCARD:				5,049.05
FOSTER, SWIFT, COLLINS & SMITH, PC					
09/26	09/08/2026	80288	101-101-801-000	CONTRACTED SERVICES	303.16
	Total FOSTER, SWIFT, COLLINS & SMITH, PC:				303.16
FREEDOM AND GLORY					
09/26	09/08/2026	80289	101-441-776-001	O&M SUPPLIES	1,437.15
	Total FREEDOM AND GLORY:				1,437.15
GERALD MIDDAUGH					
09/26	09/08/2026	80290	216-336-930-000	REPAIRS - EQUIPMENT	611.90
	Total GERALD MIDDAUGH:				611.90
GM FINANCIAL					
09/26	09/08/2026	80291	101-301-991-000	LEASE PAYMENT - PRINCIPAL	10,187.10
	Total GM FINANCIAL:				10,187.10
GOVERNMENTAL EMPLOYEES LABOR COUNCIL					
09/26	09/02/2026	800685	101-000-231-005	GELC UNION DUES WITHHOLDING	494.00
	Total GOVERNMENTAL EMPLOYEES LABOR COUNCIL:				494.00
GREAT LAKES DIRECTIONAL BORING					
09/26	09/02/2026	800698	591-540-801-000	CONTRACTED SERVICES	1,800.00
	Total GREAT LAKES DIRECTIONAL BORING:				1,800.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
GREAT LAKES LAND MANAGEMENT					
09/26	09/08/2026	80292	101-265-801-000	CONTRACTED SERVICES	1,034.00
09/26	09/08/2026	80292	101-751-801-000	CONTRACTED SERVICES	1,316.00
09/26	09/08/2026	80292	101-754-801-000	CONTRACTED SERVICES	1,175.00
09/26	09/08/2026	80292	101-753-801-000	CONTRACTED SERVICES	1,175.00
09/26	09/08/2026	80292	248-728-801-000	DDA CONTRACTED SERVICES	1,540.00
Total GREAT LAKES LAND MANAGEMENT:					6,240.00
HIRSCHMAN OIL SUPPLY INC					
09/26	09/02/2026	800699	661-575-860-000	GAS/OIL	2,105.31
Total HIRSCHMAN OIL SUPPLY INC:					2,105.31
HOLLOWAY FIRE PROTECTION INC					
09/26	09/02/2026	800700	216-336-740-000	OPERATING SUPPLIES	65.00
Total HOLLOWAY FIRE PROTECTION INC:					65.00
HUBBELL, ROTH & CLARK, INC					
09/26	09/02/2026	800701	590-540-801-003	CONTRACTED SERV-SRF	30,495.56
Total HUBBELL, ROTH & CLARK, INC:					30,495.56
J.E. JOHNSON INC					
09/26	09/02/2026	800702	101-265-801-000	CONTRACTED SERVICES	225.00
09/26	09/02/2026	800702	590-540-801-000	CONTRACTED SERVICES	1,555.00
Total J.E. JOHNSON INC:					1,780.00
JACK DOHENY COMPANIES INC					
09/26	09/02/2026	800703	661-575-776-000	MAINTENANCE SUPPLIES	319.95
Total JACK DOHENY COMPANIES INC:					319.95
JESSICA KIMBLE					
09/26	09/08/2026	80293	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	21.00
Total JESSICA KIMBLE:					21.00
JOELL FACE PAINTING AND MORE					
09/26	09/08/2026	80294	248-733-956-005	FARMERS MARKET - EXPENSES	255.00
Total JOELL FACE PAINTING AND MORE:					255.00
JOHN DEERE FINANCIAL					
09/26	09/08/2026	80295	590-540-776-000	OM&R SUPPLIES NORMAL	272.52
Total JOHN DEERE FINANCIAL:					272.52
KAPPEN TREE SERVICE					
09/26	09/08/2026	80296	203-463-801-000	CONTRACTED SERVICES	475.00
09/26	09/08/2026	80296	203-463-801-000	CONTRACTED SERVICES	3,275.00

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	Total KAPPEN TREE SERVICE:				3,750.00
KEN MARTIN ELECTRIC INC					
09/26	09/02/2026	800704	101-751-801-000	CONTRACTED SERVICES	2,144.40
09/26	09/02/2026	800704	248-728-801-000	DDA CONTRACTED SERVICES	597.00
09/26	09/02/2026	800704	248-728-801-000	DDA CONTRACTED SERVICES	549.70
	Total KEN MARTIN ELECTRIC INC:				3,291.10
LOAF BY LYNN					
09/26	09/08/2026	80297	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	72.00
	Total LOAF BY LYNN:				72.00
MARSHALL TERBUSH					
09/26	09/02/2026	800705	590-540-725-000	UNIFORMS	203.40
	Total MARSHALL TERBUSH:				203.40
MEC UNDERGROUND SOLUTIONS LLC					
09/26	09/08/2026	80298	590-545-801-000	CONTRACTED SERVICES	2,670.00
	Total MEC UNDERGROUND SOLUTIONS LLC:				2,670.00
MESSA					
09/26	09/08/2026	80299	101-172-716-000	HOSPITALIZATION INSURANCE	538.99
09/26	09/08/2026	80299	101-262-716-000	HOSPITALIZATION INSURANCE	294.03
09/26	09/08/2026	80299	101-253-716-000	HOSPITALIZATION INSURANCE	642.79
09/26	09/08/2026	80299	101-260-716-000	HOSPITALIZATION INSURANCE	1,070.05
09/26	09/08/2026	80299	101-265-716-000	HOSPITALIZATION INSURANCE	1,043.60
09/26	09/08/2026	80299	101-301-716-000	HOSPITALIZATION INSURANCE	14,567.16
09/26	09/08/2026	80299	101-371-716-000	HOSPITALIZATION INSURANCE	85.58
09/26	09/08/2026	80299	101-702-716-000	HOSPITALIZATION INSURANCE	115.11
09/26	09/08/2026	80299	101-441-716-000	HOSPITALIZATION INSURANCE	3,491.52
09/26	09/08/2026	80299	101-751-716-000	HOSPITALIZATION INSURANCE	173.93
09/26	09/08/2026	80299	202-463-716-000	HOSPITALIZATION INSURANCE	434.83
09/26	09/08/2026	80299	202-483-716-000	HOSPITALIZATION INSURANCE	448.11
09/26	09/08/2026	80299	203-463-716-000	HOSPITALIZATION INSURANCE	521.80
09/26	09/08/2026	80299	203-483-716-000	HOSPITALIZATION INSURANCE	448.11
09/26	09/08/2026	80299	204-442-716-000	HOSPITALIZATION INSURANCE	260.90
09/26	09/08/2026	80299	204-483-716-000	HOSPITALIZATION INSURANCE	223.06
09/26	09/08/2026	80299	248-441-716-000	HOSPITALIZATION INSURANCE	86.97
09/26	09/08/2026	80299	248-728-716-000	HOSPITALIZATION INSURANCE	2,231.64
09/26	09/08/2026	80299	216-336-716-000	HOSPITALIZATION INSURANCE	1,770.45
09/26	09/08/2026	80299	590-560-716-000	HOSPITALIZATION INSURANCE	2,054.40
09/26	09/08/2026	80299	590-536-716-000	HOSPITALIZATION INSURANCE	86.97
09/26	09/08/2026	80299	590-540-716-000	HOSPITALIZATION INSURANCE	5,066.79
09/26	09/08/2026	80299	590-545-716-000	HOSPITALIZATION INSURANCE	608.77
09/26	09/08/2026	80299	591-560-716-000	HOSPITALIZATION INSURANCE	1,325.34
09/26	09/08/2026	80299	591-536-716-000	HOSPITALIZATION INSURANCE	86.97
09/26	09/08/2026	80299	591-540-716-000	HOSPITALIZATION INSURANCE	2,348.10
09/26	09/08/2026	80299	596-560-716-000	HOSPITALIZATION INSURANCE	453.69

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09/26	09/08/2026	80299	596-521-716-000	HOSPITALIZATION INSURANCE	173.93
09/26	09/08/2026	80299	661-575-716-000	HOSPITALIZATION INSURANCE	514.61
09/26	09/08/2026	80299	101-000-231-006	HEALTH INSURANCE WITHHOLDING	10,292.07
	Total MESSA:				51,460.27
MICHAEL D PAPP					
09/26	09/08/2026	80300	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	12.00
	Total MICHAEL D PAPP:				12.00
MICHIGAN DIVERSIFIED SERVICES LLC					
09/26	09/08/2026	80301	202-463-801-000	CONTRACTED SERVICES	1,500.00
	Total MICHIGAN DIVERSIFIED SERVICES LLC:				1,500.00
MICHIGAN PIPE & VALVE-SAGINAW					
09/26	09/02/2026	800706	591-540-776-000	O&M SUPPLIES	235.00
09/26	09/02/2026	800706	590-545-776-000	OM&R SUPPLIES	235.00
09/26	09/02/2026	800706	591-540-776-000	O&M SUPPLIES	1,380.00
	Total MICHIGAN PIPE & VALVE-SAGINAW:				1,850.00
MICHIGAN RECREATION & PARK ASSOC					
09/26	09/08/2026	80302	101-751-961-000	MEMBERSHIP DUES	155.00
	Total MICHIGAN RECREATION & PARK ASSOC:				155.00
MILLER CANFIELD PADDOCK, STONE					
09/26	09/02/2026	800723	101-441-801-000	CONTRACTED SERVICES	592.40
09/26	09/02/2026	800723	590-540-801-000	CONTRACTED SERVICES	296.20
09/26	09/02/2026	800723	216-336-801-000	CONTRACTED SERVICES	148.10
09/26	09/02/2026	800723	101-301-801-000	CONTRACTED SERVICES	444.30
	Total MILLER CANFIELD PADDOCK, STONE:				1,481.00
MOORE MOTOR SALES					
09/26	09/08/2026	80303	661-575-930-000	CONTRACTED REPAIRS	460.40
09/26	09/08/2026	80303	101-301-860-000	GAS/OIL/TIRES	65.64
09/26	09/08/2026	80303	101-301-930-000	CONTRACTED REPAIRS	200.00
	Total MOORE MOTOR SALES:				726.04
NANCY BARRIGER					
09/26	09/02/2026	800707	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	169.00
	Total NANCY BARRIGER:				169.00
OUTBACK CUSTOM MEATS					
09/26	09/08/2026	80304	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	315.00
	Total OUTBACK CUSTOM MEATS:				315.00

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OWEN TREE SERVICE					
09/26	09/08/2026	80305	101-751-776-000	O&M SUPPLIES	1,440.00
Total OWEN TREE SERVICE:					1,440.00
PEERLESS MIDWEST INC.					
09/26	09/02/2026	800708	591-540-801-000	CONTRACTED SERVICES	19,047.00
Total PEERLESS MIDWEST INC.:					19,047.00
POLICE OFFICERS LABOR COUCIL					
09/26	09/02/2026	800686	101-000-231-004	POLC UNION DUES WITHHOLDING	421.00
Total POLICE OFFICERS LABOR COUCIL:					421.00
PVS TECHNOLOGIES, INC.					
09/26	09/08/2026	80306	590-540-776-004	CHEMICAL SUPPLIES FOR PLANT	10,240.83
Total PVS TECHNOLOGIES, INC.:					10,240.83
R&R TECHNICAL SERVICES					
09/26	09/08/2026	80307	590-540-750-000	SEWER TECHNOLOGY	2,475.00
09/26	09/08/2026	80307	590-540-776-000	OM&R SUPPLIES NORMAL	2,475.00
09/26	09/08/2026	80307	101-172-801-000	CONTRACTED SERVICES	206.00
09/26	09/08/2026	80307	101-253-801-000	CONTRACTED SERVICES	163.00
09/26	09/08/2026	80307	101-260-801-000	CONTRACTED SERVICES	138.00
09/26	09/08/2026	80307	101-301-801-000	CONTRACTED SERVICES	424.00
09/26	09/08/2026	80307	101-441-801-000	CONTRACTED SERVICES	168.00
09/26	09/08/2026	80307	216-336-801-000	CONTRACTED SERVICES	62.50
09/26	09/08/2026	80307	590-540-801-000	CONTRACTED SERVICES	130.50
09/26	09/08/2026	80307	591-540-801-000	CONTRACTED SERVICES	80.50
09/26	09/08/2026	80307	596-521-801-000	CONTRACTED SERVICES	42.50
09/26	09/08/2026	80307	101-265-801-000	CONTRACTED SERVICES	108.00
09/26	09/08/2026	80307	101-751-801-000	CONTRACTED SERVICES	25.00
09/26	09/08/2026	80307	101-371-801-000	CONTRACTED SERVICES	25.00
09/26	09/08/2026	80307	101-172-853-000	TELEPHONE	55.00
09/26	09/08/2026	80307	101-253-853-000	TELEPHONE	27.50
09/26	09/08/2026	80307	101-260-853-000	TELEPHONE	27.50
09/26	09/08/2026	80307	101-371-853-000	TELEPHONE	20.50
09/26	09/08/2026	80307	101-702-853-000	TELEPHONE	20.45
09/26	09/08/2026	80307	101-441-853-000	TELEPHONE	20.45
09/26	09/08/2026	80307	101-703-853-000	TELEPHONE	20.45
09/26	09/08/2026	80307	101-301-853-000	TELEPHONE & PAGERS	20.45
09/26	09/08/2026	80307	202-483-853-000	TELEPHONE	20.45
09/26	09/08/2026	80307	203-483-853-000	TELEPHONE	20.45
09/26	09/08/2026	80307	204-483-853-000	TELEPHONE	20.45
09/26	09/08/2026	80307	248-728-853-000	TELEPHONE & TECHNOLOGY	55.00
09/26	09/08/2026	80307	216-336-853-000	TELEPHONE	55.00
09/26	09/08/2026	80307	590-540-853-000	TELEPHONE	20.45
09/26	09/08/2026	80307	591-540-853-000	TELEPHONE	20.45
09/26	09/08/2026	80307	596-560-853-000	TELEPHONE	20.45
09/26	09/08/2026	80307	661-575-853-000	TELEPHONE	55.00
09/26	09/08/2026	80307	101-101-801-000	CONTRACTED SERVICES	90.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
	Total R&R TECHNICAL SERVICES:				7,113.00
RANDY HAAS					
09/26	09/08/2026	80308	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	10.00
	Total RANDY HAAS:				10.00
RASMUSSEN TRUCKING SERVICE CENTER LLC					
09/26	09/02/2026	800709	216-336-930-000	REPAIRS - EQUIPMENT	406.34
	Total RASMUSSEN TRUCKING SERVICE CENTER LLC:				406.34
ROBERT ESCHENBACHER					
09/26	09/08/2026	80309	216-336-740-000	OPERATING SUPPLIES	21.19
	Total ROBERT ESCHENBACHER:				21.19
ROWE PROFESSIONAL SVS COMP.					
09/26	09/02/2026	800710	591-540-801-000	CONTRACTED SERVICES	270.00
09/26	09/02/2026	800710	202-451-801-001	CONTRACTED SERV - ENGINEERING	4,623.07
09/26	09/02/2026	800710	591-540-801-000	CONTRACTED SERVICES	1,342.18
09/26	09/02/2026	800710	101-701-801-000	CONTRACTED SERVICES	3,138.75
	Total ROWE PROFESSIONAL SVS COMP.:				9,374.00
SHRED EXPERTS					
09/26	09/02/2026	800711	101-260-801-000	CONTRACTED SERVICES	65.00
	Total SHRED EXPERTS:				65.00
STAPLES					
09/26	09/02/2026	800712	101-441-740-000	OFFICE SUPPLIES	107.72
09/26	09/02/2026	800712	101-172-740-000	OFFICE SUPPLIES	6.79
09/26	09/02/2026	800712	101-253-740-000	OFFICE SUPPLIES	6.79
09/26	09/02/2026	800712	101-260-740-000	OFFICE SUPPLIES	6.79
09/26	09/02/2026	800712	101-265-776-000	O&M SUPPLIES	6.79
09/26	09/02/2026	800712	101-301-740-000	OFFICE SUPPLIES	6.79
09/26	09/02/2026	800712	101-441-776-001	O&M SUPPLIES	6.79
09/26	09/02/2026	800712	202-483-740-000	OFFICE SUPPLIES	6.79
09/26	09/02/2026	800712	203-483-740-000	OFFICE SUPPLIES	6.79
09/26	09/02/2026	800712	216-336-740-000	OPERATING SUPPLIES	6.79
09/26	09/02/2026	800712	590-540-740-001	OFFICE SUPPLIES	6.80
09/26	09/02/2026	800712	591-540-776-000	O&M SUPPLIES	6.80
09/26	09/02/2026	800712	248-728-776-000	DDA OPERATING SUPPLIES	6.80
09/26	09/02/2026	800712	101-101-740-000	SUPPLIES/EQUIPMENT	45.63
09/26	09/02/2026	800712	101-172-740-000	OFFICE SUPPLIES	58.27
09/26	09/02/2026	800712	101-253-740-000	OFFICE SUPPLIES	79.54
09/26	09/02/2026	800712	101-260-740-000	OFFICE SUPPLIES	58.28
09/26	09/02/2026	800712	101-262-740-000	OFFICE SUPPLIES	45.63
09/26	09/02/2026	800712	101-265-776-000	O&M SUPPLIES	12.65
09/26	09/02/2026	800712	101-301-740-000	OFFICE SUPPLIES	12.65
09/26	09/02/2026	800712	101-371-740-000	OFFICE SUPPLIES	45.63

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
09/26	09/02/2026	800712	101-701-740-000	OFFICE SUPPLIES	45.63
09/26	09/02/2026	800712	101-441-740-000	OFFICE SUPPLIES	12.65
09/26	09/02/2026	800712	101-751-776-000	O&M SUPPLIES	45.63
09/26	09/02/2026	800712	202-463-776-000	O&M SUPPLIES	12.65
09/26	09/02/2026	800712	203-463-776-000	O&M SUPPLIES	12.65
09/26	09/02/2026	800712	216-336-740-000	OPERATING SUPPLIES	79.53
09/26	09/02/2026	800712	590-540-740-001	OFFICE SUPPLIES	79.53
09/26	09/02/2026	800712	591-540-776-000	O&M SUPPLIES	79.53
09/26	09/02/2026	800712	596-521-740-000	OFFICE SUPPLIES	79.53
Total STAPLES:					994.84
TAMELA GONZALES					
09/26	09/08/2026	80310	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	24.00
Total TAMELA GONZALES:					24.00
THE SAFETY COMPANY LLC					
09/26	09/02/2026	800713	661-575-776-000	MAINTENANCE SUPPLIES	1,903.49
Total THE SAFETY COMPANY LLC:					1,903.49
TIFFANY BEHERNDS					
09/26	09/08/2026	80311	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	10.00
Total TIFFANY BEHERNDS:					10.00
TIMOTHY JOE LONEY					
09/26	09/08/2026	80312	590-540-801-000	CONTRACTED SERVICES	2,495.00
09/26	09/08/2026	80312	590-540-776-000	OM&R SUPPLIES NORMAL	540.00
Total TIMOTHY JOE LONEY:					3,035.00
TOBY'S INSTRUMENT SHOP					
09/26	09/08/2026	80313	590-540-776-004	CHEMICAL SUPPLIES FOR PLANT	247.41
Total TOBY'S INSTRUMENT SHOP:					247.41
TRACE ANALYTICAL LABORATORIES, INC					
09/26	09/02/2026	800714	591-540-777-000	WATER TESTING & PERMITS	43.50
09/26	09/02/2026	800714	591-540-777-000	WATER TESTING & PERMITS	43.50
09/26	09/02/2026	800714	591-540-777-000	WATER TESTING & PERMITS	135.50
09/26	09/02/2026	800714	591-540-777-000	WATER TESTING & PERMITS	240.71
09/26	09/02/2026	800714	591-540-777-000	WATER TESTING & PERMITS	197.38
09/26	09/02/2026	800714	591-540-777-000	WATER TESTING & PERMITS	432.50
09/26	09/02/2026	800714	591-540-777-000	WATER TESTING & PERMITS	43.50
09/26	09/02/2026	800714	591-540-777-000	WATER TESTING & PERMITS	657.00
09/26	09/02/2026	800714	591-540-777-000	WATER TESTING & PERMITS	882.50
Total TRACE ANALYTICAL LABORATORIES, INC:					2,676.09
TREVIPAY					
09/26	09/02/2026	800724	101-441-776-001	O&M SUPPLIES	109.40

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total TREVIPAY:					109.40
TUSCOLA COUNTY					
09/26	09/08/2026	80314	101-257-801-000	CONTRACTED SERVICES	2,438.58
Total TUSCOLA COUNTY:					2,438.58
TUSCOLA COUNTY BPW					
09/26	09/08/2026	80315	390-905-993-000	BOND INTEREST PAYMENTS - NEW	6,882.80
Total TUSCOLA COUNTY BPW:					6,882.80
TUSCOLA COUNTY TREASURER					
09/26	09/08/2026	80316	101-000-432-005	LIEU OF TAX DISTRIB-MOBILE EST	127.50
09/26	09/08/2026	80316	101-000-432-003	LIEU OF TAX DISTRIB-SUGARTREE	210.00
Total TUSCOLA COUNTY TREASURER:					337.50
USA BLUEBOOK					
09/26	09/02/2026	800715	590-540-776-000	OM&R SUPPLIES NORMAL	373.00
09/26	09/02/2026	800715	590-545-776-000	OM&R SUPPLIES	373.00
09/26	09/02/2026	800715	590-540-776-000	OM&R SUPPLIES NORMAL	1,083.00
09/26	09/02/2026	800715	590-540-776-000	OM&R SUPPLIES NORMAL	1,845.50
Total USA BLUEBOOK:					3,674.50
WATER SOLUTIONS UNLIMITED INC					
09/26	09/02/2026	800716	591-540-776-000	O&M SUPPLIES	4,426.36
09/26	09/02/2026	800716	591-540-776-000	O&M SUPPLIES	2,255.68
09/26	09/02/2026	800716	591-540-776-000	O&M SUPPLIES	3,341.02
Total WATER SOLUTIONS UNLIMITED INC:					10,023.06
WITMER PUBLIC SAFETY GROUP					
09/26	09/02/2026	800717	216-336-740-000	OPERATING SUPPLIES	487.97
09/26	09/02/2026	800717	216-336-740-000	OPERATING SUPPLIES	487.00
Total WITMER PUBLIC SAFETY GROUP:					974.97
WM CORPORATE SERVICES INC					
09/26	09/02/2026	800720	590-540-801-000	CONTRACTED SERVICES	459.66
Total WM CORPORATE SERVICES INC:					459.66
YOU KNEAD THIS					
09/26	09/02/2026	800718	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	3.00
Total YOU KNEAD THIS:					3.00
Grand Totals:					544,619.33

CITY OF CARO

CITY MANAGER
SCOTT 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

TO: **City Manager/City Council**
FROM: **Rita Papp, City Clerk**
SUBJECT: **Resolution Establishing Election Commission & Approve Election Inspector Pay**
DATE: **September 8, 2026**

Pursuant to Chapter IV, Elections, Section 4.13 of the City of Caro Charter, the clerk of the City of Caro is the chairperson to the Election Commission. The city council appoints one city official and one qualified registered elector to serve on the Election Commission. It has been the past practice of the City of Caro not to pay a per diem to the Election Commission members; however, they must approve the payment to the election inspectors. For the General Election November 3, 2026, I would ask council to approve the Resolution Establishing Election Commission and appoint Mayor Karen Snider to be the city official representative and Tammy Ries to be the registered elector representative to serve on the Election Commission and to approve the Election Inspector pay as follows:
Election Inspector pay is $17.00/hr. and Precinct Chairperson pay is $20.00/hr., and $50.00 for attending necessary training and no compensation for the Election Commission.

Recommendation:

Option # 1

Motion to approve the Resolution Establishing Election Commission for the City of Caro, Resolution No. 2026-12 and authorize the appointment of Mayor Karen Snider as the city official, and Tammy Ries as the qualified elector with no per diem pay to the Election Commission, and to pay $17.00 per hour for Election Inspector, $20.00 per hour for Precinct Chairperson, $50.00 for attending necessary training.

Option # 2

Postpone

Option # 3

Take no action.

RESOLUTION ESTABLISHING ELECTION COMMISSION FOR THE CITY OF CARO
Resolution No. 2026-12

WHEREAS, the Charter of the City of Caro, Michigan was received/filed with the Michigan Department of State, Office of the Great Seal on November 5, 2009 at 11:55 a.m.; and

WHEREAS, Section 4.13 ELECTION COMMISSION CREATED; COMPOSITION; DUTIES; COMPENSATION states that "*An Election Commission is hereby created, consisting of the clerk of the City of Caro, and one city official, and one qualified registered elector, both to be appointed by the city council not less than forty-five (45) days before each election*"; and

WHEREAS, the Clerk shall be the chairperson of the election commission and two (2) members of such board shall constitute a quorum; and

WHEREAS, the election commission shall have such duties as outlined in the Charter of the City of Caro and the Michigan election laws;

NOW THEREFORE, BE IT RESOLVED:

> That the City of Caro Council reaffirms that an Election Commission is hereby created, consisting of the clerk of the City of Caro and one city official, and one qualified registered elector, both to be appointed by the city council not less than forty-five (45) days before each election.

Motion by __________, seconded by ___________ to adopt the Resolution Establishing Election Commission for the City of Caro.

Yes:

No:

Absent:

RESOLUTION DECLARED ADOPTED ON THIS 8th DAY OF SEPTEMBER 2026.

____
Rita Papp, City Clerk

____
Karen Snider, Mayor

CITY OF CARO

CITY MANAGER
SCOTT 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

TO: **City Manager/ City Council**
FROM: **Rita Papp – City Clerk**
SUBJECT: **Budget Line-Item Adjustment –Elections Supplies – Grant Received**
DATE: **September 8, 2026**

I am requesting City Council approval for a budget adjustment to accommodate a recently awarded $5,000.00 grant for Ballot Security from Center for Technology and Civic Life. This grant will be used for expenditures related to ballot security and must be spent by August 31, 2027.

I am requesting approval of a budget adjustment to **101-262-740-000, Elections Supplies** to increase this expense line in anticipation of forthcoming expenses. The adjustment is necessary to ensure that the City can properly account for and spend grant funds in accordance with the grant requirements.

The anticipated grant will provide funding for ballot security expenditures beyond the amount originally appropriated in the current fiscal year budget. While the grant will offset these costs, the expense line must be increased to allow for proper financial tracking.

I respectfully request Council approve the budget accordingly to accommodate the recently awarded grant.

Option 1: Motion to approve an increase to a budgeted expense line within the Elections Department General Fund, 101-262-740-000, Election Supplies, in the amount of **$5,000.00** **i**ncreasing the total budget from **$4,000.00** to **$9,000.00** to be funded from General Fund.

Option 2: Take no action.

Option 3: Postpone this matter.

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
TAMMY RIES
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JILL WHITE

TO: City Manager/ City Council
FROM: Devon Pomeroy-Ruppert / DDA Director
SUBJECT: DDA Budget Line-Item Adjustment – Decorations
DATE: September 8, 2026

I am requesting City Council approval for a budget adjustment to purchase new holiday decorations throughout Downtown Caro. The expense necessary to purchase these decorations exceeds my authorized spending limit as well as the current budget line for decorations and therefore requires Council authorization. The amount needed to adjust is $40,000.00. Documentation is attached.

I am requesting approval of a budget adjustment to **248-728-970-001 - Decorations** to increase the expense line for holiday decorations in Downtown. The adjustment is strategically timed to utilize our excess available fund balance while maintaining our target reserve threshold.

Feedback from our recent Downtown Business Survey overwhelmingly highlights the need for upgraded holiday displays, with business owners noting that our current decorations are undersized and fail to create the vibrant and inviting atmosphere necessary to draw holiday shoppers Downtown.

This adjustment will not negatively impact the DDA's general fund, as our current fund balance includes approximately $100,000.00 in excess funds. This $40,000.00 investment will provide for a major visual upgrade for the Downtown district without impacting core operational expenses.

I respectfully request Council approve the expenditure and to amend the budget accordingly to accommodate this project.

Option 1: Motion to approve the budget adjustment of $40,000.00 from 248-000-001-100 DDA General Fund Balance to 248-728-970-001 - Decorations.

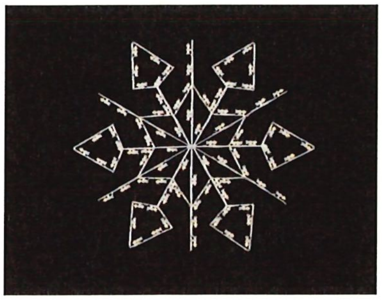
Option 2: Take no action.

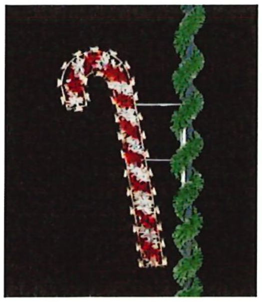
Option 3: Postpone this matter.

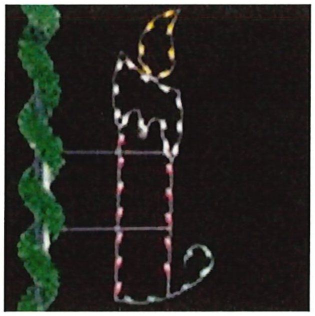
Street Decor, Inc.
10580 N. McCARRAN BLVD. #115-388
RENO, NV 89503
P: 800-206-3033 · F: 800-273-1532

Sales Quote		QUOTE NUMBER	1
Sold To City of Caro Tom Reese 317 South State Street Caro, MI 48723		*Ship To* City of Caro Tom Reese 317 South State Street Caro, MI 48723	treese@carocity.net
Quote Date:	October 3, 2022	Customer Purchase Order	PO #
Ship By:		Terms	Tom: 989-673-2571
Must have By:	ASAP	Freight Charges	

Part Number	Quantity		Unit Price	Total
PMSFWD36LS	32	3' Pole Mount Winterfest Diamond Snowflake, 36 C-7 LED WW	$371.00	$11,872.00
PMCCD06LE	20	6' Pole Mount Enhanced Classic Candy Cane, 34 C-7 LED	$507.00	$10,140.00
PMCANX06LS	10	6' Pole Mount Christmas Candle Silhouette, 39 C-7 LED	$426.00	$4,260.00
PMCWD50L18G	3	50" Deluxe Candle Wreath, 42 C-7 LED, 3 M-17 Flame Tip LED 18" 3D Nylon Bows w Gold & UV Metallic Balls	$668.00	$2,004.00
PWMPL1212XL	75	12"x12' 12" x 12' Mountain Pine Pole Wrap, 12 C-7 LED WW	$152.00	$11,400.00
				$39,676.00
		Freight ***Estimate*** Via Ground Transport	$4,200.00	TBD
				$39,676.00







rich@streetdecor.com

CITY OF CARO
BALANCE SHEET
JULY 31, 2026

FUND 248 - DDA FUND

	ASSETS		
248-000-001-100	DDA CASH	299,627.88	
248-000-123-000	PREPAID EXPENSES	275.69	
	TOTAL ASSETS		299,903.57
	LIABILITIES AND EQUITY		
	FUND EQUITY		
248-000-399-000	DDA FUND BALANCE	316,041.23	
	REVENUE OVER EXPENDITURES - YTD	(16,137.66)	
	TOTAL FUND EQUITY		299,903.57
	TOTAL LIABILITIES AND EQUITY		299,903.57

CITY OF CARO

DETAIL REVENUES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

FUND 248 - DDA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
	REVENUE					
248-000-403-002	TIF CTY NEW ALMER DDA	.00	.00	85,539.31	(85,539.31)	.00
248-000-403-003	TIF COUNTY NEW DDA/TRANSIT	.00	.00	53,122.81	(53,122.81)	.00
248-000-403-004	TIF CITY NEW DDA (100%)	.00	.00	14,506.13	(14,506.13)	.00
248-000-403-005	TIF CITY NEW DDA (100%) ALMER	.00	.00	65,269.16	(65,269.16)	.00
248-000-665-000	INTEREST & DIVIDEND INCOME	498.99	498.99	1,500.00	(1,001.01)	33.27
248-000-667-000	FARMER'S MARKET - VENDOR REV	212.00	212.00	5,000.00	(4,788.00)	4.24
248-000-667-001	FARMERS MARKET - PAV. RENTAL	.00	.00	300.00	(300.00)	.00
248-000-674-001	FARMER'S MARKET - KC DONATION	.00	.00	200.00	(200.00)	.00
248-000-676-000	FARMERS MARKET - F.S. GRANT	.00	.00	700.00	(700.00)	.00
248-000-676-001	FARMERS MARKET - SNAP REVENUE	812.78	812.78	3,000.00	(2,187.22)	27.09
	TOTAL FUND REVENUE	1,523.77	1,523.77	229,137.41	(227,613.64)	.67

CITY OF CARO

DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

FUND 248 - DDA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
	DPW					
248-441-702-000	WAGES DPW	401.96	401.96	2,250.00	1,848.04	17.86
248-441-715-000	PAYROLL TAXES	30.75	30.75	175.50	144.75	17.52
248-441-716-000	HOSPITALIZATION INSURANCE	173.94	173.94	1,105.31	931.37	15.74
248-441-717-000	LIFE INSURANCE	5.89	5.89	74.92	69.03	7.86
248-441-718-000	RETIREMENT	27.72	27.72	225.00	197.28	12.32
248-441-719-000	SHORT/LONG TERM DISABILITY	22.75	22.75	293.32	270.57	7.76
248-441-721-000	WORKER'S COMP INSURANCE	.00	.00	75.00	75.00	.00
248-441-943-000	EQUIPMENT RENTAL	465.58	465.58	1,500.00	1,034.42	31.04
	TOTAL DPW	1,128.59	1,128.59	5,699.05	4,570.46	19.80
	DDA					
248-728-702-000	DDA WAGES	3,846.16	3,846.16	50,000.00	46,153.84	7.69
248-728-703-000	DDA WAGES - ADMIN	207.76	207.76	2,766.44	2,558.68	7.51
248-728-705-000	SEASONAL DDA	2,025.00	2,025.00	9,555.00	7,530.00	21.19
248-728-715-000	PAYROLL TAXES	463.93	463.93	4,861.07	4,397.14	9.54
248-728-716-000	HOSPITALIZATION INSURANCE	117.62	117.62	28,000.00	27,882.38	.42
248-728-717-000	LIFE INSURANCE	.80	.80	150.00	149.20	.53
248-728-718-000	RETIREMENT	405.39	405.39	5,276.64	4,871.25	7.68
248-728-719-000	SHORT/LONG TERM DISABILITY	3.46	3.46	900.00	896.54	.38
248-728-721-000	WORKER'S COMP INSURANCE	.00	.00	1,500.00	1,500.00	.00
248-728-741-000	LUNCHEONS	258.50	258.50	2,000.00	1,741.50	12.93
248-728-760-000	POSTAGE	.00	.00	40.00	40.00	.00
248-728-776-000	DDA OPERATING SUPPLIES	117.49	117.49	3,000.00	2,882.51	3.92
248-728-801-000	DDA CONTRACTED SERVICES	5,657.83	5,657.83	20,152.00	14,494.17	28.08
248-728-801-001	ACCOUNTING SERVICES	.00	.00	3,600.00	3,600.00	.00
248-728-802-000	AUDIT	.00	.00	600.00	600.00	.00
248-728-853-000	TELEPHONE & TECHNOLOGY	98.96	98.96	1,500.00	1,401.04	6.60
248-728-900-000	ADVERTISING	400.00	400.00	1,000.00	600.00	40.00
248-728-920-000	ELECTRIC	103.26	103.26	1,800.00	1,696.74	5.74
248-728-943-000	DDA EQUIPMENT RENT	900.49	900.49	2,500.00	1,599.51	36.02
248-728-943-001	DDA BUILDING RENT	350.00	350.00	4,200.00	3,850.00	8.33
248-728-960-000	EDUCATION & DUES	.00	.00	1,500.00	1,500.00	.00
248-728-962-000	TRAVEL & LODGING	.00	.00	1,000.00	1,000.00	.00
248-728-965-000	LIABILITY INSURANCE	.00	.00	163.66	163.66	.00
248-728-970-000	DDA CAPITAL OUTLAY	.00	.00	40,000.00	40,000.00	.00
248-728-970-001	DECORATIONS	.00	.00	6,000.00	6,000.00	.00
	TOTAL DDA	14,956.65	14,956.65	192,064.81	177,108.16	7.79

CITY OF CARO

DETAIL EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 1 MONTHS ENDING JULY 31, 2026

FUND 248 - DDA FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT		% OF BUDGET
	COMMUNITY PROJECTS					
248-729-801-000	COMMUNITY PROJECTS	.00	.00	2,500.00	2,500.00	.00
	TOTAL COMMUNITY PROJECTS	.00	.00	2,500.00	2,500.00	.00
	FARMERS MARKET					
248-733-900-000	FARMERS MARKET - ADVERTISING	487.22	487.22	2,000.00	1,512.78	24.36
248-733-956-000	FARMERS MARKET - SNAP EXPENSE	575.00	575.00	3,000.00	2,425.00	19.17
248-733-956-002	FARMER'S MARKET - KC PROG EXP	.00	.00	200.00	200.00	.00
248-733-956-004	FARMERS MARKET - F.S. GRANT EX	.00	.00	700.00	700.00	.00
248-733-956-005	FARMERS MARKET - EXPENSES	513.97	513.97	5,000.00	4,486.03	10.28
248-733-960-000	FARMER'S MARKET - EDUCATION	.00	.00	500.00	500.00	.00
248-733-961-000	FARMER'S MAREKT - MEMBER DUES	.00	.00	250.00	250.00	.00
248-733-962-000	FARMER'S MARKET - TRAV & LODG	.00	.00	500.00	500.00	.00
	TOTAL FARMERS MARKET	1,576.19	1,576.19	12,150.00	10,573.81	12.97
	TOTAL FUND EXPENDITURES	17,661.43	17,661.43	212,413.86	194,752.43	8.31
	NET REVENUES OVER EXPENDITURES	(16,137.66)	(16,137.66)	16,723.55	(32,861.21)	(96.50)

CITY OF CARO

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

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Phone 989-673-2226
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JOHN RILEY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, September 2, 2026
RE: Agenda Item – CDBG Environmental Services

Members of the Caro City Council,

As you know, as the City goes through the steps to set up our Community Development Block Grant (CDBG) program one of the necessary steps is to hire a contractor to conduct a Tier I and Tier II Environmental Review. Tier I would look at the City as a whole to ensure our overall environment complies with the necessary standards; Tier II would be done at each location awarded money from the CDBG program as to ensure compliance with all environmental standards for the work to be performed. For instance, if a repaired roof had a toxic material, the Tier II would identify it and ensure proper removal and disposal. As such, a Request for Proposals was placed for firms who conduct environmental review to bid.

The RFP was placed per City Policy, on our website, social media, and posted to BidNet. The RFP received 8 responses, 2 paper responses and 6 electronic responses as recently allowed by a change in City Policy.

The bidders are:

Name	Location	Bid
CEW Advisors, Inc	East Greenwich, RI	$7,900.00
ECS Midwest, LLC	Novi, MI	$216,300.00
Environmental Consulting Solutions	Royal Oak, MI	$13,500.00
Fishbeck	Saginaw, MI	$32,000.00
Human Development Commission	Caro, MI	$10,500.00
Materials Testing Consultants, Inc	Dexter, MI	$63,800.00
PEA Group	Auburn Hills, MI	$32,200.00
Triterra	Lansing, MI	$7,000.00

While no specific budget for this line item was in CDBG it will be part of the $270,000.00 worth of administrative costs we have available to us. Also, a scoring rubric was prepared to compare the bidders as required by the bid specifications. After scoring, the analysis led to a recommendation of Triterra to be our environmental consultant for the CDBG project. This recommendation has already been reviewed and approved by MSHDA as per the requirements of the CDBG process and is now ready for Council approval.

Your options for motions are:

1. Motion to award the environmental review contract for the CDBG to TriTerra for the bid price of $7,000.00 and allow the City Manager to sign all necessary documents.
2. Motion to award the environmental review contract for the CDBG to (insert bidder name) for the bid price of (insert bid price) pending MSHDA approval and allow the City Manager to sign all necessary documents.
3. Postpone for further discussion.
4. Take no action.

Estimated Cost

MSHDA Residential Rehabilitation Activities Throughout the City of Caro

Service	Fee Structure	Fee
Tier I Part 58 ERR	Lump Sum	$4,000
Tier II Site-Specific Checklist	Lump Sum (per property)	$2,000 per property (including SHPO Rehabilitation Inventory Form)
Full Section 106 Consultation	Not anticipated	Not anticipated
Phase I ESA	Not anticipated	Not anticipated
Hazardous Materials Inventory	Not included	Not included
Total Cost		Tier I ERR – $4,000 Tier II ERRs – $2,000 per property Total Not to Exceed – $32,000 (assumes no more than 14 individual properties)

<u>Assumptions</u>: The completion of the Part 58 Tier I ERR and Tier II Site-Specific Checklist presume that a categorical exclusion is applicable. If mitigation measures are required and an Environmental Assessment becomes necessary, additional fees may apply.

The assessment area is limited to the defined areas associated with the proposed project. All pertinent and available environmental, geotechnical, and other documentation related to the proposed project and in possession of the client would be supplied to Fishbeck.

During completion of the assessment, unknown conditions may occasionally arise that require additional effort over and above the defined scope of services in order to comply with applicable regulatory standards. Fishbeck would notify you if a change in the scope of services is required to complete the assessment. Additional services would not be performed without prior client approval of any amended scope and fee.

The estimated timeframe to complete Tier II reviews is the same as above. If selected, HDC is prepared and begin immediately and anticipates the project to move forward quickly as the City of Caro makes the properties known to HDC for review.

F: Fee Proposal:

HDC will charge a flat rate of $5,500 per project to complete a Tier I Environmental Review. For site-based Tier II Environmental Reviews, HDC will charge $500 per site reviewed. As indicated in Section D, HDC will provide technical assistance to City staff, respond to MSHDA and HUD comments, revise documents as necessary to secure approval, and attend meetings as requested by the City, inclusive to the rates described above.

Total Not-to-Exceed Amount:

$5,500 Tier I Environmental Review

$500/site Tier II Environmental Review x 21 sites = $10,500

HDC designates Lori K. Offenbecher, HDC Executive Director as the Authorized Negotiator for the proposal agreement and Authorized Official for contracts. Ns. Offenbecher can be reached by telephone at (989) 673-4121 or E-mail at lorio@hdc-caro.org.

	Relevant CDBG/NEPA Experience	Qualifications of Project Team	Understanding of Project and Approach	Ability to Meet Schedule	Cost Proposal	**Total**
Possible	*30*	*25*	*20*	*10*	*15*	*100*
CEW Advisors	25	20	20	10	15	**90**
ECS Midwest	15	25	20	5	0	**65**
Environmental Consulting Services	25	20	20	10	10	**85**
Fishbeck	30	25	20	5	5	**85**
HDC	25	15	20	10	10	**80**
Materials Testing Consultants	25	20	20	10	5	**80**
PEA Group	25	20	20	10	7	**82**
Triterra	30	25	20	5	15	**95**

Bid Results

Created by	Rita Papp
Created on	09/03/2026 08:35 AM EDT
Solicitation	2026-7 - Environmental Review Services for Community Development Block Grant

Organization Name	Org. Number	Submission Type	Bid Amount	Exceptions	Bid Rank
CEW Advisors, Inc.	2519885	Electronic	$7,900.00	No	2
ECS Midwest, LLC	2521714	Electronic	$216,300.00	No	5
Environmental Consulting Solutions	1449840	Electronic	$13,500.00	No	3
Materials Testing Consultants, Inc.	559559	Electronic	$63,800.00	No	4
PEA Group	556782	Electronic	$32,200.00	Yes	N/A
Triterra	559836	Electronic	$7,000.00	No	1

CEW Advisors, Inc.

Organization Attributes

Main Contact	Brian Hull
Phone	4015803321
Address	75 Watch Hill Drive East Greenwich, Rhode Island, 02818 United States
Email	brianhull72@gmail.com
Document Download	Complete

Bid Submission Information

Submission date	08/31/2026 07:59 PM EDT
Submitted By	bh@cewadvisors.com
Confirmation No	0000450747

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- Caro_MI Proposal_FINAL.pdf	5 Mb	08/31/2026 07:59 PM EDT

Pricing

Bid Amount	$7,900.00

ECS Midwest, LLC

Organization Attributes

Main Contact	Jillian DiBenedetto
Phone	2167417007
Address	1125 Valley Belt Road Brooklyn Heights, Ohio, 44131 United States
Email	jdibenedetto@ecslimited.com
Document Download	Complete

Bid Submission Information

Submission date	08/31/2026 12:22 PM EDT
Submitted By	Jillian DiBenedetto
Confirmation No	0000450507

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- ECS_Caro ER CDBG.pdf	13 Mb	08/31/2026 12:20 PM EDT

Pricing

Bid Amount	$216,300.00

Environmental Consulting Solutions

Organization Attributes

Main Contact	Andrew Foerg
Phone	2487633639
Address	523 West Sunnybrook Drive Royal Oak, Michigan, 48073 United States
Email	afoerg@environmentalconsultingsolutions.com
Document Download	Complete

Bid Submission Information

Submission date	09/01/2026 08:25 AM EDT
Submitted By	afoerg@environmentalconsultingsolutions.com
Confirmation No	0000450785

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- 2379p City of Caro CDBG 09012026.pdf	230 Kb	09/01/2026 08:24 AM EDT

Pricing

Bid Amount	$13,500.00

Materials Testing Consultants, Inc.

Organization Attributes

Main Contact	RanDee Hartman
Phone	616-456-5469 ext. 224
Address	693 Plymouth Ave NE Grand Rapids, Michigan, 49505 United States
Email	rhartman@mtc-test.com
Fax	616-456-5784
Document Download	Complete

Bid Submission Information

Submission date	09/01/2026 09:26 AM EDT
Submitted By	jszilagyi@mtc-test.com
Confirmation No	0000450806

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- 21570 Caro ENV Review Services.pdf	4 Mb	09/01/2026 09:23 AM EDT

Pricing

Bid Amount	$63,800.00

PEA Group

Organization Attributes

Main Contact	Nicole Rihtarchik
Phone	2486899090
Address	1849 Pond Run Auburn Hills, Michigan, 48326 United States
Email	nrihtarchik@peagroup.com
Fax	248-689-1044
Document Download	Complete

Bid Submission Information

Submission date	09/01/2026 09:34 AM EDT
Submitted By	schown@peagroup.com
Confirmation No	0000450810

Bid Exceptions

One lump sum fee of $3,000 for Tier I Assessment.
For each Tier II Assessment, we have a cost of $1,800 per address, and we are assuming 14 properties to be included.
We are charging a $500 HEROS upload fee for Tier I Assessment, and a $250 HEROS upload fee per Tier II Assessment.

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- ASTI Response_City of Caro Environmental Review Services.pdf	16 Mb	09/01/2026 08:58 AM EDT

Pricing

Bid Amount	$32,200.00

Triterra

Organization Attributes

Main Contact	Craig S Mulica
Phone	517-702-0470
Address	1375 S Washington Ave Ste 100 Lansing, Michigan, 48910 United States
Email	don.mcnabb@triterra.us
Fax	517-702-0477
Document Download	Complete

Bid Submission Information

Submission date	08/31/2026 09:37 AM EDT
Submitted By	craig.mulica@triterra.us
Confirmation No	0000450399

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- Contract - MSHDA CDBG Tiered Review - City of Caro.pdf	4 Mb	08/31/2026 09:36 AM EDT

Pricing

Bid Amount	$7,000.00

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
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JOHN RILEY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, September 2, 2026
RE: Agenda Item – CDBG Third Party Administrative Services

Members of the Caro City Council,

As you know, as the City goes through the steps to set up our Community Development Block Grant (CDBG) program the City indicated it would use a Third Party Administrator for the program in order to ensure expertise in managing this important program. As such, a Request for Proposals was developed to seek interested parties to serve as the Third Party Administrator for the CDBG program under the supervision of the City Manager as Designated Representative of the City for the CDBG program.

The RFP was placed per City Policy, on our website, social media, and posted to BidNet. The RFP received 2 responses, 2 paper responses and 2 electronic responses as recently allowed by a change in City Policy.

The bidders are:

Name	Location	Bid
CoreLink Consulting	Atlanta, GA	$135,100.00
GrantPro Consulting	Villa Rica, GA	$95,000.00
Human Development Commission	Caro, MI	$234,000.00
Tuscola County EDC	Caro, MI	$195,000.00

While no specific budget for this line item was in CDBG it will be part of the $270,000.00 worth of administrative costs we have available to us. Also, a scoring rubric was prepared to compare the bidders as required by the bid specifications. After scoring, the analysis led to a recommendation of the Tuscola County Economic Development Corporation to serve as the Third Party Administrator for the CDBG project. While they were not the lowest bidder, the bid specifications did give preference for a local contractor with knowledge of the City of Caro and the area, and of the two bidders who are local, they were the lower bidder and the more experienced on the direct program we are conducting in the City. This recommendation has already been reviewed and approved by MSHDA as per the requirements of the CDBG process and is now ready for Council approval.

Your options for motions are:

1. Motion to award the Third Party Administrator contract for the CDBG to the Tuscola County Economic Development Corporation for the bid price of $195,000.00 and allow the City Manager to sign all necessary documents.

2. Motion to award the Third Party Administrator contract for the CDBG to (insert bidder name) for the bid price of (insert bid price) pending MSHDA approval and allow the City Manager to sign all necessary documents.
3. Postpone for further discussion.
4. Take no action.

COST PROPOSAL, EXHIBIT B

For the performance of the scope of services detailed below, should the City engage GrantPro Consult to perform the services:

Budget Summary Table

GrantPro Consult proposes a total not-to-exceed contract amount of **$95,000** for completion of the scope of services over the anticipated 18-month grant period. The itemized breakdown of labor and direct costs across the projected 18-month grant lifecycle is detailed below:

Budget Category / Task	Estimated Hours	Avg. Hourly Rate	Total Cost Allocation	% of Admin Budget
Task 1: Program Setup & Environmental Review (NEPA)	150 hours	$100.00 / hr	$15,000.00	15.79%
Task 2: Intake, Marketing & Client Eligibility	250 hours	$80.00 / hr	$20,000.00	21.05%
Task 3: Construction & Rehabilitation Delivery	400 hours	$90.00 / hr	$36,000.00	37.89%
Task 4: Financial Management & Reporting (IDIS/MSHDA)	200 hours	$85.00 / hr	$17,000.00	17.89%
Task 5: Direct Non Labor Costs (Travel, etc):	—	—	$7,000.00	7.38%
TOTAL PROPOSED CONTRACT VALUE	**1,000 hours**	—	**$95,000.00**	**100.00%**

2. Detailed Budget Justification Narrative

Task 1: Program Setup & Environmental Review (NEPA Compliance)

- Allocation: $15,000.00
- Basis of Cost: 150 hours at an average rate of $100.00 per hour (150 * 100 = $15,000.00).
- Narrative Justification: This task covers the initial administrative setup, drafting of local program guidelines, coordination with MSHDA staff, and the completion of the required National Environmental Policy Act (NEPA) 24 CFR Part 58 reviews. Responsibilities include executing Tier I broad reviews and subsequent Tier II site-specific reviews for the rental units and various homeowner properties in Caro.

Task 2: Marketing, Intake, and Client Eligibility Verification

- Allocation: $20,000.00
- Basis of Cost: 250 hours at an average rate of $80.00 per hour (250 * 80 = $20,000.00).
- Narrative Justification: Administrative staff will handle local program outreach, public notices, and affirmative fair housing marketing guidelines. Personnel will directly manage the collection of homeowner applications, perform income verification to certify that participating families fall under 80% of the Area Median Income (AMI), clear title histories, check for property tax delinquencies, and process forgivable loan agreements up to $40,000.

Task 3: Rehabilitation Delivery & Construction Management

- Allocation: $36,000.00
- Basis of Cost: 400 hours at an average rate of $90.00 per hour (400 * 90 = $36,000.00).
- Narrative Justification: This represents the largest programmatic delivery cost. Activities include reviewing comprehensive initial housing inspections, reviewing specifications/scopes of work for roofs, furnaces, water heaters, and insulation, managing the competitive bidding process for local contractors, enforcing Davis-Bacon wage and labor standards compliance, and executing stage-payment inspections prior to fund drawdowns.

Task 4: Financial Management, Reporting, and Close-Out

- Allocation: $17,000.00
- Basis of Cost: 200 hours at an average rate of $85.00 per hour (200 * 85 = $17,000.00).
- Narrative Justification: Financial compliance personnel will process contractor invoices, maintain secure financial management ledgers under 2 CFR Part 200 standards, coordinate monthly drawdowns with the Caro City Treasurer, submit data to MSHDA and other required state/federal reporting systems, prepare documentation for annual single audits, and coordinate the official 18-month grant close-out file.

Task 5: Travel, Mileage & Operating Overhead

- Allocation: $7,000.00
- Basis of Cost: Flat operational allocation covering direct non-labor costs.
- Narrative Justification: This allocation supports necessary administrative overhead over the life of the project. It covers GrantPro staff travel to Caro, MI for site-specific physical inspections and public hearings, calculated at the standard federal IRS mileage reimbursement rate. It also incorporates program-specific office supplies, postage, certified mailings to program participants, and public notifications.

Firm Labor Rate Schedule

Should the city require additional or modified task adjustments, the following maximum hourly rates apply to our consulting and management roster:

- Principal-in-Charge / Senior Consultant: $100.00 / hour
- Certified Grant Administrator / Project Manager: $90.00 / hour
- Compliance Monitor / Financial Analyst: $85.00 / hour
- Intake Specialist / Administrative Support: $80.00 / hour

All personnel billing to this grant will maintain certified, signed timesheets reflecting actual hours worked strictly on City of Caro CDBG tasks, ensuring clean documentation for state audits. GrantPro's 1,000 labor hours are highly optimized because of our pre-established intake templates and automated income-verification protocols.

	• Section G – Rental Rehabilitation Compliance
	  o Maintain required rental program documentation
	• Section H – Program Closeout
	  o Prepare final closeout documentation for MSHDA
	  o Assist with audit preparations and response
	  o Compile final project reports
	  o Ensure all environmental, financial, & construction files are complete

Outcome:	Homeowners, renters, and landlords are connected to other HDC services and/or community resources that improve their self-sufficiency and overall quality of lift. HDC's administration of the CDBG program will continue City of Caro's effort to be a vibrant, thriving community wherein people work and shot locally, raise a family, engage in recreation, and are part of a larger community.

6: Staffing Availability and Capacity

HDC is open for business Monday through Wednesday from 7:30 a.m. to 5:30 p.m. and on Thursdays from 7:30 a.m. to 5:00 p.m. The current staffing pattern for the agency is 110 full- and part-time employees of which two (described above) will be directly involved as key personnel and an additional two (Accountant & Finance Director) will provide support for City of Caro CDBG program activities.

7: Hourly Rate Schedule

HDC's rate is $200/hour. This rate is inclusive of all services described in Section 5 except conducting Tier I or Tier II Environmental reviews.

8: Not-to-exceed Total Cost Proposal

HDC anticipates 1,170 hours will be dedicated to this project over the course of the grant period with total costs not to exceed $234,000 (excluding Tier II Environmental Reviews).

$200/hour x 1,170 hours = $234,000

	Cost Proposal	Firm Qualifications and Experience	Capacity and Availability	Proximity to City of Caro/Regional Knowledge	Total
Possible	*20*	*30*	*30*	*20*	*100*
CoreLink Consulting	15	10	15	0	**40**
GrantPro Consulting	20	20	20	0	**60**
HDC	5	20	15	20	**60**
Tuscola EDC	10	20	15	20	**65**

Bid Results

Created by	Rita Papp
Created on	09/03/2026 08:36 AM EDT
Solicitation	2026-8 - Third Party Administrator for Community Development Block Grant

Organization Name	Org. Number	Submission Type	Bid Amount	Exceptions	Bid Rank
CoreLink Consulting LLC.	2707115	Electronic	$135,100.00	No	1
Cut Time, LLC.	2924648	No Bid	N/A	No	0
Tuscola County Economic Development Corporation	3240222	Electronic	$195,000.00	No	2

CoreLink Consulting LLC.

Organization Attributes

Main Contact	Eryca O Fambro
Phone	6785230692
Address	3448 Hidden Valley Drive Lawrenceville, Georgia, 30044 United States
Email	erycafambro@gmail.com
Document Download	Complete

Bid Submission Information

Submission date	09/01/2026 10:22 AM EDT
Submitted By	eryca@corelinkllc.com
Confirmation No	0000450830

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- CoreLink Consulting - City of Caro - Executed.pdf	668 Kb	09/01/2026 10:21 AM EDT

Pricing

Bid Amount	$135,100.00

Cut Time, LLC.

Organization Attributes

Main Contact	Compliance Team
Phone	8003100087
Address	72 Valencia St. St. Augustine, Florida, 32084 United States
Email	support@gocuttime.com
Document Download	None

Bid Submission Information

Submission date	07/30/2026 11:38 AM EDT
Submitted By	Lisa Peterson
Confirmation No	0000440385

No Bid - Reason

We do not provide this service

Tuscola County Economic Development Corporation

Organization Attributes

Main Contact	Alisha Proctor
Phone	9892865775
Address	362 Green Street Caro, Michigan, 48723 United States
Email	director@tuscolaedc.com
Document Download	Complete

Bid Submission Information

Submission date	08/24/2026 03:14 PM EDT
Submitted By	director@tuscolaedc.com
Confirmation No	0000448417

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- TEDC_Proposal_CDBG_TPA_City_of_Caro_20260824.pdf	310 Kb	08/24/2026 03:11 PM EDT

Pricing

Bid Amount	$195,000.00

CITY OF CARO

CITY MANAGER
SCOTT R. CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
TAMMY RIES
CITY ATTORNEY
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JOHN RILEY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, September 2, 2026
RE: Agenda Item – Howard Street Engineering

Members of the Caro City Council,

As you know, during the Fiscal Year 2026/2027 budget the main multi-fund project was the reconstruction of Howard Street along with water main replacement and storm sewer work. As such, a Request for Proposals was placed for project engineering services to include project design and construction oversight.

The RFP was placed per City Policy, on our website, social media, and posted to BidNet. The RFP received 8 responses, 2 paper responses and 6 electronic responses as recently allowed by a change in City Policy.

The bidders are:

Name	Location	Bid
Fishbeck	Saginaw, MI	$167,726.00
Fleis & VandenBrink	Grand Blanc, MI	$123,500.00
Gourdie Fraser, Inc.	Traverse City, MI	$174,830.00
Michigan Engineering Group	West Bloomfield, MI	$319,800.00
MLR Engineering	Freeland, MI	$120,400.00
ROWE Professional Services	Lapeer, MI	$163,000.00
Verdantas	Plymouth, MI	$180,960.00
Wolverine Engineers & Surveyors	Mason, MI	$157,295.00

The project had a budget of $180,000.00 for engineering, and the lowest bidder is MLR Engineering of Freeland, MI at a bid price of $120,400.00. As MLR was recently the engineer on the Norman Street project, and DPW Superintendent Reese and I were highly satisfied with their work, we recommend awarding the Howard Street Project Engineering contract to MLR Engineering for the bid price of $120,400.00.

Your options for motions are:

1. Motion to award the project engineering contract for Howard Street to MLR Engineering for the bid price of $120,400.00 and allow the City Manager to sign all necessary documents.

2. Motion to award the project engineering contract for Howard Street to (insert bidder name) for the bid price of (insert bid price) and allow the City Manager to sign all necessary documents.
3. Postpone for further discussion.
4. Take no action.

Construction Phase

Construction Engineering & Administration:
MLR understands that these duties will include reviewing material shop drawings, responses to requests for information from the contractor, leading pre-construction and progress meetings, liaison for communication between the City and the contractor, monthly construction pay applications, change orders (as needed), punch list development, final pay documents including substantial completion, and record drawings of completed construction.

Construction Observation, Testing, and Staking:
MLR will provide full-time construction observation, on behalf of the City. We understand that our fee will include 10 weeks (550 hours) of observation. Our observation will be documented with daily reports and completed quantities provided to the City. During this observation, we will witness and document water main testing & sampling. Our team will also provide the required material testing that includes density testing of trenches, aggregate road base, and HMA pavement. Testing will also include concrete testing verification in the field and strength through concrete cylinder breaks in the lab. Our fee includes concrete testing for up to 8 days. Furthermore, we will provide construction staking/layout of the proposed improvements in accordance with the approved plans and specifications.

Project Schedule

MLR has attached a detailed Critical Path Schedule for the City to consider. This schedule is based on meeting critical dates in order to maintain the projected spring/early summer 2027 construction start date.

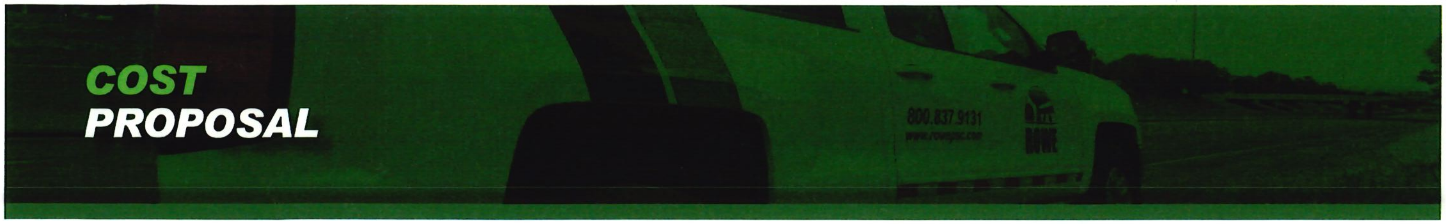
Past Experience

MLR has attached Team member resumes & project resumes that provide a list of past successfully completed projects for your reference.

Cost Proposal

Based on the scope of services listed in the RFP and this comprehensive engineering services proposal, MLR Engineering offers the following anticipated cost of services:

Design / Survey Fee – $60,000
Construction Engineering Fee – $60,400
Total: $120,400



COST PROPOSAL

DESIGN PHASE COST

ROWE proposes to provide design phase services as outlined within the project understanding and approach section for a lump sum fee of **$69,000**. This fee includes **$7,500** for a topographic survey to create base plans. The city will be responsible for paying all fees required to obtain the permits as outlined.

CONSTRUCTION PHASE COST

Based on an estimated construction duration of **8 weeks**, ROWE proposes the following hours and budget:

Full-time Construction Observation – 462 hours (for 8 weeks at an anticipated 55 hours per week plus time to attend the pre-construction meeting and prepare water service reports).
Construction Engineering – 48 hours (coordination with Owner and Contractor and to provide field assistance plus time to review shop drawings for a duration of 8 weeks).
Contract Administration – 60 hours (to include project management, paperwork, and meetings).
Density Testing of Storm Sewer and Water Main Trenches, Aggregate Base and HMA – 5 days third party – estimated fee of $2,500.
Concrete Field Testing - estimated fee of $2,000.
Laboratory Material Testing of Concrete Samples – estimated fee of $800.
Construction Staking – estimated fee of $9,000.

ROWE proposes to provide Construction Phase services with an estimated fee of **$94,000.**

COMBINED COST

The proposed combined fee for both the design phase and the construction phase is **$163,000**. The proposed fees for both phases are inclusive of all costs, ROWE does not invoice separately for travel, mileage, per diem, reproductions, etc. ROWE hourly wages for 2026 are attached.

Bid Results

Created by Rita Papp
Created on 09/03/2026 08:35 AM EDT
Solicitation 2026-6 - City of Caro - Project Engineering Street Reconstruction, Water Main Replacement

Organization Name	Org. Number	Submission Type	Bid Amount	Exceptions	Bid Rank
Fishbeck	2378420	Electronic	$167,726.00	No	3
Fleis & VandenBrink Engineering, Inc.	560447	Electronic	$123,500.00	No	1
Gourdie Fraser, Inc.	3251810	Electronic	$174,830.00	No	4
Michigan Engineering Group LLC	2633236	Electronic	$319,800.00	No	5
Verdantas	2891782	Electronic	$180,960.00	Yes	N/A
Wolverine Engineers & Surveyors, Inc,	557487	Electronic	$157,295.00	No	2

Fishbeck

Organization Attributes

Main Contact Mariya Gifford
Phone 6165753824
Address 1515 Arboretum Drive SE
Grand Rapids, Michigan, 49546
United States
Email info@fishbeck.com
Document Download Complete

Bid Submission Information

Submission date 09/01/2026 08:57 AM EDT
Submitted By Heather Bowers
Confirmation No 0000450790

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- City of Caro Howard Reconstruction+WM - Fishbeck.pdf	13 Mb	09/01/2026 08:50 AM EDT

Pricing

Bid Amount $167,726.00

Fleis & VandenBrink Engineering, Inc.

Organization Attributes

Main Contact	F&V Marketing
Phone	616-977-1000
Address	2960 Lucerne Dr., SE Grand Rapids, Michigan, 49546 United States
Email	marketing@fveng.com
Fax	616-977-1005
Document Download	Complete

Bid Submission Information

Submission date	09/01/2026 09:13 AM EDT
Submitted By	Kirstin Pimental
Confirmation No	0000450798

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- P52655 Caro - Howard Street.pdf	5 Mb	09/01/2026 08:28 AM EDT

Pricing

Bid Amount	$123,500.00

Gourdie Fraser, Inc.

Organization Attributes

Main Contact	Ben D Vanderheide
Phone	2319465874
Address	1820 Oak Hollow Drive Traverse City, Michigan, 46986 United States
Document Download	Complete

Bid Submission Information

Submission date	09/01/2026 09:43 AM EDT
Submitted By	Benjamin Vanderheide
Confirmation No	0000450817

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- PRO 26-325 City of Caro - Howard Street.pdf	18 Mb	09/01/2026 09:14 AM EDT

Pricing

Bid Amount	$174,830.00

Michigan Engineering Group LLC

Organization Attributes

Main Contact	Adam Uhlianuk
Phone	2483920953
Address	6725 Daly Ste 25-1033 West Bloomfield, Michigan, 48322 United States
Email	adam@miengineeringgroup.com
Document Download	Complete

Bid Submission Information

Submission date	09/01/2026 08:47 AM EDT
Submitted By	Adam Uhlianuk
Confirmation No	0000450787

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- MiE_Proposal_Howard_Street_Engineering-City of Caro.pdf	555 Kb	09/01/2026 08:46 AM EDT

Pricing

Bid Amount	$319,800.00

Verdantas

Organization Attributes

Main Contact	Taylor Mantey
Phone	7345824615
Address	3300 Eagle Run Dr. NE Grand Rapids, Michigan, 49525 United States
Document Download	Complete

Bid Submission Information

Submission date	08/26/2026 11:25 AM EDT
Submitted By	Taylor Robert Mantey
Confirmation No	0000449191

Bid Exceptions

See Page 13 in Proposal.

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- City of Caro_Howard Street Reconstruction_Proposal_9.1.2026.pdf	7 Mb	08/26/2026 11:19 AM EDT

Pricing

Bid Amount $180,960.00

Wolverine Engineers & Surveyors, Inc,

Organization Attributes

Main Contact	Danielle M Smith
Phone	517-676-9200 ext. 127
Address	312 North Street Mason, Michigan, 48854 United States
Email	donh@wolveng.com
Fax	517-676-9396
Document Download	Complete

Bid Submission Information

Submission date	09/01/2026 09:22 AM EDT
Submitted By	Donald B. Heck
Confirmation No	0000450802

Bid Documents List

File Name	Size	Upload Time
- Bid Documents - Bid Documents (Optional)		
- Howard St Engineering Wolverine Engineers.pdf	1 Mb	09/01/2026 09:21 AM EDT

Pricing

Bid Amount $157,295.00

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, September 2, 2026
RE: Agenda Item – Pumpkin Festival Road Closures

Members of the Caro City Council,

As you know, every year during the Pumpkin Festival the City Council authorizes the closure of certain streets to allow the festival to take place. The Festival organizers have provided their requested list of closures for the year which include East and West Sherman, Court St starting September 30th and a closure of State Street from Frank to AT&T as well as Lincoln St, Burnside, Grant, and Bush Streets on October 3rd as well as Park Drive from Almer to the Horse Barns.

Lastly, they are requesting the usual closing of State Street from Gilford to Hooper on October 4th for the Grand Parade.

These closures are routine, and have been signed off on by the Police, Fire and DPW.

Your options for motions are:

1. Motion to approve the requested road closures for the 2026 Pumpkin Festival.
2. Postpone for further discussion.
3. Take no action.

Barricade Placement for Pumpkin Festival 2026

Oct. 1st, 2026 Food Court

Barricades needed at:

State St. and East Sherman St.

East Sherman St. and Court St.

This area is closed Wednesday night at 5pm for food court and remains closed until Oct. 4th at 8pm.

Barricades needed at:

State St. and West Sherman St.

West Sherman and Alleyway

This area closes on Sept. 30th at 5pm and remains closed until noon on Oct. 4th. Tent is placed in roadway.

Oct. 3rd, 2026 Car Show

Barricades needed at:

Frank St. and State St. (Large Ones)

Lincoln St. both east and west side at the alley.

Burnside St. and State St. both east and west at alley.

Grant St. and State St. (west side of alley)

Grant St. and Court St. east side at Court St.

West Bush St. and State St. west side

Large Barricade located at State St. and driveway into At&t. Needed for car show closed 7 am to 5 pm

Oct. 3rd, 2026 Craft Show and Kids Activities

Park Drive at Almer St. (NO THROUGH TRAFFIC) sign. Park Drive near horse barn. (NO THROUGH TRAFFIC) sign. Road closed for kids activities. Closed 7am to 6pm.

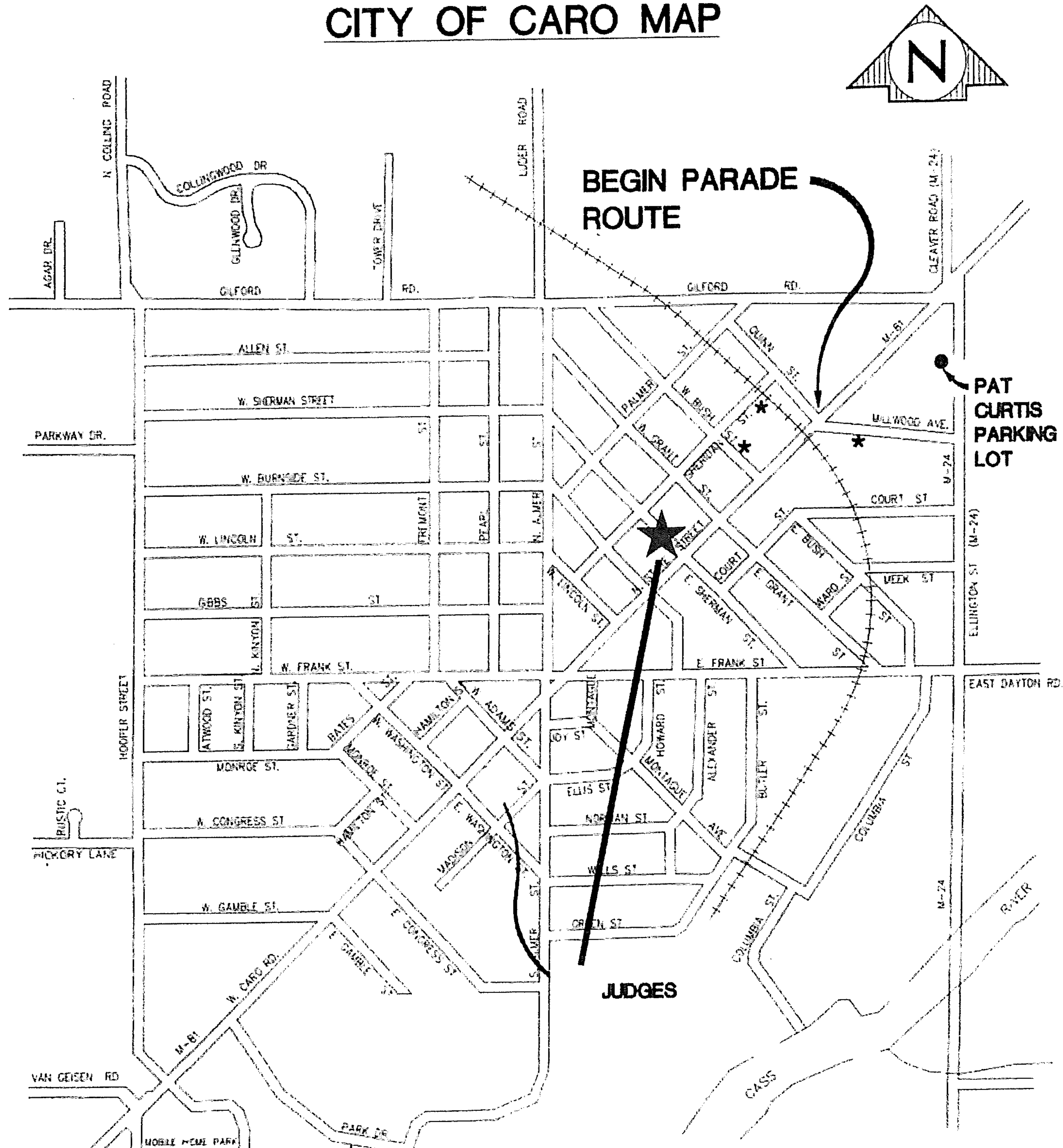
Oct. 4th, 2026 Parade

State St. closed from Gilford Rd. to Hooper St. Barricades are needed sat every cross street intersection from Gilford Rd. to Hooper St. Road closes from 12:30 pm to 4 pm.

Barricades needed at E. and W. Gamble St., E. and W. Congress St., Monroe St., E. and W. Washington St., E. and W. Adams St., N. and S. Almer St., E. and W. Frank St., E. and W. Lincoln St., E. and W. Burnside St., E. and W. Grant St., W. Bush St., Millwood Ave. and Ellington St., State St. (M81) at Gilford Rd.

Parade Route is enclosed. The start is Milwood St. and Quin St. down to Park Dr. and then into fairgrounds. They disperse at the fairgrounds.

CITY OF CARO MAP



YOUR NUMBER IS ______________

YOUR STREET IS ______________

* Location of Portable Toilets

FILE: PUMPKIN FESTIVAL

ROWE PROFESSIONAL SERVICES CO.
128 N. SAGINAW ST., LAPEER, MI. 810-664-9411

DRAFTING: Mike Carpenter | JOB# 12L0004

PREPARED FOR
TUSCOLA COUNTY PUMPKIN FESTIVAL
PARADE MAP

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
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MAYOR
KAREN SNIDER
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CHARLOTTE KISH
DOREEN OEDY
HEIDI PARKER
JOHN RILEY
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, September 2, 2026
RE: Agenda Item – Fire Department Bunker Gear

Members of the Caro City Council,

As you know, in the Fiscal Year 2026/2027 budget included $9,500 for two sets of bunker gear replacement for the Fire Department. The Department rotates each year rotating bunker gear as to spread out the cost instead of it all coming in a lump sum as it must be replaced on a regular basis due to MIOSHA rules.

As such, Fire Chief Heckroth obtained two quotes for two sets of bunker gear. The first quote is from Allied Fire Sales for $8,140.00 and the second quote is from Dinges Fire Co for $6,150.00. Despite Dinges being the lower cost, Fire Chief Heckroth is recommending, and I concur in his recommendation, to purchase the two sets of bunker gear from Allied Fire Sales for $8,140.00. His reasoning is two-fold, first the Allied Fire Sales gear is of a higher quality and will serve better over the course of its expected lifespan. Secondly, the Allied Fire Sales gear contains no PFAS, while the Dinges gear has PFAS at currently accepted levels.

With the ongoing concerns with PFAS exposure, especially in the fire service, the Chief and I believe we should err on the side of caution and do what we can to limit PFAS exposure to our firefighters. Therefore, we recommend purchasing the Allied Fire Sales bunker gear.

Your options for motions are:

1. Motion to approve the purchase of two sets of bunker gear from Allied Fire Sales for the quoted price of $8,140.00.
2. Motion to approve the purchase of two sets of bunker gear Dinges Fire Co. for the quoted price of $6,150.00.
3. Postpone for further discussion.
4. 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

To: City Manager

Requesting approval for two sets of Firefighter Bunker Gear
For the fiscal year of 2026/2027.
Recommend approval for Allied Fire Sales LLC
In the amount of $8140.00
Budgeted amount $95000.00

Quotes;

Allied Fire sales LLC	$8140.00
Dinges Fire Co.	$6150.00

Allied has stated their gear is PFAS free
Dinges stated their gear does have PFAS components but are within safety standards as of today.

Allied gear appears to be superior in quality

Both companies will meet or exceed MIOSHA and NIOSH standards as well as NFPA recommendations.

Thank You

Randall Heckroth,
City of Caro Fire Chief

9/2/2026

Allied Fire Sales & Service LLC
16194 144th Ave
Spring Lake, MI 49456 USA
+16162293613
customerservice@alliedfiresales.com
www.alliedfiresales.com

Estimate

ADDRESS
Randy Heckroth
City of Caro Fire Dept
317 S. State Street
Caro, MI 48723

ESTIMATE # 8020
DATE 08/31/2026

ESTIMATE NOTE
MBH

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
Innotex Energy Turnout Set	Innotex Energy Turnout Gear Set - Specifications (Armor AP, Gore-Tex Innovate, Glide Ice 2 Layers) includes the Class I Harness, two radio pockets, one inside pocket, Airflow vented back and shoulders, Mic loop, and utility clip. This Spec has the following attributes. Zone 1 THL 225 / TPP 38.2 / RET 41.0 Manufactured PFAS free.	2	4,030.00	8,060.00
Shipping.	Shipping	2	40.00	80.00

Please review the estimate below. Feel free to contact me if you have any questions. I look forward to working with you. If you are satisfied with the quote, select the "Review and Approve" button, and the order will be placed.

SUBTOTAL	8,140.00
TAX	0.00
TOTAL	**$8,140.00**

Thanks for your business!
Marvin Hasso
Allied Fire Sales & Service LLC
989-894-9600

RECEIVED
Date: SEP 01 2026

THIS IS AN ESTIMATE ONLY, PLEASE DO NOT PAY

PLEASE NOTE THAT TARIFF FEES MAY BE ADDED TO FINAL INVOICE WITHOUT WARNING IF CHARGED.

TERMS: A 2 % per month (24% annual) penalty will be added on past due invoices. $5.00 per month minimum. All legal and collection fees will be debtors responsibility. 20% restocking fee for all returned items. 3.5% will be added to all invoices paid by Credit Card.

$6150.00
2 - Sets

DINGESFIRE COMPANY
TRUCKS.TOOLS.TRADITION

Dinges Fire Company

243 E Main St.
Amboy, IL 61310

Phone: 815.857.2000

www.DingesFire.com

Bill To:

Caro City Fire Dept (Caro,MI)
C\O: Randy Heckroth
317 S. State Street
Caro, MI 48723

AUG 12 2026

Ship To:

Caro City Fire Dept (Caro,MI)
317 S. State Street
Caro, MI 48723

Quantity	Item	Description	Price	Total
2	Lion-DFC-MIDWEST-COAT	[PSGQ31679-B] LIBERTY, ArmorAP-D3 Liner (Prism/Stedair 3000) with 9x7x2 hand warmer pockets, Flashlight Strap FLS554 on Right Chest, Radio Pocket RP800 and Mic Tab MT503 on Left Chest Options: - A - Outer Shell: Khaki Armor AP - B - Trim: [CT104PTY] Ventilated Yellow - NFPA - C - Yoke Lettering: [LTSL3YIS] 1-5 letters - YELLOW - Arched (CARO) - D - Additional Line of Yoke Lettering: [LTSL3YIS] 1-5 letters - YELLOW - Straight (F D) - E - Name Letter Panel: [LP34 + LPV13 + LPS10 + LTSL3YNS] YELLOW - Hanging - G - Coat Closure: [SF262] 3" Storm Flap with Zipper In/Velcro Out - H - Wristlet: [CLW103] 8" Over-the-Hand with Thumb Hole - I - American Flag: [EM5] RIGHT SLEEVE - J - DRD Flap Trim: [CTB26PTY] Ventilated Yellow - K - D-Ring [FLS595]: COAT - Center LEFT Hand Pocket Flap	$1,705.00	$3,410.00
2	Lion-DFC-MIDWEST-PANT	[PSGQ31679-B] SUPER-DELUXE, ArmorAP-D3 Liner (Prism/Stedair 3000) with Zipper In/Velcro Out Fly, Black PCA Cuff and Knee Reinforcement with Lite-N-Dri Knee Padding Options: - A - Outer Shell: Khaki Armor AP - B - Trim: [PTC4PT3Y] Ventilated Yellow - C - Waist: [BHS063 + BL079 + BL082] Aeroscape ESCAPE BELT and Loops - D - Suspenders: [PMO210 + SB3**T] Self Material Suspender Tabs and H-Back Suspenders with Yellow Reflective Trim	$1,370.00	$2,740.00

Notification Regarding PFAS Content of Firefighting Gear[1]

This notice applies ONLY to the following LION products: 1. NFPA compliant firefighting PPE that contains an ePTFE protective liquid/chemical/viral barrier layer, including turnout gear, particulate protective hoods, protective gloves, and protective footwear; 2.) NFPA compliant PPE for CBRN protection; 3.) NFPA compliant PPE containing a liquid/ chemical/viral barrier for use in EMS and Rescue applications.

The state statutes (the "Statutes") listed below require manufacturers and sellers of firefighting personal protective equipment to provide notice to purchasers of equipment containing PFAS chemicals, otherwise known as Perfluoroalkyl substances or polyfluoroalkyl substances. PFAS substances are commonly defined as a "class of fluorinated organic chemicals containing at least one fully fluorinated carbon atom." Perfluorooctane Sulfonic acid (also known as PFOS) and Perfluorooctanoic acid (also known as PFOA) are types of perfluoroalkyl and polyfluoroalkyl substances.

LION does not add or employ the use of PFAS chemicals in our assembly processes. LION purchases moisture barriers and fabrics from textile manufacturers for incorporation into our personal protective equipment.

Since the end of 2021, all outer shells and thermal liner fabrics in LION turnout gear that are treated with durable water repellent (DWR) finishes have DWR finishes made without fluorinated chemistry.

WL Gore and Associates, and Stedfast, Inc., manufacture barrier materials that contain ePTFE polymer films that fall under the very broad definition of a PFAS substance because they have at least one fully fluorinated carbon atom, which is in the structure of a large stable polymer. Some ePTFE films made by WL Gore may also be treated with a type of short-chain side-chain fluorinated polymers in order to provide to the barriers the water and oil repellency and breathability features which are critical to firefighter health and safety. These suppliers have specified that they do not add "long chain" perfluorocarboxylic acids (also called C8) such as Perfluorooctanoic acid (PFOA) or perfluorooctane Sulfonic acid (PFOS) to the materials supplied to LION.

Based on the information LION has reviewed from our suppliers, and from NIOSH, scientific research, the EPA, CDC ATSDR, NFPA performance tests, and from other sources, ePTFE moisture barrier composites LION and other manufacturers incorporate into personal protective equipment enhance the safety and protection of firefighters. These barrier materials function to reduce the risk to firefighters from extremely dangerous exposures to toxic chemicals such as gasoline, diesel fuel, chlorine, hydraulic fluid, anti-freeze, and battery acid, as well as other chemicals that are typically present in emergency operations. These polymer materials also reduce the risk to firefighters from scald burns and heat stress caused by water soaking into protective equipment during high heat fire suppression operations, while providing a level of breathability meeting the safety requirements of the NFPA 1971 standard for the purpose of reducing the risk of heat stress

[1] **Pursuant to Washington Senate Bill 6413, Colorado House Bill 19-1279, and New Hampshire Revised Statutes Section154 8b (effective 1/1/20); New York Gen. Bus. Section 391-u; Sec. 1 18 Vermont Statutes, Chapter 33; Massachusetts S2902; Rhode Island S2152; Illinois Public Act 104-0221;**

and related injuries and deaths. For departments who specify them, ePTFE barriers provide higher breathability than alternative materials.

LION is committed to providing safe and effective firefighting personal protective equipment, in full compliance with all safety and environmental regulations, including the latest edition of NFPA 1971. LION's turnout gear products and TotalCare cleaning services help reduce firefighter exposure to carcinogens. LION constantly monitors the latest science and research and works to find and bring to market new technology when that technology is proven effective. If you have any questions, please do not hesitate to contact us.

For further information about Lion's products, please visit our website, www.lionprotects.com.

[1] Pursuant to Washington Senate Bill 6413, Colorado House Bill 19-1279, and New Hampshire Revised Statutes Section154 8b (effective 1/1/20); New York Gen. Bus. Section 391-u; Sec. 1 18 Vermont Statutes, Chapter 33; Massachusetts S2902; Rhode Island S2152; Illinois Public Act 104-0221;

SAMPLE

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES
OF THE CITY OF PORTAGE, MICHIGAN
BY AMENDING CHAPTER 42
LAND DEVELOPMENT REGULATIONS

THE CITY OF PORTAGE ORDAINS:

Section 1. Article 13 Moratorium

That Chapter 42 shall be amended to add Article 13 to read as follows:

Article 13. MORATORIUM

Sec.42-1301. - Moratoriums

In accordance with Act 279 of 1909, as amended, the City Council determines that in some cases, it is appropriate for the City to temporarily pause consideration and/or review of certain applications or requests or to not accept or process certain applications in order to allow the City adequate time to research an issue and adopt and/or amend, if applicable, any City ordinances related thereto. The City Council determines that it has the authority to enter into a temporary moratorium.

Sec.42-1302. – Data Center Moratorium

A. Findings.

1. The City Council determines that the approval of data centers may result in or produce negative impacts on permitted land uses and development and may harm the public health, safety and general welfare of property owners and residents of the City of Portage.

2. Recently, the City has received comments and information from the public raising public health, safety, and welfare concerns about the impacts of data centers on the residents and property owners of the City of Portage.

3. The City has a legitimate public purpose in assessing the regulation of the establishment and use of data centers within the City to ensure that data centers do not interfere with other land uses, or have substantial negative impacts on the environment, public, health and safety.

4. The City Council finds that adopting a limited moratorium is reasonable and necessary for, among other reasons, the following reasons:

   a. Michigan courts have recognized that a moratorium is a common and legitimate tool to preserve the status quo while formulating a development strategy.

   b. The City Council wants to review and study the public health, safety, and welfare concerns regarding data centers and any township regulations that may impact and/or regulate such projects.

   c. The adoption of a moratorium will allow the City Council adequate time to study and possibly implement revisions to the City's ordinances and regulations, including attention to and consideration of citizen input and involvement, public debate, and full consideration of all issues and points of view.

5. The City Council accordingly determines that it is desirable and in the public interest for the reasons set forth above that the City Council adopt a limited moratorium on the acceptance and/or processing of any applications for data centers.

B. Moratorium/Term of Moratorium. The City Council adopts a limited moratorium on the acceptance and/or processing of any applications for a data center. The limited moratorium is until December 31, 2026, or until the effective date of any amended or new City ordinances or regulations addressing data centers are effective, whichever date occurs first.

C. Extension of Moratorium. Before the moratorium on data centers expires, the City Council may extend the moratorium by resolution as appropriate to allow sufficient time to complete amendments or additions to its ordinances and regulations.

Sec.42-1303. – Battery Energy Storage System (BESS) Moratorium

A. Findings.

1. The City Council determines that the approval of Battery Energy Storage Systems (BESS) may result in or produce negative impacts on permitted land uses and development and may harm the public health, safety and general welfare of property owners and residents of the City of Portage.

2. Recently, the City has received comments and information from the public raising public health, safety, and welfare concerns about the impacts of BESS on the residents and property owners of the City of Portage.

3. The City has a legitimate public purpose in assessing the regulation of the establishment and use of BESS within the City to ensure that BESS do not interfere with other land uses, or have substantial negative impacts on the environment, public, health and safety.

4. The City Council finds that adopting a limited moratorium is reasonable and necessary for, among other reasons, the following reasons:

   a. Michigan courts have recognized that a moratorium is a common and legitimate tool to preserve the status quo while formulating a development strategy.

   b. The City Council wants to review and study the public health, safety, and welfare concerns regarding BESS and any City regulations that may impact and/or regulate such projects.

   c. The adoption of a moratorium will allow the City Council adequate time to study and possibly implement revisions to the City's ordinances and regulations, including attention to and consideration of citizen input and involvement, public debate, and full consideration of all issues and points of view.

6. The City Council accordingly determines that it is desirable and in the public interest for the

reasons set forth above that the City Council adopt a limited moratorium on the acceptance and/or processing of any applications for BESS.

D. Moratorium/Term of Moratorium. The City Council adopts a limited moratorium on the acceptance and/or processing of any applications for a BESS. The limited moratorium is until December 31, 2026, or until the effective date of any amended or new City ordinances or regulations addressing data centers are effective, whichever date occurs first.

E. Extension of Moratorium. Before the moratorium on BESS expires, the City Council may extend the moratorium by resolution as appropriate to allow sufficient time to complete amendments or additions to its ordinances and regulations.

Section 2. Severability

The provisions of this ordinance are hereby declared to be severable. If any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

Section 3. Repeal

All ordinance or parts of ordinances in conflict herewith are hereby repealed.

Section 4. Effective Date

This ordinance shall take effect 15 days following publication of a summary thereof, following adoption.

FIRST READING: January 27, 2026
SECOND READING: February 24, 2026
ORDINANCE #: O-2-2026
EFFECTIVE DATE: March 18, 2026

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF PORTAGE, MICHIGAN BY AMENDING ARTICLE 4 ZONING, DIVISION 3, BY AMENDING SECTION 42-140 TO ADD REGULATIONS REGARDING TEMPORARY MORATORIUM

THE CITY OF PORTAGE ORDAINS:

Section 1.

That Chapter 42 shall be amended by amending Article 4 Zoning, Division 3 General Provisions by amending Section 42-140 Temporary Moratorium to read as follows:

CHAPTER 42 LAND DEVELOPMENT REGULATIONS. ARTICLE 4. ZONING, DIVISION 3, GENERAL PROVISIONS, Section 42-140

Sec. 42-140 Temporary Moratorium

A. Temporary Moratorium.

1. The Planning Commission has the authority to recommend the establishment of a temporary moratorium as to the application of provisions of the Zoning Ordinance to the City Council, by majority vote of the Planning Commission.

2. The City Council may impose a temporary moratorium as to the application of the provisions of the Zoning Ordinance by adoption of an ordinance or resolution.

3. A temporary moratorium may be extended by resolution of the City Council to allow additional time for County review and consideration of any application, revision, review or repeal/replacement of zoning ordinance provisions.

B. Data Center Moratorium

1. Findings. In accordance with Public Act 110 of 2006, as amended, the City of Portage has determined the following:

   a. The City Council determines that the approval of data centers may result in or produce negative impacts on permitted land uses and development and may harm the public health, safety and general welfare of property owners and residents of the City of Portage.

   b. The City Council is aware of significant public health, safety, and welfare concerns being raised by the public about the impacts of data centers.

   c. The City Council has a legitimate public purpose in assessing the regulation of the establishment and use of data centers within the City to ensure that data centers do not interfere with other land uses, or have substantial negative impacts on the environment, public health, and safety.

   d. The City Council finds that adopting a limited moratorium is reasonable and necessary for, among other reasons, the following reasons:

1) Michigan courts have recognized that a moratorium is a common and legitimate tool to preserve the status quo while formulating a development strategy.

2) The City Council desires to review and study the public health, safety, and welfare concerns regarding data centers and any City regulations that may impact and/or regulate such projects.

3) The adoption of a moratorium will allow the City Council adequate time to study and possibly implement revisions to the City's ordinances and regulations, including attention to and consideration of citizen input and involvement, public debate, and full consideration of all issues and points of view.

e. The City Council accordingly determines that it is desirable and in the public interest for the reasons set forth above that the City Council adopt a limited moratorium on the acceptance and/or processing of any applications for data centers.

2. Moratorium/Term of Moratorium. The City Council adopts a limited moratorium on the acceptance and/or processing of any applications for a data center. The limited moratorium shall terminate on December 31, 2026 or the effective date of any amended or new City ordinances or regulations addressing data centers, whichever date occurs first.

3. Extension of Moratorium. Before this moratorium expires, the City Council may extend the moratorium by resolution as appropriate to allow sufficient time to complete amendments or additions to its ordinances and regulations.

C. Battery Energy Storage Systems (BESS) Moratorium

1. Findings. In accordance with Public Act 110 of 2006, as amended, the City of Portage has determined the following:

a. The City Council determines that the approval of Battery Energy Storage Systems (BESS) may result in or produce negative impacts on permitted land uses and development and may harm the public health, safety and general welfare of property owners and residents of the City of Portage.

b. The City Council is aware of significant public health, safety, and welfare concerns being raised by the public about the impacts of BESS.

c. The City Council has a legitimate public purpose in assessing the regulation of the establishment and use of BESS within the City to ensure that BESS do not interfere with other land uses, or have substantial negative impacts on the environment, public health, and safety.

d. The City Council finds that adopting a limited moratorium is reasonable and necessary for, among other reasons, the following reasons:

1) Michigan courts have recognized that a moratorium is a common and legitimate tool to preserve the status quo while formulating a development strategy.

2) The City Council desires to review and study the public health, safety, and welfare concerns regarding BESS and any City regulations that may impact and/or regulate such projects.

3) The adoption of a moratorium will allow the City Council adequate time to study and possibly implement revisions to the City's ordinances and regulations, including attention to and consideration of citizen input and involvement, public debate, and full consideration of all issues and points of view.

e. The City Council accordingly determines that it is desirable and in the public interest for the reasons set forth above that the City Council adopt a limited moratorium on the acceptance and/or processing of any applications for BESS.

2. Moratorium/Term of Moratorium. The City Council adopts a limited moratorium on the acceptance and/or processing of any applications for a BESS. The limited moratorium shall terminate on December 31, 2026 or the effective date of any amended or new City ordinances or regulations addressing BESS, whichever date occurs first.

3. Extension of Moratorium. Before this moratorium expires, the City Council may extend the moratorium by resolution as appropriate to allow sufficient time to complete amendments or additions to its ordinances and regulations.

Section 2 Severability. The provisions of this ordinance are hereby declared to be severable. If any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

Section 3 Repeal and Savings Clause. All ordinance or parts of ordinances in conflict herewith are hereby repealed. Existing prosecutions under any ordinance provision that is hereby repealed may be pursued to its natural conclusion.

Section 4 Effective Date. This ordinance shall be effective 15 days after publication and after adoption.

FIRST READING: February 24, 2026
SECOND READING: March 24, 2026
ORDINANCE#: O-3-2026
EFFECTIVE DATE: April 17, 2026

CITY OF CARO

CITY MANAGER
SCOTT R CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
TAMMY RIES
CITY ATTORNEY
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MAYOR
KAREN SNIDER
CITY COUNCIL
EMILY CAMPBELL
CHARLOTTE KISH
DOREEN OEDY
HEIDI PARKER
JOHN RILEY
JILL WHITE

TO:	**City Council**
FROM:	**Karen Snider – Mayor**
SUBJECT:	**Mayor's Report**
DATE:	**September 8, 2026**

Caro Rotary Club met on August 24, 2026, and it was their normal business meeting.

I also attended Caro Rotary Club on August 31, 2026, and the program was presented by Neil Jackson who is the President of the Tuscola County Fair Association Board of Directors. Mr. Jackson organizes fair events, speaks to local groups, coordinates projects, applies for grants for the fairgrounds and many more tasks. If you go down to the fairgrounds, you will probably see Mr. Jackson working on one of his projects.

Once again, I stopped at the Farmer's Market, and it was extremely busy. It was great to see so many shoppers and vendors and being able to find different choices of items including freshly made baked goods.

I attended the Tuscola County Economic Corporation meetings on August 25, 2026, at the MSU extension building. It started off with the Brownfield Tax Increment Financing (BTIF) training. The training was presented by Samantha R. Mariuz. It was interesting learning about the new changes. The next meeting was the Tuscola County Brownfield Redevelopment Authority (TBRA). The third meeting was Tuscola County Economic Development Corporation (TEDC). Director Proctor gave an update on the Grant and Program Financials. She also talked about their major project updates. Other items were discussed.

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MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, September 2, 2026
RE: City Manager's Report

Members of the Caro City Council,

Labor Day weekend makes the unofficial end of summer as the weather has already begun to turn toward fall and the kids of Caro are going back to school. Soon we will be inundated with everything pumpkin, not just because of the festival but the inevitable overuse of Pumpkin Spice...the Oreo's were a step too far for me.

On the project front, we are very close to Substantial Completion of the Wastewater project. The only issue standing between that goal and us is the replacement of defective equipment in the clarifiers by the manufacturer. There has been a lot of back and forth trying to get this issue resolved, but recently we caught the attention of the more senior members of the manufacturers' team, and we are confident we should be able to be at Substantial Completion in the next few weeks. I was informed at my meeting today that the construction trailer at the wastewater plant should be gone the week after Labor Day and we will move towards restoration. While the project will be at the Substantial Complete phase, that does not mean everything is done, we will still have punch list items and a few other areas to complete once specific items are available for us, such as panels for the lift stations, minor work on the new concrete for improved drainage, the ladder for Lift Station 8, and other odds and ends. Both E&L and HRC will only be doing part-time work once we reach this stage on an as needed basis until Final Completion.

On the wells front, the 24-hour test at Well 9 has been completed and we are awaiting results to see how that test affects the aquifer underground. Part of the process mandated by EGLE for municipal well drilling is for us to run a pump for 24 hours at the site of the production well and use the observation well to monitor the level of the aquifer to see how it reacts to that level of use. Usually, none of our wells run for 24 hours straight, but EGLE wants to know how the aquifer would handle it if they did. If this test goes well, we should be good to go with the Well 9 site. Well 10 is still in a holding pattern while we decide if we want to move forward with the site or not, once testing of Well 9 is complete the drillers will return to Well 10 for further testing. We did have an issue at the Water Treatment Facility when the chlorine tank began leaking inside the building, but the issue was caught and a new tank was purchased and installed without any issues with the water or the building.

Lastly, as the agenda showed we are getting closer to the Pumpkin Festival and with that also means it is time for the 3rd Annual Harvest on the River the weekend after Pumpkin Festival. This annual event has become a highlight of the Parks and Recreation Department, and I hope to continue to see as many people and families as possible at both events enjoying a Pure Michigan fall here in Caro.

It is that time of year again…Go Lions!

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TO: **City Council/City Manager**
FROM: **Rita Papp – City Clerk**
SUBJECT: **Clerk's Report**
DATE: **September 8, 2026**

- August 4, 2026 Primary Election has been completed with no issues. Preparation is underway for the November General Election. Scheduling Election Inspectors for Early Voting and Election Day.
- Received 2 candidates for mayor, 4 candidates for 3 council seats. Deadline was July 21, 2026 at 4:00 p.m. Write In Candidates can file by October 23, 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.
- 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 opened on September 1, 2026.
- Bids are forthcoming for City Hall Boiler Replacement Project, Well 1 Roof Replacement, and City Hall Mini-Splits Project. Bids posted.
- Applied for 2026 Election Excellence Grant Program, $5,000.00. This grant will be used for upgrades to election security. Awarded & received grant.
- Worked with AFLAC Representative to get open enrollment information processed for employees that were interested.
- Working on the MMRMA Annual Renewal Questionnaire.
- Working on gathering information for Open Enrollment for the employees, MESSA (Medical, Dental, & Vision).
- Attended the MAMC Education Day, August 27, 2026.
- Cancelled Planning Commission, August 25, 2026.
- The insurance claim for Well #5 has been completed by MMRMA.

$846.00 - SCADA - Inv #530384225 - 7/1/26
$5,169.00 - SCADA - Inv #530384578 - 7/31/26
$19,047.00 - Peerless Midwest - Inv #93608 - 8/20/26
$25,062.00 - Total Claim
$1,500.00 - Deductible
$23,562.00 - Net Payment