

139 S. SAGINAW STREET
MONTROSE, MI 48457

CITY OF MONTROSE

PHONE (810) 639-6168
FAX (810) 639-6125



**Regular City Council Meeting
October 20th, 2026
To be held at the Montrose City Office
Located at 139 S. Saginaw Street
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA for October 20, 2026

CLOSED SESSION: NONE

CITIZEN OF THE MONTH: James Stewart

MEETING OPEN TO THE PUBLIC (Agenda Items Only)

The purpose of this agenda item is to allow persons to comment on agenda items that will be considered at this meeting. This is not a forum for debate or for which questions will be answered. The City Council will consider all comments and questions and decide if they wish to address those items during the relevant agenda item. All persons addressing the City Council are asked to limit their comments to no more than three (3) minutes.

PRESENTATIONS:

- a. Treasurer Budget Update
- b. Sadie Leonard (10 min)

CONSENT AGENDA

- a) Approval of City Council Meeting Minutes from September 22, 2026
- b) Approve City Council Bills for the month of September 2026
- c) Receive and file Police, Fire, Code Enforcement Report for September 2026
- d) Receive and file City Interim Treasurer/Finance Manager & Deputy Treasurer Reports for September 2026
- e) Receive and file Clerk Report for September 2026
- f) Receive and file DPW Supervisor Report for September 2026
- g) Receive and file City Secretary Report for September 2026

PUBLIC HEARING:

Final Comments on Parks and Recreation Plan

HOME OF THE ANNUAL BLUEBERRY FESTIVAL

October 20, 2026

OLD BUSINESS: NONE

NEW BUSINESS

1. Approval of Resolution or Adoption of the Five Year Parks and Recreation Plan

BID AWARD/PURCHASE

1. Purchase new tires for City owned backhoe and truck.

ORDINANCES: NONE

APPOINTMENTS: NONE

MEETING OPEN TO THE PUBLIC

The purpose of this agenda item is to allow persons to comment. This is not a forum for debate or for which questions will be answered. The City Council will consider all comments and questions and decide if they wish to address those items during council comments. All persons addressing the City Council are asked to limit their comments to no more than three (3) minutes.

CITY COUNCIL COMMITTEE REPORTS

- A. Downtown Development Authority
- B. Board Election Commission – Rush
- C. Genesee County Community Development Allocation – Mayor Pro-Tem Richard
- D. Committee Genesee County Metropolitan Alliance – Mayor Pro-Tem Richard
- E. Genesee County Small Cities & Villages Association – Mayor Pro-Tem Richard
- F. Genesee County Water and Waste Service's Advisory Committee – Heslop
- G. Planning Board – Machuk
- H. 911 Consortium – Pangle
- I. Zoning Board of Appeals – None; Next Meeting February 10, 2027
- J. Montrose Area Chamber of Commerce – Hoose

CITY MANAGER & CITY ATTORNEY REPORT

City Manager

City Attorney

CITY COUNCIL COMMENTS

ADJOURNMENT

October 20, 2026

HOME OF THE ANNUAL BLUEBERRY FESTIVAL

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CALL IN DIRECTIONS

In an effort to further our goals of transparency, the City of Montrose will continue to host its City Council Meetings on Zoom **for viewing purposes** only.

Topic: City of Montrose City Council Meeting

Time: October 20, 2026 06:45 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82082358066?pwd=UhuRvliGKqls3Ea4L9HymI TKwNx17a.1>

Meeting ID: 820 8235 8066

Passcode: 087946

Join by SIP

· 82082358066@zoomcrc.com

Join instructions

<https://us06web.zoom.us/join/82082358066/invitations?signature=PBd6sB2IUBt4bETHz0tR67Qp7ohHQhA1WMTqGoyNOeA>

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CITY OF MONTROSE

MEMORANDUM

Date: October 15, 2026

To: Mayor Banks and City Council Members

From: Steve Montle, City Manager

Subject: City Council Action Items October 20 Council Agenda

Consent Agenda: Contains September meeting minutes as well as department and staff reports.

City Manager Recommendation: Accept and file as presented.

Public Hearing: Open for final opportunity for public input into the City of Montrose 5 year Parks and Recreation Master Plan.

City Manager Recommendation: Open the floor for any specific public comment by residents of the City of Montrose concerning the new Parks and Recreation Plan. Keep in mind a public survey was conducted as part of the planning process.

New Business: Approval of Resolution or Adoption of the Five Year Parks and Recreation Plan.

City Manager Recommendation: Approve by recorded vote the Parks and Recreation Plan

Bid Award/Purchase: Approval for purchasing new tires for the City owned backhoe and truck in the amounts of \$3,482.80 for the backhoe, and \$1250.00 for the truck

City Manager Recommendation: Approve purchase of tires. They were budgeted for in the DPW budget. Since winter is coming we need safe vehicles on the road, and we need the backhoe prepared and ready for winter snow removal.

MONTROSE CITY COUNCIL REGULAR MEETING MINUTES

September 22, 2026

CALL TO ORDER: Mayor Tom Banks called the regular Council meeting to order at 7:00 p.m. The meeting was held at the City Offices located at 139 S. Saginaw Street, Montrose, MI.

ROLL CALL: Present council members were Mayor Tom Banks, Mayor Pro-Tem Richard, Robert Arnold, Ryan Heslop, Todd Pangle, and Lori Machuk. Also present, City Manager Steve Montle, City Clerk Tina Rush, and approximately 6 residents. Council woman Melissa Hoose was absent.

PLEDGE OF ALLEGIANCE: Mayor Tom Banks led The Pledge of Allegiance.

APPROVAL OF AGENDA FOR SEPTEMBER 8, 2026:

- **MOTION** by Arnold **SECOND** by Mayor Pro-tem Richard to approve the agenda.
- **MOTION** by Arnold **SECOND** by Mayor Pro-tem Richard to approve the additions to the agenda under appointments. All Ayes. Motion Carried.

CITIZEN OF THE MONTH: Ms. Kristie Powell.

MEETING OPEN TO THE PUBLIC (Agenda Items Only): Members of public made comments.

PRESENTATION: NONE

CONSENT AGENDA:

- A. APPROVAL OF REGULAR CITY COUNCIL MEETING MINUTES MAY 26, 2026
- B. APPROVAL OF SEPCIAL CITY COUNCIL MEETING MINUTES SEPTEMBER 8, 2026
- C. APPROVE CITY COUNCIL BILLS FOR THE MONTH OF AUGUST 2026
- D. RECEIVE AND FILE POLICE, FIRE, CODE ENFORCEMENT REPORT FOR AUGUST 2026
- E. RECEIVE AND FILE CITY TREASURER/FINANCE DIRECTOR & DEPUTY TREASURER REPORTS FOR AUGUST 2026
- F. RECEIVE AND FILE CITY CLERK REPORT FOR AUGUST 2026
- G. RECEIVE AND FILE CITY DPW DIRECTOR REPORT FOR AUGUST 2026
- H RECEIVE AND FILE CITY SECRETARY REPORT FOR JULY 2026
- I. APPROVAL OF EVENT APPLICATION, MONTROSE SPOOKTACULAR

- **MOTION** by Pangle **SECOND** by Machuk to approve the consent agenda with the addition on the July 22nd special meeting minutes. The last motion before adjourning should read, "that we choose candidates No. 2, 7, 18, and **No. 19** as an alternate". Roll Call Vote: Heslop – Aye, Arnold – Aye, Machuk – Aye, Pangle – Aye, and Mayor Banks – Aye. All Ayes. Motion carried.

PUBLIC HEARING: NONE

OLD BUSINESS:

1. Discussion of city attorney Candidates.
- **MOTION** by Arnold **SECOND** by Machuk that we go with Plunkett & Cooney for no more than \$3,000 a month retainer. Roll Call Vote: Machuk – Aye, Arnold – Aye, Heslop – Aye,

September 22, 2026

Mayor Pro-tem Richard – Aye, Pangle – Abstain, and Mayor Banks – Aye. Five Ayes and 1 Abstain. Motion carried.

NEW BUSINESS:

1. APPROVAL OF FUNDING FROM THE DDA BUDGET FOR \$5,000 TO SUPPORT THE RAMP AND RAILING AT THE MONTROSE HISTORICAL TELEPHONE MUSEUM, APPROVED BY DDA BOARD 9/17:

- **MOTION** by Arnold **SECOND** by Mayor Pro-tem Richard that we approve the DDA budget for \$5,000 to support the ramp & railing at the Montrose Historical Telephone Museum, approved by the DDA 9/17. Roll Call Vote: Mayor Pro-tem Ricard – Aye, Heslop – Aye, Pangle – Aye, Machuk – Aye, Arnold – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

2. APPROVAL OF FUNDING FROM THE DDA BUDGET FOR \$1,500 FOR “HOLIDAY EVENT ADVERTISING” INCLUDING THE CANDLEWALK, APPROVED BY THE DDA BOARD 9/17:

- **MOTION** by Arnold **SECOND** by Machuk that we approve the Budget for \$1,500 for “Holiday Event advertising” including the Candlewalk, approved by the DDA 9/17. Roll Call Vote: Machuk – Aye, Arnold – Aye, Heslop – Aye, Mayor Pro-tem Richard – Aye, Pangle – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

BID AWARD/PURCHASE:

1. Approval of up to \$4,000 for sidewalk repair at 105 E. State Street.
- **MOTION** by Pangle **SECOND** by Mayor Pro-tem Richard that we approve the \$4,000 to do the recommended sidewalk project at 105 E. State Street. Roll Call Vote: Heslop – Aye, Machuk – Aye, Mayor Pro-tem Richard – Aye, Arnold – Aye, Pangle – Aye, and Mayor Banks – Aye. All Ayes. Motion Carried.

ORDINANCES: NONE

APPOINTMENTS: Kristie Powell to the DDA and Scott Webster to the Planning Board.

- **MOTION** by Mayor Banks **SECOND** by Mayor Pro-tem Richard that we approve Kristie Powell to the DDA. All Ayes. Motion Carried.
- **MOTION** by Mayor Banks **SECOND** by Pangle that we approve Scott Webster to the Planning Board. All Ayes. Motion Carried.

MEETING OPEN TO THE PUBLIC: Comments were made.

CITY COUNCIL COMMITTEE REPORTS: Oral reports given.

CITY MANAGER & CITY ATTORNEY REPORT, COUNCIL COMMENTS: Oral reports given.

CITY COUNCIL COMMENTS: Comments were made.

ADJOURNMENT:

September 22, 2026

- **MOTION** by Mayor Pro-tem Richard **SECOND** by Pangle to adjourn the meeting. All Ayes. Motion Carried.

Mayor Banks adjourned the meeting at 8:31 p.m.

Prepared by City Secretary, Christine Schultz

DRAFT

10/09/2026 05:08 PM
User: TINA
DB: Montrose

CHECK REGISTER FOR CITY OF MONTROSE
CHECK DATE FROM 09/01/2026 - 09/30/2026

Page: 1/2

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount
Bank SB CK CHOICE ONE BANK							
Check Type: EFT Transfer							
09/10/2026	SB CK	58 (E)	160	ELAN - CREDIT CARD	ELAN - CREDIT CARD	Credit Card Statement for	179.10
09/28/2026	SB CK	59 (E)	049	NEXTIVA, INC.	NEXTIVA, INC.	Nextiva Telephone Charges	198.50
09/28/2026	SB CK	60 (E)	322	SMALL BUSINESS INSURANC	SMALL BUSINESS INSURANC	SBAM - October 2026 Health	3,099.59
09/28/2026	SB CK	61 (E)	885	SPECTRUM BUSINESS	SPECTRUM BUSINESS	Internet Services for Octo	279.98
Total EFT Transfer:							3,757.17
Check Type: Paper Check							
09/10/2026	SB CK	21628	603	BEAR PACKAGING & SUPPLY	BEAR PACKAGING & SUPPLY	2 Boxes of 56 Gallon Wide	121.90
09/10/2026	SB CK	21629	004	BRUTON SNOW REMOVAL	BRUTON SNOW REMOVAL	Grass Mowings for August 2	780.70
09/10/2026	SB CK	21630	976	CITY OF CLIO	CITY OF CLIO	Code Enforcement Services	1,622.29
09/10/2026	SB CK	21631	145	CITY OF MONTROSE	CITY OF MONTROSE	City Offices for September	84.65
					CITY OF MONTROSE	DPW Garage for September 2	83.49
					CITY OF MONTROSE	The Depot for September 20	76.09
					CITY OF MONTROSE	Jennings Library for Sept	102.29
					CITY OF MONTROSE	Lion's Park Restrooms for	90.94
					CITY OF MONTROSE	Blueberry Park Restrooms f	124.74
							562.20
09/10/2026	SB CK	21632	010	CONSUMERS ENERGY	CONSUMERS ENERGY	Utility Bills for August 2	3,432.23
09/10/2026	SB CK	21633	035	EGLE - STATE OF MICHIGA	EGLE - STATE OF MICHIGA	Water Samples Tested Augus	195.00
09/10/2026	SB CK	21634	292	FOSTER SWIFT COLLINS &	FOSTER SWIFT COLLINS &	Attorney Fee's for August	750.00
					FOSTER SWIFT COLLINS &	Attorney FOIA Fee's for Au	3,800.00
							4,550.00
09/10/2026	SB CK	21635	020	GENESEE COUNTY DRAIN CO	GENESEE COUNTY DRAIN CO	Sanitary Sewer Maintenance	2,970.35
					GENESEE COUNTY DRAIN CO	Water Samples for August 2	50.00
							3,020.35
09/10/2026	SB CK	21636	380	GENESEE COUNTY GOV. CLE	GENESEE COUNTY GOV. CLE	Quarterly Governmental Mee	15.00
09/10/2026	SB CK	21637	410	GILL ROY'S COMPLETE HAR	GILL ROY'S COMPLETE HAR	Red Paint for Fire Hydrant	92.97
					GILL ROY'S COMPLETE HAR	Mailed Water Samples for A	15.28
					GILL ROY'S COMPLETE HAR	25" Garden Hose for the Wa	39.76
					GILL ROY'S COMPLETE HAR	6" Garden Hose for Water T	9.99
					GILL ROY'S COMPLETE HAR	Red Marking Paint for Fire	9.49
					GILL ROY'S COMPLETE HAR	20 Pound Propane Tamk for	15.48
							182.97
09/10/2026	SB CK	21638	113	HYDROCORP	HYDROCORP	Cross Connection Inspectio	319.88
09/10/2026	SB CK	21639	172	KIMBERLY LYNCH	KIMBERLY LYNCH	08/10/26 - 08/31/26 Interi	5,185.62
					KIMBERLY LYNCH	09/01/26 - 09/06/26 Inter	1,414.38
							6,600.00
09/10/2026	SB CK	21640	268	LeClerc Display Co. Inc	LeClerc Display Co. Inc	2026 Christmas Decorations	1,720.00
09/10/2026	SB CK	21641	071	MENARDS	MENARDS	Cable Ties, Screw Driver,	34.24
					MENARDS	Anti Freeze for Parks and	51.16

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10/09/2026 05:08 PM
 User: TINA
 DB: Montrose

CHECK REGISTER FOR CITY OF MONTROSE
 CHECK DATE FROM 09/01/2026 - 09/30/2026

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount
							85.40
09/10/2026	SB CK	21642	183	NORLAB, INC	NORLAB, INC	200 Packet of Toilet Dye T	100.00
09/10/2026	SB CK	21643	056	QUILL CORPORATION	QUILL CORPORATION	Office & DPW Supplies for	51.97
					QUILL CORPORATION	Office & DPW Supplies for	188.73
							240.70
09/10/2026	SB CK	21644	530	ROBERT NAUMANN	ROBERT NAUMANN	Assessing Services for Aug	1,000.00
09/10/2026	SB CK	21645	643	ROWE PROFESSIONAL SERVI	ROWE PROFESSIONAL SERVI	5-Year Recreation Plan Pro	130.00
09/10/2026	SB CK	21646	964	VIEW NEWSPAPER GROUP -	VIEW NEWSPAPER GROUP -	Publications for August 20	92.05
09/10/2026	SB CK	21647	972	WEX BANK	WEX BANK	Fuel for August 2026	988.18
09/28/2026	SB CK	21648	533	ADS PLUS	ADS PLUS	500 Business Cards for New	136.90
09/28/2026	SB CK	21649	603	BEAR PACKAGING & SUPPLY	BEAR PACKAGING & SUPPLY	2 - 56 Gallon Wide Mouth B	173.62
09/28/2026	SB CK	21650	261	BOSS BUSINESS SOLUTIONS	BOSS BUSINESS SOLUTIONS	Maintenance Agreement 06/2	1,642.60
09/28/2026	SB CK	21651	076	DARIN DOOD	DARIN DOOD	New City Manager Comprehen	750.00
09/28/2026	SB CK	21652	020	GENESEE COUNTY DRAIN CO	GENESEE COUNTY DRAIN CO	Sewer Treatment Charges fo	15,231.81
					GENESEE COUNTY DRAIN CO	Water Treatment Charges fo	27,774.00
							43,005.81
09/28/2026	SB CK	21653	854	MARQUEE ENGRAVING	MARQUEE ENGRAVING	New Name Plaque for City M	23.00
09/28/2026	SB CK	21654	071	MENARDS	MENARDS	Mansfield Tank Lever and 4	14.68
09/28/2026	SB CK	21655	105	NETSOURCE ONE	NETSOURCE ONE	Monthly Server Backup/ Lic	1,662.50
09/28/2026	SB CK	21656	258	PRIORITY WASTE LLC	PRIORITY WASTE LLC	Refuse Services for Octobe	10,211.12
09/28/2026	SB CK	21657	056	QUILL CORPORATION	QUILL CORPORATION	Office & DPW Supplies for	137.22
					QUILL CORPORATION	Office & DPW Supplies for	54.07
							191.29
09/28/2026	SB CK	21658	910	SHERWIN WILLIAMS CO.	SHERWIN WILLIAMS CO.	10 Gallons of Yellow & Whi	445.24
						Total Paper Check:	84,015.61

SB CK TOTALS:

Total of 35 Checks:
 Less 0 Void Checks:

Total of 35 Disbursements:

87,772.78
 0.00
 87,772.78

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10/09/2026 05:07 PM
User: TINA
DB: Montrose

CHECK REGISTER FOR CITY OF MONTROSE
CHECK DATE FROM 09/01/2026 - 09/30/2026

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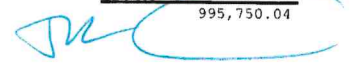
Check Date	Bank	Check	Vendor	Vendor Name	Invoice Vendor	Description	Amount
Bank TAX C TAX ACCOUNT							
Check Type: Paper Check							
09/10/2026	TAX C	2824	145	CITY OF MONTROSE	CITY OF MONTROSE	TAX COLLECTIONS 8.16.2026-	89,038.70
09/10/2026	TAX C	2825	168	CITY OF MONTROSE - DDA	CITY OF MONTROSE - DDA	TAX COLLECTIONS 8.16.2026-	2,491.20
09/10/2026	TAX C	2826	MISCTAX	Cotality Centralized Re	Cotality Centralized Re	2026 Sum Tax Refund 60-20-	2,063.66
09/10/2026	TAX C	2827	065	GENESEE COUNTY TREASURE	GENESEE COUNTY TREASURE	TAX COLLECTIONS 8.16.2026-	44,383.41
09/24/2026	TAX C	2828	145	CITY OF MONTROSE	CITY OF MONTROSE	TAX COLLECTIONS 9.1.2026-9	581,298.46
09/24/2026	TAX C	2829	168	CITY OF MONTROSE - DDA	CITY OF MONTROSE - DDA	TAX COLLECTIONS 9.1.2026-9	7,734.37
09/24/2026	TAX C	2830	065	GENESEE COUNTY TREASURE	GENESEE COUNTY TREASURE	TAX COLLECTIONS 9.1.2026-9	268,740.24
Total Paper Check:							995,750.04

TAX C TOTALS:

Total of 7 Checks:
Less 0 Void Checks:

Total of 7 Disbursements:

995,750.04
0.00
995,750.04



Montrose Township Police Department

CITY STATS SEPTEMBER 2026

AUGUST	TYPE OF CALLS	SEPTEMBER
53	General Radio Calls	52
0	Felony Arrests	0
0	Misdemeanor Arrests	2
0	Operating While Intox. (OWI)	0
1	Traffic Violations	1
1	Verbal Warnings	0
2	Accidents	1
0	Public Assists	1
4	Assist Other Department	2
1	Motorist Assist	0
3	Medical Calls	1
455	Property Inspections	434
2	Vacation Checks	8

MONTROSE FIRE DEPARTMENT

September 2026 Stats

TOWNSHIP	TYPE	CITY
10	Medicals	1
	Structure Fire	
1	Hazardous Incident	
	CO Detector	
	Coordination	
1	Power Lines Down	
2	Accident/Extrication	
	Severe Weather	
	Smoke/Odor Investigation	
2	Public Assists/Tree removal	
2	Mutual Aid	
1	Fire Alarm	1
	Vehicle Fire	
	Grass Fire/Brush/Open Burns	
	Trash Fire	
	Cancelled Enroute	

Township Total = 19

City Total =2

Total Calls Year to Date Township=244

Total Calls Year to Date City=47

CITY OF MONTROSE

139 S. SAGINAW STREET
MONTROSE, MI 48457



PHONE (810) 639-6168
FAX (810) 639-6125

+
October 15, 2026

Attention: City Administrator Steve Montle and Montrose, MI City Commission members.

In the month of September 2026, exactly 29 code violation letters were issued to Montrose residents and businesses. This is an estimated breakdown of my activity for the month of September.

- (1) 25% Figuring square footage and mowing grass.
- (2) 35% Trash cans out early and out late.
- (3) 10% parking between the road and the sidewalk, in the front yard, and obstructing sidewalks.
- (4) 30% exterior Property.

I have estimated that 80% of violations have been corrected with 20% still pending.

Should you have any questions regarding this matter, please contact me at (810-444-6766).

Sincerely,

Scott Murlick
Code Enforcement Officer

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C I T Y OF MONTROSE
M E M O R A N D U M

DATE: October 20, 2026

TO: Mayor Banks and Montrose City Council Members

FROM: Kim Lynch, Treasurer

SUBJECT: Report on the Treasurers Department for September 2026

Summer Property Tax Collection

Summer property taxes were due September 15, 2026. The Treasurer's Office continues to accept payments through February 2027, with applicable penalty and interest added each month thereafter, as required by statute.

Fiscal Year-End and Audit Preparation

Through the hard work and dedication of the Treasurer's Office staff, the support of the Deputy Treasurer, and the implementation of established procedures, the year-end closeout process for the fiscal year ending June 30, 2026, has proceeded much more smoothly and efficiently. These efforts have strengthened internal processes, improved consistency, and helped streamline year-end reconciliations and audit preparation.

With the current vacancy in the Deputy Treasurer position, the workload for the Treasurer's Office will increase. A key goal moving forward will be to fill this position to support continued operations, maintain established procedures, and ensure the timely and accurate completion of financial responsibilities.

CITY OF MONTROSE

MEMORANDUM

Date: October 2, 2026

To: Mayor Banks and Montrose City Council Members

From: Marcy Collins, Deputy Treasurer Administrative Assistant

Subject: Deputy Treasurer/Administrative Assistant Report for October 2026

Trainings

- No training in September

Webinar

- Treasurer Toolbox on October 6th Working with BS&A Cloud
- Next Treasurer to Treasurer will be October 14th

Duties

- Bank reconciliation of all accounts.
- Any payments that are received for Summer Taxes now have interest and penalties added. Some residents are complaining that they thought they had until the end of September. It states on the bill that it is due on September 15th. Also, residents think we should have a grace period before we start charging the extra fees.
- Most residents that have been on the lawn mowing list are now keeping their lawns up. We have had a few residents come in and pay their invoice but still have lots of open invoices still needing to be paid. I did send a second bill for those quite a way out but still not hearing much.
- Was without a phone the whole month of September. I could call out but couldn't receive any calls that being said I also couldn't receive voicemail. It is fixed now but if you hear people complaining they couldn't get ahold of the Treasurer that is why.

Final report

- As most of you probably know by now this will be my final report. My last day with the City of Montrose is October 12. If you need anything, please feel free to call. I will help with transiting to a new Deputy Treasurer. I enjoyed my time here in Montrose. I am moving on to a full-time position. Thank you for the opportunity to work here.

Recommendation: City Council receive and File Report.

10/12/2026 REVENUE AND EXPENDITURE REPORT FOR CITY OF MONTROSE
 PERIOD ENDING 09/30/2026
 % Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	2026-27		YTD BALANCE		AVAILABLE	
		AMENDED BUDGET		09/30/2026		BALANCE	
		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	% BDGT	USED
Fund 101 - GENERAL FUND							
Revenues							
101-000-403	PROPERTY TAXES - OPERATING LEVY	582,860.00		475,334.69	107,525.31	81.55	
101-000-406	PROPERTY TAXES - DDA CAPTURE	(115,000.00)		0.00	(115,000.00)	0.00	
101-000-427	PROPERTY TAXES - PUBLIC SAFETY LEVY	135,722.00		110,680.44	25,041.56	81.55	
101-000-432	PAYMENT IN LIEU OF TAXES (PILT)	10,000.00		0.00	10,000.00	0.00	
101-000-445	PENALTIES AND INTEREST ON TAXES	2,500.00		0.00	2,500.00	0.00	
101-000-447	PROPERTY TAX ADMIN FEE	21,000.00		11,908.78	9,091.22	56.71	
101-000-476	BUSINESS LICENSES AND PERMITS	500.00		75.00	425.00	15.00	
101-000-477	CATV FRANCHISE FEES	14,000.00		0.00	14,000.00	0.00	
101-000-479	BUILDING PERMITS	3,750.00		3,794.50	(44.50)	101.19	
101-000-480	LIQUOR LICENSE FEES	750.00		379.50	370.50	50.60	
101-000-569	STATE GRANTS - OTHER	5,900.00		50.44	5,849.56	0.85	
101-000-573	LOCAL COMMUNITY STABILIZATION SHARE TAX	6,400.00		0.00	6,400.00	0.00	
101-000-574	STATE REVENUE SHARING	240,533.00		0.00	240,533.00	0.00	
101-000-626	CHARGES FOR SERVICES	3,000.00		3,108.26	(108.26)	103.61	
101-000-628	COPY AND REPORT FEE	250.00		1,318.28	(1,068.28)	527.31	
101-000-651	CITY PARK FEES	70.00		150.00	(80.00)	214.29	
101-000-657	FINES	1,500.00		41.25	1,458.75	2.75	
101-000-665	INTEREST EARNED	15,000.00		6,162.58	8,837.42	41.08	
101-000-676	REIMBURSEMENTS	3,500.00		600.00	2,900.00	17.14	
101-000-678	CHARGES TO FUNDS-EQUIP. RENTA	32,500.00		16,740.49	15,759.51	51.51	
101-000-694	MISCELLANEOUS	500.00		0.00	500.00	0.00	
101-000-699	OPERATING TRANSFERS IN	50,000.00		0.00	50,000.00	0.00	
101-729-675	PUBLIC CONTRIBUTIONS	0.00		147.72	(147.72)	100.00	

d.

TOTAL REVENUES	1,015,235.00	630,491.93	384,743.07	62.10
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Expenditures

101	MAYOR & COUNCIL	30,558.00	6,280.35	24,277.65	20.55
172	MANAGER	12,369.00	8,669.57	3,699.43	70.09
215	CLERK	69,377.00	19,806.15	49,570.85	28.55
223	AUDITOR	21,500.00	0.00	21,500.00	0.00
247	BOARD OF REVIEW	2,750.00	134.89	2,615.11	4.91
253	TREASURER	63,830.00	12,238.64	51,591.36	19.17
257	ASSESSOR	13,210.00	3,000.00	10,210.00	22.71
261	SECRETARY	23,143.00	4,419.03	18,723.97	19.09
262	ELECTIONS	31,139.00	7,666.54	23,472.46	24.62
265	BUILDING AND GROUNDS	32,289.00	6,020.26	26,268.74	18.64
336	FIRE DEPARTMENT	500.00	0.00	500.00	0.00
345	PUBLIC SAFETY DEPARTMENT (POLICE & FIRE)	446,648.00	110,011.56	336,636.44	24.63
371	BUILDING INSPECTION DEPARTMENT	37,090.00	9,555.09	27,534.91	25.76
441	DEPARTMENT OF PUBLIC WORKS	101,122.00	20,349.27	80,772.73	20.12
448	STREET LIGHTS	28,892.00	6,135.42	22,756.58	21.24
701	PLANNING	6,260.00	102.59	6,157.41	1.64
702	ZONING	19,765.00	0.00	19,765.00	0.00
751	PARKS AND RECREATION	71,793.00	21,979.77	49,813.23	30.62
790	LIBRARY	3,000.00	0.00	3,000.00	0.00
TOTAL EXPENDITURES		1,015,235.00	236,369.13	778,865.87	23.28

Fund 101 - GENERAL FUND:

TOTAL REVENUES	1,015,235.00	630,491.93	384,743.07	62.10
TOTAL EXPENDITURES	1,015,235.00	236,369.13	778,865.87	23.28
NET OF REVENUES & EXPENDITURES	0.00	394,122.80	(394,122.80)	100.00

Fund 202 - MAJOR STREETS

Revenues					
202-000-459	SP. ASSESSMENT - GENESEE ST. DRIVEWAY	285.00	285.04	(0.04)	100.01
202-000-460	SP. ASSESSMENT - WASHINGTON ST RECONST.	1,203.00	410.97	792.03	34.16
202-000-546	STATE GRANTS - HIGHWAY AND STREETS	259,225.00	34,579.80	224,645.20	13.34
202-000-567	ACT 17 TRUNKLINE	3,000.00	0.00	3,000.00	0.00
202-000-665	INTEREST EARNED	2,500.00	4,386.78	(1,886.78)	175.47
TOTAL REVENUES		266,213.00	39,662.59	226,550.41	14.90
Expenditures					
000	202	130,064.00	0.00	130,064.00	0.00
466	MAINTENANCE	45,540.00	7,268.62	38,271.38	15.96
472	WINTER MAINTENANCE	11,958.00	0.00	11,958.00	0.00
473	TRAFFIC SERVICES	2,595.00	5,471.45	(2,876.45)	210.85
515	ADMINISTRATION	6,616.00	1,231.07	5,384.93	18.61
517	STATE TRUNKLINE MAINTENANCE	6,153.00	1,253.94	4,899.06	20.38
999	TRANSFERS OUT	50,000.00	0.00	50,000.00	0.00
TOTAL EXPENDITURES		252,926.00	15,225.08	237,700.92	6.02
Fund 202 - MAJOR STREETS:					
TOTAL REVENUES		266,213.00	39,662.59	226,550.41	14.90
TOTAL EXPENDITURES		252,926.00	15,225.08	237,700.92	6.02
NET OF REVENUES & EXPENDITURES		13,287.00	24,437.51	(11,150.51)	183.92

Fund 203 - LOCAL STREETS

Revenues					
203-000-522	FEDERAL GRANTS - CDBG	26,000.00	0.00	26,000.00	0.00
203-000-546	STATE GRANTS - HIGHWAY AND STREETS	95,878.00	12,546.73	83,331.27	13.09
203-000-665	INTEREST EARNED	1,000.00	51.94	948.06	5.19
203-000-681	TRANSFER FROM MAJOR STREET FUND	50,000.00	0.00	50,000.00	0.00
TOTAL REVENUES		172,878.00	12,598.67	160,279.33	7.29

Expenditures					
496	MAINTENANCE	64,444.00	7,137.75	57,306.25	11.08
502	WINTER MAINTENANCE	18,771.00	0.00	18,771.00	0.00
503	TRAFFIC SERVICES	3,389.00	5,965.41	(2,576.41)	176.02
515	ADMINISTRATION	4,015.00	915.62	3,099.38	22.80
TOTAL EXPENDITURES		90,619.00	14,018.78	76,600.22	15.47

Fund 203 - LOCAL STREETS:

TOTAL REVENUES	172,878.00	12,598.67	160,279.33	7.29
TOTAL EXPENDITURES	90,619.00	14,018.78	76,600.22	15.47
NET OF REVENUES & EXPENDITURES	82,259.00	(1,420.11)	83,679.11	1.73

Fund 226 - RUBBISH COLLECTION FUND

Revenues					
226-000-637	MUNICIPAL REFUSE/SOLID WASTE				
226-000-665	INTEREST EARNED				
TOTAL REVENUES		125,767.00	112,798.78	12,968.22	89.69
		250.00	121.27	128.73	48.51
		126,017.00	112,920.05	13,096.95	89.61

Expenditures					
528	RUBBISH COLLECTION/DISPOSAL				
TOTAL EXPENDITURES		120,330.00	29,640.36	90,689.64	24.63
		120,330.00	29,640.36	90,689.64	24.63

Fund 226 - RUBBISH COLLECTION FUND:

TOTAL REVENUES		126,017.00	112,920.05	13,096.95	89.61
TOTAL EXPENDITURES		120,330.00	29,640.36	90,689.64	24.63
NET OF REVENUES & EXPENDITURES		5,687.00	83,279.69	(77,592.69)	1,464.39

Fund 240 - MOSQUITO CONTROL FUND

Revenues					
240-000-455					
240-000-665					
TOTAL REVENUES					
	34,200.00	29,571.48	4,628.52	86.47	
	50.00	43.71	6.29	87.42	
	34,250.00	29,615.19	4,634.81	86.47	

Expenditures					
620					
TOTAL EXPENDITURES					
	32,900.00	13,160.00	19,740.00	40.00	
	32,900.00	13,160.00	19,740.00	40.00	

Fund 240 - MOSQUITO CONTROL FUND:

TOTAL REVENUES	34,250.00	29,615.19	4,634.81	86.47	
TOTAL EXPENDITURES	32,900.00	13,160.00	19,740.00	40.00	
NET OF REVENUES & EXPENDITURES	1,350.00	16,455.19	(15,105.19)	1,218.90	

Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY

Revenues					
248-000-403	PROPERTY TAXES - OPERATING LEVY	170,405.00	12,825.97	157,579.03	7.53
248-000-665	INTEREST EARNED	500.00	2,045.13	(1,545.13)	409.03
248-806-653	DEPOT RENTAL	3,500.00	680.00	2,820.00	19.43
TOTAL REVENUES		174,405.00	15,551.10	158,853.90	8.92
Expenditures					
472	WINTER MAINTENANCE	2,976.00	0.00	2,976.00	0.00
515	ADMINISTRATION	4,690.00	420.62	4,269.38	8.97
528	RUBBISH COLLECTION/DISPOSAL	1,986.00	752.77	1,233.23	37.90
703	DDA ACTIVITIES	94,863.00	11,163.44	83,699.56	11.77
729	COMMUNITY GARDEN	1,000.00	0.00	1,000.00	0.00
806	THE DEPOT	9,655.00	472.65	9,182.35	4.90
TOTAL EXPENDITURES		115,170.00	12,809.48	102,360.52	11.12

Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:

TOTAL REVENUES		174,405.00	15,551.10	158,853.90	8.92
TOTAL EXPENDITURES		115,170.00	12,809.48	102,360.52	11.12
NET OF REVENUES & EXPENDITURES		59,235.00	2,741.62	56,493.38	4.63

Fund 501 - CAPITAL PROJECT FUND

Revenues				
501-000-665	INTEREST EARNED			
TOTAL REVENUES		0.00	138.51	100.00
		0.00	138.51	100.00
Fund 501 - CAPITAL PROJECT FUND :				
TOTAL REVENUES		0.00	138.51	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	138.51	100.00

Fund 590 - SEWER FUND

Revenues					
590-000-631	SEWER USAGE COLLECTIONS	122,125.00	30,974.74	91,150.26	25.36
590-000-634	SEWER REPLACEMENT	327,425.00	80,872.37	246,552.63	24.70
590-000-636	LATE CHARGES	7,250.00	2,843.21	4,406.79	39.22
590-000-665	INTEREST EARNED	5,000.00	5,168.32	(168.32)	103.37
590-931-681	TRANSFER FROM MAJOR STREET FUND	130,064.00	0.00	130,064.00	0.00
TOTAL REVENUES		591,864.00	119,858.64	472,005.36	20.25
Expenditures					
536	OPERATION AND MAINTENANCE	218,997.00	42,846.06	176,150.94	19.56
538	CHARGES FOR SERVICES-COUNTY	213,524.00	22,267.86	191,256.14	10.43
999	TRANSFERS OUT	25,000.00	0.00	25,000.00	0.00
TOTAL EXPENDITURES		457,521.00	65,113.92	392,407.08	14.23
Fund 590 - SEWER FUND:					
TOTAL REVENUES		591,864.00	119,858.64	472,005.36	20.25
TOTAL EXPENDITURES		457,521.00	65,113.92	392,407.08	14.23
NET OF REVENUES & EXPENDITURES		134,343.00	54,744.72	79,598.28	40.75

Fund 591 - WATER FUND

Revenues					
591-000-454	HYDRANT ASSESSMENT	12,540.00	10,908.59	1,631.41	86.99
591-000-617	TAP IN FEES	0.00	7,175.00	(7,175.00)	100.00
591-000-618	TURN ON FEES	0.00	90.00	(90.00)	100.00
591-000-619	TURN OFF FEES	0.00	80.00	(80.00)	100.00
591-000-620	WTR OP/MAIN	466,569.00	109,160.04	357,408.96	23.40
591-000-632	WATER USAGE COLLECTIONS	356,819.00	82,669.68	274,149.32	23.17
591-000-633	NSF CHARGES	0.00	90.00	(90.00)	100.00
591-000-636	LATE CHARGES	11,000.00	5,111.38	5,888.62	46.47
591-000-665	INTEREST EARNED	5,125.00	2,194.71	2,930.29	42.82
591-000-694	MISCELLANEOUS	0.00	2,018.02	(2,018.02)	100.00
TOTAL REVENUES		852,053.00	219,497.42	632,555.58	25.76

Expenditures					
536	OPERATION AND MAINTENANCE	342,056.00	59,529.65	282,526.35	17.40
538	CHARGES FOR SERVICES-COUNTY	404,040.00	61,987.77	342,052.23	15.34
906	DEBT SERVICE	80,957.00	36,760.34	44,196.66	45.41
999	TRANSFERS OUT	25,000.00	0.00	25,000.00	0.00
TOTAL EXPENDITURES		852,053.00	158,277.76	693,775.24	18.58

Fund 591 - WATER FUND:					
TOTAL REVENUES		852,053.00	219,497.42	632,555.58	25.76
TOTAL EXPENDITURES		852,053.00	158,277.76	693,775.24	18.58
NET OF REVENUES & EXPENDITURES		0.00	61,219.66	(61,219.66)	100.00

Fund 737 - OPEB

Revenues					
737-000-665	INTEREST EARNED				
TOTAL REVENUES		0.00	100.56	(100.56)	100.00
		0.00	100.56	(100.56)	100.00

Fund 737 - OPEB:					
TOTAL REVENUES		0.00	100.56	(100.56)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	100.56	(100.56)	100.00

TOTAL REVENUES - ALL FUNDS		3,232,915.00	1,180,434.66	2,052,480.34	36.51
TOTAL EXPENDITURES - ALL FUNDS		2,936,754.00	544,614.51	2,392,139.49	18.54
NET OF REVENUES & EXPENDITURES		296,161.00	635,820.15	(339,659.15)	214.69

**CITY OF MONTROSE
MEMORANDUM**

Date: October 15, 2026

To: Mayor Banks and Montrose City Council Members

From: City Clerk, Tina Rush

Subject: Report on City Clerk Activities for June 2026

September was a busy month for the Clerk's Office. Work included processing payments, responding to public records requests, supporting City Council and committees, keeping City records organized, coordinating technology needs, and preparing for upcoming elections. Here are the main highlights.

Accounts Payable Processing

- Reviewed and entered invoices, organized backup documents, prepared check runs, and collected the required approvals.
 - Worked with the Treasurer and City Manager to answer invoice questions, fix documentation issues, and keep payments moving.
 - Reviewed contract and purchasing paperwork, including the Christmas decorations lease and vendor invoices, to help keep records accurate and follow City procedures.
 - Followed up with vendors for clearer invoices, updated paperwork, and tax-exempt information when needed.
 - Checked payment status and kept financial records organized for processing, reconciliation, and future reference.
-

Investments and Banking Access Updates

- Identified banking access and check-signing updates that require the proper account access and City Council authorization.
 - Worked with the Treasurer and City Manager on invoice approvals, payment procedures, and related financial paperwork.
 - Followed up on vendor and banking questions so payments were documented properly and financial responsibilities were clear.
-

Personnel & Administrative Support

- Coordinated office communications and vendor follow-ups, including phone-system administration, account access, and staff technology needs.
- Helped keep City operations moving by tracking outstanding items, finding documents, and directing questions to the right department or official.
- Handled a high volume of correspondence and after-hours administrative work, including preparing materials and responding to time-sensitive requests.

Freedom of Information Act (FOIA) Compliance

- Managed a high volume of public records requests by reviewing requests, locating and scanning records, preparing responses, and arranging delivery.
- Completed and tracked multiple FOIA responses, monitored deadlines, and checked in with the City's legal counsel on complex or time-sensitive requests.
- Worked with the City Attorney and outside counsel on records questions, response procedures, litigation-related requests, and ongoing records subscriptions.
- Provided records in suitable formats, including electronic files, paper copies, and digital recordings, and explained applicable copying costs.
- Stayed in contact with legal counsel and the Michigan Municipal League about pending litigation, summonses, and related documents that needed City coordination.

Council, Committees & Community Support

- Prepared City Council meeting materials, including agendas, packets, check registers, and minutes.
- Helped coordinate special meeting notices and public postings with the City Manager, City Attorney, and website provider.
- Reviewed and corrected minutes and agenda materials and followed up on questions about meeting records and posting history.
- Coordinated legal and administrative information related to Council business, attorney proposals, meeting procedures, and time-sensitive communications.
- Answered residents' questions, directed inquiries to the appropriate departments, and helped people access public documents.
- Worked with the website provider to keep agendas, packets, and related public notices available online.
- Responded to an increasing number of emails received daily. For the month of September **2,731** emails were processed, (Note: This does not include emails that still need to be managed). **10** faxes and **16** returned voicemails, (Not including outgoing phone calls).

Records Management, Ordinances, and Publications

- Kept official City records organized, including contracts, invoices, resolutions, meeting minutes, agendas, and supporting documents.
- Reviewed contract files and storage practices to help ensure signed agreements and related records were saved in the right places.
- Researched City Charter provisions, ordinances, and Council procedures to answer questions about meeting notices, agendas, and administrative requirements.
- Coordinated website updates and worked with the provider on document placement, posting history, and access to meeting materials.
- Compiled and shared records for legal and administrative review, including meeting documents needed for ongoing matters.

- Followed up on missing information, clarified responsibilities, and directed records to the appropriate staff members.

Information Technology & Equipment

- Worked with technology providers to troubleshoot email delivery and system access issues and improve the reliability of City communications.
- Coordinated with the phone-system provider on account administration, user access, and other phone-system needs.
- Arranged website updates and technical support so agendas, packets, and notices could be posted promptly.
- Troubleshot Zoom issues and worked with technical support so outside participants could be heard during meetings.
- Let staff know about upcoming email security maintenance and coordinated with IT on filtering and protection against spam and possible malware.
- Reported computer and scanner problems that affected document processing and electronic delivery and followed up on fixes.
- Reviewed suspicious invoice-related messages and avoided opening potentially harmful attachments to help protect City systems and information.

Elections Administration / Election Activities

- Contacted election inspectors and helped connect them with training opportunities.
- Stayed in touch with professional and government contacts for guidance on administrative procedures, election reimbursement, and day-to-day operations.
- Sought help with election reimbursement requirements and worked to resolve access issues affecting the City's application. **City will receive \$4,151.25.**
- Continued preparing for upcoming elections by maintaining the Permanent Absent Voter (AV) List and answering residents' questions about absentee ballot applications.
- Responded to voter questions about absentee voting, and early voting hours.
- Coordinated training preparation for the nine days of early voting and Election Day.
- Contacted the Michigan Bureau of Elections for technical help when MiLogin access problems prevented the City from completing the reimbursement application.
- Tracked election-related requirements and deadlines while working with City officials to resolve access and submission issues.

Overall, September involved a wide range of financial, administrative, public service, technology, records, and election responsibilities. The Clerk's Office continued working across departments and with outside partners to keep City business moving, responding to residents, and prepare for upcoming election needs.

Steve Montle

From: DPW Director
Sent: Thursday, October 15, 2026 5:30 AM
To: Steve Montle
Subject: DPW Activities for September 2026

Date: October 15, 2026

To: Mayor Banks and City Council Members

From: Sam Spence, DPW Supervisor

Subject: DPW Activities for September 2026

STREETS:

- * Swept all curbed streets (including M-57)
- * Graded all dirt roads
- * Patched Hickory St
- * Cleaned storm drains along Alfred/Park St
- * Placed cones for Homecoming parade

PARKS AND RECREATION:

- * Mowed and maintained both parks

SEWER/WATER:

- * Conducted water off's/on for non-payment
- * Collected and submitted all water samples required by EGLE
- * Marked all water/storm lines for Missdig request (26)

MAINTANENCE:

- * General maintenance on all equipment

TRAINING/CONFERENCES/COMMITTEES:

- * Attended training/showcase at GCWWS

BUILDING/GROUNDS/CITY HALL:

- * Mowed all City parcels
- * Watered DDA/City flowers and new trees

Recommendation: City Council Receive and File Report for September 2026

In accordance with Federal law and US Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex and familial status. (Not all prohibited bases apply to all programs.) Hearing or speech impaired services available by dialing 711.

To file a complaint of discrimination, write to: USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-5694 (TDD).

CITY OF MONTROSE

MEMORANDUM

Date: October 1, 2026

To: Mayor Banks and City Council Members

From: City Secretary

Subject: Utility, Tax, Water/Sewer and Customer Service Report October 2026

In an effort to keep City Council well-informed, Administration is providing a monthly report on the following activities. This report outlines the status, progress, activity, projects and/or initiatives, it is by no means an all-inclusive list of the activities. **September 2026 activities.**

- Webinar (9/9/2026): MERS Reporting Bootcamp – Defined Benefit.
- Webinar (9/10/2026): MERS Reporting Bootcamp – Defined Contribution.

Customer Assistance Front Counter

Total: 271

I received 66 phone calls regarding trash/recycle complaints, depot rentals, utility payments, and tax questions.

Depot Rentals

Total: 2

Lions Park

Total: 0

Blueberry Park

Total: 0

Trash/Recycling Complaints

Total: 4

Dump Passes

Total: 0

Burn Permits

Total: 0

Water/Sewer Bill Reconciliation

655 Water bills were processed in September. 106 water bills were emailed out and the rest printed and sent out through the mail. Water bills hand delivered on September 11, 2026, to the post office. Seventy-seven water bills on autopayment.

Water Shut Off

Eighty-eight residents are on the shut-off list for the month of September. A resident must be two months behind on payments to be on the shut-off list. Thirty-six residents paid before phone calls were made. Fifty-two received

one if not two additional phone calls regarding the shut-off date. By September 9, 2026, at 6pm, eighty-five residents had paid on time or made payment arrangements. Shut off was scheduled for September 10, 2026.

Total: 3 – On September 10, 2026, at 8am. Residents who were shut off either had city office phone number blocked or no phone number on file. All paid on the same day.

Recommendation: City Council Consider Receive and File Report

City of Montrose
City Council

Resolution of Adoption for the
Five Year Parks and Recreation Master Plan

Whereas, development of adequate parks and recreation facilities requires a proactive plan based on a combination of community input, analysis of existing conditions, analysis of the basic needs for current and future residents, parks and recreation planning expertise, as well as prioritized improvements programs and potential funding opportunities; and

Whereas, the foundation of the plan is established with the Action Plan framework consisting of an overall goal and supporting objectives; and

Whereas, the plan provides text and maps of detailed recommendations for park and recreation facilities, and recreation programming with a prioritized list of proposed capital improvements for the next five years; and

Whereas, the Downtown Development Authority (DDA) and staff, along with ROWE Professional Services have prepared Montrose's Parks and Recreation Five Year Parks and Recreation Master Plan which includes all the above elements; and

Whereas, said plan is represented to meet the requirements of the Michigan Department of Natural Resources, thereby making the city eligible for state and federal grants administered by the Michigan Department of Natural Resources; and

Whereas, the city followed a planning process that contained public involvement included a community-wide survey. Also, the city allowed a 30-day review from August 9th 2026, through September 9th 2026, with copies of the recreation plan available in printed version and online; and

Whereas, the Downtown Development Authority (DDA) endorsed this plan at a standing meeting on October 15th 2026; and

Whereas, a public hearing was held by the City Council on the Final Version on October 20th, 2026 at the city hall; and

THEREFORE, BE IT RESOLVED that the City Council hereby adopts the Five Years Parks and Recreation Master Plan dated October 20th, 2026.

Motion By:
Ayes:

Nays:

Absent:
Resolution Declared:

Dated:

Signed: _____

City of Montrose
Downtown Development Authority

Resolution of Support for the
Five Year Parks and Recreation Master Plan

Whereas, development of adequate parks and recreation facilities requires a proactive plan based on a combination of community input, analysis of existing conditions, analysis of the basic needs for current and future residents, parks and recreation planning expertise, as well as prioritized improvements programs and potential funding opportunities; and

Whereas, the foundation of the plan is established with the Action Plan framework consisting of an overall goal and supporting objectives; and

Whereas, the plan provides text and maps of detailed recommendations for park and recreation facilities, and recreation programming with a prioritized list of proposed capital improvements for the next five years; and

Whereas, the city council and staff, along with ROWE Professional Services have prepared the Montrose Parks and Recreation Five-Year Parks and Recreation Master Plan which includes all the above elements; and

Whereas, said plan is represented to meet the requirements of the Michigan Department of Natural Resources, thereby making the city eligible for state and federal grants administered by the Michigan Department of Natural Resources; and

Whereas, the city followed a planning process that contained public involvement from a community-wide survey. Also, the city allowed a 30-day review period from August 9th, 2026, through September 9th, 2026, with copies of the recreation plan available in printed version and online; and

THEREFORE, BE IT RESOLVED that the Downtown Development Authority (DDA) hereby submits this resolution of support for the Five Years Parks and Recreation Master Plan dated October 15th 2026.

Motion By: Banks

Ayes: Burkhardt, Webster, Adams, Reed, Banks

Nays: None

Absent: Leonard, Gross

Resolution Declared: Motion Passes

Dated: 10/15/26

Signed:


City Manager

Steve Montle

From: DPW Director
Sent: Wednesday, October 14, 2026 1:04 PM
To: Steve Montle
Subject: New Tires

Date: October 14, 2026

To: Mayor Banks and City Council Members

From: Sam Spence, DPW Supervisor

Subject: 2005 JD 410 G Backhoe, 2016 Silverado new tires

Memo: We received one quote for new tires for our 2005 JD 410 G Backhoe in the amount of \$3,482.80 from Bolands Best Tire (formerly Heritage Tire) in Chesaning. We also received one quote for new tires for our 2016 Chevy Silverado in the amount of \$1,250 from Johns Tires in Montrose. These were already budgeted items (\$6,500) in our current budget. I was just making council aware of the purchases. Any questions do not hesitate to reach out to me directly.

Sam Spence
City of Montrose-DPW
Montrose, Mi. 48457

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