

****AMENDED****
AGENDA
REGULAR MEETING OF THE CARO CITY COUNCIL
November 3, 2025, 6:30 P.M. **

CALL TO ORDER (Pledge of Allegiance)

AGENDA APPROVAL

PRESENTATION:

1. Tri Star Trust – Jane Hagen
2. Revitalize LLC – Bruce Johnston

COMMUNICATIONS:

1. DDA Special Meeting Bylaw Subcommittee Minutes – October 14, 2025
2. Parks & Recreation Committee Meeting Minutes – October 21, 2025
3. Planning Commission Meeting Minutes – October 28, 2025

PUBLIC COMMENTS – AGENDA ITEMS ONLY

CONSENT AGENDA:

1. Regular Council Meeting Minutes – October 20, 2025
2. Invoices

REGULAR AGENDA:

1. Tri Star Trust Investment Statement Agreement
2. Discussion on Revitalize LLC
3. Michigan Department of Licensing & Regulatory Affairs, Liquor Control Commission Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special Licenses, – D-Smilez, Event 12/5/25 at 109 Montague Avenue
4. Well # 5 Treatment Study
5. Investment #1
6. Investment #2
7. Investment #3

ITEMS POSTPONED:

1. Resolution No. 2025-9 – To Call a Special Election to Fill Vacancy on the City Council

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

**CITY OF CARO DOWNTOWN DEVELOPMENT AUTHORITY
SPECIAL MEETING
BY-LAW SUBCOMMITTEE
October 14, 2025, at 11:30 a.m.
Council Chambers**

Subcommittee members Present: Jessica Riskey, Susan Holder, Sonya Otremba, Paige Rushlo

Meeting began at 11:32 a.m.

Paige Rushlo provided updates to bylaws from last meeting, including edits to previous bylaws and an edited version of Imlay City's bylaws.

Discussion took place and a decision was made to continue working on editing Imlay City's bylaws to suit the City of Caro DDA, as they have more detailed information in them.

Discussion took place regarding adding a "Name" and "Purpose" section to the bylaws, adding the annual audit information.

Rushlo to contact City Manager regarding budget deadlines, to ensure they are correct in the new bylaws.

Another meeting will be scheduled and posted to the public for this subcommittee to continue working on additional updates prior to submitting them to the DDA Board for review.

Meeting completed at 12:33 p.m.

Paige Rushlo

Downtown Development Authority Assistant

City of Caro
PARKS AND RECREATION COMMITTEE
MEETING MINUTES
October 21, 2025

MEMBERS PRESENT: Vice Chair Robert Schell, Sean Smith, Colleen Russell, Beth Greene, and Superintendent Carrie Will.

MEMBERS ABSENT: Chair Tanya Batcshke, Secretary Jason Davis, SueEllen Greenlee, and Council Liaison Jill White.

GUESTS: Mayor Karen Snider, and Deputy City Clerk Jana Brown.

I. CALL TO ORDER

Meeting was called to order by Vice Chair Schell at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

Approved.

IV. PUBLIC COMMENT

None.

V. COMMUNICATIONS

Reviewed flyer on upcoming Fall Clean-Up.

VI. APPROVAL OF PREVIOUS MINUTES

Approved.

VII. REPORTS

Oral and written reports received from Mayor and Superintendent. Superintendent's report included inventory of adirondack chairs in Bieth Park

VIII. NEW BUSINESS

(a) Committee Meeting Dates: Due to holidays and Board of Review, meetings in January, February, and March 2026 need to be rescheduled. After discussion, meetings will be held 1/27/26, 2/24/26, and 3/24/26.

(b) Downtown Christmas Tree Options: Options of using artificial trees, cut real trees, and selling trees after event were discussed. Decision was made to go with purchasing the trees at a cost of \$80/tree and offering them for sale following the holidays. Unsold trees will be planted in areas to be determined.

(c) Upcoming Events: Dates for upcoming events were listed on page 2 of Superintendent's written report. Date correction for Santa on the Firetruck. It should be 12/19, not

12/12. No need for Snowman Burning rain date was consensus of committee. Decision was made that the Summer Kick-Off Event will be held on 5/29, with a rain date of 6/12.

IX. OLD BUSINESS

- (a) Fall Clean-Up: Discussed food needs.
- (b) Harvest on the River: Recap given in Superintendent's report.
- (c) Kayak Launch: Discussed Indianfield Township's planned kayak launch and is there a need for a launch at Chippewa Landing. Discussed having launches above and below the dam. Superintendent Will directed to contact Nancy Barrios, who is a member of the Cass River Greenway, for her opinion.

X. ADDITIONAL PUBLIC COMMENT

Russell mentioned that the picket fence is down at the Fairgrounds.

XI. ADJOURNMENT

Meeting was adjourned at 6:45 p.m. by Vice Chair Schell. Next meeting to be held Tuesday, November 18, 2025 at 6:00 p.m.

Submitted by,

Beth Greene, Acting Secretary
Caro Parks and Recreation Committee

CITY OF CARO
PLANNING COMMISSION MEETING MINUTES
Tuesday, October 28th 2025
7:00pm

CALL TO ORDER

Chair Carpenter called the meeting to order at 7:00pm.

ROLL CALL

Commissioners present: Carpenter, Ewald, Rollend, Sheardy.

Commissioners absent: Eschenbacher, Porzondek.

Also present: Mayor Snider

APPROVAL OF AGENDA

Motion by Commissioner Rollend to approve the agenda. Second by Commissioner Sheardy. Motion passed.

APPROVAL OF MINUTES

Motion by Commissioner Ewald to approve the October 14th, 2025 Meeting Minutes. Second by Commissioner Rollend. Motion passed.

PUBLIC COMMENT AND COMMUNICATIONS

Mayor Snider presented former City of Caro Planning Commission member Denise Steffen with an award recognizing her for 30 years of service to the community.

NEW BUSINESS

1. 2026 Meeting Schedule

Motion by Commissioner Sheardy to move September 8th meeting to September 9th and approve the meeting schedule as amended. Second by Commissioner Rollend. Motion passed.

2. Electronic Message Signs Ordinance – Rerefer from City Council Section 44-631 – Nonconforming Signs

Motion by Commissioner Rollend to make the following alterations to Sec. 44-632, and refer the changes back to City Council with recommendation for approval:

- **Section (b): lower the minimum display time from ten seconds to five.**
- **Section (h): strike language at the end of the section so that that section reads “Number of signs. No more than 1 electronic message sign shall be permitted.”**
- **Add language referencing existing policy in Section 44-631 – Nonconforming Signs Ordinance.**

Second by Commissioner Sheardy. Motion passed.

ADJOURNMENT

Motion by Commissioner Rollend to adjourn. Second by Commissioner Sheardy. Motion passed.

Meeting adjourned at 7:31pm.

Respectfully submitted,
Luke Ewald, Secretary

REGULAR MEETING OF THE CARO CITY COUNCIL
October 20, 2025, 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 October 20, 2025, at 6:30 p.m. in the Council Chambers.

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

Absent: None

Others: Scott Czasak – City Manager; Rita Papp – City Clerk, Brian Newcomb – Police Chief, Randy Heckroth – Fire Chief, Jon Beaupre – Code Enforcement Officer, Thomas Reese – DPW Superintendent and other guests

AGENDA APPROVAL

25-M-215

Motion by Oedy, seconded by Kish to approve the agenda as presented.
Motion Carried.

PUBLIC COMMENTS – AGENDA ITEMS ONLY - None

COMMUNICATIONS:

1. DDA Meeting Minutes – October 8, 2025 (unapproved)

CONSENT AGENDA:

1. Regular Council Meeting Minutes – October 6, 2025
2. Council Committee of the Whole Meeting Minutes – October 13, 2025
3. Invoices
4. Department Reports
 - A. Police Report – Chief Brian Newcomb
 - B. Fire Report – Chief Randall Heckroth
 - C. Code Enforcement Report – Jon Beaupre

25-M-216

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

REGULAR AGENDA: (action required)

1. Shop with a Hero Budget Adjustment Request

25-M-217

Motion by Kish, seconded by Campbell to approve the budget adjustment presented.
Motion carried.

2. Water Fund Budget Adjustment Request

25-M-218

Motion by White, seconded by Oedy to adjust the FY 2025/2026 budget to add \$217,545.00 to the Water Fund Capital Outlay line.

Roll call vote: Campbell – yes, Kish – yes, Oedy – yes, Parker – yes, White – yes, Mayor Snider – yes.
Motion carried.

25-M-219

Motion by Campbell, seconded by Parker to adjust the FY 2025/2026 budget to add \$200,000.00 to the Water Fund Contracted Services.

Roll call vote: Kish – yes, Oedy – yes, Parker – yes, White – yes, Campbell – yes, Mayor Snider – yes.
Motion carried.

3. Gingerbread Festival Requests

25-M-220

Motion by Kish, seconded by Campbell to approve the requested road and parking lot closures for the 2025 Gingerbread Festival.

Motion carried.

4. FY 2025/2026 1st Quarter Financial Reports

25-M-221

Motion by Kish, seconded by Parker to receive and file the FY 2025/2026 1st Quarter Financial Reports as presented.

Motion carried.

ITEMS PENDING/POSTPONED:

1. Resolution No. 2025-9 – To Call a Special Election to Fill Vacancy on the City Council

COMMITTEE/LIAISON POSITION REPORTS:

1. Economic Development Corporation (Mayor Snider) – Meeting scheduled for next week.

2. Chamber of Commerce (Manager) – Discussed Gingerbread Festival, Wreaths Across America, Open Director Seat is still available.

3. Downtown Development Authority (Kish) – Will bring amendment to the minutes to the board, Rescheduled November 2026 meeting due to a holiday, Still looking for office location options, DDA Plan & Lease was emailed to members, and had a discussion on the façade program.

4. Fair Board (Oedy) – No report.

5. Parks & Recreation (White) – Meeting is tomorrow. Harvest on the River was successful. Fall clean up is scheduled for November 8, 2025. Fair board is taking the fence down around the track.

6. Planning Commission (Manager) – Site approved for Wild Bills Tobacco in the old Rite Aid Building. Site review for B & C Auto, Public Hearing for a Special Use Permit for an Adult Use & Medical Class C Growing facility scheduled for November 12, 2025.

7. Tuscola County Board of Commissioners (Parker) – Discussed their health insurance plans and potential remedy to dangerous area intersections.
8. Zoning Board of Appeals (Mayor Snider) – No meeting

MAYOR'S REPORT – Written report submitted.

MANAGER'S COMMENTS – Written report submitted.

CLERK'S REPORT – Written report submitted.

Highlighted grants that were applied for.

TREASURER'S REPORT – Written report submitted.

ADDITIONAL PUBLIC COMMENT:

Brenda Peters – Inquired on clarification on the attorney general opinion and attorney guidance on paid volunteer firefighters holding council seats.

Councilor Doreen Oedy – Inquired on the status of Oliver's Pizza at the building on M24/M81 intersection.

Councilor Heidi Parker – Inquired on clarification on the attorney general opinion and attorney guidance on paid volunteer firefighters holding council seats.

Clerk Rita Papp – Clarified the attorney general opinion and attorney guidance on paid volunteer firefighters holding council seats.

25-M-222

Motion by Parker, seconded by White to adjourn the meeting at 7:02 p.m.

Motion carried.



Rita Papp
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
#3224 BUILDING ASSOCIATION					
11/25	11/03/2025	79685	248-728-922-000	WATER/SEWER/GARBAGE	86.73
Total #3224 BUILDING ASSOCIATION:					
					86.73
ABIGAIL POWELL					
11/25	11/03/2025	79686	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	16.00
Total ABIGAIL POWELL:					
					16.00
AFLAC					
11/25	11/03/2025	79687	101-000-231-003	AFLAC INSURANCE WITHHOLDING	352.82
Total AFLAC:					
					352.82
ALLIED FIRE SALES & SERVICE LLC					
11/25	11/03/2025	79688	216-336-740-000	OPERATING SUPPLIES	299.00
Total ALLIED FIRE SALES & SERVICE LLC:					
					299.00
ALLY PAYMENT PROCESSING CENTER					
11/25	11/03/2025	79689	216-336-991-000	LEASE PAYMENT - PRINCIPAL	9,743.86
11/25	11/03/2025	79689	216-336-993-000	LEASE PAYMENT - INTEREST	1,873.20
Total ALLY PAYMENT PROCESSING CENTER:					
					11,617.06
AMAZON CAPITAL SERVICES					
11/25	11/03/2025	800233	216-336-740-000	OPERATING SUPPLIES	12.60
11/25	11/03/2025	800233	101-301-854-000	RADIOS/RADIO REPAIRS	38.94
11/25	11/03/2025	800233	216-336-750-000	TECHNOLOGY	718.63
11/25	11/03/2025	800233	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	209.95
11/25	11/03/2025	800233	101-441-725-000	UNIFORMS	39.99
11/25	11/03/2025	800233	591-540-725-000	UNIFORMS	40.00
11/25	11/03/2025	800233	216-336-740-000	OPERATING SUPPLIES	90.74
11/25	11/03/2025	800233	101-265-776-000	O&M SUPPLIES	144.72
11/25	11/03/2025	800233	661-575-776-000	MAINTENANCE SUPPLIES	320.25
Total AMAZON CAPITAL SERVICES:					
					1,615.82
ARIANA VALOPOULOUS					
11/25	11/03/2025	79690	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	10.00
Total ARIANA VALOPOULOUS:					
					10.00
ASPIRE RURAL HEALTH					
11/25	11/03/2025	79691	216-336-801-000	CONTRACTED SERVICES	100.00
Total ASPIRE RURAL HEALTH:					
					100.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
BETTY KEMPF					
11/25	11/03/2025	79693	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	92.00
Total BETTY KEMPF:					
92.00					
BRENTWOOD GRAPHICS					
11/25	11/03/2025	79694	101-441-725-000	UNIFORMS	20.00
Total BRENTWOOD GRAPHICS:					
20.00					
BRIAN NEWCOMB					
11/25	11/03/2025	79695	101-301-776-000	MAINTENANCE SUPPLIES	39.03
Total BRIAN NEWCOMB:					
39.03					
BURT WATSON CHEVROLET					
11/25	11/03/2025	79696	101-301-991-000	LEASE PAYMENT - PRINCIPAL	3,171.11
Total BURT WATSON CHEVROLET:					
3,171.11					
BUSY BEE CLEANING					
11/25	11/03/2025	79726	101-441-801-002	CONTRACTED SERV - JANITORIAL	123.50
11/25	11/03/2025	79726	216-336-801-002	CONTRACTED SERV - JANITORIAL	52.00
11/25	11/03/2025	79726	101-301-801-002	CONTRACTED SERV - JANITORIAL	97.50
11/25	11/03/2025	79726	101-260-801-002	CONTRACTED SERV - JANITORIAL	91.00
11/25	11/03/2025	79726	101-172-801-002	CONTRACTED SERV - JANITORIAL	91.00
11/25	11/03/2025	79726	101-253-801-002	CONTRACTED SERV - JANITORIAL	91.00
11/25	11/03/2025	79726	590-540-801-002	CONTRACTED SERV - JANITORIAL	104.00
Total BUSY BEE CLEANING:					
650.00					
CAROL CARTER					
11/25	11/03/2025	79697	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	85.00
Total CAROL CARTER:					
85.00					
CATHY TOMLIN					
11/25	11/03/2025	79698	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	7.00
Total CATHY TOMLIN:					
7.00					
CENTRAL MICHIGAN ASSOCIATION					
11/25	11/03/2025	79699	101-301-960-000	EDUCATION & TRAINING, DUES	25.00
Total CENTRAL MICHIGAN ASSOCIATION:					
25.00					
CINTAS					
11/25	11/03/2025	79700	101-441-801-000	CONTRACTED SERVICES	100.96
Total CINTAS:					
100.96					
CORRPRO COMPANIES, INC.					
11/25	11/03/2025	800234	591-540-801-000	CONTRACTED SERVICES	975.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
HUBBELL, ROTH & CLARK, INC					
11/25	11/03/2025	800237	590-540-801-003	CONTRACTED SERV-SRF	41,222.80
11/25	11/03/2025	800237	590-540-801-003	CONTRACTED SERV-SRF	31,280.03
Total HUBBELL, ROTH & CLARK, INC:					
					72,502.83
JACK DOHENY COMPANIES INC					
11/25	11/03/2025	79727	590-545-776-000	OM&R SUPPLIES	802.22
Total JACK DOHENY COMPANIES INC:					
					802.22
KAPPEN TREE SERVICE					
11/25	11/03/2025	79709	203-463-801-000	CONTRACTED SERVICES	2,125.00
11/25	11/03/2025	79709	203-463-801-000	CONTRACTED SERVICES	975.00
Total KAPPEN TREE SERVICE:					
					3,100.00
KEN MARTIN ELECTRIC, INC					
11/25	11/03/2025	79710	591-540-801-000	CONTRACTED SERVICES	5,306.85
Total KEN MARTIN ELECTRIC, INC:					
					5,306.85
LARSEN GRAPHICS, INC.					
11/25	11/03/2025	79728	101-301-725-000	UNIFORMS/UNIFORM EQUIPMENT	265.00
Total LARSEN GRAPHICS, INC.:					
					265.00
LEXIPOL					
11/25	11/03/2025	79711	101-301-750-000	POLICE TECHNOLOGY	530.28
Total LEXIPOL:					
					530.28
MICHIGAN PIPE & VALVE-SAGINAW					
11/25	11/03/2025	800235	591-540-776-000	O&M SUPPLIES	246.00
Total MICHIGAN PIPE & VALVE-SAGINAW:					
					246.00
NANCY BARRIGER					
11/25	11/03/2025	79712	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	6.00
Total NANCY BARRIGER:					
					6.00
NATIONAL HOSE TESTING SPEC					
11/25	11/03/2025	79713	216-336-930-000	REPAIRS - EQUIPMENT	1,749.00
Total NATIONAL HOSE TESTING SPEC:					
					1,749.00
OUTBACK CUSTOM MEATS					
11/25	11/03/2025	79714	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	72.00
Total OUTBACK CUSTOM MEATS:					
					72.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
PVS TECHNOLOGIES, INC.					
11/25	11/03/2025	79715	590-540-776-004	CHEMICAL SUPPLIES FOR PLANT	10,525.00
Total PVS TECHNOLOGIES, INC.:					10,525.00
ROWE PROFESSIONAL SVS COMP.					
11/25	11/03/2025	800236	101-701-801-000	CONTRACTED SERVICES	2,212.50
11/25	11/03/2025	800236	101-172-801-000	CONTRACTED SERVICES	437.50
11/25	11/03/2025	800236	591-540-801-000	CONTRACTED SERVICES	1,050.00
11/25	11/03/2025	800236	204-442-801-000	CONTRACTED SERVICES	350.00
Total ROWE PROFESSIONAL SVS COMP.:					4,050.00
STATE OF MICHIGAN - EGLE					
11/25	11/03/2025	79716	591-540-777-000	STATE WATER TESTING & PERMITS	4,061.91
Total STATE OF MICHIGAN - EGLE:					4,061.91
STEPHENS TIRE SERVICE					
11/25	11/03/2025	79717	661-575-930-000	CONTRACTED REPAIRS	25.00
11/25	11/03/2025	79717	101-301-860-000	GAS/OIL/TIRES	25.00
Total STEPHENS TIRE SERVICE:					50.00
SUB-AQUATICS, INC.					
11/25	11/03/2025	79718	216-336-970-000	CAPITAL OUTLAY	45,797.89
Total SUB-AQUATICS, INC.:					45,797.89
THOMAS GRASS					
11/25	11/03/2025	79719	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	9.00
Total THOMAS GRASS:					9.00
TIFFANY BEHERNDS					
11/25	11/03/2025	79720	248-733-956-000	FARMERS MARKET - SNAP EXPENSE	16.00
Total TIFFANY BEHERNDS:					16.00
TRACE ANALYTICAL LABORATORIES, INC					
11/25	11/03/2025	79721	591-540-777-000	STATE WATER TESTING & PERMITS	43.50
Total TRACE ANALYTICAL LABORATORIES, INC:					43.50
TUSCOLA COUNTY					
11/25	11/03/2025	79722	101-257-801-000	CONTRACTED SERVICES	2,436.42
Total TUSCOLA COUNTY:					2,436.42
TUSCOLA COUNTY FIRE FIGHTERS ASSOC					
11/25	11/03/2025	79723	216-336-960-000	EDUCATION & TRAINING	30.00

GL Period	Check Issue Date	Check Number	Invoice GL Account	Invoice GL Account Title	Amount
Total TUSCOLA COUNTY FIRE FIGHTERS ASSOC:					30.00
TUSCOLA COUNTY TREASURER					
11/25	11/03/2025	79724	101-000-432-005	LIEU OF TAX DISTRIB-MOBILE EST	122.50
11/25	11/03/2025	79724	101-000-432-003	LIEU OF TAX DISTRIB-SUGARTREE	195.00
Total TUSCOLA COUNTY TREASURER:					317.50
USA BLUEBOOK					
11/25	11/03/2025	79729	591-540-776-000	O&M SUPPLIES	889.95
11/25	11/03/2025	79729	591-540-776-000	O&M SUPPLIES	918.37
11/25	11/03/2025	79729	590-540-776-001	LAB SUPPLIES	2,480.13
11/25	11/03/2025	79729	590-540-776-001	LAB SUPPLIES	386.58
Total USA BLUEBOOK:					4,675.03
VILLAGE OF REESE					
11/25	11/03/2025	79725	216-336-960-000	EDUCATION & TRAINING	850.00
Total VILLAGE OF REESE:					850.00
WITMER PUBLIC SAFETY GROUP					
11/25	11/03/2025	79730	216-336-740-000	OPERATING SUPPLIES	159.05
11/25	11/03/2025	79730	216-336-740-000	OPERATING SUPPLIES	273.59
11/25	11/03/2025	79730	216-336-740-000	OPERATING SUPPLIES	107.19
Total WITMER PUBLIC SAFETY GROUP:					539.83
Grand Totals:					200,493.55

Report Criteria:

Report type: GL detail
Check.Type = {<>} "Adjustment"

Investment Policy Statement



Relationship Name Village of Caro Retirement Plan Sponsored by The City of Caro
 Contact Name(s) Rita Papp, Clerk City of Caro
 Performance Measure Total shall be compared to weighted benchmark composite

RELATIONSHIP TARGET ASSET ALLOCATION

	Account 1	Account 2	Account 3	Account 4	Account 5
Account Number	38050000495				
Account Short Name	CITY OF CARO RETIREMENT PLAN				
Discretion	S = SOLE				
Separately Managed Acct.	NO				
Tax Strategy	Taxable				
Investment Objective	RC - CR Balanced 1				
Liquidity	1.0%				
Capital Growth	44.0%				
Income	47.0%				
Alternative Strategies	8.0%				
TOTAL	100.00%				

The acceptable range for Equities and Income will generally be plus or minus 10% from the targets described above.

The acceptable range for Alternative Strategies will generally be plus or minus 5% from the targets described above.

The acceptable range for cash will generally be plus or minus 5% from the targets described above, however Tri-Star Trust retains discretion over the full range of cash positioning based on market conditions.

Please refer to addendum(s) for investment objective definitions and additional information.

COMMENTS AND RESTRICTIONS

CLIENT COMMUNICATIONS AND TRI-STAR TEAM

Client Reviews	<u>Semi-Annually</u>	Administrative Officer	<u>JORDAN WAIER</u>
Performance Evaluations	<u>As Needed</u>	Investment Officer	<u>DANE SENKOWSKI</u>

Rita Papp, Clerk City of Caro

Date

Investment Policy Statement



PURPOSE OF THE POLICY

The purpose of this Statement is to establish a clear understanding between the client and Tri-Star Trust Bank of the investment policies, management, and objectives of their assets. The policy will provide a guide toward long-term rate of return objectives at a level of risk deemed acceptable and will also establish the investment parameters surrounding portfolio construction. These policies and restrictions guide Tri-Star's efforts to attain the client's overall objectives and to maximize appropriate investment opportunities. The policy allows Tri-Star substantial discretion in the asset allocation and diversification of the assets for the purposes of increasing investment returns and/or reducing risk exposure. This policy also gives Tri-Star broad responsibility to shift the commitment of assets among asset classes, industry sectors and individual securities to pursue opportunities presented by secular changes within the capital markets. For an account(s) where Tri-Star's investment authority is joint, any reference to Tri-Star's discretion in this Policy is to be interpreted as shared rather than sole.

INVESTMENT PARAMETERS

A) Risk Tolerance:

Aggressive – able and willing to tolerate risk and short to intermediate term volatility in pursuit of maximizing returns
Moderate Aggressive - able and willing to tolerate risk and short to intermediate term volatility in pursuit of returns
Moderate – able and willing to tolerate some risk and short to intermediate term volatility in exchange for returns
Moderate Conservative – not able and/or willing to tolerate substantial risk or intermediate term volatility
Conservative – not able and/or willing to tolerate risk or short-term volatility

B) Permissible Asset Classes: Within the below guidelines, Tri-Star and its underlying managers have full responsibility for security selection and diversification subject to a maximum 10% commitment of an account's market value to an individual security with the exception of any issue of the US Government or any of its corresponding Agencies (or concentrations at the direction of the client). Tri-Star and its underlying managers will also have discretion over turnover and allocation of holdings.

I. U.S. Equities - Equity holdings may be selected from the New York, American and Regional Stock Exchanges, the NASDAQ markets, or mutual funds, or exchange traded funds comprised of stocks from these areas.

II. International Equities - Tri-Star may select international equities, international equity mutual funds, or exchange traded funds invested in companies outside the U.S.

III. Real Assets – Tri-Star may select investments into a variety of sectors of the market including but not limited to real estate investment trusts, real estate companies, commodities, precious metals, master limited partnerships, treasury inflation protected securities, publicly listed infrastructure investments, natural resources, domestic and foreign currencies.

IV. Volatility Hedge – Tri-Star retains the right to use alternative assets such as derivatives and options in its portfolios. Doing so can employ vehicles which are intended to reduce risk and volatility in the portfolio. For purposes of liquidity only mutual funds, ETFs, or similar fund structures that have daily liquidity should be utilized at this time unless authorized by Tri-Star's Operations Trust Investment Committee on a case-by-case basis.

V. Fixed Income - Tri-Star may select from liquid preferred stocks, corporate debt securities, obligations of the U.S. Government and its agencies, tax exempt securities of municipal and state governments, convertible bonds, individual issue international bonds from companies or governments outside the U.S., mutual funds, or exchange traded funds comprised of these fixed income securities.

VI. Cash and Cash Equivalents - Tri-Star may invest in commercial paper, repurchase agreements, Treasury Bills, certificates of deposit, and money market funds. Uninvested cash reserves should be kept to minimum levels. Tri-Star has complete discretion to allocate and select short-term cash and equivalent securities. For defensive purposes they may invest without limit in U.S. Government securities and bank time deposits in its currency.

C) Liquidity Needs: Cash levels will be maintained at strategic asset allocation level per the chosen strategy(s) unless instructed otherwise by client.

D) Portfolio Asset Allocations: Because security market conditions can vary throughout a market cycle, the client grants Tri-Star discretion to change the asset mix within strategy ranges, for the purpose of increasing investment returns and/or reducing risks. If Tri-Star believes that certain opportunities justify allocations beyond the limits prescribed above, they may exceed the maximum and/or minimum percentages only with the consent of the client.

PORTFOLIO MANAGEMENT

A) Tri-Star's Responsibilities: Developing an appropriate asset allocation(s), selecting investment options, implementing the strategy(s), monitoring the asset allocation(s), executing trades & rebalancing, monitoring implementation vehicles & vendors, monitoring the IPS, performance reporting, tax reporting.

B) Rebalancing Policy: Where Tri-Star has sole investment authority it is their responsibility to rebalance the portfolio(s) within the established ranges of the chosen strategy(s) at their discretion and a frequency of their choosing in efforts to manage the risk profile of the chosen strategy and any tax implications.

C) Methods of Implementation: In the construction of its portfolios Tri-Star has at its availability the entire investment universe that fits within the definitions under Investment Parameters. Within this universe four implementation methods are favored and offered through Bank approved vehicles – Mutual Fund strategies, ETF strategies, Separately Managed Accounts (SMA), and Unified Managed Accounts (UMA). Individual bond issuances and equities outside of SMA and UMA vehicles may be used where appropriate.

Tri-Star strongly favors and adheres to the Approved Holdings List as approved by the Operations Trust Investment Committee. Strategies are constructed of holdings from these. SMA and UMA strategies will only be utilized as asset levels permit. Underlying security selection is at the discretion of the vehicle(s) manager(s) and thus may not fall under the criteria as listed under Investment Parameters. Tri-Star conducts due diligence on Mutual Fund, ETF, and SMA providers and yield security selection discretion to those managers. As such, the underlying security selection of these managers may not be limited to Tri-Star's Approved Holdings Lists. Equities selected for strategies at the discretion of Tri-Star will be limited to the Approved Holdings Lists. Individual bond issues chosen at the discretion of Tri-Star will be done so in accordance with the fixed income parameters as set forth by the Operations Trust Investment Committee. Those mutual funds, exchange traded funds, or individual security(s) held at the direction of the client which fall outside of these Approved Holdings Lists and/or any individual security(s) that exceeds 10% of the accounts market value will be done so at the client's own risk and Tri-Star will be held harmless for the security(s).

D) Tax Management: For taxable accounts, Tri-Star is permitted to use its discretion in the realization of capital gains and losses as is opportune or necessary for management of the account. Tri-Star will seek to prudently manage accounts realized gains/losses and the corresponding tax implications.

E) Investment Policy Statement (IPS): Review Frequency and Negative Consent: It is Tri-Star's practice to review an IPS at least annually and with a policy to do so every 24 months. It is Tri-Star's responsibility to prepare and review the IPS. In the event Tri-Star makes repeated attempts to obtain a client's signature on the IPS in accordance with Tri-Star's negative consent procedure and is unable due to client's failure to do so, then the client will consent to Tri-Star's managing of the account(s) moving forward in accordance with the most recently signed IPS regardless of the date it was obtained. As strategies may evolve, Tri-Star will use its discretionary ranges and rebalancing to keep client's portfolios properly invested with the most current investment strategy(s).



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a Regular Special meeting of the Membership Board of Directors *City Council*

called to order by Mayor Karen Snider on 11/03/2025 at 6:30 p.m.
(Date) (Time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from D-Smilez _____
(Name of Organization)

for a Special License to serve alcohol on 12/05/2025 _____
(Event Date or Dates)

to be located at LeValley Buildings LLC, 109 Montague Ave., Caro, MI 48723 _____
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be _____ for issuance.
(Recommended or Not Recommended)

Approval Vote Tally

Yea: _____

Nay: _____

Absent: _____

Certification by Authorized Officer of Organization:

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

Membership Board of Directors at a Regular Special meeting held on 11/03/2025 _____
City Council _____
(Date)

Rita Papp, City of Caro Clerk

11/03/2025

Print Name & Title of Authorized Officer

Signature of Authorized Officer

Date



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Special License Application

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 1 - Applicant Organization Information

Applicant organization name: D-Smlez		
Applicant address: 6141 Crabtree Ln		
City: Burton		Zip Code: 48519
Contact name: DeLynn Emerton	Phone: 810-459-0139	Email: dsmlez2023@gmail.com
Alternate contact name: Madison Emerton	Phone: 810-423-6632	Email: 529productionsinc@gmail.com
1. Has the applicant organization previously received a Special License?		<input checked="" type="radio"/> Yes <input type="radio"/> No
<i>Michigan organizations must provide current articles of incorporation filed with Michigan Corporations Division.</i>		
<i>Out-of-state organizations must provide: (a) current articles of incorporation from state of issuance; (b) current certificate of good standing from state of incorporation; and (c) current Certificate of Authority to Transact Business in Michigan issued by the Michigan Corporations Division.</i>		
2. Has the applicant organization been established for one (1) year or longer?		<input checked="" type="radio"/> Yes <input type="radio"/> No
<i>State the applicant organization was established (month/day/year): 08/01/2023</i>		
3. Is the applicant organization a municipality?		<input type="radio"/> Yes <input checked="" type="radio"/> No

Leave Blank - MLCC Use Only

Part 2 - Event Information - For requests at more than one location, submit separate forms for each location.

Address of event location: 109 Montague Ave		
City, township, or village where event will be held: Caro	County: Tuscola	<input type="checkbox"/>
1. Will you submit your completed application at least ten (10) business days before your event?		
<i>It is strongly recommended that you submit the application as soon as you know the date of your event(s).</i>		
2. Do you have permission from the property owner of the location listed above to hold your event(s) on the date(s) listed below (see pages 2-3) at this location?		
3. Has the local law enforcement agency with primary jurisdiction over the event location approved this application for a Special License? (See Part 5 on Page 5)		
4. Is the event location within 500 feet of a church or school? <i>If Yes, the church or school must consent to the event(s). (See Part 6 on Page 5)</i>		
5. Is the event location outdoors or partially outdoors? <i>If Yes, list the exact dimensions of the outdoor area: Submit a clear diagram of the outdoor service area with your application form.</i>		
<p>Width <input type="text"/> feet X Length <input type="text"/> feet = <input type="text"/> square feet</p> <p>Describe type and height of the barrier that will be used to enclose the outdoor area:</p>		
6. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons: <p>We will have security and bartenders will be checking IDs to confirm individuals are 21 years of age and older. This is also a 21 year old and older event. The bartenders and security will also watch for intoxicated individuals and will not serve them.</p>		

7. Is the event location situated in or on state owned land, such as a state park or National Guard armory?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If Yes, attach a copy of your documentary proof of approval to use the state owned land.	
8. Is there an existing liquor licensee issued at the event location, such as a Class C or Club license?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If Yes, the existing licensee must request to place its license in escrow during the event(s). (See Part 7 on Page 5)	
9. Will the event(s) involve an auction of donated wine?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If Yes, please check "Wine Auction" for the applicable event date(s) on pages 2-3. Only donated wine may be auctioned under a Special License; beer and spirits cannot be auctioned. If you request a Special License for on-premises consumption <u>AND</u> for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.	
10. Will marijuana be sold and consumed under a Temporary Marihuana Event License issued by the Cannabis Regulatory Agency (CRA) within the proposed event area where alcoholic liquor will be sold and consumed?	<input type="radio"/> Yes <input checked="" type="radio"/> No
11. Is the event location within the commons area of a Social District?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If Yes, you must obtain written documentation from the local governmental unit, including a clear diagram, that delineates the part of the commons area of the Social District to be used exclusively for your event and the part to be used exclusively by the Social District permittees during the time period for your event pursuant to <u>MCL 436.1551(3)</u> . Submit the documentation and the diagram with this application.	

12. The applicant organization may request up to twelve (12) Special Licenses total (one Special License per day) in a calendar year. Please complete the information below for each individual date for which you are requesting a Special License at this location. If you are requesting Special Licenses for consecutive days, completely fill out a separate box for each date. If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

1	12/05/2025		Describe event being held: This is a comedy benefit show.		
	Date 5pm 11:59 pm		Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input checked="" type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input checked="" type="radio"/> No			

2			Describe event being held:		
	Date		Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input checked="" type="radio"/> No			

3			Describe event being held:		
	Date		Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input checked="" type="radio"/> No			

4			Describe event being held:		
	Date		Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input checked="" type="radio"/> No			

5			Describe event being held:		
	Date		Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input checked="" type="radio"/> No			

6			Describe event being held:		
	Date		Special License will be used for: <input type="checkbox"/> Beer & Wine Service <input type="checkbox"/> Beer, Wine, & Spirit Service <input type="checkbox"/> Wine Auction		
Start Time	End Time	Is this date a Sunday? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, will alcohol be served between 7:00AM and 12:00 Noon? <input type="radio"/> Yes <input checked="" type="radio"/> No			

12. Special license date information Continued from Page 2.

	Date	Describe event being held:									
		Start Time		End Time		Special License will be used for:		<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction	
		Is this date a Sunday?		<input type="radio"/> Yes	<input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes	<input type="radio"/> No		
8	Date	Describe event being held:									
		Start Time		End Time		Special License will be used for:		<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction	
		Is this date a Sunday?		<input type="radio"/> Yes	<input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes	<input type="radio"/> No		
LCC-110 (01-23)											
9	Date	Describe event being held:									
		Start Time		End Time		Special License will be used for:		<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction	
		Is this date a Sunday?		<input type="radio"/> Yes	<input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes	<input type="radio"/> No		
10	Date	Describe event being held:									
		Start Time		End Time		Special License will be used for:		<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction	
		Is this date a Sunday?		<input type="radio"/> Yes	<input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes	<input type="radio"/> No		
11	Date	Describe event being held:									
		Start Time		End Time		Special License will be used for:		<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction	
		Is this date a Sunday?		<input type="radio"/> Yes	<input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes	<input type="radio"/> No		
12	Date	Describe event being held:									
		Start Time		End Time		Special License will be used for:		<input type="checkbox"/> Beer & Wine Service	<input type="checkbox"/> Beer, Wine, & Spirit Service	<input type="checkbox"/> Wine Auction	
		Is this date a Sunday?		<input type="radio"/> Yes	<input type="radio"/> No	If Yes, will alcohol be served between 7:00AM and 12:00 Noon?		<input type="radio"/> Yes	<input type="radio"/> No		

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

Part 3 - Special License Fees - Complete the Special License fee calculation on Page 4

For Organizations established less than one year or are municipalities - a \$50.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$7.50 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

For Organizations established one year or more - a \$25.00 Special License base fee for each separate, consecutive day of the event is required. If the event is held on a Sunday and spirits will be served after 12:00 Noon, an additional \$3.75 Sunday Sales Permit (P.M.) fee is required. In addition, if any alcoholic beverages, including beer, wine, and spirits, will be served between 7:00AM and 12:00 Noon, an additional \$160.00 Sunday Sales Permit (A.M.) fee is required. Sunday Sales Permit (A.M.) and/or Sunday Sales Permit (P.M.) fees will be required for each date that is a Sunday. **If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.**

The fees must be paid by check, bank or postal money order, or by credit card, using the attached Credit Card Authorization Form (LCC-300). Checks and money orders should be made payable to **State of Michigan**.

Part 3 Continued - Special License Fees Calculation

Special License Base Fee: (per Special License requested)	
x Number of Special Licenses:	
= Special License Fees: MLCC Fee Code: 4008	
+ Sunday Sales Permit (P.M.) Fees: MLCC Fee Code: 4032	
+ Sunday Sales Permit (A.M.) Fee: MLCC Fee Code: 4033	
= TOTAL FEES DUE:	

If you request a Special License for on-premises consumption AND for a Wine Auction both on the same date at the same location, you are requesting two (2) separate licenses and you must pay a license fee for both licenses.

Leave Blank - MLCC Use Only

Part 4 - Signatures of Applicant Organization's Officers, Witnesses, and Notary

Pursuant to administrative rule R 436.575, the president and secretary of the organization making application shall sign the application and the signatures shall be notarized. Political candidates only need to sign the president section and have it notarized.

By signing below the applicant organization's officers attest that:

We certify that all profits from the sale of beer, wine and/or spirits or from a wine auction will go to the applicant organization and not to any individual. We further certify that any license issued by the Michigan Liquor Control Commission is a contract subject to suspension or revocation by the Commission, that there shall be no liability on the part of the State of Michigan, the Commission, or any of its officers or employees by reason of such suspension or revocation, and that the granting of the license does not create a vested right.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcement officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of our knowledge and belief. We agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. We also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

A completed Special License application must be submitted as early as possible before your event(s) to avoid any delays in processing. It is strongly recommended that you submit the application as soon as you know the date of your event(s). Failure to submit a completed application at least ten (10) business days prior to the event(s) may result in no Special License being issued, pursuant to administrative rule R 436.575.

DeLynn Emerton 810-459-0139

Print Name and Phone Number of President

Signature of President

Date

Print Name of Notary

Signature of Notary

Date

Notary Public, State of Michigan, County of



Acting in the County of



My commission expires

Madison Emerton, 810-423-6632

Print Name and Phone Number of Secretary

Signature of Secretary

Date

Print Name of Notary

Signature of Notary

Date

Notary Public, State of Michigan, County of



Acting in the County of



My commission expires

Part 5 - Local Law Enforcement Approval*

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency:

Name & title of reviewing officer:

Phone number of officer:

Email of officer:

If event will be held on a Sunday, is the sale of alcohol from 7:00am to 12:00 Noon on Sunday allowed in this local governmental unit? Yes NoIf the event will be held on a Sunday, is the sale of alcohol after 12:00 Noon on Sunday allowed in this local governmental unit? Yes No**I certify that I have reviewed the application of the applicant organization for a Special License and approve the issuance of a Special License by the Michigan Liquor Control Commission at the proposed event location.**

Signature of Reviewing Officer

Date

Part 6 - Church/School Consent (If Applicable)*

If the event location is located within 500 feet of a church or school, the applicant organization must obtain the consent of the church or school. A church or school within 500 feet of the event location may object based on such the sale of alcohol at the location adversely affecting the church or school's operations. If a proper objection is filed, the Commission shall hold a hearing to determine whether the granting of the application will adversely affect the operation of the church or school.

Name of church or school:

Address of church or school:

City:

Zip Code:

Phone number:

Email:

Name of clergy member or superintendent:

I, the authorized representative of the above named church or school, state that the church or school has no objection to the issuance of a Special License to the applicant organization at its proposed event location.

Signature of Clergy Member or Superintendent

Date

**Please note: the Commission has the sole and only right to approve or deny this request for a Special License.*

Part 7 - Existing On-Premises Licensee Escrow Request (If Applicable)

If the event location is currently licensed with an on-premises license, the licensee must request that its license be placed into escrow for the date(s) and time(s) of the Special Licenses issued for use at the event location requested on this application. If the existing license would prefer to temporarily drop space from its licensed premises, it must submit a letter to the Commission requesting to drop space temporarily from its licensed premises during the event date(s) and time(s), accompanied by a diagram showing the area where the license will temporarily drop space from its licensed premises to accommodate the applicant organization.

Name of licensee:

Business ID Number:

Type of license held at this location (e.g. Class C, Club, Tavern, etc.):

Phone number:

Email:

Name of authorized signer for licensee:

I, the authorized signer, for the above named on-premises licensee, request that the licensee's licenses at this location be placed into escrow during the date(s) and time(s) specified for the Special Licenses issued for use at this location.

Signature of Authorized Signer for Licensee

Date



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Mailing Address: P.O. Box 30005, Lansing, MI 48909
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____
Request ID: _____
(For MLCC Use Only)

Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License
(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a Regular Special meeting of the Membership Board of Directors

called to order by Melissa Hager on 10-13-2025 at 4:00 pm
(Date) (Time)

the following resolution was offered:

Moved by Kelli Kimber and supported by DeLynn Emerton

that the application from D-Smiley
(Name of Organization)

for a Special License to serve alcohol on December 5, 2025
(Event Date or Dates)

to be located at LaVelly Buildings LLC 109 Montague Ave., Caro, MI 48723
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be Recommended for issuance.
(Recommended or Not Recommended)

Approval Vote Tally

Yea: 3

Nay: 0

Absent: 0

Certification by Authorized Officer of Organization:

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

Membership Board of Directors at a Regular Special meeting held on 10/13/2025
(Date)

DeLynn Emerton, Director/President

Print Name & Title of Authorized Officer

Signature of Authorized Officer

Date

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
VACANT
CHARLOTTE KISH
DOREEN OEDY
HEIDI PARKER
JILL WHITE

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, October 29, 2025
RE: Agenda Item – Well #5 Treatment Study

Members of the Caro City Council,

As you know, during the Committee of the Whole meeting to discuss the state of the water system, one issue identified was the need to begin a process to explore options to treat the water coming out of Well #5 as we do the water at Well #7 and #8 via the Water Treatment Facility. The two most likely options are to either pipe the water from Well #5 to the existing plant, or build a mini-plant on the site of Well #5. The first step in the process is to conduct a study on both options, or others which might be required by the Michigan Department of Environment, Great Lakes, and Energy (EGLE). As I informed Council, ROWE Professional Services would be bringing forward a proposal to do this study for under our bid policy limit.

As such, ROWE is proposing to do the required study and prepare it for presentation to EGLE as we move forward in this process for a sum of \$9,600.00. As the Water Fund Contracted Services budget has \$25,000.00 of funding set aside for unexpected occurrences, this will be drawn from that available funding.

Options for motions are:

1. Motion to award ROWE Professional Services the contract to conduct the Well #5 Treatment Study for the quoted price of \$9,600.00.
2. Postpone for further consideration.
3. Take no action.



128 N. Saginaw Street
Lapeer, MI 48446 | (810) 664-9411
www.rowepsc.com

October 28, 2025

Mr. Scott Czasak, MPA, City Manager
City of Caro
317 South State Street
Caro, MI 48723

RE: Well #5 Arsenic Removal
Engineering Study / Preliminary Design Proposal

Dear Mr. Czasak:

ROWE Professional Services Company is pleased to submit this proposal for the above-referenced project. We appreciate the city's continued trust in ROWE to provide professional engineering services for your infrastructure improvement projects.

It is our understanding that the city desires to explore options for removing arsenic from the Well #5 water to be able to integrate the well into the normal well rotation.

Per your request and our discussion, ROWE proposes the following scope of services:

Engineering Study / Preliminary Design –

- Review the two primary options identified to provide treatment for Well #5.
 - Option A: Construct a new treatment facility adjacent to Well #5
 - Option B: Extend a new raw water line from Well #5 to the existing water treatment plant at Well #7 & #8.
 - If other options are identified, we will discuss the scope impact and then proceed once approved by the City.
- ROWE will compare the design capacity of the existing water treatment plant (near well #7 and #8) with the current demand to determine if it has sufficient capacity to treat the additional volume from Well #5.
- Begin communications with the Michigan Department of Environment, Great Lakes, and Energy (MI-EGLE) to confirm identified options will be permittable.
- Study will include aerial site plan(s) to demonstrate routes and/or locations of identified options including potential easements / property acquisitions that may be necessary to construct each option.
- Prepare construction cost opinions for each option based on recent comparable projects.
- Compile a report of findings that includes a summary of the options, cost opinions, and schematic drawings.
- Meet with city staff to review a draft of the report. Incorporate comments in the final report.
- Attend a city council meeting to present study to council.

SINCE 1962

Meetings –

- One meeting with Owner to discuss project scope and one meeting to review a draft of the report.
- Preparation for and attendance at one city council meeting to present the report.
- Additional meetings, if needed and requested, will be invoiced as additional services.

Schedule –

ROWE is prepared to begin work on this project once we have written authorization to proceed. We anticipate twelve weeks to complete a draft report and receive confirmation from MI-EGLE.

Proposed Clarifications –

1. Scope of services does not include Permitting, Design or Construction engineering services. A proposal for continued services can be provided once the study is complete and a treatment option is selected.
2. Scope of work does not include any performance testing at the existing treatment plant.
3. Scope of work does not include any surveying or mapping of the proposed raw line route for Option B.
4. Exhibits produced as part of the project will be limited to schematic layouts and aerial imagery.
5. ROWE will utilize existing information regarding well and treatment capacities at both Well #5 and the water treatment plant.

COMPENSATION:

ROWE proposes to provide Design Engineering Services as outlined above for a Lump Sum fee of \$9,600.

The proposed fees are inclusive of all costs as ROWE does not invoice separately for travel, mileage, per diem, reproductions, etc.

ROWE will invoice the city monthly based upon the work completed to date. Invoices shall be due and payable within thirty (30) days of each progress billing.

ROWE appreciates the opportunity to assist the City of Caro with this project. If you have any questions or concerns, please contact me at (810) 664-9411.

Sincerely,
ROWE Professional Services Company

Mike Carpenter 
Digitally signed by Mike Carpenter
DN: C=US,
E=mcarpenter@rowepsc.com, O=ROWE
PSG, CN=Mike Carpenter
Date: 2025.10.28 14:42:27-04'00'

Michael C. Carpenter
Senior Project Administrator

Attachment: Contract for Engineering Services

CITY OF CARO

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

317 South State Street
Caro MI 48723
Phone 989-673-7671
Fax 989-673-7310
Website www.carocity.net

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

TO: City Council
City Manager – Scott Czasak
FROM: Tammy Ries, Treasurer
SUBJECT: Investment Maturing #1
DATE: October 28, 2025

The City of Caro has the following investment maturing as noted below:

Financial Institution	Current Term	Interest Rate	Current Balance	Maturity Date
Independent Bank	6 months	3.85%	\$256,603.50	11/2/2025

Below are the rates on offer as of 10/28/2025.

Financial Institution	Rate APY
Northstar Bank	3.55%
Independent Bank	3.55%

My recommendation is to keep this CD at Independent Bank in order to avoid accumulating too much balance at any one financial institution.

Action:

Option 1: Keep the CD at Independent Bank in the amount of \$256,603.50 for 3.55%.

Option 2: Move the CD to Northstar Bank in the amount of \$256,603.50 for 3.55%.

Option 3: Choose another investment opportunity.

From: Otremba, Sonya <SOtremba@ibcp.com>
Sent: Tuesday, October 28, 2025 3:11 PM
To: Tammy Ries <tries@carocity.net>
Subject: RE: CDs maturing

Hi Tammy,

I have approval to match all of North Star Banks CD & CDAR rates for the City's CD's & CDAR that are maturing soon! Do you need something more formal than this email?

Sonya S. Otremba
AVP, Branch Manager
NMLS: 1177788
Independent Bank
1111 W. Caro Rd. Caro, MI 48723
O: 989-672-2650 | **IPT:** 22650
C: 989-395-2204
F: 989-912-3076
sotremba@ibcp.com

From: Tammy Ries <tries@carocity.net>
Sent: Tuesday, October 28, 2025 9:34 AM
To: Otremba, Sonya <SOtremba@ibcp.com>
Subject: CDs maturing

Hi Sonya.

We have a couple of CDs and a CDARS maturing that I need to take to council.

2448 Certificate of Deposit	6 Months	3.85%	256,603.50	11/2/2025
2457 Certificate of Deposit	6 Months	3.85%	256,507.79	11/2/2025
CDARS 7901	26 week	3.30%	1,096,784.16	11/13/2025

Below is what Northstar is offering.

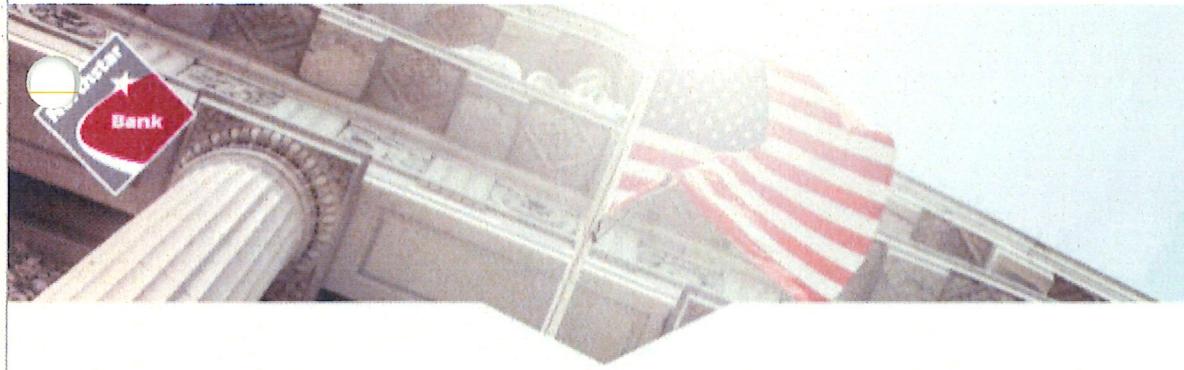
CD TERMS & RATES

30 Days 3.30%
60 Days 3.45%
90 Days 3.60%
120 Days 3.50%
150 Days 3.50%
180 Days 3.55%
210 Days 3.55%
270 Days 3.50%
365 Days 3.40%
18 Month 3.40%
2 Year 3.40%
3 Year 3.40%

CDARS TERMS & RATES

4 Weeks 3.15%
13 Weeks 3.45%
26 Weeks 3.40%
52 Weeks 3.25%

Please let me know what we can do.



WHO YOU BANK WITH MATTERS

We are reaching out to bring awareness of two proven deposit service offerings at Northstar Bank - **ICS** and **CDARS** from the IntraFi network. These services are designed for those looking to expand protection beyond the standard FDIC insurance coverage. Most importantly, both programs provide peace of mind on deposit safety while earning a competitive interest rate and providing access through a single bank relationship. Plus, funds placed in CDARS and ICS stay local to support and build a stronger community.

If you would like more information on how we can help you manage multiple accounts with additional FDIC insurance coverage, please contact us.

PUBLIC FUNDS WEEKLY RATES

CD TERMS & RATES

30 Days 3.30%
60 Days 3.45%
90 Days 3.60%
120 Days 3.50%
150 Days 3.50%
180 Days 3.55%
210 Days 3.55%
270 Days 3.50%
365 Days 3.40%
18 Month 3.40%
2 Year 3.40%
3 Year 3.40%

ICS RATE

2.45%

WIRE INSTRUCTIONS

Northstar Bank
1960 Fred Moore Hwy.
St. Clair, MI 48079
Routing # 072414064
FBO: Account name
Account #

[Learn More](#)

CDARS TERMS & RATES

4 Weeks 3.15%
13 Weeks 3.45%
26 Weeks 3.40%
52 Weeks 3.25%

CITY OF CARO

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

TO: City Council
City Manager – Scott Czasak
FROM: Tammy Ries, Treasurer
SUBJECT: Investment Maturing #2
DATE: October 28, 2025

The City of Caro has the following investment maturing as noted below:

Financial Institution	Current Term	Interest Rate	Current Balance	Maturity Date
Independent Bank	6 months	3.85%	\$256,507.79	11/2/2025

Below are the rates on offer as of 10/28/2025.

Financial Institution	Rate APY
Northstar Bank	3.55%
Independent Bank	3.55%

My recommendation is to keep this CD at Independent bank in order to avoid accumulating too much balance at any one financial institution.

Action:

Option 1: Keep the CD at Independent Bank in the amount of \$256,507.79 for 3.55%.

Option 2: Move the CD to Northstar Bank in the amount of \$256,507.79 for 3.55%.

Option 3: Choose another investment opportunity.

From: Otremba, Sonya <SOtremba@ibcp.com>
Sent: Tuesday, October 28, 2025 3:11 PM
To: Tammy Ries <tries@carocity.net>
Subject: RE: CDs maturing

Hi Tammy,

I have approval to match all of North Star Banks CD & CDAR rates for the City's CD's & CDAR that are maturing soon! Do you need something more formal than this email?

Sonya S. Otremba
AVP, Branch Manager
NMLS: 1177788
Independent Bank
1111 W. Caro Rd. Caro, MI 48723
O: 989-672-2650 | **IPT:** 22650
C: 989-395-2204
F: 989-912-3076
sotremba@ibcp.com

From: Tammy Ries <tries@carocity.net>
Sent: Tuesday, October 28, 2025 9:34 AM
To: Otremba, Sonya <SOtremba@ibcp.com>
Subject: CDs maturing

Hi Sonya.

We have a couple of CDs and a CDARS maturing that I need to take to council.

2448 Certificate of Deposit	6 Months	3.85%	256,603.50	11/2/2025
2457 Certificate of Deposit	6 Months	3.85%	256,507.79	11/2/2025
CDARS 7901	26 week	3.30%	1,096,784.16	11/13/2025

Below is what Northstar is offering.

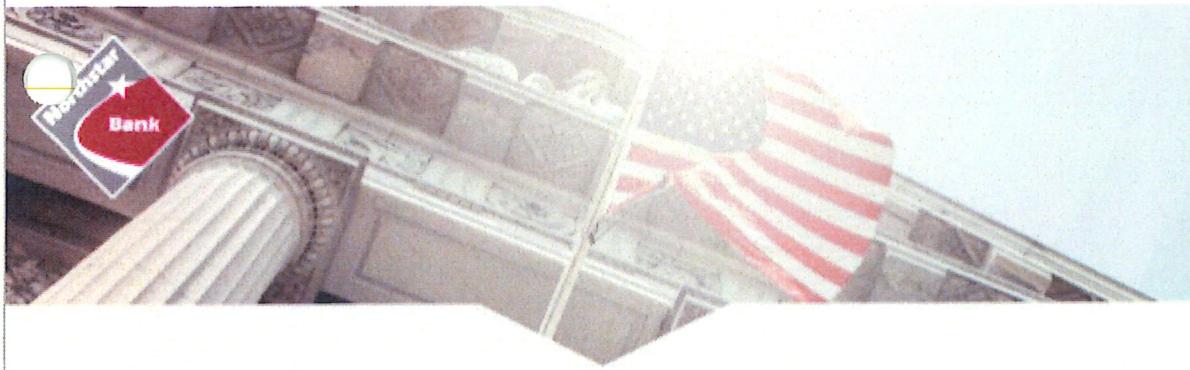
CD TERMS & RATES

30 Days 3.30%
60 Days 3.45%
90 Days 3.60%
120 Days 3.50%
150 Days 3.50%
180 Days 3.55%
210 Days 3.55%
270 Days 3.50%
365 Days 3.40%
18 Month 3.40%
2 Year 3.40%
3 Year 3.40%

CDARS TERMS & RATES

4 Weeks 3.15%
13 Weeks 3.45%
26 Weeks 3.40%
52 Weeks 3.25%

Please let me know what we can do.



WHO YOU BANK WITH MATTERS

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If you would like more information on how we can help you manage multiple accounts with additional FDIC insurance coverage, please contact us.

PUBLIC FUNDS WEEKLY RATES

CD TERMS & RATES

30 Days 3.30%
60 Days 3.45%
90 Days 3.60%
120 Days 3.50%
150 Days 3.50%
180 Days 3.55%
210 Days 3.55%
270 Days 3.50%
365 Days 3.40%
18 Month 3.40%
2 Year 3.40%
3 Year 3.40%

ICS RATE

2.45%

WIRE INSTRUCTIONS

Northstar Bank
1960 Fred Moore Hwy.
St. Clair, MI 48079
Routing # 072414064
FBO: Account name
Account #

[Learn More](#)

CDARS TERMS & RATES

4 Weeks 3.15%
13 Weeks 3.45%
26 Weeks 3.40%
52 Weeks 3.25%

CITY OF CARO

MANAGER
SCOTT CZASAK
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DOREEN OEDY
JILL WHITE
HEIDI PARKER

TO: City Council
City Manager – Scott Czasak
FROM: Tammy Ries, Treasurer
SUBJECT: Investment Maturing #3
DATE: October 28, 2025

The City of Caro has the following investment maturing as noted below:

Financial Institution	Current Term	Interest Rate	Current Balance	Maturity Date
Independent Bank	26 Weeks	3.30%	\$1,096,784.16	11/13/2025

Below are the rates on offer as of 10/28/2025.

Financial Institution	Rate APY
Northstar Bank	3.40%
Independent Bank	3.40%

My recommendation is to keep this CD at Independent Bank in order to avoid accumulating too much balance at any one financial institution.

Action:

Option 1: Keep the CD at Independent Bank in the amount of \$1,096,784.16 for 3.40%.

Option 2: Move the CD to Northstar Bank in the amount of \$1,096,784.16 for 3.40%.

Option 3: Choose another investment opportunity.

From: Otremba, Sonya <SOtremba@ibcp.com>
Sent: Tuesday, October 28, 2025 3:11 PM
To: Tammy Ries <tries@carocity.net>
Subject: RE: CDs maturing

Hi Tammy,

I have approval to match all of North Star Banks CD & CDAR rates for the City's CD's & CDAR that are maturing soon! Do you need something more formal than this email?

Sonya S. Otremba
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NMLS: 1177788
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C: 989-395-2204
F: 989-912-3076
sotremba@ibcp.com

From: Tammy Ries <tries@carocity.net>
Sent: Tuesday, October 28, 2025 9:34 AM
To: Otremba, Sonya <SOtremba@ibcp.com>
Subject: CDs maturing

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CDARS 7901	26 week	3.30%	1,096,784.16	11/13/2025

Below is what Northstar is offering.

CD TERMS & RATES

30 Days 3.30%
60 Days 3.45%
90 Days 3.60%
120 Days 3.50%
150 Days 3.50%
180 Days 3.55%
210 Days 3.55%
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3 Year 3.40%

CDARS TERMS & RATES

4 Weeks 3.15%
13 Weeks 3.45%
26 Weeks 3.40%
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Please let me know what we can do.



WHO YOU BANK WITH MATTERS

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If you would like more information on how we can help you manage multiple accounts with additional FDIC insurance coverage, please contact us.

PUBLIC FUNDS WEEKLY RATES

CD TERMS & RATES

30 Days 3.30%
60 Days 3.45%
90 Days 3.60%
120 Days 3.50%
150 Days 3.50%
180 Days 3.55%
210 Days 3.55%
270 Days 3.50%
365 Days 3.40%
18 Month 3.40%
2 Year 3.40%
3 Year 3.40%

ICS RATE

2.45%

WIRE INSTRUCTIONS

Northstar Bank
1960 Fred Moore Hwy.
St. Clair, MI 48079
Routing # 072414064
FBO: Account name
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CDARS TERMS & RATES

4 Weeks 3.15%
13 Weeks 3.45%
26 Weeks 3.40%
52 Weeks 3.25%

RESOLUTION NO. 2025-9

CITY OF CARO

**RESOLUTION TO CALL A SPECIAL ELECTION TO FILL A VACANCY ON THE
CITY COUNCIL**

At a meeting of the City Council of the City of Caro (“City”), Tuscola County, Michigan, held at the City Hall in the City on the _____ day of _____, 2025, at 6:30 p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and seconded by _____.

WHEREAS, a vacancy exists on the City Council of the City of Caro, Michigan, as provided under Section 5.6 of the Charter of the City of Caro; and

WHEREAS, Section 5.9 of the Charter requires the City Council to fill such a vacancy by appointment within 60 days of its occurrence, and the Council has been unable to do so within the prescribed timeframe; and

WHEREAS, Section 4.5 of the Charter authorizes the City Council to call a special election by resolution at least 70 days in advance or as otherwise required by law, stating the purpose thereof; and

WHEREAS, Section 641(3) of the Michigan Election Law (MCL 168.641) mandates that special elections, except those called by the governor to fill a vacancy or by the legislature for a constitutional amendment, or under specific school district circumstances, shall be held on a regular election date, including the first Tuesday after the first Monday in May of each year; and

WHEREAS, May 5, 2026, being the first Tuesday after the first Monday in May, is a regular election date under MCL 168.641, and the City Council determines that holding a special election on this date is necessary to fill the vacancy and ensure representation for the citizens of Caro; and

WHEREAS, Section 4.2 of the Charter provides that the general election statutes, including the Michigan Election Law, apply to and control all procedures relating to city elections, including qualification of electors, establishment of precincts, verification of petitions, registration of voters, and voting hours;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Caro, Michigan, as follows:

1. A special election is hereby called to fill the vacancy on the City Council, to be held on May 5, 2026, at which the qualified electors of the City of Caro shall elect a person to serve the unexpired term of the vacant office.

2. The City Clerk is directed to coordinate with the Tuscola County Clerk, pursuant to MCL 168.646a and MCL 168.29, to prepare and distribute ballots, voter lists, and all necessary election materials, and to ensure compliance with the notice requirements of Section 4.6 of the Charter and MCL 168.653a.

3. Nominations for candidates to fill the vacancy shall be made by petition, in accordance with Sections 4.8, 4.9, and 4.10 of the Charter and MCL 168.542–168.558, with filing deadlines to be set consistent with MCL 168.644e, adjusted for the special election date of May 5, 2026.

4. The Election Commission, as established under Section 4.13 of the Charter, shall oversee the conduct of the special election in accordance with the Charter and applicable law.

5. This resolution shall take effect immediately upon its adoption.

RESOLUTION ADOPTED.

YES: _____

NO: _____

STATE OF MICHIGAN)
COUNTY OF TUSCOLA)

I, the undersigned, the duly qualified and acting City Clerk of the City of Caro, Tuscola County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the City Council of said City at a meeting held on the _____ day of _____, 2025.

Rita Papp, City Clerk

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
JILL WHITE
VACANCY

TO: City Council
FROM: Karen Snider – Mayor
SUBJECT: Mayor's Report
DATE: November 3, 2025

I attended Caro Rotary Club on October 20, 2025, and the President was unable to attend. It was our week to provide food for the Blessing box, and the theme was Chili Cook Off.

I attended the Parks and Recreation meeting on October 21, 2025. There was much discussion regarding upcoming events and verifying dates.

October 27, 2025, I attended the Caro Rotary Club meeting. The program speaker was Maggie Kastraba, TV5 News Anchor. She joined their team in September 2025. She anchors the weekends and reports throughout the week on the morning newscasts. She spoke to us about her journey to follow her heart and how she found her passion for what she does. She not only loves keeping viewers informed but is from Caro and now back in the area.

On October 28, 2025, I presented Denise Steffen, with a Certificate of Service Recognition on behalf of the City of Caro. Denise served on the Caro Planning Commission for approximately 30 years and was the secretary. During that time, she demonstrated great knowledge and experience to enhance our community. Denise and her husband resided in the City of Caro for a long period of time but will now be leaving to be closer to their family. We wish them much happiness in their next chapter of life.

I attended the Economic Development Commission (EDC) on October 28, 2025, at their new location at 362 Green St. They changed the title of their director to Alisha Proctor; Executive Director and she gave a report on her monthly activities. They reviewed their member terms and held election of officers. They also discussed upcoming goals and meeting schedule.

Mayor Karen Snider

CITY OF CARO

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

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

MEMORANDUM

TO: Caro City Council
FROM: City Manager Scott R. Czasak
DATE: Wednesday, October 29, 2025
RE: City Manager's Report

Members of the Caro City Council,

As we enter the season where we can begin to expect the Gales of November, we are beginning to look forward to the holiday season, a long winter, and hopefully a deep playoff run from the Lions...

I am happy to report the awarding of a \$250,000 grant from the Michigan Department of Transportation to complete work on E. Sherman Street. Council will remember we discussed this project as Council passed the necessary resolution for the grant application, this is an up to 50/50 match grant, so we have cut the cost of the road project in half with this grant. There is water and sewer work not covered, but as most of the heavy lifting is in the road, this will allow us to complete this work during the 2026 summer break as to minimize disruption to Schall School while making these much needed repairs.

On another road note, the recent budget deal in Lansing held the promise of additional road funding, and now that the dust has settled from their budget fight we received a document from the Michigan Municipal League that estimates we will get around \$250,000-\$300,000 in additional road funding the each year, while this is great news it does come at the expense of a projected 6% cut in state revenue sharing, which directly affects the General Fund. Treasurer Ries and I are examining the information we are getting from the state about these developments and how they affect the current budget, as well as when we begin to develop our next budget in January.

As previously noted, MDOT has confirmed that they will be closing M-81 (N. State Street) for repairs to the railroad crossing from November 10-23. The official detour will be via E. Frank St and M-24, but most of M-81 will be open to local traffic except directly by the railroad crossing. Please plan alternate routes accordingly.

I can also report we are in the beginning planning stages for next Spring's round of sidewalk repairs, as we have identified a number of potential streets to examine for possible sidewalk repairs. DPW Superintendent Reese, Mike Carpenter from ROWE and

I have certainly got our steps in the last few days as we have walked miles of Caro sidewalks.

Leaf collection is ongoing in earnest; however, I would like to remind all to please have leaves in piles on the road and during your designated time according to the zone being worked on.

I hope everyone enjoyed a great Halloween, and I am already looking forward to Thanksgiving!

CITY OF CARO

CITY MANAGER
SCOTT CZASAK
CITY CLERK
RITA PAPP
CITY TREASURER
TAMMY RIES
CITY ATTORNEY
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HEIDI PARKER
JILL WHITE
VACANT

TO: City Council/City Manager
FROM: Rita Papp – City Clerk
SUBJECT: Clerk's Report
DATE: November 3, 2025

- Posted council vacancy in paper, social media, and website. I received one more letter of interest, September 17, 2025.
- No election scheduled for the City of Caro for November 2025. I am still waiting for confirmation of the May 2026 election for the city council vacancies if necessary.
- Working on posting vacancies on Boards & Committees that expire November 2025. I have notified current members with terms expiring November 2025 to complete an application if still interested in serving. We have 2 seats on Parks & Recreation, 2 seats on DDA, and 2 seats on Planning Commission that will expire November 2025. Ad has been posted in the Advertiser.
- Looking into a MAMC ADA grant for handicap accessibility for elections. We are eligible for up to \$10,000.00. Grant has been applied for. Looking to upgrade the entrance facing State Street with handicap buttons.
- Preparing Open Enrollment for all full-time employees. This will occur November 1 – 30, 2025. Insurance rates will increase by 7.8% for 2026.
- Attended Mandatory Staff Meeting, October 21, 2025
- WWTP Operator Position, New Hire Marshall Terbush started on October 27, 2025.
- Applied for 3 MMRMA grants. Drone, Tasers, and MACP (Michigan Association of Chiefs of Police Training). Total requested: \$32,687.72. Once grants are received, a budget adjustment to the expense line will be requested.
- Working with Randy Whittaker, R&R Tech to stream council meetings. He is looking at YouTube and how to implement it.
- Scheduled training with Scott for the new website, December 5 & 12, 2025.