



**CITY OF LINDEN
CITY COUNCIL WORK SESSION MEETING AGENDA**

LOCATION: LOOSE SENIOR CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451

Monday, April 13, 2026

6:30 P.M.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

C. ROLL CALL & INTRODUCTIONS

- a. Excuse Absent Member(s)

D. SPECIAL PRESENTATIONS

- a. John O'Brien, Genesee County Drain Commissioner Office – County Water System Update
- b. Month of the Military Child Proclamation
- c. MCEC Month of the Military Child Proclamation

E. CORRESPONDENCE

- a. Letter Received from GCDC - Forest Ridge Estates

F. PUBLIC COMMENT

Individuals wishing to speak will be called upon utilizing the completed Public Comment Cards. Remarks should be addressed to the presiding officer and is not time for debate, but for comments or questions for Council and/or Staff to answer or research. Questions will be answered during the meeting if the information is readily available. If answers are not available during the meeting, Council or Staff will contact the individual within one week or 7 business days, or when the information becomes available. No person shall have the right to speak more than once on any particular subject until all persons wishing to be heard on that subject have the opportunity to speak.

G. CONSENT AGENDA

- a. City Council Special Meeting Minutes from March 17, 2026
- b. City Council Meeting Minutes from March 23, 2026
- c. Application Package for Happening In Linden Events
- d. Financial Reports

H. DISCUSSION ITEMS

- a. Rules of Procedure Amendments
- b. Parks & Recreation Commission Recommendation - Kayak Launch Project (Keepers of the Shiawassee)
- c. Draft Budget

I. BUSINESS ITEMS

- a. Ordinance No. 426 Amending Section 31.040 of Chapter 31 (Parks & Recreation Commission Ordinance)
- b. Resolution No. 03-26 Authorization of Contract Extension Request to Genesee County CDBG Program
- c. Rebid Approval for the Linden Gazebo Sidewalk Reconstruction Project

J. UNFINISHED BUSINESS ITEMS

- a. Meeting Recording
- b. Monthly Grant Updates: All Pending & Newly Applied for Grants (Written on Regular Meeting Agendas Only)
- c. Contract Statuses - Museum and Library in Mill Building
- d. Loose Van Update
- e. Comment Cards Update

K. MANAGER'S UPDATE

L. COUNCIL COMMENTS & REPORTS

M. CLOSED SESSION

- a. City Manager Evaluation

N. ADJOURNMENT



Month of the Military Child

Proclamation

Whereas, the Department of Defense has consistently acknowledged the vital role of military children and youth; and

Whereas, these resilient young individuals demonstrate unwavering commitment, adaptability, and courage in the face of unique challenges; and

Whereas, military children contribute significantly to the strength and resilience of our military families and communities; and

Whereas, their sacrifices often go unnoticed, yet they play an essential role in supporting the Army's mission; and

Whereas, the Month of the Military Child provides an opportunity to celebrate their achievements, honor their past, cherish the present, and shape a brighter future; and

Therefore, let it be known that we recognize and appreciate the contributions of military children and youth, and we commit to providing them with quality care and positive youth development, and

Be It Resolved:

That the MAYOR ELIZABETH ARMSTRONG of the City of LINDEN does hereby declare April 2026 as Month of the Military Child and calls upon the individual citizens, government agencies, churches and civic organizations, in the City of LINDEN to observe this month with appropriate programs, ceremonies and activities as a way to bring our mission and vision into reality.

ELIZABETH ARMSTRONG
MAYOR, CITY OF LINDEN, MI



MCEC®

2026

Proclamation

MONTH OF THE MILITARY CHILD

Whereas, millions of American children have parents serving in our nation's armed forces, demonstrating remarkable strength and courage in the face of unique challenges; and

Whereas, military-connected children serve alongside their parents, adapting to frequent relocations, new schools, and extended separations from loved ones while maintaining their academic progress and personal growth; and

Whereas, CITY OF LINDEN MICHIGAN has worked for over 25 years to ensure quality educational opportunities for all military-connected children; and

Whereas, the support of schools, communities, and organizations is vital to the success and well-being of military children; and

Whereas, the Month of the Military Child provides an opportunity to recognize and honor the contributions and sacrifices of military children;

Now, therefore, the CITY OF LINDEN MICHIGAN hereby recognizes April 2026 as Month of the Military Child and encourages all citizens to show appreciation for military children through appropriate ceremonies and activities, including wearing purple on Wednesday, April 15, as a visible way to show support and thank military children for their strength and sacrifices.

Name
Title
Organization

Date



GENESEE COUNTY DRAIN COMMISSIONER'S OFFICE

-DIVISION OF
SURFACE WATER MANAGEMENT

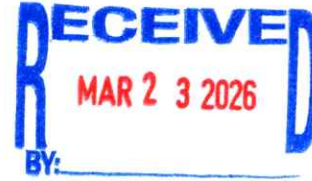
JEFFREY WRIGHT
COMMISSIONER

G-4608 BEECHER ROAD, FLINT, MI 48532
PHONE (810) 732-1590 FAX (810) 732-1474

17 March 2026

Reference: Forest Ridge Estates Condo (PID:61-20-200-014)

Rade Beslac
Fenton Land Surveying & Engineering, Inc.
14165 N. Fenton Rd., Ste. 101A
Fenton, MI 48430



Dear Mr. Beslac,

We have reviewed the site plan for this proposed project. We cannot approve the storm water plan for the following reasons:

West Pond:

- WQV appears to be miscalculated. Please review & revise.
- If treating sediment within the sump of a pond, sump needs to be located in front of the OCS.
- The pipe inlet (ESB) into the pond is too close to the pond outlet to allow sediment to settle. The inlet needs to be a sufficient distance from the outlet to extend the time of flow for settlement to occur or the flow in the pond should be redirected to extend the time of flow to allow sediment to settle.
- While mixing the max discharge rate and average discharge rates you are being conservative when you need to increase your detention time and choosing to use a higher discharge rate when you want to increase your flow rate. This is not good engineering you need to be consistent with your method and use either the max discharge rate for all discharges or use the average discharge rate for all calculations.
- As the pond is deep, please provide a drivable maintenance path into the pond.
- If new pipes are to have sump leads, please show on plans.
- As discussed, if putting a restrictor on DSA bulkhead, please show how it impacts the drainage in your calculations.

East Pond:

Insufficient information was provided to review the pond. Please review comments below.

- As there is no way to separate newly developed runoff and existing runoff, the WQV for the entire eastern tributary needs to be treated in the pond. Please recalculate.
- If treating sediment within the sump of a pond, sump needs to be located in front of the OCS.
- Please either define the 7 acres on the plan used to calculate the Channel Protection volume or include the entire 29-acre tributary in the MDEQ spreadsheet. This is to ensure the correct increase in runoff is calculated.
- Please review c-factor calculation. This office accepts a c-factor of 0.3 for woodlands and sloped developed lands, 0.35 for lawns, and 0.25 for dry ponds.
- While mixing the max discharge rate and average discharge rates you are being conservative when you need to increase your detention time and choosing to use a higher discharge rate

when you want to increase your flow rate. This is not good engineering you need to be consistent with your method and use either the max discharge rate for all discharges or use the average discharge rate for all calculations.

- As the pond is deep, please provide a maintenance path at a shallower grade into the pond.
- This office requires storm pipes to be designed to carry the 10-year storm event under gravity flow conditions and have a velocity greater than 2 feet per second to provide for self-cleaning. As some of the pipes do not meet this criteria and are already constructed, please provide the 100-year HGL to show the storm will get to the pond without surcharging from the rim of the structures.
- It appears ES 02 has an inlet below the top of the receiving 30-inch pipe which will cause water to back up into the wetland area ES02 is intended to drain during large storm events when the pipe is flowing full or under head pressure. Please review & revise.
- It appears DS13 may be insufficient in size and restrict the 7-acre tributary's ability to drain.
- Sheet C11 – Pipe sizes at DS20 do not match between plan and profile.
- No operation and maintenance information was submitted with the plans. Part D of our design standards require the information be provided to the owner on how to maintain and operate the new storm water BMP's that will be installed on site.

We offer the following for your consideration:

- According to our standards, we recommend a maximum slope of 1:6 for ponds within a residential area. Otherwise, a fence is recommended for safety purposes.
- It appears the pond may be in a wetland. Additional permits from EGLE may be required.

If you have questions or comments, please feel free to contact our office. Thank you.

Sincerely,

Heather Kronenberg
Civil Engineer

cc: FLS0317(61-20)
City of Linden Building Department
EGLE
Plans Drawn Date: 10-27-2025



**CITY OF LINDEN
SPECIAL CITY COUNCIL MEETING
TUESDAY, MARCH 17, 2026 AT 6:30 P.M.**

LOCATION: LOOSE SENIOR CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Mayor Elizabeth Armstrong. The meeting was held at The Loose Senior Center located at 707 North Bridge Street, Linden, Michigan 48451.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present. A Moment of Silence was observed for fallen military heroes.

ROLL CALL

City Council Present: Mayor Elizabeth Armstrong, Mayor Pro tem Jerry Link, Brad Dick, Pam Howd, Denise Miller, Brenda Simons

Absent: Tom Hicks

Others Present: Ellen Glass, City Manager; Tessa Sweeney, Director of Senior Services & Community Engagement; Gwen Fannon, Travel/Special Events Coordinator; Kristyn Kanyak, City Clerk; Mike Gildner, City Attorney

a. Excuse Absent Member(s)

Armstrong excused Councilor Hicks.

SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CORRESPONDENCE

None.

PUBLIC COMMENT

Public comment about the Loose Advisory Board topic and shared suggestions.

Public comment about the Loose Advisory Board topic; communication; TVs; locked doors; donation box; and billiard table.

Public comment about Loose Advisory Board topic; Council and staff roles.

Public comment about pool table; art and carvings; building and property plans; and Mayor.

Public comment about the Loose Advisory Board topic; shared suggestions; pool table; March activity calendar, activities for men and reasoning.

Public comment on previous public comments; Senior Services Director and Community Engagement title; Advisory Board topic and why the separate meetings end; van and community center.

Public comment about board representation; activities for men and pool room.

Public comment about Loose and city involvement.

Public comment about addition, Armstrong clarified public comment procedure. Public comment on pool table and number of televisions.

Public comment about communication and location of meeting minutes.

Sweeney and Glass provided responses to public comments.

CONSENT AGENDA

None.

DISCUSSION ITEMS

(A) Loose Senior Center Advisory Board

Armstrong read a written statement about the topic. Council discussed Southern Lakes Parks and Recreation's (SLPR) stance; offering different coffee times with the Director; referenced public comments made; additional evening offerings/activities; Loose Staff; shared suggestions for non-profits; SLPR contract language interpretation; Council's role and staff's role; reasoning for pool table being moved. Armstrong further discussed the topic and reasoning for calling this meeting, discussion with Attorney and clarification if we are allowed to vote on the topic.

Motion by Howd, second by Simons to not approve a Loose Senior Center Advisory Board. Discussion with Gildner about the motion. Roll call. Motion carried 6-0.

AYES: Dick, Miller, Simons, Link, Armstrong, Howd

NAYS: None

ABSENT: Hicks

CITY MANAGER'S REPORT

None.

COUNCIL COMMENTS & REPORTS

None.

CLOSED SESSION

None.

ADJOURNMENT

Motion by Miller, second by Howd to adjourn. Motion carried 6-0. The meeting was adjourned by Mayor Armstrong at 7:24 p.m.
Respectfully Submitted,

Kristyn Kanyak, City Clerk

Approved: _____

DRAFT



**CITY OF LINDEN
CITY COUNCIL MEETING**

MONDAY, MARCH 23, 2026 AT 6:30 P.M.

LOCATION: LOOSE SENIOR CENTER, 707 NORTH BRIDGE STREET, LINDEN, MI 48451

CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Mayor Pro tem Jerry Link. The meeting was held at the Loose Senior Citizens Center located at 707 North Bridge Street, Linden, Michigan 48451.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited by all present. A Moment of Silence was observed for First Responders, medical personnel and our Troops.

City Council Present: Mayor Pro tem Jerry Link, Brad Dick, Tom Hicks, Pam Howd, Denise Miller, Brenda Simons

Absent: Mayor Elizabeth Armstrong

Others Present: Ellen Glass, City Manager; Brian Will, Fire Chief; Don Grice, Director of Public Works; Kristyn Kanyak, City Clerk; Pat Parker, City Attorney

a. Excuse Absent Member(s)

Link excused Mayor Armstrong.

SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CORRESPONDENCE

(A) Letter Received – MTA Millage Proposal

(B) Letter Received – Law Day Proclamation

Link acknowledged receipt of items.

PUBLIC COMMENT

Link reviewed public comment and consent agenda item comment procedures

Public comment from K.C. Baran, 67th District Court Judge candidate; shared details of experience and personal background; and requested support.

Public comment on Community Soup for the Soul, shared information and sponsoring organizations. Also commented on parking concerns during car show.

Public comment from car show applicant, provided background on the car show and reasoning; businesses and people support, and opportunities.

Public comment about the car show, parking and small business support.

Public comment regarding car show support and shared experiences.

Public comment on car show support, experiences, parking and walking.

Public comment on car show, activities and parking.

Public comment on experience with cars and car show significance.

Public comment about car show meaning; experience and reasoning.

Public comment about car show support; non-resident attendance; parking; business support; and Karaoke starting.

Councilors discussed the car show; previous parking concerns, since addressed; personal experiences and opportunities. Link confirmed with Glass, no questions from comments to address.

CONSENT AGENDA

(A) City Council Meeting Minutes from March 9, 2026

(B) Application to Use Public Property: Sunset Corals Classic Car Cruise-In:
Thursday, May-October

(C) Financial Reports

Motion by Miller, second by Howd to approve the consent agenda. Roll call. Motion carried 6-0.

AYES: Dick, Miller, Hicks, Simons, Link, Howd

NAYS: None

ABSENT: Armstrong

UNFINISHED BUSINESS

None.

NEW BUSINESS

(A) Ordinance No. 425 Amending Section 154.064 of Zoning Ordinance: Home Occupations

Link briefly explained topic. Councilors discussed approval process and purpose.

Motion by Howd, second by Miller to adopt the text amendment to Section 154.064, Home Occupations, of the City of Linden Zoning Ordinance, as recommended by the City of Linden Planning Commission. Roll call. Motion carried 6-0.

AYES: Link, Simons, Howd, Dick, Miller, Hicks

NAYS: None

ABSENT: Armstrong

(B) Revised Draft of Proposed Zoning Amendments (Referral to Planning Commission) Link reviewed the purpose of the topic. Glass further explained reasoning. Discussion with Councilors, Glass and Parker regarding nonconforming businesses, commercial and residential; reasoning for return to Planning Commission and all changes will come back to Council.

Motion by Howd, second by Miller to move this to the Planning Commission. Motion carried 6-0.

CITY MANAGER'S REPORT

Glass provided a verbal update on the following items:

- Box City planning
- Budget

Grice presented an update on the Mill and another change order pertaining to foundation complications; and findings.

Public comment regarding elevator, Grice addressed.

Councilors and Grice discussed septic field; additional cement; coffer dam; rock-use; regarding footings and columns; and cost.

CITY ATTORNEY'S REPORT

None.

DEPARTMENT REPORTS

Link thanked the Departments for their reports which included reports from the Police Department, Code Enforcement, Fire Department and Loose Senior Services Department. Glass referenced Senior Services monthly report and explained the Annual Report, presented to Southern Lakes Parks and Recreation (SLPR).

COUNCIL COMMENTS AND REPORTS

Miller thanked everyone.

Howd explained Metro meeting moved and can share update after; thanked for car show support and its meaning; and grateful for Tessa.

Hicks commented on turnout for car show and thanked everyone.

Simons commented on car show and thanked Director of Senior Services and Community Engagement (Tessa) and for report, Vice Chair of SLPR and improvements; and looking forward to evening activities.

Dick commented on Networking at Noon; VFW Easter Bingo; and shared information for Genesee County Master Plan revisions.

Link thanked everyone for car show support and no complaints since change last summer.

CLOSED SESSION

None.

ADJOURNMENT

Motion by Miller, second by Howd to adjourn. The meeting was adjourned by Mayor Pro tem Link at 7:27 p.m.

Respectfully Submitted,

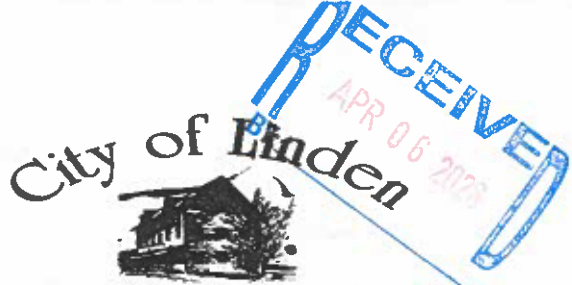
Kristyn Kanyak, City Clerk

Approved: _____

DRAFT

APPLICATION/PERMIT TO USE PUBLIC PROPERTY, PUBLIC STREETS OR RIGHTS-OF-WAY

Your Approved form is your confirmation



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507 Telephone: (810) 735-7980 • Fax: (810) 735-4793

Notes to Applicants: Application and all attachments must be received by the city at least 90 days prior to event.

Name of Event: RIVER ROAST

Happening In Linden 4/6/26 (Name of Sponsoring Organization) (Date Submitted) Mary Dodt - Dick 83-1803522 (Name of Organization Representative in Charge of Event) (Tax Exempt Organization)

Linden, MI 48451 (Complete Mailing Address of Representative) Tel. No.

Description of Event: (List times of any unusual events, i.e. Fireworks display, etc.) Give as much information regarding nature of event as possible. Attach additional sheet(s)/maps. Two day music and Food Event with a beer Tent Friday 5-10pm Saturday Noon until 10:30 PM with Fireworks on the Mill Pond at 9:45 PM Beer tent will have Private Security during open hours

Date(s) of Event: July 17-18, 26 (Set-up 7/16, tear down 7/19) Time of Event: (Begin) 7/17 5:00 PM, 7/18 12:00 PM (Each Day) (End) 7/17 10:00 PM, 7/18 10:30 PM

Identify the Public Property that you are requesting to use: i.e. Streets, Parks, Parking Lots, etc. Community Center Parking Lot and Gazebo Area for the duration of the weekend and Mill St during Event, Main St from Broad St to west drive of Sharp's parking lot on Saturday 7am - 11pm

(Use extra sheet if necessary. *Provide a map of all the areas you are requesting use of, showing placement of any temporary equipment/vehicles etc. and traffic pattern for vehicles, if applicable.)

Number of Volunteers or Workers you will supply 20 Volunteers plus 5 Private Security

If Street Closure is Necessary - Time of Barricading (Each Day): (Begin) 7 AM (End) 11 p.m. Streets to be Closed: MILL ST. FROM BRIDGE ST TO MAIN. From 9am 7/17 - 11 pm 7/18 (will open nitely if safe to do so) MAIN ST. FROM BROAD TO TICKNER, TICKNER FROM MAIN TO WEST OF SHARPS PARKING LOT ON SATURDAY 7am -11pm

(See instructions on SPECIAL EVENT CHECKLIST – Identify those streets that will be closed - *provide a map of the area indicating where barricades are to be placed)

- *Map of area to be used to be submitted indicating locations of all areas being used. Locate all existing structures and proposed festivities. In case of parades, parade route to be shown on a street map of the area. Charges may be imposed where cleanup of area is not satisfactory. Charges may be imposed for use of utilities (water/electricity). Amount of liability insurance organization is required to furnish: \$ 2,000,000 (to be submitted with application.)

NOTE: CITY OF LINDEN TO BE LISTED AS AN ADDITIONAL INSURED

- Hold Harmless Agreement to be submitted with application. Special Event Check List – Review and acknowledge receipt and compliance with same. (initial by applicant) MDD. Return one copy with application; retain copy for your records.

Groups, organizations, or promoters of events will be held liable for damage to any streets, parking lots, sidewalks, or other public property, and must fully cooperate with all City Departments. Failure to cooperate can lead to immediate revocation of permit issued by the City of Linden. I understand that, by law and policy, alcohol and controlled substances are forbidden on public property and smoking is not allowed in any building and that abuse of this may cause eviction and loss of usage.

I/We agree to and will abide by these conditions.

Mary Dodt-Dick Applicant's Signature

4/4/2026

Date

(To be determined by City Administration)

Approval/Comments by:

Chief of Police: *[Signature]* Date: 4-7-26

Conditions of Approval: _____

Fire Chief: *[Signature]* Date: 4/7/26

Conditions of Approval: NEED COPY OF PERMIT & SITE PLAN

City Manager: *[Signature]* Date: 4/8/26

Conditions of Approval: _____

Director of Public Works: *[Signature]* Date: 4/8/26

Conditions of Approval: _____

Certificate of Insurance Furnished: Yes/No

A copy of this approval/denial was provided to:

- Applicant Date _____
- Police Chief Date _____
- Fire Chief Date _____
- DPW Date _____
- Street File (if applicable) Date _____



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

SPECIAL EVENT CHECKLIST

The following items need to be addressed by applicant when a Special Event is being planned within the City of Linden. Please place an "X" beside all items that are applicable to this request, indicate "N/A" beside those items that do not apply, return one copy with application, retain one copy for your records.

- Complete applicable application/permit form and submit to the City at least 90 days prior to event.
Include:
 - Location map (drawing) of area being used showing set-up of all equipment, entrance and exit points, fencing and barricades, food and beverage booth, tents or trucks, handicap parking, entertainment locations (stage, bands, music), and any other pertinent information.
 - Date(s) and Times of Event.
 - Hold Harmless Agreement.
 - Insurance Certificate listing City of Linden as an Additional Insured.
 - File an Application for any additional Signage which will be requested.
 - Food/Beverage being served? If yes, make necessary arrangements with Genesee County Health Department for Required Permits. If alcohol will be served, list location(s).
 - Additional Trash Receptacles required? If yes, must be arranged by the applicant.
 - Barricades required? If yes, applicant is responsible to make request for specific location. Applicant must get clearance from Linden Schools Transportation Dept. if closure is on school days and prior to 5:00 p.m.
 - Clean-Up of area to be responsibility of the applicant.
 - Inflammables provided? List type and location.
 - Porta-Johns requested? If yes, applicant is responsible for receipt and return of same. Must show on map (drawing) proposed location(s). Most provide handicap accessible restroom.
 - Parking and Shuttles provided? Please describe.
 - Electrical Power source required? If yes, responsibility of applicant to provide.
 - Audio Equipment required? If yes, responsibility of applicant to arrange.
- Note:** The application may require the approval of the Police Chief and/or Fire Chief. Recommended that applicant meets with police chief to discuss security/parking.

Date: 4/4/26 Sponsor/Applicant Mary Dodd-Dick

Name of Event RIVER ROAST Date of Event 7/17-7/18/26



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

HOLD HARMLESS AGREEMENT

FOR AND IN CONSIDERATION of the grant by the City of Linden to permit/allow
** Happening In Linden to hold River Roast a music and food event on Downtown city
owned Streets, Parking lots and Parks

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the City of Linden and all of its officers, officials and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the City of Linden and/or its officers, officials, and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the City of Linden the undersigned.

** Insert information regarding what the activity is, date(s), time, and areas that are affected (public sidewalks, streets, parking spaces, etc.).

Witnesses: (Two (2) witness signatures are required)
(Print name beneath each signature)

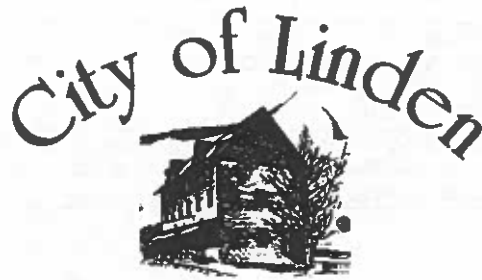
Mary Dodt-Dick
*Signature

Mary Dodt - Dick
Print Name
Happening In Linden, SECRETARY
Organization and Title

* If the project is related to obstructing the public right of way for work on private property, the signature must be that of the subject property owner or of the contractor performing the work.

Date Approved: _____

Copy to: Applicant _____



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

POLICY

STREET CLOSURES OR WORK IN RIGHT-OF-WAY

The following procedure will be utilized whenever an application is received for street closure or for work in the right-of-way not otherwise authorize.

1. Applicant must submit request to the City Council.
2. The City Council will set a date at which it will receive public comments on the request.
3. Applications will be referred to the City Manager for Staff input as well as comments from the Fire and Police Department. Notice will be given to property owners of City record adjacent to Street proposed for closure.
4. Applicant will include a map/description of the proposed area/event.
5. City Council will hear Staff, Citizens and Resident comments at the next Council meeting.
6. City Council will act on the application.



Linden's River Roast

Friday, July 17, 2026

- 5-9:30 PM -Open Corn Hole
- Food Trucks on site
- Bands @ Gazebo
- Beer Tent

Saturday, July 18, 2026

- 8 am – Noon Pancake Breakfast
- Noon-5 PM -Kids Events*
- Noon- 10 pm-Food Trucks on site
- 2-9:30 pm Bands @ Gazebo
- 2:00-9:30 Beer Tent
- 6-8 *Corn Hole Tournament
- 9:45 Fireworks
- *Held on Main St. Swap Areas



Roadblocks XXXX

Main St

Main St

VFW Post 4642 105

Beer Refridge Trailer

M.M.S.
-Sat

Roadblocks

XXXXXX

Mill St

NomNomNinja
Saturday

Mahalo-Friday
H.O.R.- Saturday

Mill St

Food Truck

D & W & T. Burger

G.T.P. & P. Pig

Port-a-Potties

Slide 2

N Bridge St

N Bridge St

302

218

Mill St

Mill St

Mill St

Yellow Fencing = Alcohol Area

Red Tent = Beer Tent

Beer Refridge Trailer

F
o
o
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T
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F
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Bar Bar Bar Bar

40'

73'

20'

50'

Entry Control Points

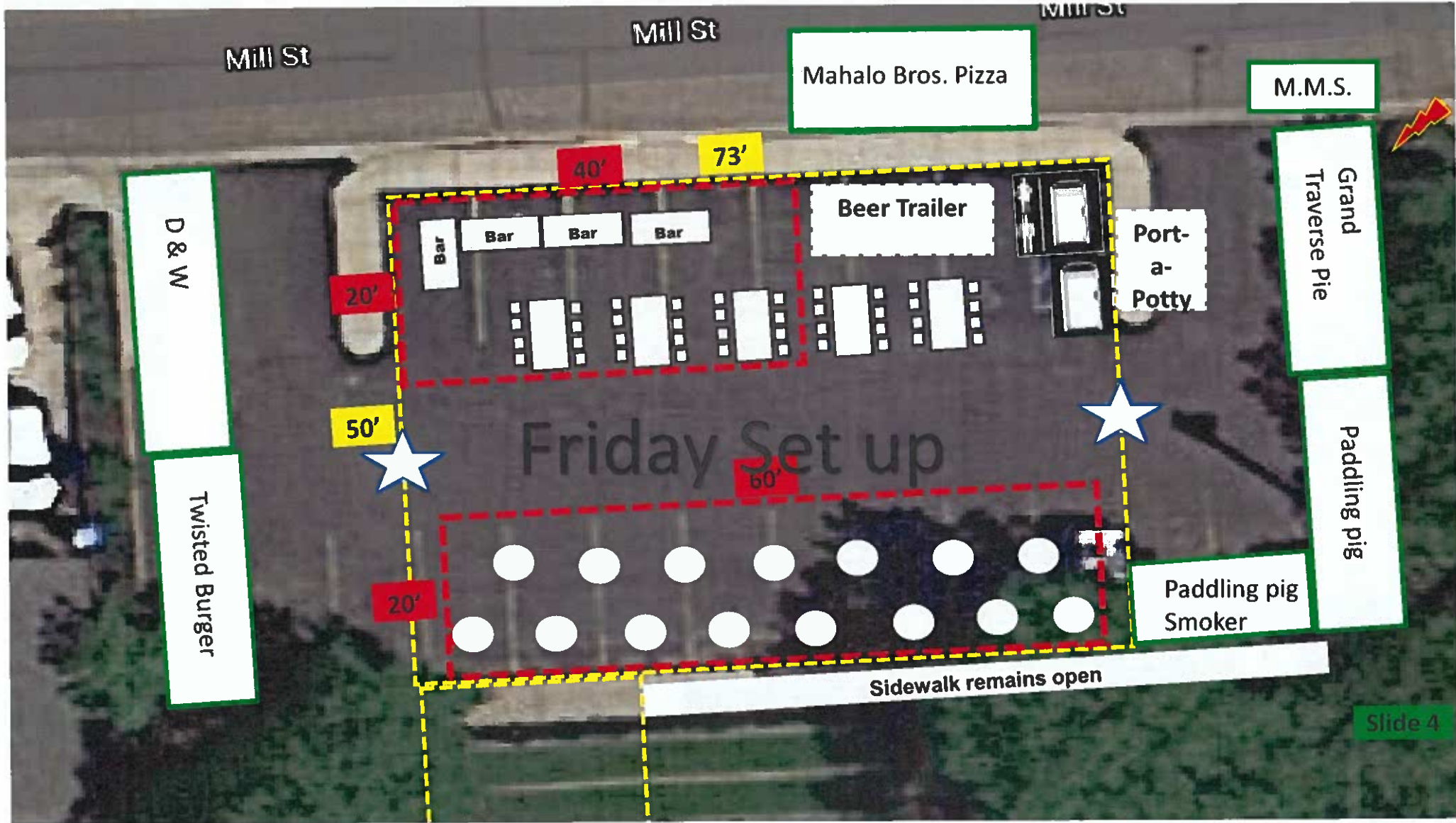
Port-a-Potties
1-Reg
1-HandiCap

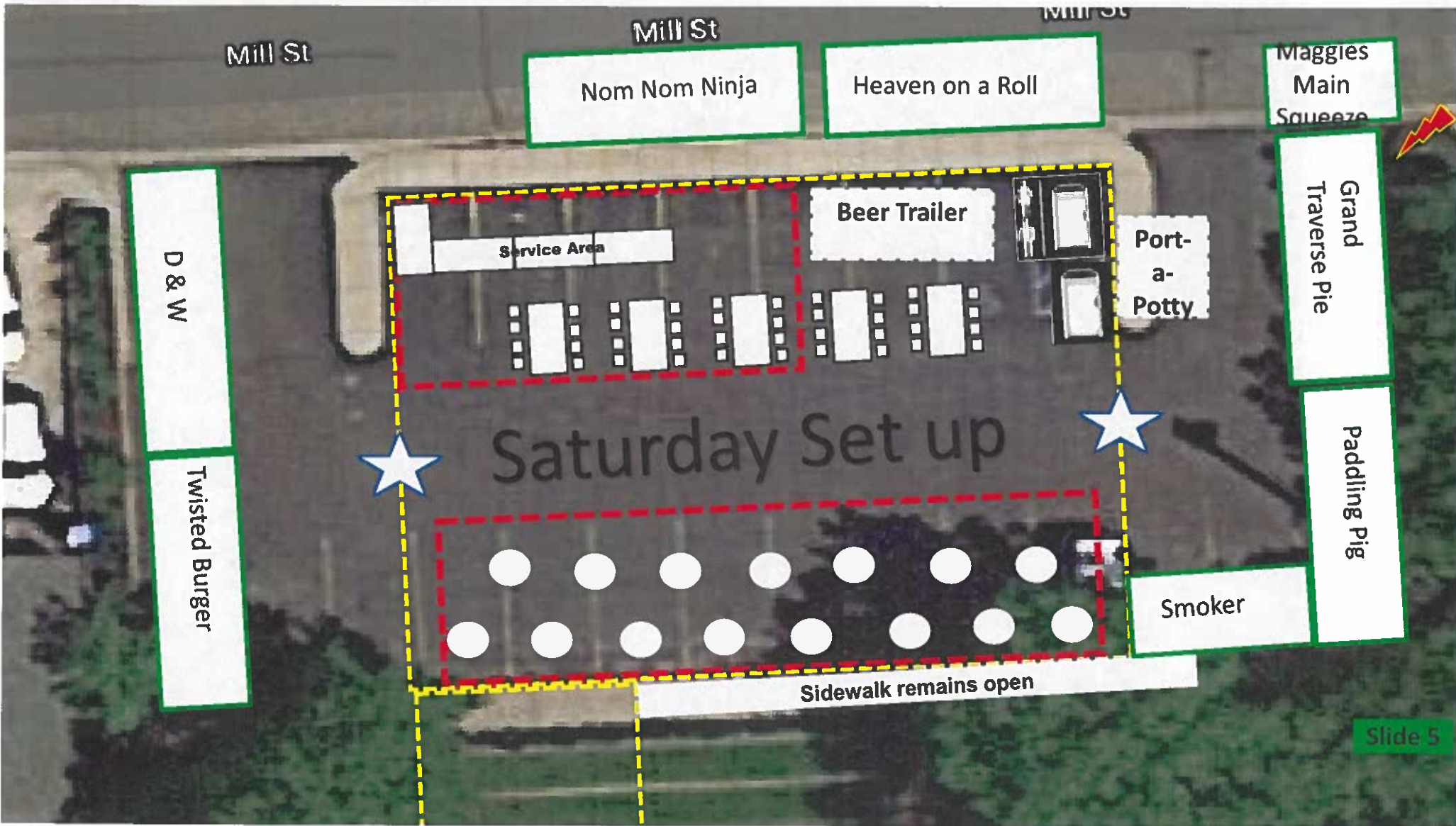
Sidewalk remains open

Must have
ID Bracelet to enter
Available at the VFW

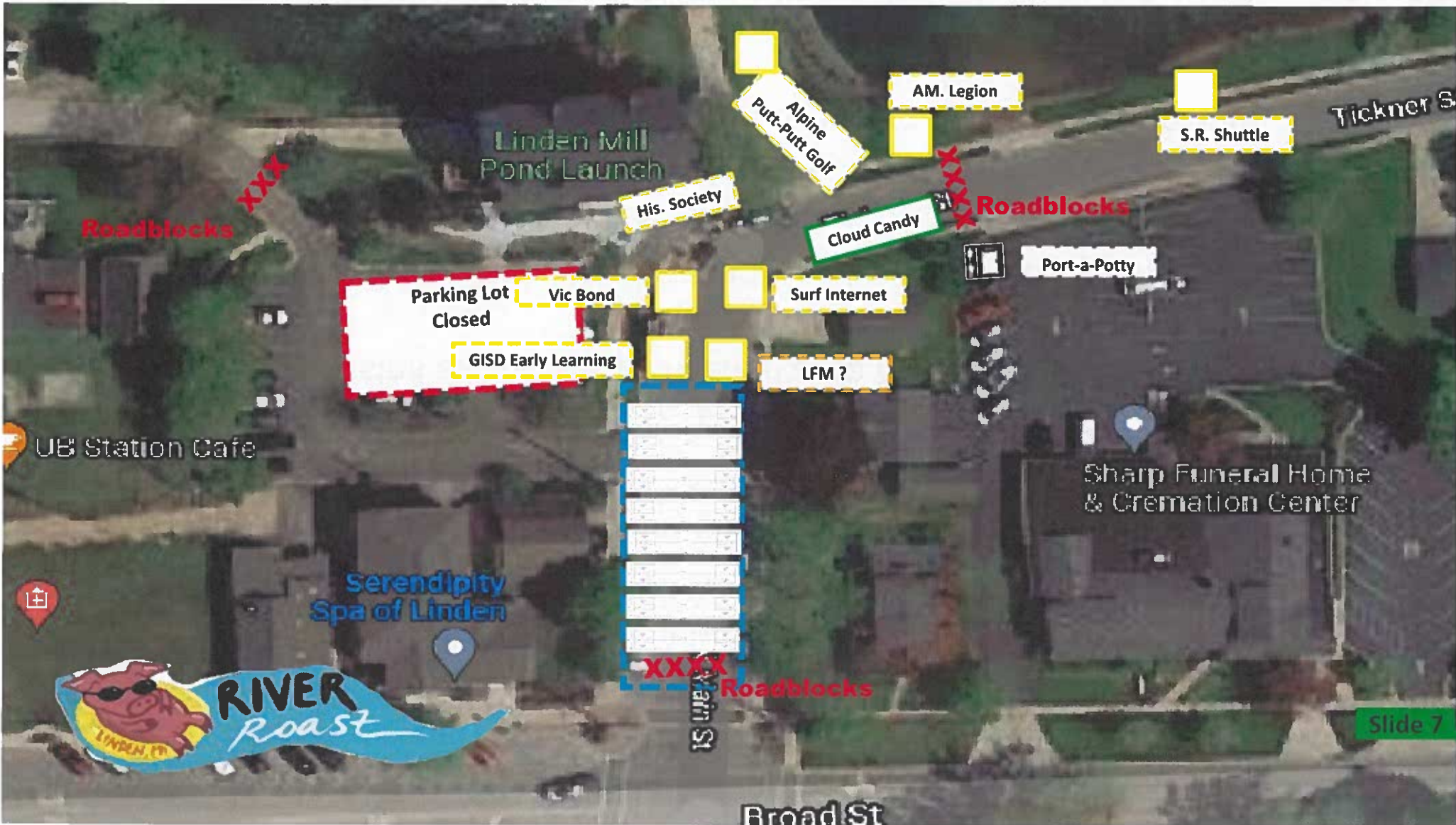
Renting: 10-4x8 Tables, 15-High-top Tables, 50-chairs, 2-20'x20'
tents, & 250' of fence

Slide 3









Planning

- Security – Teachout Security, 5 guards each day, Michael Morgan (517) 819-0564, Security Friday, 5-10 PM, and Saturday, 2-10 pm - 5 officers
- Beer Tent – Open Friday from 5-9:30 PM and Saturday from 2:00 PM to 9:30 PM – Wristbands sold in LCC for 21 and older - Beer/Wine (no liquor), in fenced-in area only, LCC will be closed to the public past the bathrooms, at 9:30 PM - LCC restrooms will be closed to the public at 10 PM. Security staff exiting from fenced-in area NLT 10 PM both nights (Brad)
- Vendors – verify list from last year and new, update Maps (Chris/Brad)
- Rain Plan – Remain outside if tenable, move inside LCC alternate plan, much smaller venue, food trucks may leave
- Sound/Bands – Voice sound system is expected by bands, 30-minute switch-out times

Planning

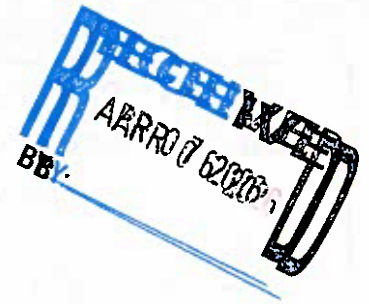
- | | <u>Time</u> | <u>Act</u> |
|-----------------------|-------------|------------|
| • Friday Bands----- | 5:00-6:00 | |
| (Ed) | 6:30-7:30 | |
| | 8:00-9:30 | |
| • Saturday Bands----- | 2:00-3:00 | |
| (Ed) | 3:30-4:30 | |
| | 5:00-6:00 | |
| | 6:30-7:30 | |
| | 8:00-9:30 | |
- Food Trucks – Get updates for 2026 for map (Brad)
 - Fireworks @ 9:45-10:00 see – map (Brad)
 - LCC Rented (Brad)
 - Port-a-potties - see map (1 regular and 2 handicap) (Chris)
 - Kids Zone (Brad), PuttPutt (Ed), Cornhole (Ed), Tents/fencing/tables/chairs (Brad) - see map

Remaining Tasks

- Verify The Rock Church doing a Kid Zone (Brad)
- Verify and order Porta Potties (Chris)
- Sound guy from last years' River Roast to provide sound and hire bands (Ed)
- Confirm security (Ed)
- Coordinate with Food Trucks (Brad)
- Confirm Fireworks and 9:45 start time...15-minute show (Brad)
- Get Putt Putt golf (Ed)
- Order Beer (Brad/Karen/Ed)
- Got a Corn Hole Sponsor (HIL) SURF Internet



Happening In Linden
Presenter of Community Events
A MI Non-Profit Corporation



Ellen Glass, City Manager

April 6, 2026

Linden City Council

Re : Zombies Scarecrows and Monsters Event

Dear, Ellen and Council,

Happening IN Linden would once again like to hold the annual Zombie Walk, along with the Zombies, Scarecrows and Monsters Event to celebrate Halloween and the coming of fall.

We are requesting the use of city property and staff (Police Escort for the Zombie walk) on the dates of October 16 & 17 2026. Weather permitting the Zombie walk would take place on Friday the 16th, with a rain date of Saturday.

All other activities will be held at Eagles Wooden Park and will not require city staff to operate.

It is our intent to operate two different Halloween Trails at Eagles Wooden Park, the first trail being a trick or treat trail with local businesses having the opportunity to hand out candy along the trail. As the Trick or Treat trail branches off the experience becomes spooky for those that like things that go bump in the night. We will also have a couple of Food Trucks on site and some other family friendly activities.

After speaking with Chief Sutter regarding Trespassing on the trails by persons bypassing safety barriers, he recommends we close the park for the week of the event. He believes it will be much easier to keep people out if the entire park is off limits, instead of just the trails. We are expanding our setup and this and will require more setup time. We are expecting an opening night crowd of two thousand plus people.

The application along with associated maps and necessary insurance forms are attached.

Please feel free to reach out to me with any questions, concerns, or suggestions,

Mary Dodt- Dick

Event Chairperson



Linden's Holiday Happening

www.happeninginlinden.com
@hilinden
Happeninginlinden

[Redacted]
Linden, MI 48451

[Redacted]
E-mail:
info@happeninginlinden.com

**APPLICATION/PERMIT TO USE PUBLIC
PROPERTY, PUBLIC STREETS OR RIGHTS-
OF-WAY**

Your Approved form is your confirmation



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 755-7980 • Fax: (810) 755-4793

Notes to Applicants: Application and all attachments must be received by the city at least 90 days prior to event.

Name of Event: Zombies, Scarecrows and Monsters

Happening In Linden

4/6/26

(Name of Sponsoring Organization)

(Date Submitted)

Mary Dodt - Dick, Secretary

83-1803522

(Name of Organization Representative in Charge of Event)

(Tax Exempt Organization)

██████████ Linden, MI 48451

(Complete Mailing Address of Representative)

Tel. No.

Description of Event: (List times of any unusual events, i.e. Fireworks display, etc.) Give as much information regarding nature of event as possible. Attach additional sheet(s)/maps. 10/16 Main St. for Zombie walk staging 5:30-6:30PM, Broad St to Walmar Dr. for Zombie walk 6:30 - 7:00pm. 10/16 & 17 6:00 Pm until 11:00PM Eagles wooden Park for Zombie Scare Trails

Date(s) of Event: 10/16 & 10/17

Time of Event: (Begin) 6pm - 11pm

Close Eage's Wooden Park 10/12 -10/18

(Each Day) (End) _____

Identify the **Public Property** that you are requesting to use: i.e. Streets, Parks, Parking Lots, etc. _____

Eagles Wooden Park For event set-up, event and event tear down 10/12-10/18 Walmar Parking area for event 10/16 & 17, Main St for Zombie walk Staging 5:30pm - 6:30pm 10/16

(Use extra sheet if necessary. *Provide a map of all the areas you are requesting use of, showing placement of any temporary equipment/vehicles etc. and traffic pattern for vehicles, if applicable.)

Number of Volunteers or Workers you will supply 20

If Street Closure is Necessary - Time of Barricading (Each Day): (Begin) 5:30pm (End) 6:30pm

Streets to be Closed: MAIN ST. FROM BROAD TO TICKNER,

Walmar at Eagles Wooden Park Enterance 10/12-10/18 For Event set up, Event and Event Teardown

(See instructions on SPECIAL EVENT CHECKLIST – Identify those streets that will be closed - *provide a map of the area indicating where barricades are to be placed)

- *Map of area to be used to be submitted indicating locations of all areas being used. Locate all existing structures and proposed festivities. In case of parades, parade route to be shown on a street map of the area.
- Charges may be imposed where cleanup of area is not satisfactory. Charges may be imposed for use of utilities (water/electricity).
- Amount of liability insurance organization is required to furnish: \$ 2,000,000 (to be submitted with application.)

NOTE: CITY OF LINDEN TO BE LISTED AS AN ADDITIONAL INSURED

- Hold Harmless Agreement to be submitted with application.
- Special Event Check List – Review and acknowledge receipt and compliance with same. (initial by applicant) MDDD. Return one copy with application; retain copy for your records.

Groups, organizations, or promoters of events will be held liable for damage to any streets, parking lots, sidewalks, or other public property, and must fully cooperate with all City Departments. Failure to cooperate can lead to immediate revocation of permit issued by the City of Linden. I understand that, by law and policy, alcohol and controlled substances are forbidden on public property and smoking is not allowed in any building and that abuse of this may cause eviction and loss of usage. I/We agree to and will abide by these conditions.

Mary Dodt-Dick
Applicant's Signature

4/6/26

Date



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

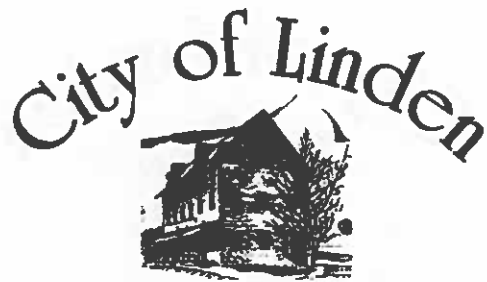
SPECIAL EVENT CHECKLIST

The following items need to be addressed by applicant when a Special Event is being planned within the City of Linden. Please place an "X" beside all items that are applicable to this request, indicate "N/A" beside those items that do not apply, return one copy with application, retain one copy for your records.

- Complete applicable application/permit form and submit to the City at least 90 days prior to event.
Include:
- Location map (drawing) of area being used showing set-up of all equipment, entrance and exit points, fencing and barricades, food and beverage booth, tents or trucks, handicap parking, entertainment locations (stage, bands, music), and any other pertinent information.
 - Date(s) and Times of Event.
 - Hold Harmless Agreement.
 - Insurance Certificate listing City of Linden as an Additional Insured.
- File an Application for any additional Signage which will be requested.
- Food/Beverage being served? If yes, make necessary arrangements with Genesee County Health Department for Required Permits. If alcohol will be served, list location(s).
- Additional Trash Receptacles required? If yes, must be arranged by the applicant.
- Barricades required? If yes, applicant is responsible to make request for specific location. Applicant must get clearance from Linden Schools Transportation Dept. if closure is on school days and prior to 5:00 p.m.
- Clean-Up of area to be responsibility of the applicant.
- Inflammables provided? List type and location.
- Porta-Johns requested? If yes, applicant is responsible for receipt and return of same. Must show on map (drawing) proposed location(s). Most provide handicap accessible restroom.
- Parking and Shuttles provided? Please describe.
- Electrical Power source required? If yes, responsibility of applicant to provide.
- Audio Equipment required? If yes, responsibility of applicant to arrange.
- Note:** The application may require the approval of the Police Chief and/or Fire Chief. Recommended that applicant meets with police chief to discuss security/parking.

Date: 4/6/26 Sponsor/Applicant Mary Dodt-Dick

Name of Event Zombies, Scarecrows and Monsters Date of Event 10/16 & 10/17



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

HOLD HARMLESS AGREEMENT

FOR AND IN CONSIDERATION of the grant by the City of Linden to permit/allow
**** Happening In Linden to hold the Zombies ,Scarecrows and Monster Event in Downtown Linden**
and at Eagles Wooden Park. Use Will be City Streets, Parks and other City owned property and parking

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the City of Linden and all of its officers, officials and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the City of Linden and/or its officers, officials, and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the City of Linden the undersigned.

** Insert information regarding what the activity is, date(s), time, and areas that are affected (public sidewalks, streets, parking spaces, etc.).

Witnesses: (Two (2) witness signatures are required)
(Print name beneath each signature)

Mary Dodt-Dick

*Signature
Mary Dodt - Dick

Print Name
Happening In Linden, SECRETARY

Organization and Title

* If the project is related to obstructing the public right of way for work on private property, the signature must be that of the subject property owner or of the contractor performing the work.

Date Approved: _____

Copy to: Applicant _____

City of Linden



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

POLICY

STREET CLOSURES OR WORK IN RIGHT-OF-WAY

The following procedure will be utilized whenever an application is received for street closure or for work in the right-of-way not otherwise authorize.

1. Applicant must submit request to the City Council.
2. The City Council will set a date at which it will receive public comments on the request.
3. Applications will be referred to the City Manager for Staff input as well as comments from the Fire and Police Department. Notice will be given to property owners of City record adjacent to Street proposed for closure.
4. Applicant will include a map/description of the proposed area/event.
5. City Council will hear Staff, Citizens and Resident comments at the next Council meeting.
6. City Council will act on the application.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/06/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER McCredie Insurance Agency, Inc. 5454 Gateway Centre, Suite A Flint MI 48507		CONTACT NAME: Jennifer Wascher PHONE (A/C, No, Ext): (810) 767-6050 FAX (A/C, No): (810) 767-7323 E-MAIL ADDRESS: christyl@mccredieins.com	
		INSURER(S) AFFORDING COVERAGE INSURER A: United States Liability Insurance Group	NAIC # 524126
INSURED Happening in Linden 413 Lindenwood Linden MI 48451		INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	

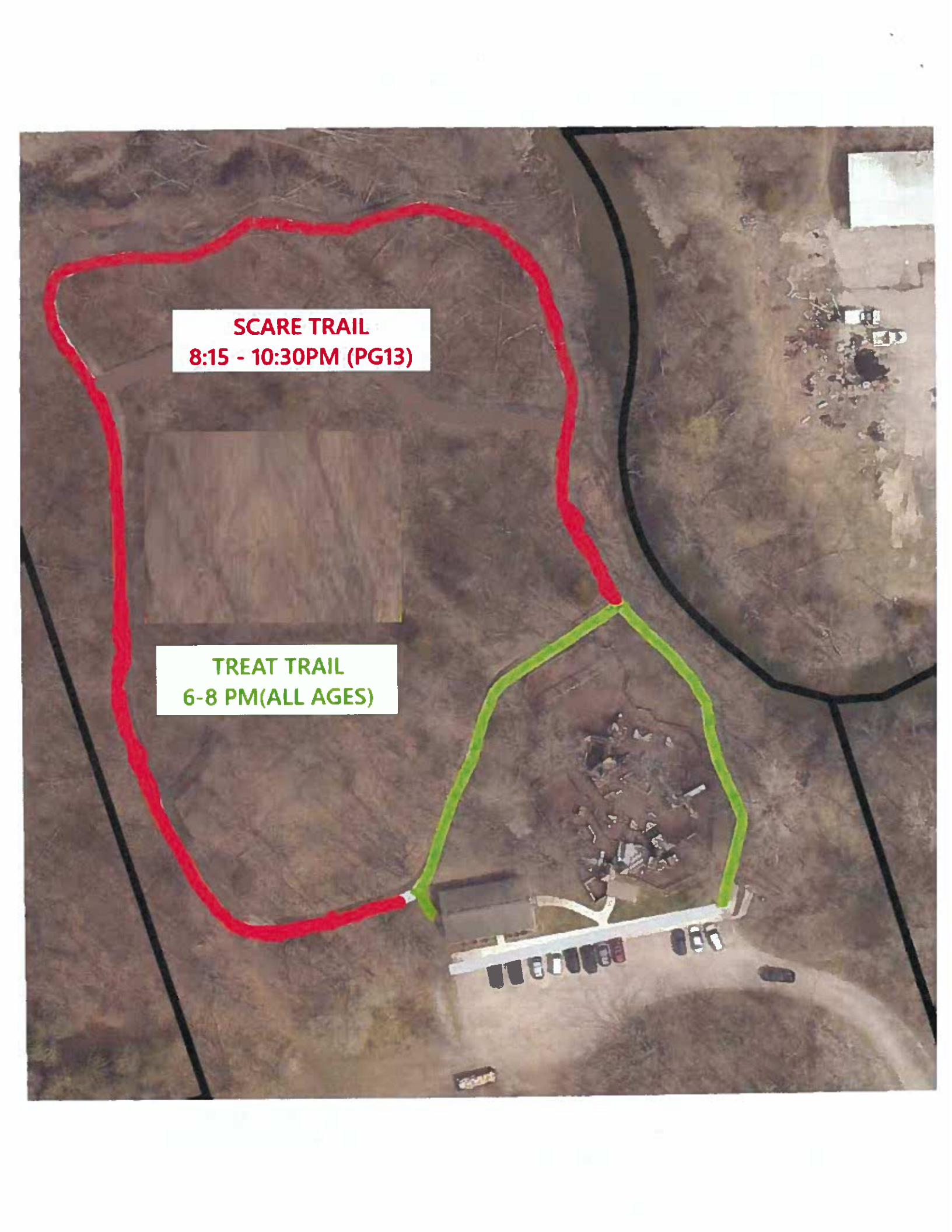
COVERAGES **CERTIFICATE NUMBER:** 26/27Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		NBP1561168E	04/05/2026	04/05/2027	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COM/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER City of Linden 132 E Broad St Linden MI 48451	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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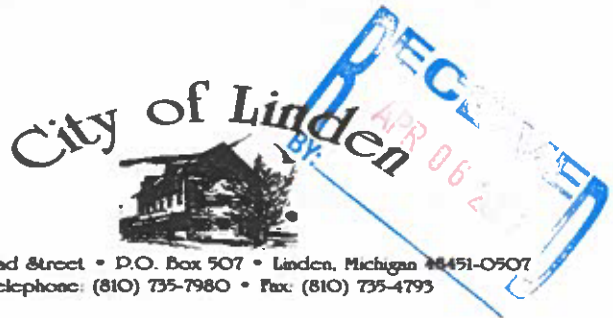


SCARE TRAIL
8:15 - 10:30PM (PG13)

TREAT TRAIL
6-8 PM (ALL AGES)

**APPLICATION/PERMIT TO USE PUBLIC
PROPERTY, PUBLIC STREETS OR RIGHTS-
OF-WAY**

Your Approved form is your confirmation



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

Notes to Applicants: Application and all attachments must be received by the city at least 90 days prior to event.

Name of Event: Linden Ladies Night Out

Happening In Linden 4/4/26
(Name of Sponsoring Organization) _____ (Date Submitted)

Mary Dodt - Dick
(Name of Organization Representative in Charge of Event) _____ (Tax Exempt Organization)

██████████ Linden, MI 48451
(Complete Mailing Address of Representative) _____ Tel. No. _____

Description of Event: (List times of any unusual events, i.e. Fireworks display, etc.) Give as much information regarding nature of event as possible. Attach additional sheet(s)/maps. Annual Ladies Shopping Event held throughout the Downtown area with the Community center as the base with giveaways, vendors, cash bar, and a DJ

Date(s) of Event: 11/07/26 Time of Event: (Begin) 4:00 PM
(Each Day) (End) 10:30 PM

Identify the **Public Property** that you are requesting to use: i.e. Streets, Parks, Parking Lots, etc. MILL ST. FROM BRIDGE ST TO MAIN. COMMUNITY CENTER, PARKING LOT AND MILL ST. FROM 3:00 PM TO 11 PM ON 11/07/2026

(Use extra sheet if necessary. *Provide a map of all the areas you are requesting use of, showing placement of any temporary equipment/vehicles etc. and traffic pattern for vehicles, if applicable.)

Number of Volunteers or Workers you will supply 10 PLUS SECURITY IN MLCC LICENSED AREA (COMMUNITY CENTER)

If Street Closure is Necessary - Time of Barricading (Each Day): (Begin) 3 PM ON 11/07/26 (End) 11 PM ON 11/07/26
Streets to be Closed: MILL ST. FROM BRIDGE ST TO MAIN.

(See instructions on SPECIAL EVENT CHECKLIST – Identify those streets that will be closed - *provide a map of the area indicating where barricades are to be placed)

- *Map of area to be used to be submitted indicating locations of **all** areas being used. Locate all existing structures and proposed festivities. In case of parades, parade route to be shown on a street map of the area.
- Charges may be imposed where cleanup of area is not satisfactory.
Charges may be imposed for use of utilities (water/electricity).
- Amount of liability insurance organization is required to furnish: \$ 2,000,000 (to be submitted with application.)

NOTE: CITY OF LINDEN TO BE LISTED AS AN ADDITIONAL INSURED

- Hold Harmless Agreement to be submitted with application.
- Special Event Check List – Review and acknowledge receipt and compliance with same. (initial by applicant)
mjdd Return one copy with application; retain copy for your records.

Groups, organizations, or promoters of events will be held liable for damage to any streets, parking lots, sidewalks, or other public property, and must fully cooperate with all City Departments. Failure to cooperate can lead to immediate revocation of permit issued by the City of Linden. I understand that, by law and policy, alcohol and controlled substances are forbidden on public property and smoking is not allowed in any building and that abuse of this may cause eviction and loss of usage. I/We agree to and will abide by these conditions.

Mary Dodt-Dick, Secretary 4/4/26
Applicant's Signature _____ Date _____



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SPECIAL EVENT CHECKLIST

The following items need to be addressed by applicant when a Special Event is being planned within the City of Linden. Please place an "X" beside all items that are applicable to this request, indicate "N/A" beside those items that do not apply, return one copy with application, retain one copy for your records.

- Complete applicable application/permit form and submit to the City at least 90 days prior to event.
Include:
 - Location map (drawing) of area being used showing set-up of all equipment, entrance and exit points, fencing and barricades, food and beverage booth, tents or trucks, handicap parking, entertainment locations (stage, bands, music), and any other pertinent information.
 - Date(s) and Times of Event.
 - Hold Harmless Agreement.
 - Insurance Certificate listing City of Linden as an Additional Insured.
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 - Food/Beverage being served? If yes, make necessary arrangements with Genesee County Health Department for Required Permits. If alcohol will be served, list location(s).
 - Additional Trash Receptacles required? If yes, must be arranged by the applicant.
 - Barricades required? If yes, applicant is responsible to make request for specific location. Applicant must get clearance from Linden Schools Transportation Dept. if closure is on school days and prior to 5:00 p.m.
 - Clean-Up of area to be responsibility of the applicant.
 - Inflammables provided? List type and location.
 - Porta-Johns requested? If yes, applicant is responsible for receipt and return of same. Must show on map (drawing) proposed location(s). Most provide handicap accessible restroom.
 - Parking and Shuttles provided? Please describe.
 - Electrical Power source required? If yes, responsibility of applicant to provide.
 - Audio Equipment required? If yes, responsibility of applicant to arrange.
- Note:** The application may require the approval of the Police Chief and/or Fire Chief. Recommended that applicant meets with police chief to discuss security/parking.

Date: 4/04/26 Sponsor/Applicant Mary Dadt-Dick, Secretary

Name of Event Linden Ladies Night Out Date of Event 11/07/26



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

HOLD HARMLESS AGREEMENT

FOR AND IN CONSIDERATION of the grant by the City of Linden to permit/allow
** Happening In Linden to hold LINDEN'S LADIES NIGHT OUT IN AND AROUND THE DOWNTOWN AREA WITH MAIN ACTIVIES AT
THE COMMUNITY CENTER, MILL ST AND COMMUNITY CENTER PARKING LOT.

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the City of Linden and all of its officers, officials and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the City of Linden and/or its officers, officials, and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the City of Linden the undersigned.

** Insert information regarding what the activity is, date(s), time, and areas that are affected (public sidewalks, streets, parking spaces, etc.).

Witnesses: (Two (2) witness signatures are required)
(Print name beneath each signature)

Mary Dodt-Dick, Secretary
*Signature
Mary Dodt - Dick

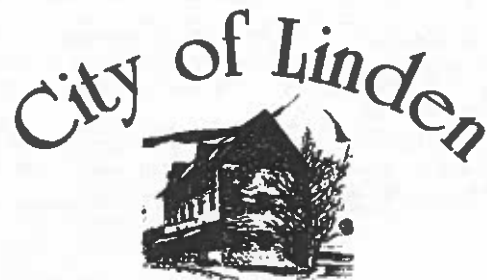
Print Name
Happening In Linden, SECRETARY

Organization and Title

* If the project is related to obstructing the public right of way for work on private property, the signature must be that of the subject property owner or of the contractor performing the work.

Date Approved: _____

Copy to: Applicant _____



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

POLICY

STREET CLOSURES OR WORK IN RIGHT-OF-WAY

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1. Applicant must submit request to the City Council.
2. The City Council will set a date at which it will receive public comments on the request.
3. Applications will be referred to the City Manager for Staff input as well as comments from the Fire and Police Department. Notice will be given to property owners of City record adjacent to Street proposed for closure.
4. Applicant will include a map/description of the proposed area/event.
5. City Council will hear Staff, Citizens and Resident comments at the next Council meeting.
6. City Council will act on the application.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/04/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McCredie Insurance Agency, Inc. 5454 Gateway Centre, Suite A		CONTACT NAME: Jennifer Wascher	
		PHONE (A/C, No, Ext): (810) 767-6050	FAX (A/C, No): (810) 767-7323
		E-MAIL ADDRESS: jenniferw@mccredieins.com	
Flint MI 48507		INSURER(S) AFFORDING COVERAGE	
		INSURER A: United States Liability Insurance Group	
		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	
INSURED Happening in Linden, DBA: Linden's Holiday Happening 413 Lindenwood Linden MI 48451		NAIC # 524126	

COVERAGES

CERTIFICATE NUMBER: 26/27 Liability


REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y		NBP1561168E	04/05/2026	04/05/2027	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 2,000,000
<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC							PRODUCTS - COM/POP AGG \$ 2,000,000
OTHER:							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS ONLY						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR						AGGREGATE \$
	EXCESS LIAB						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	DED						RETENTION \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N		N/A			E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

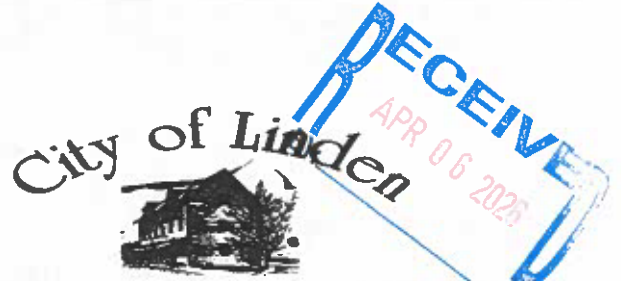
CERTIFICATE HOLDER**CANCELLATION**

City of Linden 132 E Broad St Linden MI 48451	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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**APPLICATION/PERMIT TO USE PUBLIC
PROPERTY, PUBLIC STREETS OR RIGHTS-
OF-WAY**

Your Approved form is your confirmation



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

Notes to Applicants: Application and all attachments must be received by the city at least 90 days prior to event.

Name of Event: Linden's Holiday Happening Frosty Parade & Fireworks

(Name of Sponsoring Organization) _____ 4/6/2026 _____ (Date Submitted)

Mary Dodt - Dick _____ 83-1803522 _____
(Name of Organization Representative in Charge of Event) (Tax Exempt Organization)

██████████ Linden, MI 48451 _____ Tel. No. _____
(Complete Mailing Address of Representative)

Description of Event: (List times of any unusual events, i.e. Fireworks display, etc.) Give as much information regarding nature of event as possible. Attach additional sheet(s)/maps. 5:00 PM Food Trucks and Activites Downtown, 7:00PM Parade, Fireworks after Parade Additional Maps attached

Date(s) of Event: 12/04/2026 _____ Time of Event: (Begin) 5:00PM
(Each Day) (End) 10:00PM _____

Identify the **Public Property** that you are requesting to use: i.e. Streets, Parks, Parking Lots, etc. Triangle Park, Millpond, Gazebo area, Walmar Property, Community Center, Community Center Lot, Sharps Lot, Main St., Broad St., Bridge St., Eagles Wooden Park, (Most downtown City owned property) Mill St., See Attached, (Closures to be determined by city staff)

(Use extra sheet if necessary. *Provide a map of all the areas you are requesting use of, showing placement of any temporary equipment/vehicles etc. and traffic pattern for vehicles, if applicable.)

Number of Volunteers or Workers you will supply 40+

If Street Closure is Necessary - Time of Barricading (Each Day): (Begin) 12pm (End) 10pm

Streets to be Closed: Main St. Broad to Tickner 12pm, Broad and Bridge on Street parking 7am, Sharps and Community center Lot 7am, Parade Route closures determined by city staff starting approximately 6:45pm (Maps attached and subject to change with city input)

(See instructions on SPECIAL EVENT CHECKLIST – Identify those streets that will be closed - *provide a map of the area indicating where barricades are to be placed)

- *Map of area to be used to be submitted indicating locations of **all** areas being used. Locate all existing structures and proposed festivities. In case of parades, parade route to be shown on a street map of the area.
- Charges may be imposed where cleanup of area is not satisfactory. Charges may be imposed for use of utilities (water/electricity).
- Amount of liability insurance organization is required to furnish: \$ 2,000,000 (to be submitted with application.)

NOTE: CITY OF LINDEN TO BE LISTED AS AN ADDITIONAL INSURED

- Hold Harmless Agreement to be submitted with application.
- Special Event Check List – Review and acknowledge receipt and compliance with same. (initial by applicant) MDDD. Return one copy with application; retain copy for your records.

Groups, organizations, or promoters of events will be held liable for damage to any streets, parking lots, sidewalks, or other public property, and must fully cooperate with all City Departments. Failure to cooperate can lead to immediate revocation of permit issued by the City of Linden. I understand that, by law and policy, alcohol and controlled substances are forbidden on public property and smoking is not allowed in any building and that abuse of this may cause eviction and loss of usage.

I/We agree to and will abide by these conditions.

Mary Dodt-Dick, Secretary _____ 4/06/2026 _____
Applicant's Signature Date

City of Linden



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

SPECIAL EVENT CHECKLIST

The following items need to be addressed by applicant when a Special Event is being planned within the City of Linden. Please place an "X" beside all items that are applicable to this request, indicate "N/A" beside those items that do not apply, return one copy with application, retain one copy for your records.

- Complete applicable application/permit form and submit to the City at least 90 days prior to event.
Include:
 - Location map (drawing) of area being used showing set-up of all equipment, entrance and exit points, fencing and barricades, food and beverage booth, tents or trucks, handicap parking, entertainment locations (stage, bands, music), and any other pertinent information.
 - Date(s) and Times of Event.
 - Hold Harmless Agreement.
 - Insurance Certificate listing City of Linden as an Additional Insured.
- File an Application for any additional Signage which will be requested.
- Food/Beverage being served? If yes, make necessary arrangements with Genesee County Health Department for Required Permits. If alcohol will be served, list location(s).
- Additional Trash Receptacles required? If yes, must be arranged by the applicant.
- Barricades required? If yes, applicant is responsible to make request for specific location. Applicant must get clearance from Linden Schools Transportation Dept. if closure is on school days and prior to 5:00 p.m.
- Clean-Up of area to be responsibility of the applicant.
- Inflammables provided? List type and location.
- Porta-Johns requested? If yes, applicant is responsible for receipt and return of same. Must show on map (drawing) proposed location(s). Must provide handicap accessible restroom.
- Parking and Shuttles provided? Please describe.
- Electrical Power source required? If yes, responsibility of applicant to provide.
- Audio Equipment required? If yes, responsibility of applicant to arrange.

Note: The application may require the approval of the Police Chief and/or Fire Chief. Recommended that applicant meets with police chief to discuss security/parking.

Date: 04/06/2026 Sponsor/Applicant Mary Dodd-Dick, Secretary

Name of Event Linden's Holiday Happening Frosty Parade & Fireworks Date of Event 12/4/26



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

HOLD HARMLESS AGREEMENT

FOR AND IN CONSIDERATION of the grant by the City of Linden to permit / allow
** HAPPENING IN LINDEN to present Linden's Holiday Happening Frosty Parade and Fireworks on the downtown city streets and utilizing
city owned property including streets, parking lots, buildings, and parks

as requested by the undersigned, the undersigned does hereby agree to fully hold harmless, defend and indemnify the City of Linden and all of its officers, officials and employees, with respect to all claims, losses, damages, causes of action, judgments, costs and expenses, including reasonable attorney fees, whether or not the same are now known, liquidated, discovered, discoverable or justifiable, which may be asserted, brought or rendered against, incurred or suffered by, and/or imposed upon, the City of Linden and/or its officers, officials, and employees, by reason of or arising out of the grant or exercise of the rights stated above granted by the City of Linden the undersigned.

** Insert information regarding what the activity is, date(s), time, and areas that are affected (public sidewalks, streets, parking spaces, etc.).

Witnesses: (Two (2) witness signatures are required)
(Print name beneath each signature)

Mary Dodt-Dick, Secretary
*Signature

Mary Dodt - Dick

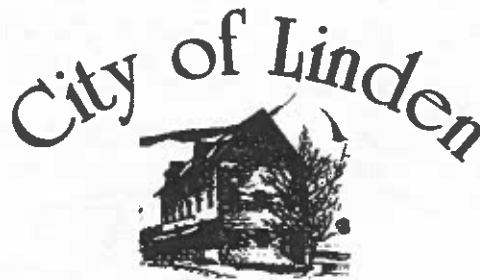
Print Name
Happening In Linden, SECRETARY

Organization and Title

* If the project is related to obstructing the public right of way for work on private property, the signature must be that of the subject property owner or of the contractor performing the work.

Date Approved: _____

Copy to: Applicant _____



132 East Broad Street • P.O. Box 507 • Linden, Michigan 48451-0507
Telephone: (810) 735-7980 • Fax: (810) 735-4793

POLICY

STREET CLOSURES OR WORK IN RIGHT-OF-WAY

The following procedure will be utilized whenever an application is received for street closure or for work in the right-of-way not otherwise authorize.

1. Applicant must submit request to the City Council.
2. The City Council will set a date at which it will receive public comments on the request.
3. Applications will be referred to the City Manager for Staff input as well as comments from the Fire and Police Department. Notice will be given to property owners of City record adjacent to Street proposed for closure.
4. Applicant will include a map/description of the proposed area/event.
5. City Council will hear Staff, Citizens and Resident comments at the next Council meeting.
6. City Council will act on the application.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/06/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER McCredie Insurance Agency, Inc. 5454 Gateway Centre, Suite A Flint MI 48507		CONTACT NAME: Jennifer Wascher PHONE (A/C No. Ext): (810) 767-6050 E-MAIL ADDRESS: christyl@mccredieins.com FAX (A/C No): (810) 767-7323	
		INSURER(S) AFFORDING COVERAGE INSURER A: United States Liability Insurance Group INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 524126	


COVERAGES **CERTIFICATE NUMBER:** 26/27Master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NBP1561168E	04/05/2026	04/05/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)






















CERTIFICATE HOLDER**CANCELLATION**

City of Linden 132 E Broad St Linden MI 48451	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Master Map 2026 Linden's Holiday Happening

Parking & Shuttles

-  Loose Senior Citizens Center
-  Parking & Shuttle
-  Linden Elementary School
-  Shuttle stop to Mill Pond
-  Hyatt Elementary School
-  Eagles Wooden Park Parking
-  Shuttle to Linden & Hyatt Elementary
-  Shuttle Stop to Mill Pond
-  Shuttle Stop to Mill Pond
-  Shuttle Stop to Mill Pond
-  Participant Parking Shuttle Drop off
-  Return Shuttle to Triangle Park and Faith Church
-  Shuttle Stop to Mill Pond
-  Overflow Parking
-  Shuttle Stop to Loose Center
-  Shuttle Stop to Oak & Main
-  Parade Entry Parking
-  Portable Restroom
-  Portable Restroom
-  Line 16
-  Line 16



Working Master Map 2026 Linden's Holiday Happening

Road Closures



N.Main @ Broad Closure 3:00 P.M.

Tickner @ Sharp Lot 3:00 P.M.

Mill @ Bridge Closure 4:00 P.M.

Main @ Oak Closure 4:45 P.M.

Main @ State Bank 6:00 PM Closure

Broad @ Hickory 6:30 PM Closure

East @ Broad St. 6:30 P.M. Close

Tickner @ East Closure 6:30 PM

Tickner @ Ripley 6:30 P.M.

East @ Hickory 6:30 PM Closure

Walmer @ Bridge 6:45 PM Closure

Tickner @ Bridge 6:45 PM Closure

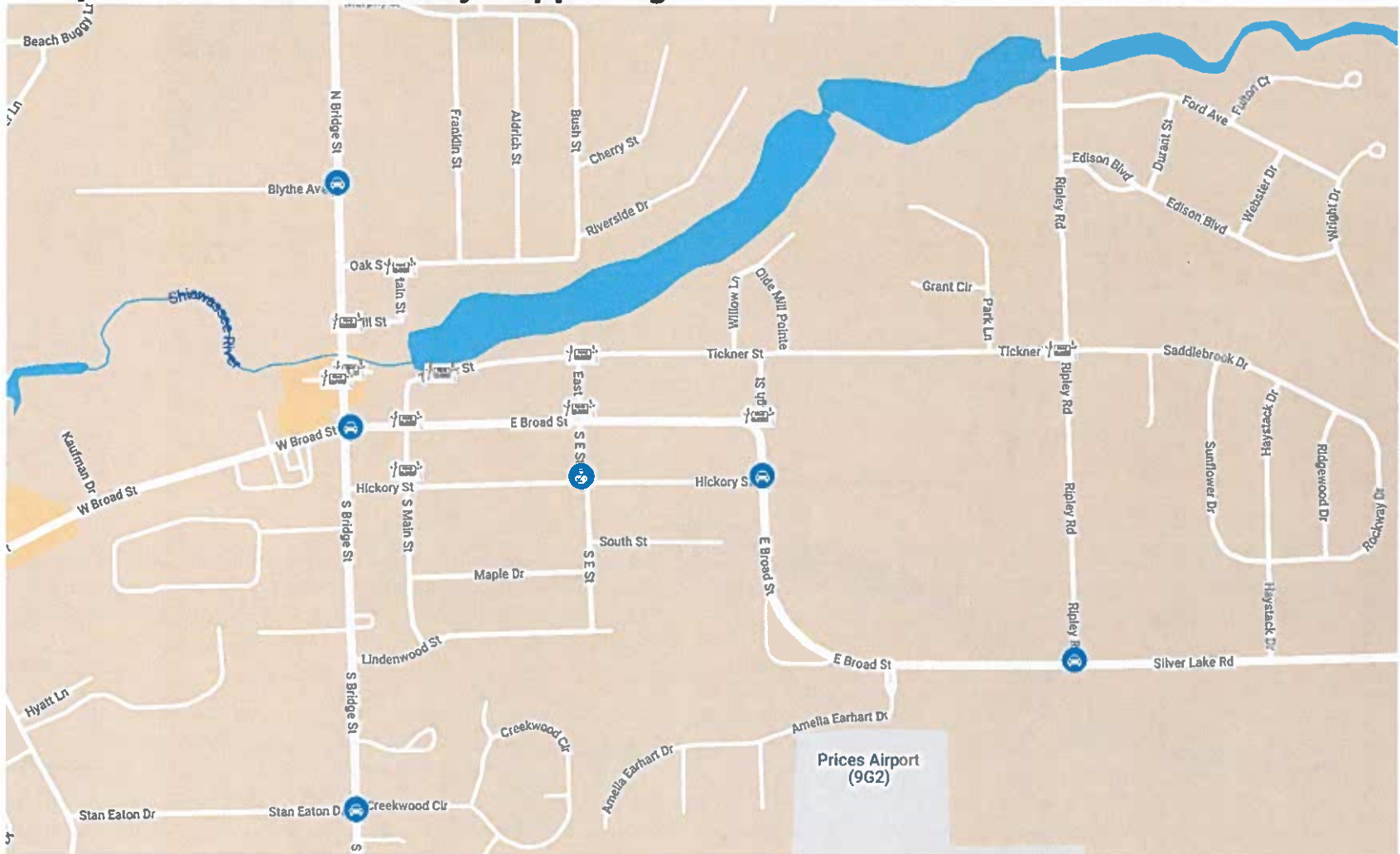
High @ Broad 6:45 P.M.

Broad @ Bridge 6:45 P.M. Closure

Broad @ Ripley 6:45 PM Closure

Bridge @ Stan Eaton 6:45pm

Broad @ Blythe 6:45PM



Master Map 2026 Linden's Holiday Happening

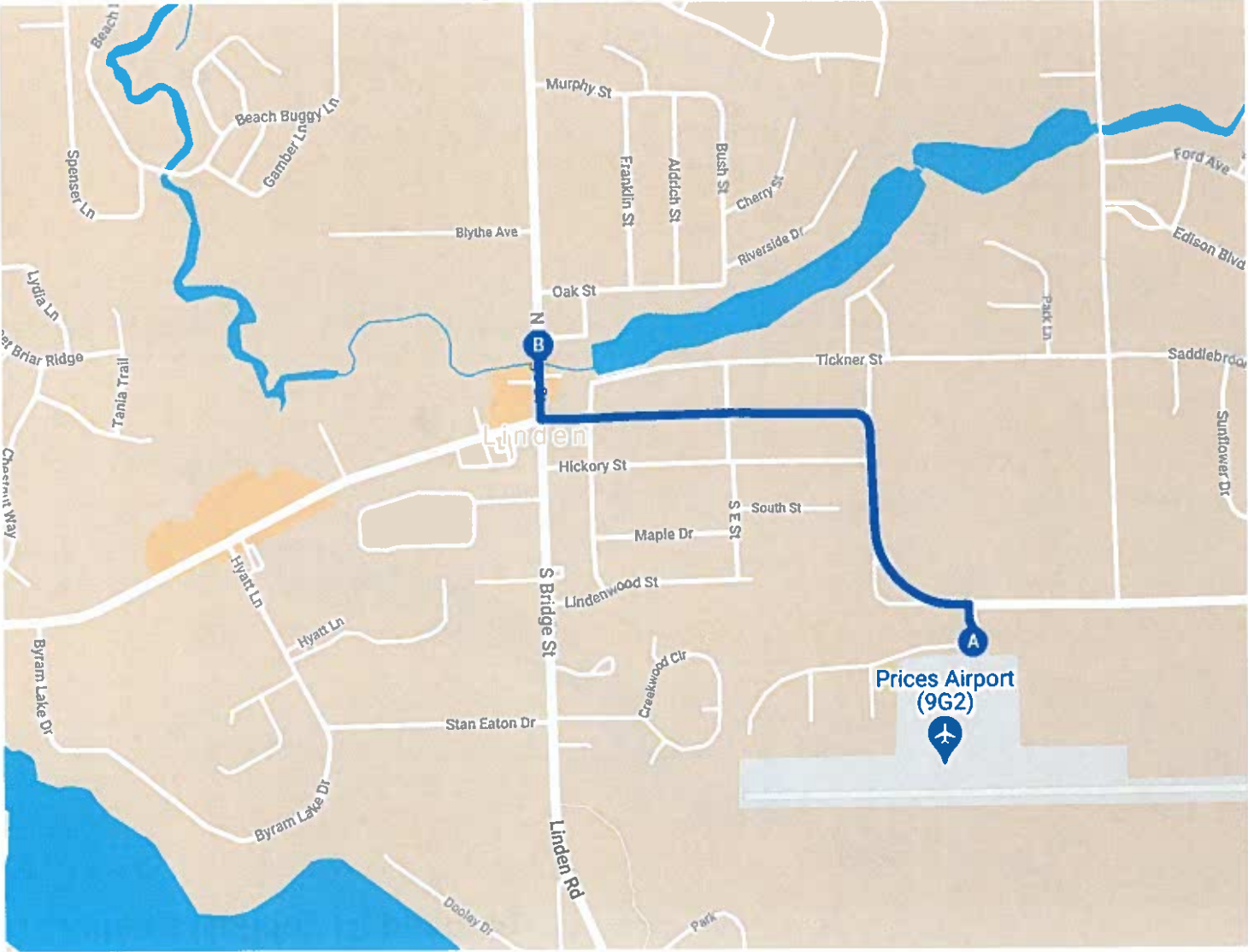
Parade Route

A

618 W Silver Lake Rd, Fenton,
MI 48430, United States

B

225 North Bridge Street,
Linden, MI, USA



Master Map 2026 Linden's Holiday Happening

Unloading area

Unloading zone



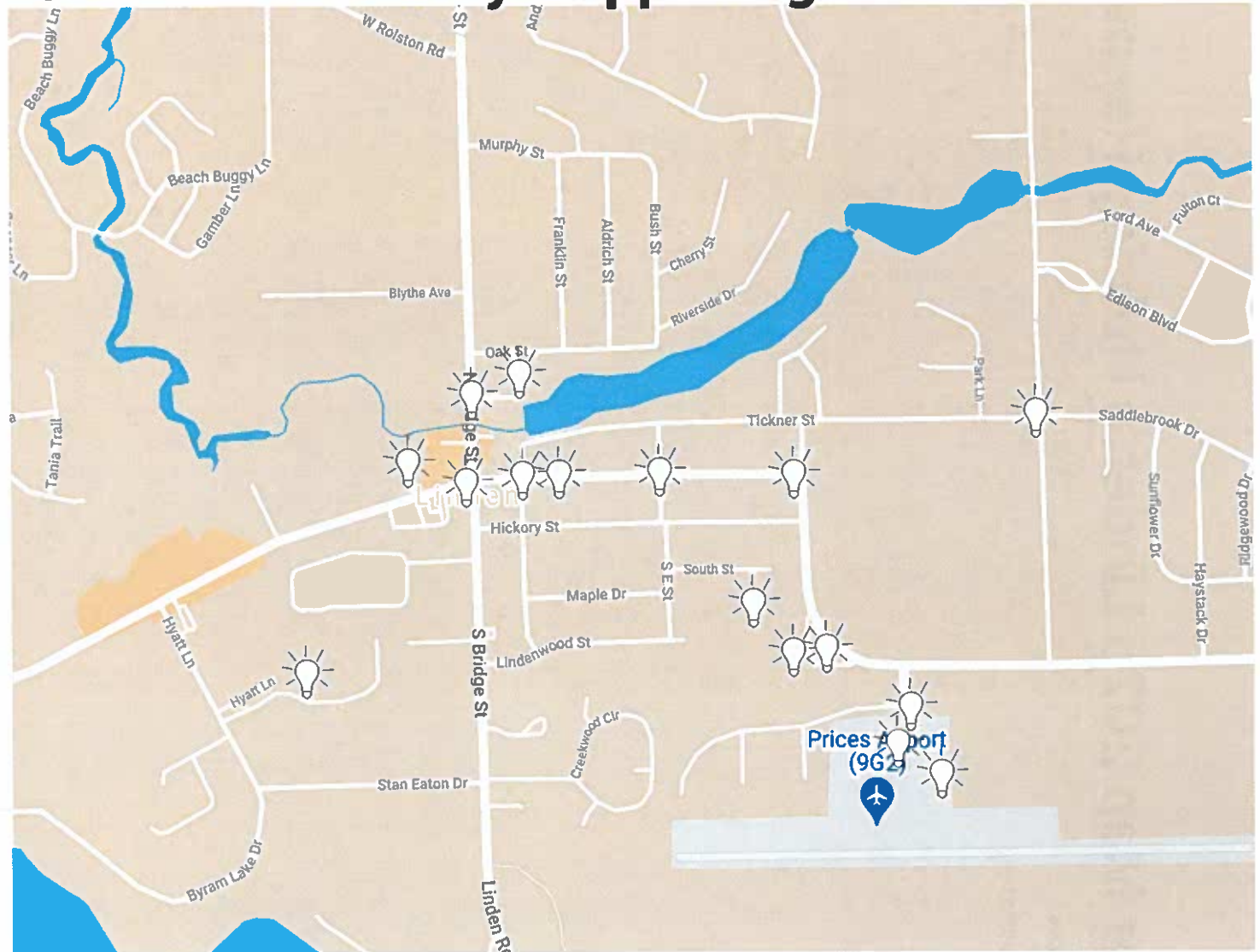
Master Map 2026 Linden's Holiday Happening

Portable Lighting

- 💡 East & Broad Light
- 💡 Main & Broad Light
- 💡 Main St. Light
- 💡 Triangle Parking Light
- 💡 Triangle Parking Light
- 💡 Walmer Parking Light
- 💡 Triangle Park Light
- 💡 Price's Staging Area Light
- 💡 Price's Staging Area Light
- 💡 High & Broad St. Light
- 💡 Hyatt Parking Light
- 💡

Tickner & Ripley for Closure Safety

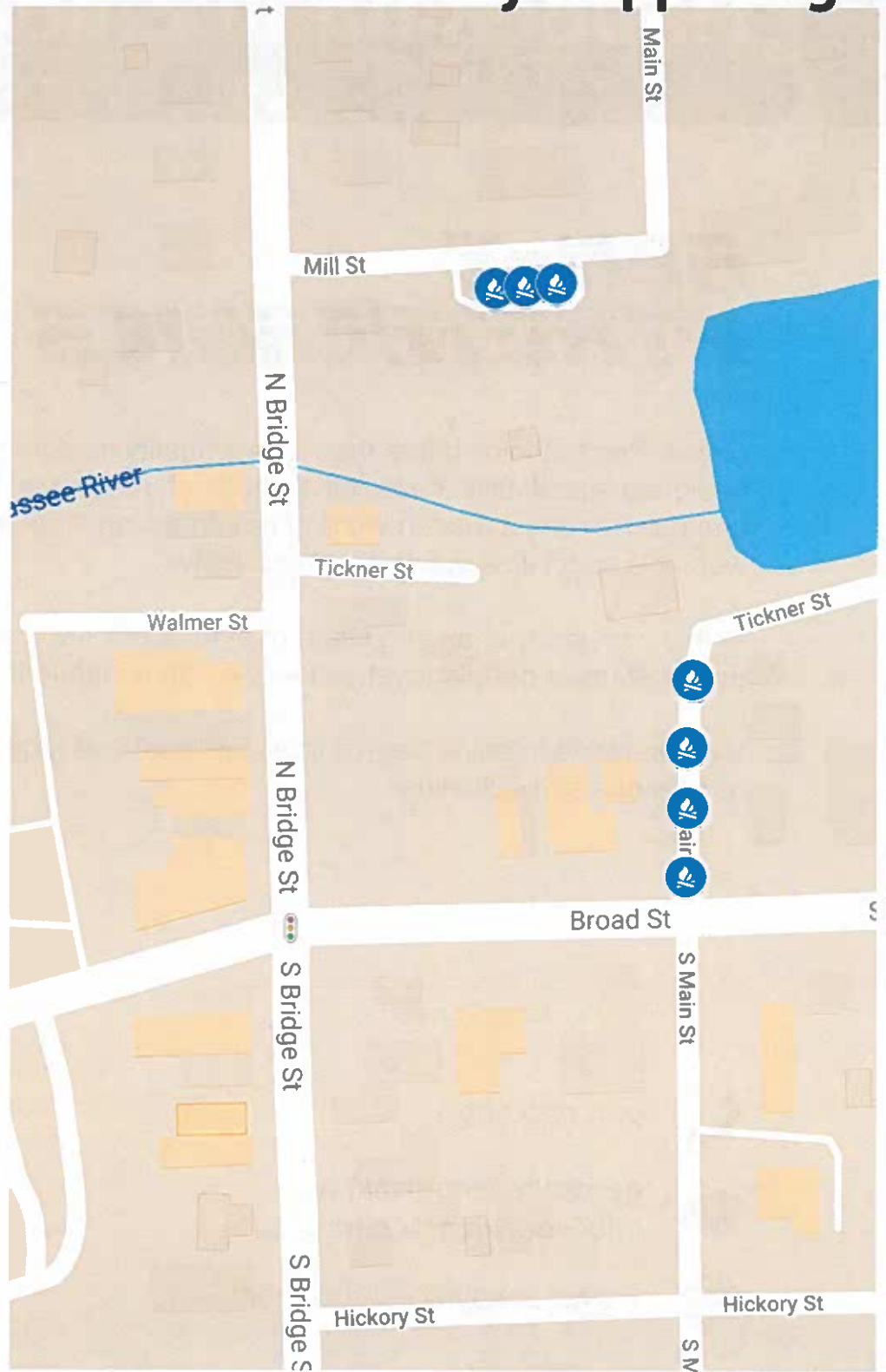
- 💡 Broad & Bridge Light
- 💡 Sharp East Drive Light
- 💡 Price's Driveway Light
- 💡 Bridge & Mill Light



Master Map 2026 Linden's Holiday Happening

Portable Heaters

- Propane Patio Heater
- Propane Patio Heater
- Propane Patio Heater
- Propane Patio Heater
- Propane Patio Heater
- Propane Patio Heater
- Propane Patio Heater



2026 Happening In Linden

GEN-X PYROTECHNICS

Gen-X Pyrotechnics offers the highest quality custom pyrotechnics designed specifically to meet the needs of our clients. We are a local company that markets on word of mouth advertising and now on the web. We specialize in one of a kind shows.

In this constantly changing world of pyrotechnics we strive to learn the most up-to-date innovations so we can continue to hone our craft.

We take pride in being trained in all the local and federal safety regulations and guidelines.

Jason Trudeau



248.252.0029



genxpyro@comcast.net
info@genxpyrotechnics.com



www.genxpyrotechnics.com

This contract is between Gen-X Pyrotechnics (herein referred to as "Gen-X"), a Michigan based company operating at 2906 Pine Needle Drive, White Lake, Michigan. 48383.

Name of Sponsoring Organization: Happening In Linden
(Herein referred to as "Sponsor")

Sponsor Contact Name: Brad Dick

Mailing Address of Sponsor: P.O. Box 565 LINDEN, MI 48451

Email Address of Sponsor: lindenparade@gmail.com Phone: 248-854-4075

Billing Contact Name: Betty Ciesielski
(If different from above)

Billing Address: _____
(If different from above)

Billing Email Address: _____
(If different from above)

Email Address of Sponsor: _____ Phone: _____
(If different from above) (If different from above)

Gen-X will supply the professional fireworks display(s) listed below including all necessary fireworks materials, equipment and personnel in accordance with the specifications agreed to by the parties.

1. Displays:

<u>Display Date</u>	<u>Rain Date</u>	<u>Total Budget</u>	<u>Deposit Amount</u>	<u>Deposit Due Date</u>
12-4-2026	TBD	\$ 6,000.00	\$6,000.00	With Contract

*Deposit includes hold the date fee

(See Exhibit A for Display description)

2. Contract Period:

This contract is for the 2026 fireworks display.

3. Budget:

If a budget larger than that listed under section 1 is available; additional fireworks will be added to increase the size and dramatic impact of the display.

4. Payment(s):

Deposit(s) of 30% are due upon entering this contract. If the contract is entered into less than 120 days prior to the display, a deposit of 50% is due upon entering into this contract. Full payment is due 5 day prior to each display date. This display shall not be fired until payment in full is made, or other arrangements confirmed. Displays \$7,000.00 or less are to be paid in full at time of contract signing. Permit fees are separate and not included in show budget.

5. Licenses and Insurance:

Gen-X shall carry and maintain applicable licenses, permits and insurance policies including general liability, auto and workers' compensation as required by law to conduct professional fireworks displays. Gen-X shall supply a certificate of general liability insurance (occurrence based) in the amount of \$5,000,000.⁰⁰ The liability insurance provided by Gen-X shall state that it is primary in coverage to any other insurance which may be available to Sponsor and shall require at least thirty (30) days' prior written notice to Sponsor of cancellation, modification, or material change to the policy.

6. Inclement Weather:

Gen-X will make every attempt to execute all fireworks displays as schedule. Gen-X reserves the right to postpone a display for safety hazards caused by inclement weather. The sponsor shall cover the additional cost reasonably incurred by shooting the display on a mutually agreed upon alternate date. The additional cost for shooting the display: (i) on an alternate date (other than "rain date" shall not exceed 10% of the display budget if Gen-X is required to tear down the whole show and set it up again on another date; or (ii) shall not exceed \$500.00 if the alternate date is "rain date" or another date which does not require Gen-X to tear down the whole show and set it up again on another date. The alternate date must fall within 90 days of the original display date or the display is subject to permanent cancellation.

7. Cancellation:

The following fees schedule will apply should the Sponsor elect to cancel a display included in this contract. Cancellation 120 or more days prior to display date shall result in loss of deposit(s). Cancellation within 120 days of the display date shall result in loss of deposit(s) and an additional cancellation fee of 25% of the show budget to be paid by the sponsor. Cancellation within 5 days of the display date shall result in loss of deposit(s) and an additional cancellation fee of 50% of the show budget to be paid by the sponsor. Displays postponed due to inclement weather not rescheduled for a date within 90 days following the original display date are subject to loss of deposit(s) and a cancellation fee of 25% of the show budget to be paid by the sponsor.

8. Display Location:

The display will be fired from a barge on Linden Mill Pond (see Exhibit A).

9. Safety and Workflow:

NFPA 1123: Code for fireworks display shall be followed at all times. All work shall be performed in a thoroughly workmanlike manner and in accordance with the highest standards of quality for such work. Gen-X personnel shall wear identifying shirts while working on site. Under no circumstances shall any person under the influence of drugs or alcohol be allowed within the setup area. Following the display Gen-X will inspect the fallout area for unexploded items or other hazards resulting from the fireworks display.

10. Security:

Gen-X shall be responsible for ensuring that no unauthorized person enters the display setup area unless the person is escorted, and supervised, by a member of the fireworks setup crew. During the display, Gen-X will secure a perimeter encompassing the fireworks being used for the Happenings of Linden Fireworks. All the necessary beacons and LED safety flashers to ensure that spectators are aware of a perimeter enforcement is in effect. This perimeter will be held during the entire show. If perimeter is breached, Gen-X reserves the right to pause the show until the vessel(s) have cleared the area. Then show will resume. If needed, the Fire Department of Linden Twp. will be present on our vessels during the entire show.

11. Marketing:

Gen-X may use public displays for promotional use, including but not limited to videotaping and providing invitations to current and/or potential customers to view the display setup sit and the fireworks display. For private displays, Gen-X will seek approval from Sponsor before making such invitations. In return for marketing privileges Gen-X may donate products and services to enhance the display.

12. Force Majeure:

Gen-X will take all reasonable steps to complete its obligation under this contract. However, Gen-X shall not be held responsible for failure to perform its obligations under this contract if such failure is a result of an act of God including extreme weather, natural disaster, terrorism, war, or any extraordinary circumstance beyond its control.

13. Hold Harmless:

Gen-X agrees to indemnify, defend, and hold harmless the Sponsor, its agents, owners, managers, and employees, against any and all liability claims, damages, losses, expenses and costs, including attorney fees that arise out of the display(s) which are subject of this agreement. The Sponsor agrees to give Gen-X prompt notice of any claims or demands and to cooperate with Gen-X, its insurance carrier, or its successors in interest or assigns, if any, in the defense of any such claims and/or demands. The Sponsor agrees to indemnify and hold Gen-X harmless against any and all liability claims, damages, losses, expenses and costs, including attorney fees that arise out of the display(s) which is subject of this agreement which is caused by the Sponsor and/or its agents, servants or employee's negligence or failure to adhere to its responsibilities under this agreement.

14. Terms and Conditions:

This agreement shall by governed by and construed in accordance with the laws of the state of Michigan. This agreement is non-binding irrespective or endorsement until a deposit (as per section 4) has been satisfied and notice presented by Gen-X. Gen-X is only responsible for pyrotechnics related to the Happenings of Linden Fireworks

Display Coordination Contract

Please Provide information for a primary contact person who can be reached on the date of your event. This will help to ensure smooth and accurate execution of your display.

Brad Dick

Name

Event Coordinator

Title

248-854-4075

Work Phone

lindenparade@gmail.com

Email Address

Name

Gen-X Pyrotechnics is a turn key operation

Contract accepted on behalf of Sponsor:

Happenings of Linden

Mary Dodt-Dick, Secretary

Signature

Mary Dodt Dick

Please Print Name

Director

Please Print Title

8/18/2025

Date

Contract accepted on behalf of Gen-X:

Signature

Please Print Name

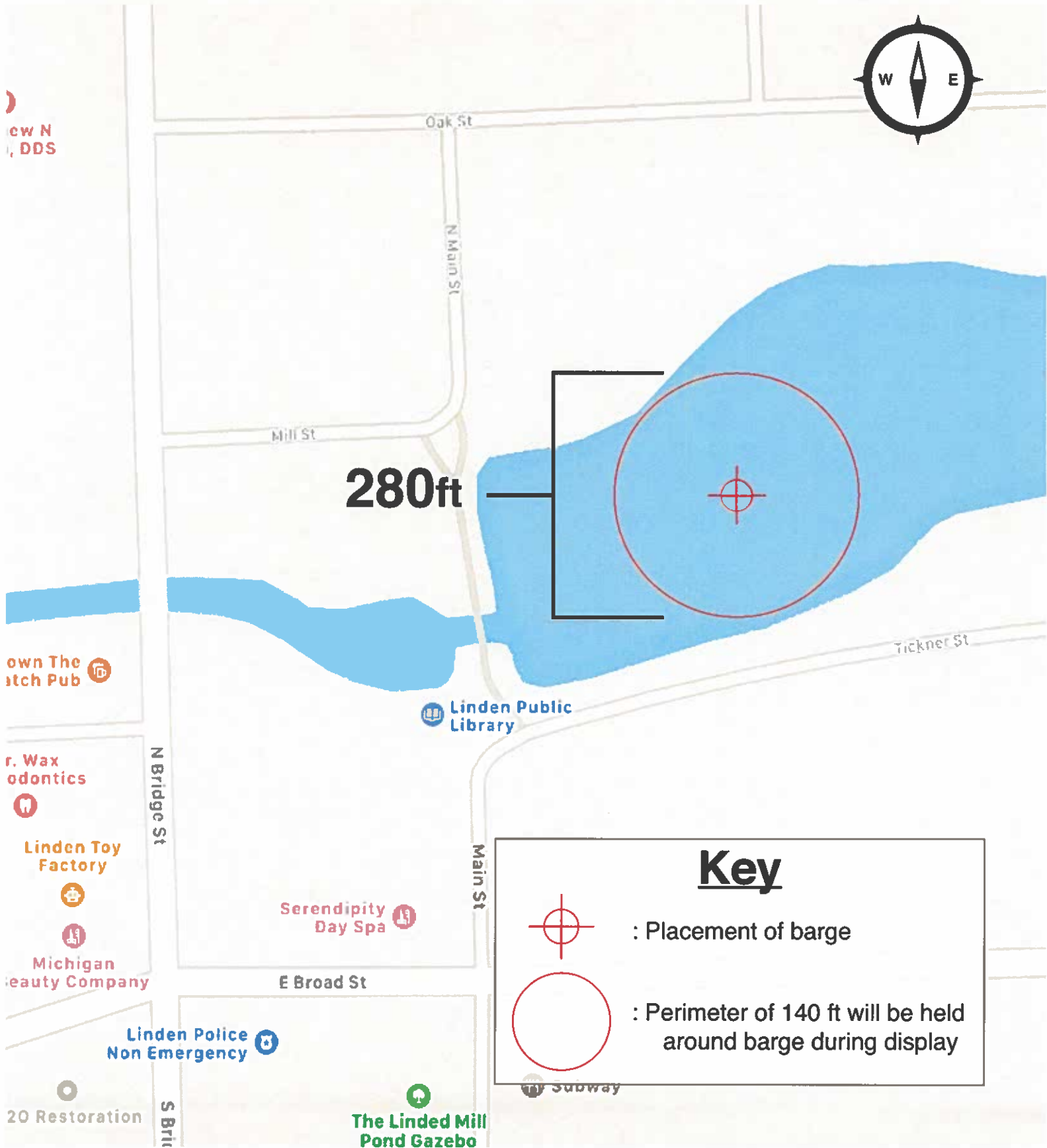
Please Print Title

Date

Happening of Linden

Exhibit A

Distance- 280 ft diameter (NFPA regulation)



CHECK REGISTER FOR CITY OF LINDEN

CHECK DATE 03/18/2026 - 04/02/2026

BANK CODE: SBGEN - STATE BANK (3140) - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank SBGEN STATE BANK (3140)				
03/20/2026	13852	CONSUMERS ENERGY	213 N BRIDGE STREET FEB 2026	419.63
03/20/2026	13853	GENESEE CO ROAD COMMISSION	CITY OF LINDEN ROAD MAINTENANCE	8,003.89
03/20/2026	13854	PRINTING SYSTEMS	VOTER ISTRUCTION SHEETS	70.00
			AV BALLOT OUTER ENVELOPES	222.80
			AV BALLOT RETURN ENVELOPES	209.14
			PETITIONS AND VOTER INSTRUCTION SHEETS	107.04
				<hr/> 608.98
03/20/2026	13855	DEWEYS AUTO CENTER, INC.	REPAIR HEATER 2020 TAHOE #3390	879.64
03/20/2026	13856	MARTA WRIGHT	MILEAGE-HURLEY 1.21.26-3.18.26	78.30
03/20/2026	13857	VFW POST 4642	REIMBURSE FOR FLAGS	1,922.63
03/20/2026	13858	GENESEE VALLEY VAULT	GRAVE OPENING BURKE, RICHARD 3.12.26	700.00
03/20/2026	13859	ACTION MUNICIPAL SUPPLY	CLEANING SUPPLIES, TP, LINERS, TOWELS,	1,630.31
03/20/2026	13860	GLORIA KIRSHMAN	RETIREE HEALTH REIMBURSEMENT APRIL 2026	684.82
03/20/2026	13861	RELIANCE STANDARD LIFE INSURA	EMPLOYEE SHORT TERM DISABILITY APRIL 20	423.91
03/20/2026	13862	OPERATIONS SERVICES	DRINKING WATER OPERATIONS FEB 2026	3,065.52
03/20/2026	13863	AQUATIC NUISANCE PLANT CONTRO	TREATMENTS FOR 2026 MILL POND	10,850.00
03/20/2026	13864	FENTON KAR WASH	CAR WASH (11.11.25-3.2.26)	161.00
03/20/2026	13865	THE SHERWIN-WILLIAMS COMPANY	PAINT	54.01
03/20/2026	13866	NICOLE WEISSENBORN	MEALS FOR MAMC TRAINING 3/10, 3/11/26	63.53
			MILEAGE MAMC TRAINING + GCGC FLINT	206.92
				<hr/> 270.45
03/20/2026	13867	FIRE TRAUMA CLEANUP INC	DISPOSAL OF MEDICAL WASTE	35.00
03/20/2026	13868	CHARTER COMMUNICATIONS	INTERNET 3.13.26-4.12.26	150.00
			CITY HALL INTERNET/CABLE 3.13.26-4.12.2	359.34
			FIBER INTERNET 3.13.26-4.12.26	650.00
				<hr/> 1,159.34
03/20/2026	13869	WOLVERINE POWER SYSTEMS, LLC	SERVICE CALL LINDEN PUMP ROLSTON RD	300.00
03/20/2026	13870	CINTAS	REFILL SUPPLIES-DPW	31.11
			REFILL SUPPLIES CITY HALL	34.51
				<hr/> 65.62
03/20/2026	13871	VC3, INC	MONTHLY BILLING MARCH 2026	1,150.00
03/20/2026	13872	BLUE CARE NETWORK	EMPLOYEE HEALTH INS APRIL 2026	23,548.01
03/20/2026	13873	BRIGHTON ANALYTICAL L.L.C.	WATER SUPPLIES	391.50
03/20/2026	13874	DELTA DENTAL	EMPLOYEE DENTAL APRIL 2026	1,709.25
03/20/2026	13875	FENTON PRINTING	EXPO EVENT POSTCARDS	102.66
			EXPO PASSPORT CARDS	62.74
			WINDOW ENVELOPES X 6	240.91
				<hr/> 406.31
03/20/2026	13876	IMAGE PROJECTIONS	UNIFORMS POLICE	302.40
03/20/2026	13877	JOHNSON CONTROLS SECURITY SOL	ALARM SYSTEM 4.1.26-6.30.26	599.36

CHECK REGISTER FOR CITY OF LINDEN

CHECK DATE 03/18/2026 - 04/02/2026

BANK CODE: SBGEN - STATE BANK (3140) - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank SBGEN STATE BANK (3140)				
03/20/2026	13878	LINDEN'S COMPLETE AUTO REPAIR	REPAIRS 2013 GMC SIERRA #6703	654.94
03/20/2026	13879	PITNEY BOWES RESERVE ACCOUNT	REFILL POSTAGE 8000-9000-1147-6525 ELEC	1,500.00
03/20/2026	13880	RONALD'S TREE SERVICE LLC	STUMP GRINDING	250.00
03/20/2026	13881	SHARE CORPORATION	POD TAGS	46.58
03/20/2026	13882	SIMEN, FIGURA & PARKER P.L.C.	LEGAL FEES FEB 2026	3,512.50
03/20/2026	13883	SIRCHIE FINGER PRINT LAB.	TEST KITS	189.76
03/20/2026	13884	VERIZON WIRELESS	PHONE USE 1.24.26-2.23.26	1,225.59
03/20/2026	13885	WADE TRIM	HDC ADMIN SERVICES FEB 2026	400.00
			MONTHLY PLANNING SERVICES FEB 2026	2,300.00
				<u>2,700.00</u>
03/20/2026	13886	XEROX CORPORATION	COPIER LEASE FEB 2026	422.19
03/24/2026	13892	POLICE OFFICERS ASSN OF MICHI	Remittance Check	333.48
03/27/2026	13893	ROWE PROFESSIONAL SERVICES	FOREST RIDGE AND PINE VALLEY ESTATES PL	660.00
			GAZEBO RE-BID PROJECT	4,493.75
			LINDEN SAFE ROUTES TO SCHOOL FEB 2026	390.00
			LINDEN WATER SYSTEM MAP FEB 2026	225.00
			LINDEN MILL RESTORATION FEB 2026	180.00
			LINDEN WATER SYSTEM MAP NOV 2025	170.00
				<u>6,118.75</u>
03/27/2026	13894	REBECCA VANDRIESSCHE	RETIREE HEALTH INS REIMBURSEMENT APRIL	761.19
03/27/2026	13895	WATKINS ROSS	RETIREE HEALTH PLAN GASB STATEMENTS 74	1,400.00
03/27/2026	13896	SME	LINDEN MILL PROJECT FEB 2026	16,447.20
03/27/2026	13897	MILLER, DENISE	MILEAGE AND PARKING FOR CAPCON	185.80
03/27/2026	13898	PRIORITY WASTE, LLC	TRASH SERVICE APRIL 2026	23,763.06
03/27/2026	13899	MONICA LARNER	MARCH 2026 BOARD OF REVIEW	75.00
03/27/2026	13900	LU ANN EASLICK	MARCH 2026 BOARD OF REVIEW	75.00
03/27/2026	13901	STEVEN DERRICK	REFUND LCC RENTAL DEPOSIT 3.22.26	200.00
03/27/2026	13902	MARSHALL HARGER	MARCH 2026 BOARD OF REVIEW	75.00
03/27/2026	13903	KENNEDY INDUSTRIES, INC.	BYRAM LAKE FILED SERVICE SANITARY	1,044.00
03/27/2026	13904	GEN2	REMAINDER OF INVOICE RENOVATIONS AND RE	3,990.43
03/27/2026	13905	THOMAS TAYLOR	MARCH 2026 BOARD OF REVIEW	50.00
03/27/2026	13906	CINTAS	HARD SURFACE DISINFECT SERVICE 3.23.26	7.53
03/27/2026	13907	LALL, TONYA	REMIBURSE FOR MARCH BOR MEALS	122.77
03/27/2026	13908	VC3, INC	MICROSOFT 365 MARCH 2026	518.99
03/27/2026	13909	CHASE CARD SERVICE	DEPARTMENT CHARGES 2.12.26-3.12.26	3,717.87
04/02/2026	13910	GENESEE COUNTY DRAIN COMMISSI	COUNTY SEWER USE 12.1.25-2.28.26	122,939.44
04/02/2026	13911	GENESEE VALLEY VAULT	GRAVE OPENINGS: COREY, SHANE, STEARNS	1,700.00
04/02/2026	13912	APM MOSQUITO CONTROL	MOSQUITO CONTROL (1 OF 5) APRIL 2026	5,300.00
04/02/2026	13913	CITY OF LINDEN	CITY HALL 12.1.25-2.28.26 UB	345.89
			HYDRANT RENTAL 12.1.25-2.28.26	1,950.00
			MILL BUILDING 12.1.25-2.28.26	147.49
			213 N BRIDGE ST 12.1.25-2.28.26	198.19
			EAGLE'S WOODEN PARK 12.1.25-2.28.26	269.01
			LCC 12.1.25-2.28.26	248.89
				<u>3,159.47</u>

CHECK REGISTER FOR CITY OF LINDEN

CHECK DATE 03/18/2026 - 04/02/2026

BANK CODE: SBGEN - STATE BANK (3140) - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank SBGEN STATE BANK (3140)				
04/02/2026	13914	MICHIGAN LANDSCAPE SUPPLY CO	BULK MATERIAL	262.03
04/02/2026	13915	CHAMPS CLEANERS	POLICE UNIFORM CLEANING	135.00
04/02/2026	13916	USABLUBOOK	FIRE HYDRANT PRESSURE GAUGE KIT	503.08
04/02/2026	13917	BECKS PEST CONTROL	MONTHLY PEST CONTROL 3.27.26	65.00
04/02/2026	13918	SME	LINDEN MILL PROJECT	1,860.00
04/02/2026	13919	CINTAS	REFILL DPW 3.23.26	48.84
04/02/2026	13920	4M'S SEPTIC AND SEWER	ADDITIONAL CLEANING MILL ST PORTABLE 9.	50.00
			ADDITIONAL CLEANING MILL ST PORTABLE 9	50.00
			OCT 2025 PORTABLES MILL, DPW, CEMETERY	675.00
			NOV 2025 PORTABLES MILL, DPW, CEMETERY	675.00
			DEC 2025 PORTABLES MILL, DPW, CEMETERY	675.00
			JAN 2026 PORTABLES MILL, DPW, CEMETERY	675.00
			FEB 2026 PORTABLES MILL, DPW, CEMETERY	675.00
				<u>3,475.00</u>
04/02/2026	13921	CHARTER COMMUNICATIONS	LCC INTERNET 3.13.26-4.12.26	109.99
04/02/2026	13922	EDWARD DUBUC	RETIREE HEALTH REIMBURSEMENT APRIL 2026	824.80
04/02/2026	13923	SCOTT FAIRBANKS	RETIREE HEALTH REIMBURSEMENT APRIL 2026	1,845.98
04/02/2026	13924	FRONTIER	ARSENIC TREATMENT PLANT 3.16.26-4.15.26	100.39
04/02/2026	13925	MML WORKERS' COMP FUND	PAYROLL AUDIT 7.1.24-7.1.25	7,784.00
			PAYROLL AUDIT 7.1.24-7.1.25	34.00
				<u>7,818.00</u>
04/02/2026	13926	SHARE CORPORATION	GLOVES	351.41
04/02/2026	13927	SLOAN'S SALES & SERVICE LLC	IRON CRAFT 3104-GR : 2025	900.00
04/02/2026	13928	WALDORF & SONS, INC.	CURB BOX 236 PARK LANE	2,260.00
				<u>282,465.94</u>
SBGEN TOTALS:				
Total of 72 Checks:				282,465.94
Less 0 Void Checks:				0.00
Total of 72 Disbursements:				<u>282,465.94</u>

\$282,465.94

CHECK REGISTER FOR CITY OF LINDEN

CHECK DATE 03/18/2026 - 04/02/2026

BANK CODE: SBSRC - LOOSE SENIOR CENTER (4822) - CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Description	Amount
Bank SBSRC LOOSE SENIOR CENTER (4822)				
03/20/2026	13958	RELIANCE STANDARD LIFE INSURA	EMPLOYEE SHORT TERM DISABILITY APRIL 20	27.46
03/20/2026	13959	HENRY SONDEREGGER	TAI CHI 2.27.26, 3.6.26	60.00
03/20/2026	13960	MEADOW BROOKE THEATRE	MILLION DOLLAR QUARTET 4.26.26	2,504.00
03/20/2026	13961	CINTAS	REFILL SUPPLIES	55.96
03/20/2026	13962	JOYCE POLZIN	REFUND FOR MEIJER GARDENS TRIP 3.13.26	126.00
03/20/2026	13963	BLUE CARE NETWORK	EMPLOYEE HEALTH INS APRIL 2026	1,732.93
03/20/2026	13964	CHAPPLE ELECTRIC SERVICES LL	CABLE RAN TO ANNEX ROOM	569.50
03/20/2026	13965	DELTA DENTAL	EMPLOYEE DENTAL APRIL 2026	145.83
03/20/2026	13966	VERIZON WIRELESS	LOOSE PHONE USE 1.24.26-2.23.26	185.95
03/27/2026	13967	TGI DIRECT	MONTHLY NEWSLETTER LOOSE MARCH 2026	937.43
03/27/2026	13968	CINTAS	HARD SURFACE DISINFECT SERVICE 3.23.26-	7.53
03/27/2026	13969	GCCOA	GCCOA MEMEBERSHIP -LOOSE SENIOR CENTER	50.00
03/27/2026	13970	ANTHONY GASPAROTTO	DEPOSIT REFUND LOOSE HALL 3.21.26	200.00
03/27/2026	13971	SUMMIT FIRE PROTECTION	SEMI ANNUAL PRE-ENGINEERED SYS INSPECTI	272.40
03/27/2026	13972	CHASE CARD SERVICE	DEPARTMENT CHARGES LOOSE 2.12.26-3.12.2	1,735.43
03/27/2026	13973	VIEW NEWSPAPERS	SOURCE BOOK 2026	59.00
04/02/2026	13974	MCINTYRE SOFT WATER SERVICE	WATER COOLERS LOOSE X 3	23.25
04/02/2026	13975	CITY OF LINDEN	707 N BRIDGE ST 12.1.25-2.28.26 UB	607.40
04/02/2026	13976	BECKS PEST CONTROL	MONTHLY PEST CONTROL LOOSE 3.30.26	51.00
04/02/2026	13977	LINDA BUCKNAM	LINE DANCING 3.10-3.31 X6	180.00
04/02/2026	13978	TRACI JAMES	CARDIO 2.23-4.1.26 X12	360.00
04/02/2026	13979	SHERMAN HEATING & COOLING	QUARTERLY MAINTENANCE SPRING 2026	405.00
04/02/2026	13980	CHARTER COMMUNICATIONS	CABLE/INTERNET 3.10.26-4.9.26 LOOSE	375.88
04/02/2026	13981	HENRY SONDEREGGER	TAI CHI 3/13, 3/20	60.00
04/02/2026	13982	SONITROL TRI-COUNTY	SECURITY SERVICE 3.1.26-5.31.26 LOOSE	1,206.75
SBSRC TOTALS:				
Total of 25 Checks:				11,938.70
Less 0 Void Checks:				0.00
Total of 25 Disbursements:				<u>11,938.70</u>

General- \$282,465.94

Loose- \$ 11,938.70

Total: \$297,404.64



CITY OF LINDEN CITY COUNCIL RULES OF PROCEDURE

A. AUTHORITY

These rules of procedure for the conduct of City Council meetings are hereby adopted by the City of Linden City Council under the authority of Section 4.4 of the City of Linden City Charter. All meetings of the City Council will be held in compliance with state statutes, including the Open Meetings Act, Public Act 267 of 1976 as amended, and with these rules.

1. Regular Meetings

Regular meetings of the City Council will be held on the fourth Monday of each month beginning at 6:30 p.m. within The Loose Senior Center, located at 707 North Bridge Street, Linden, MI 48451 unless otherwise approved by the City Council. The City Council shall approve by resolution its regular meeting schedule for the ensuing calendar year.

2. Special Meetings

Special meetings shall be held at the call of the Clerk upon the written request of the Mayor, City Manager or any two Councilors. At least 18 hours before the meeting, the clerk shall give public notice of the meeting and shall serve each councilor personally with a notice of the meeting, via electronic mail. Special meeting notices shall state the purpose of the meeting. No official action shall be taken at any special meeting of the Council unless the item has been stated in the notice of such meeting.

3. Joint Meetings

The City Council may meet in special-session (or work session) joint meetings with various boards and commissions of the city, with governing bodies of other local units of government, with elected and/or appointed officials of other levels of government, or with associations and/or organizations in which the city holds memberships or with which the city has a particular interest.

4. Posting Requirements for Regular and Special Meetings

- a. Within ten (10) days after the last meeting of the calendar year a public notice stating the date, time and place of the regular monthly Council meetings will be posted at City Hall and the City's web site.
- b. For a rescheduled regular or a special meeting of the Council, a public notice stating the date, time and place of the meeting shall be posted at least 18 hours before the meeting at City Hall and the City's web site.
- c. The notice described above is not required for a meeting of the Council in emergency session in the event of a severe and imminent threat to the health, safety, or welfare of the

public when two-thirds of the council members determine that delay would be detrimental to the City's efforts in responding to the threat.

5. Public Hearings

The City Council shall hold public hearings in conjunction with the meeting agenda. The City Clerk's Office shall post notices of special meetings and public hearings in accordance with the City Charter and the Michigan Open Meetings Act.

6. Minutes of Regular and Special Meetings

The Clerk shall attend the Council meetings and record the proceedings and resolutions of the Council in accordance with Section 6.5 of the City Charter and the Michigan Open Meetings Act. In the absence of the Clerk, the Clerk may appoint the Deputy Clerk or Council may appoint one of its own members or another person to temporarily perform the Clerk's duties.

Within eight days after a meeting of the Council, a copy of the draft minutes, including the vote of the members, prepared by the Clerk and showing the substance of each separate decision of Council, shall be available for public inspection at City Hall.

A copy of the minutes of regular and special meeting shall be made available for public inspection at City Hall during regular business hours.

7. Work Sessions

Upon the call of the Mayor or the Council and with appropriate notice to the council members and the public, the Council may convene a work session devoted exclusively to the exchange of information relating to municipal affairs. If the need arises a vote may take place on urgent agenda items, if deemed necessary.

B. CONDUCT OF MEETINGS

1. Meetings to be Public

All meetings of the City Council shall be open to the public and citizens shall have a reasonable opportunity to be heard in accordance with such rules and regulations as the Council may determine, except that the meetings may be closed to the public and the media in accordance with the Open Meetings Act.

All meetings of the Council and its committees shall be open to the media, freely subject to recording by radio, television and photographic services at any time, provided that such arrangements do not interfere with the orderly conduct of the meetings.

2. Disorderly Conduct at Meetings Prohibited

The presiding officer may call to order any person who is breaching the peace or being disorderly by speaking without recognition, engaging in booing or catcalls, applauding, failing to be germane to the topic or issue being considered, speaking longer than the allotted time, speaking vulgarities, name calling, personal attacks, or engaging in other conduct which is determined by the presiding officer to be disruptive to the meeting. Any person so disrupting a lawful public meeting of the City Council may be removed or excluded from a

meeting that is otherwise open to the public in accordance with the Michigan Open Meetings Act and shall be guilty of a misdemeanor pursuant to state statute, being MCL 750.170 et seq, and §131.03(B) of the City Code Of Ordinances. The Chief of Police or his designate shall serve as the sergeant-at-arms at council meetings for purposes of enforcement of the rules under this section.

3. Agenda Preparation

An agenda for each regular Council meeting shall be prepared by the Clerk and the City Manager. Any council member shall have the right to add items to the regular agenda. Any additions made by Council members shall provide their own supplement information to the Clerk's office by 1:30 p.m. on the Wednesday prior to the City Council Meeting.

The following shall be the form of the agenda for City Council Work Sessions:

- I. Call to Order
- II. Pledge of Allegiance and Moment of Silence
- III. Roll Call and Introductions
 - a. Excuse Absent Member(s)
- IV. Correspondence
- V. Public Comment
- VI. Consent Agenda
- VII. Discussion Items
- ~~VII. Unfinished Business Items~~
- VIII. City Manager's Update
- IX. Council Comments and Reports
- X. Closed Session
- XI. Adjournment

*Time sensitive Business Items may be included on Work Session Agendas and voted upon, when necessary.

The following shall be the form of the agenda for Regular City Council Meetings:

- I. Call to Order
- II. Pledge of Allegiance and Moment of Silence
- III. Roll Call and Introductions
 - a. Excuse Absent Member(s)
- IV. Public Hearing
- V. Special Presentations
- VI. Correspondence
- VII. Public Comment
- VIII. Consent Agenda
- IX. Unfinished Business
 - a. All Pending & Newly Applied for Grants
- ~~IX.~~
- ~~X.~~ New Business
- ~~XI.~~ City Manager's Report
- ~~XII.~~ City Attorney's Report

- ~~XIII.XII.~~ Department Reports
- ~~XIV.XIII.~~ Council Comments and Reports
- ~~XV.XIV.~~ Closed Session
- ~~XVI.XV.~~ Adjournment

4. Consent Agenda

A consent agenda may be used to allow the council to act on numerous administrative routine or non-controversial items at one time. Included on this agenda can be routine and noncontroversial matters such as approval of minutes, approval of recognition resolutions, permits, etc. Upon request by any member of the council, an item shall be removed from the consent agenda and placed on the regular agenda for discussion.

5. Agenda Distribution

Agendas shall be distributed to council members by first-class mail, personal delivery to their usual place of residence, or via email to the electronic address provided for that purpose, at least 48 hours prior to any regular meeting.

6. Quorum

A majority (four members) of the elected or appointed and sworn members of the Council shall constitute a quorum for the transaction of business at all Council meetings. In the absence of a quorum, a lesser number may adjourn any meeting to a later time or date with appropriate public notice.

7. Attendance at Council Meetings

Election to the City Council is a privilege freely sought by the nominee. It carries with it the responsibility to participate in Council activities and represent the residents of the City. Attendance at Council meetings is critical to fulfilling this responsibility. The City Council is empowered by Section 4.9 of the Charter to compel attendance. In addition, the City Council shall in every case where a member is absent vote to excuse or not excuse such absence per Section 3.14 of the City Charter.

8. Presiding Officer

The presiding officer shall be responsible for enforcing these rules of procedure and for enforcing orderly conduct at meetings. The Mayor is ordinarily the presiding officer. The Council shall appoint one of its members Mayor Pro Tempore, who shall preside in the absence of the Mayor. In the absence of both the Mayor and the Mayor Pro Tempore, the member present who has the longest consecutive service on the Council shall preside.

C. CLOSED SESSION MEETINGS

1. Purpose

Closed meetings may be held only for the reasons provided in the Michigan Open Meetings Act, which are the following:

- a. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member, or individual agent when the named person requests a closed meeting (majority vote).

- b. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing (majority vote).
- c. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained (2/3 roll call vote).
- d. To consult with an attorney representing the City regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have detrimental financial effect on the litigating or settlement position of the Council (2/3 roll call vote).
- e. To review the specific contents of an application for employment or appointment to a public office when a candidate requests that the application remain confidential. (2/3 roll call vote). However, all interviews by the Council for employment or appointment to a public office shall be held in an open meeting.
- f. To consider material exempt from discussion or disclosure by state or federal statute (2/3 roll call vote).

2. Calling Closed Meetings

At any regular or special meeting, the council members, elected or appointed and serving, by a two-thirds roll call vote may call a closed session under the conditions outlined in Section C. The roll call vote and purpose(s) for calling the closed meeting shall be entered into the minutes of the meeting at which the vote is taken.

3. Minutes of Closed Meetings

A separate set of minutes shall be taken by the Clerk or the designated Secretary of the Council at the closed session. These minutes will be retained by the Clerk, shall not be available to the public, and shall only be disclosed if required by a civil action, as authorized by the Michigan Open Meetings Act. These minutes may be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved. No vote shall be taken during a closed session. Any action on a matter shall be taken in a public meeting and recorded in the minutes of the meeting.

D. DISCUSSION AND VOTING

1. Rules of Parliamentary Procedure

The rules of parliamentary practice as contained in the latest edition of Robert's Rules of Order, shall govern the Council in all cases to which they are applicable, provided that they are not in conflict with these rules, the ordinances of the City of Linden or applicable state statutes. The President may appoint a parliamentarian.

The presiding officer shall preserve order and decorum and may speak to points of order in preference to other council members. The presiding officer shall decide all questions arising under this parliamentary authority, subject to appeal and reversal by a majority of the council members present.

Any council member may appeal to the Council from a ruling of the presiding officer. If the appeal is seconded, the member making the appeal may briefly state the reason for the appeal

and the presiding officer may briefly state the ruling. There shall be no debate on the appeal and no other member shall participate in the discussion. The question shall be “Shall the decision of the presiding officer be sustained?” If the majority of the members present vote “aye”, the ruling of the presiding officer is sustained; otherwise, it is overruled.

2. Conduct of Discussion

During the Council discussion and debate, no member shall speak until recognized for that purpose by the presiding officer. After such recognition, the member shall confine discussion to the question at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the presiding officer, maintain a courteous tone, and avoid interjecting a personal note into the debate.

No member shall speak more than once on the same question unless every member desiring to speak to that question shall have had the opportunity to do so.

The presiding officer, at his or her discretion and subject to the appeal process mentioned in Section D.1., may permit any person to address the Council during its deliberations.

3. Ordinances and Resolutions

No ordinance except an appropriation ordinance, an ordinance adopting or embodying an administrative or governmental code, or an ordinance adopting a code of ordinances, shall relate to more than one subject, and that subject shall be clearly stated in its title.

A vote on all ordinances and resolutions shall be taken by a roll call vote and entered in the minutes unless it is a unanimous vote. If the vote is unanimous, it shall be necessary only to so state in the minutes, unless a roll call vote is required by law or by Council rules.

4. Roll Call

In all roll call votes, the names of the members of the Council shall be random.

5. Duty to Vote

Election to a deliberative body carries with it the obligation to vote. Every Council member recorded as present at a Council meeting is expected to vote on every matter before the body, unless otherwise excused or prohibited from voting by law. A roll call vote shall be made to call for a Closed Session, or at any other time required. A council member who is present and abstains or does not respond to a roll call vote shall be counted as voting with the prevailing side and shall be so recorded, unless otherwise excused or prohibited by law from voting.

Roberts Rules states that a conflict exists where the vote “on a matter of direct personal or pecuniary interest not common to other members of the organization.” Members may abstain from voting where a conflict exists. Majority of Council may have the opportunity to force abstention where they believe a conflict exists.

The right to vote is limited to the members of Council present at the time the vote is taken. All votes must be held and determined in public; no secret ballots are permitted. Exceptions are only allowed for voting in accordance with Section 7.

6. Results of Voting

In all cases where a vote is taken, the presiding officer shall declare the result. It shall be in order for any council member voting in the majority to move for a reconsideration of the vote on any question at that meeting or at the next succeeding meeting of the Council. When a motion to reconsider fails, it cannot be renewed.

7. Absence of a member for Military duty

In accordance with MCL 15.263(2) the following definition and procedures shall apply to accommodate the absence of any member from a public meeting due to military duty:

- a. "Military Duty" means (a) training and service performed by an inductee, enlistee or reservist, or any entrant into a temporary component, of the armed forces of the United States, and (b) time spent in reporting for and returning from such training and service, or if rejection occurs, from the place of reporting, pursuant to a lawful order.
- b. The member of the body who will be absent from a meeting due to military duty shall notify the City Manager of the intended absence as soon as possible. The member of the body who will be absent shall provide an email address and telephone number where that member can be reached during the absence.
- c. Upon notification, the City Manager shall post a notice of the affected public meeting which shall include the agenda for the meeting, a notification to the public of the name of the member who will be absent due to military duty, and a notification of the manner by which the member may be contacted by the public regarding the meeting.
- d. The member of the body who will be absent from a public meeting due to military duty shall be permitted to participate in, and vote on, business before the body in a manner determined by the City Manager, or their designee, to ensure 2-way communication wherever feasible, ideally utilizing a form of teleconferencing whenever possible. The member may also choose to provide written communication to the City Manager, or assigned secretary to the board/commission, indicating how they wish to vote on any item which shall be included and reported in the final tally of votes of the body.
- e. The member of the body who will be absent from a public meeting due to military duty shall be considered to be present at the public meeting when that member has participated in the meeting pursuant to subsection (d).

E. PUBLIC PARTICIPATION

1. General

Each regular Council meeting agenda shall provide reserved time for audience participation. The presiding officer shall have discretion to allow a member of the audience to speak at times other than the time reserved for audience participation.

2. Length of Presentation

Any person who addresses the council during a council meeting or public hearing shall be limited to three (3) minutes per individual and per group.

3. Addressing Council

When a person wishes to address the council during public comment, the individual shall fill out a comment form before the meeting that includes his or her name, home address, contact information and a brief description of their statement or what they would like to address. It is requested the applicable option be selected on the comment card, whether submitting a general comment or question posed that requires a response from City Staff. When the public comment is approached on the agenda, individuals wishing to speak will be called upon utilizing the filled-out comment forms. Remarks should be addressed to the presiding officer, and is not time for debate, but for questions or comments for council and/or staff to answer or research. Questions will be answered during the meeting if the information is readily available. If answers are not available during the meeting, Council or staff will contact the individual within one (1) week or 7 business days, or when the information becomes available. No person shall have the right to speak more than once on any particular subject until all persons wishing to be heard on that subject have the opportunity to speak.

Persons addressing council are requested to state their name and home address. Remarks should be addressed to the presiding officer. No person shall have the right to speak more than once on any particular subject until all other persons wishing to be heard on that subject have the opportunity to speak. Members of council may not respond to comments or question until later on in the meeting under Council Comments and Reports.

4. Written Public Comment/Complaint Acceptance Process

Members of the public are encouraged to contact City Hall to speak with City Department Staff or City Manager, during regular business hours to ask questions, raise concerns and request information about City matters. Members of the public also of the option of contacting City Council members.

In lieu of speaking during a Council meeting, a person may submit written comments and/or complaints to City Hall. Written materials submitted to the City are considered public records and are subject to applicable open records laws unless exempt by statute. Written comments and complaints may be included within the meeting agenda packet as the City in its sole discretion decides, to allow council to address and determine if any action be taken. The City Council will not accept anonymous comments or complaints and cannot guarantee anonymity to people who wish to make such complaints. The identity of the complainant will not be withheld from City Council members, but may be withheld from the public, if permitted by law. No anonymous comments will be accepted into the record or read. Anonymous and unsigned communications shall not be introduced in Council meetings. It is requested that persons wishing to submit written comments include their contact information, should any follow up be needed. Written comments and complaints submitted with false or incomplete information will not be accepted. Complaints received via social media, voicemail, or other informal channels will not be considered formal complaints under this policy.

Methods of submission include email (provided the complainant's full name and contact information are included, and the submission is verifiable), by mail or hand delivery to City Hall during regular business hours. Submissions shall include full name, residence/business address, contact information and signature. To be included within the Council's meeting agenda packet, submissions must be received by Wednesday at 1:30 p.m. prior to any regularly scheduled meeting.

F. MISCELLANEOUS

1. Adoption and Amendment of Rules of Procedure

These rules of procedure of the City Council will be placed on the agenda of the first meeting of the Council following the seating of the newly elected council members for review and adoption. A copy of the rules adopted shall be distributed to each council member.

The Council may alter or amend its rules at any time by a majority vote of its members after notice has been given of the proposed alteration or amendment.

2. Suspension of Rules

The rules of the Council may be suspended for a specified portion of a meeting by an affirmative vote of two-thirds of the members present except that Council actions shall conform to state statutes and to the constitutions of Michigan and the United States.

3. Bid Awards

Bids will be awarded by the City Council during regular or special meetings. A bid award may be made at a special meeting of Council if that action is announced in the notice of the special meeting.

4. Authorization for Contacting City Attorney

Only the Manager and the Mayor are authorized to contact the City Attorney regarding municipal matters.

Generally, questions involving significant legal research should be at the request of the City Manager or City Council as a body.

5. Rights and Responsibilities of Council Members

Section 4.12 of the City Charter states that except for the purpose of inquiries and investigations, the council or its members shall deal with city officers and employees who are subject to the direction and supervision of the manager solely through the City Manager. The council or its members shall not give orders to any such officer or employee, either publicly or privately.

6. Enforcement of Rules

These rules are subject to enforcement by the City Council as it determines appropriate under applicable provisions of the State law, the City Charter, Home Rule City and Robert's Rule of

Order (which have been adopted above to the extent reasonably practicable), and penalty violation hereof shall be in accordance with said provisions.

This Rules of Procedure document was amended and adopted by the City Council at its regular meeting on July 28, 2025.



CITY OF LINDEN

CITY COUNCIL AGENDA MEMO

MEETING DATE: APRIL 13, 2026

TOPIC: Parks & Recreation Commission
Recommendation - Kayak Launch Project

To: Mayor and City Council
From: Kristyn Kanyak, City Clerk
Submitted: April 7, 2026
Subject: Parks & Recreation Commission Recommendation

INTRODUCTION/ HISTORY/EXPLANATION OF TOPIC

During the March 19, 2026 Parks and Recreation Commission, two representatives from Keepers of the Shiawassee attended and reviewed the enclosed information and request. Parks and Recreation Commissioners voted to forward a recommendation to City Council that the city accepts the project proposal from Keepers of the Shiawassee for kayak launch, with the understanding there may be a re-evaluation recommendation for design of chute, see enclosed draft minutes. During discussion there were some concerns expressed regarding the "chute" launch-type design.

STAFF RECOMMENDATION

City Council shall review, discuss and consider the proposed project.

MOTION

Discussion only.

SUPPORTING MATERIALS ATTACHED:

I CONCUR: Ellen R. Glass
ELLEN R. GLASS, CITY MANAGER



March 19, 2026

City of Linden
Parks and Recreation Board

The Keepers of the Shiawassee (*the Keepers*) is a volunteer organization dedicated to preservation, responsible use, and restoration of the Shiawassee River. As discussed in early December, our members are interested in upgrading the launch located in the parking lot adjacent to Hamrick Street, just west of where Bridge Street crosses the Shiawassee River. The upgrades would include new steps, handrail, kayak shoot, bench, and sign. A site location map, preliminary layout drawing, and preliminary cost opinion are attached.

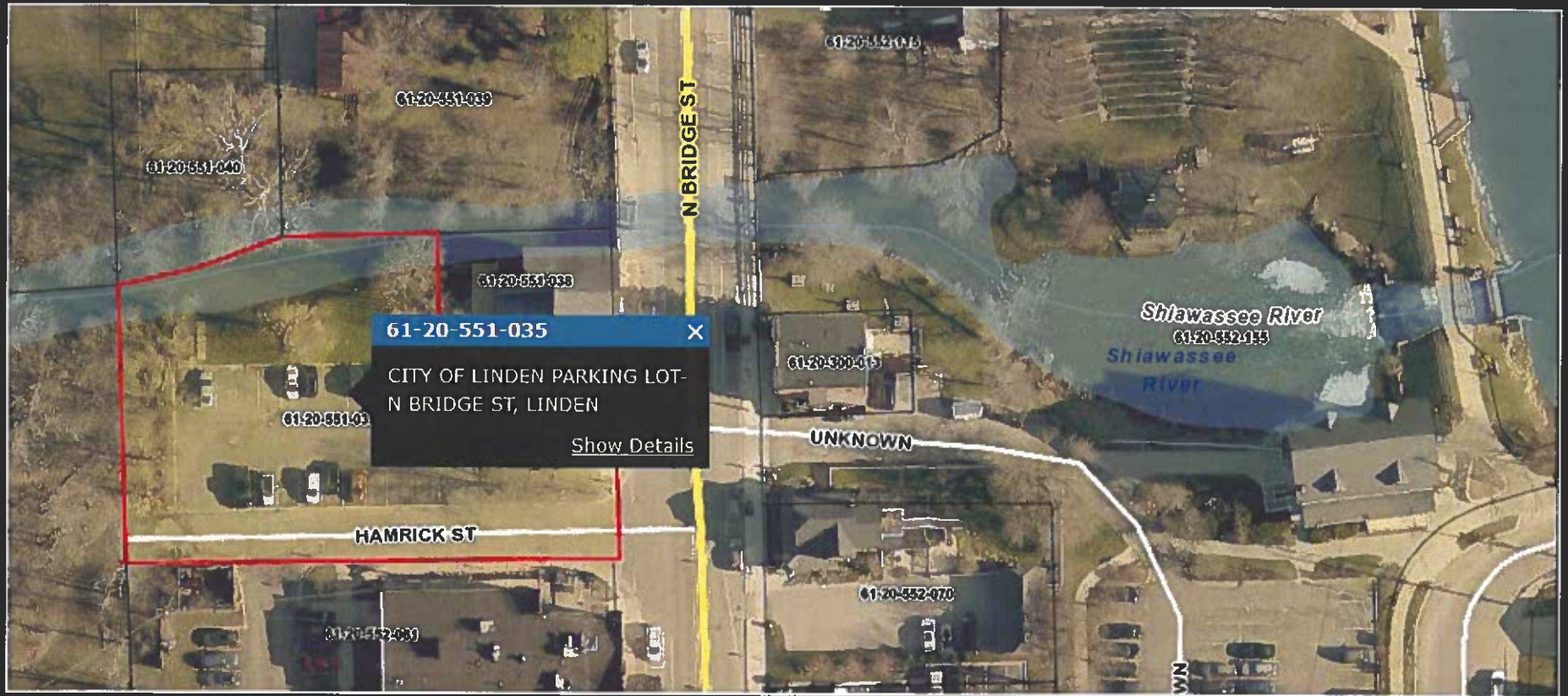
The Keepers received a \$15,000 donation in support of our mission to make the river more accessible for canoes and kayaks. The donor, who is in compromised health, wrote of a fondness for Linden and her walks along the river with a friend. Our intent would be to name the location the Allmen-Haley Launch, acknowledging the financial donor and her friend. We would like to install a sign at the launch which states, "Allmen-Haley Launch, the river flows through our friendship".

We acknowledge that the City owns this land and would like to collaborate with the City on the project. We would appreciate it if the City could support development of any necessary bidding documents, potentially a soil/erosion control permit, and lead the contractor procurement process.

Thanks,

KEEPERS OF THE SHIAWASSEE

Don Walsh
Chair of Keepers of the Shiawassee



Site Location – Allmen Haley Launch



Site Layout – Allmen Haley Launch

**Preliminary Opinion of Probable Cost
Allmen-Haley Launch
Keepers of the Shiawassee**

ITEM	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT	NOTES
Pre-Construction Design and Permitting					
Drawings and Specifications	1	each	\$1,500	\$1,500	Potentially no cost if project can be delivered in design-build arrangement with local contractor
Permitting	1	each	\$250	\$250	Soil & Erosion Control Permit
			SUBTOTAL	\$1,750	
Launch Construction					
Bidding Documents	1	each	\$0	\$0	Presumed in-kind from City of Linden (use their procurement department)
Construction Assistance	1	each	\$0	\$0	Provided by KoS Members and City of Linden at no cost
Contractor Mobilization/Demobilization	1	each	\$708	\$708	
Silt Fencing/Erosion Control	1	each	\$250	\$250	
Remove existing steps	1	Ea	\$1,500	\$1,500	includes soils removal and disposal (dumpster service), currently 13 steps (14 inch run; 6 inch rise) 21 feet from top to bottom
Purchase/install Stairs and Handrailing	1	each	\$4,500	\$4,500	Should quote aluminum vs steel stairs
Purchase/install Aluminum Kayak Shoot	1	each	\$3,500	\$3,500	Likely a custom fabrication
Concrete Footings for Stairs and Shoot	9	Ea	\$250	\$2,250	QUIK-TUBE 12 in. x 48 in. Building Form Tube (or similar)
Conc Pad, 6 ft x 4 ft	1	Ea	\$250	\$250	with anchor; for bench.
Bench, 6 foot	1	Ea	\$700	\$700	Brown base with sand top: see: https://polyproducts.com/product/deluxe-benches/ ; Anchored to concrete pad
Sign	1	Ea	\$650	\$650	Estimate from Wood Product Signs, 970-641-1675; accounting@woodproductsigns.com
Trash Receptacle	0	Ea	\$737	\$0	Trash receptacle already on-site
Turf Reestablishment	1	LSUM	\$900	\$900	
			SUBTOTAL	\$15,208	
			10% CONTINGENCY	\$1,521	
			Unforeseen Market Conditions (+10%)	\$1,521	Given global economic uncertainties (e.g., gas prices, aluminum tariffs, etc.)
			SUBTOTAL	\$18,250	
			COST OPINION TOTAL	\$20,000	

Notes:

1. This conceptual estimate is for planning and budget purposes only. Final constructed quantities and cost may vary. Additional estimates should be developed as design details progress.

Assumptions:



Date: March 17, 2026



**PARKS AND RECREATION COMMISSION REGULAR MEETING MINUTES
THURSDAY, MARCH 19, 2026 AT 6:00 P.M.**

CALL TO ORDER

The meeting of the City of Linden Parks and Recreation Commission was called to order by Chairperson Dietz at 6:00 p.m. The meeting was held within Loose Senior Center located at 707 North Bridge Street, Linden, MI 48451.

ROLL CALL

VOTING MEMBERS PRESENT: Aaron Wiens, Mike Dietz, Larry Allen

ADVISORY MEMBERS PRESENT: Heidi Fletcher

ABSENT: Sadie Kosin, Elizabeth Armstrong, Stephanie Shaw

OTHERS PRESENT: Don Grice, Director of Public Works; Kristyn Kanyak, City Clerk

(A) Excuse Absent Member(s)

Dietz excused Armstrong and Kosin.

APPROVAL OF AGENDA

Motion by Allen, second by Wiens to approve the agenda as proposed. Motion carried 3-0.

APPROVAL OF MINUTES

(A) February 19, 2026 Special Meeting

Brief discussion regarding additional page included with minutes, Kanyak explained.

Motion by Allen, second by Dietz to approve the minutes of the February 19, 2026 Parks and Recreation Commission Special Meeting. Motion carried 3-0.

PUBLIC HEARINGS/SPECIAL PRESENTATIONS

None.

PUBLIC COMMENT

Public comment was received from two representatives from the Keepers of the Shiawassee Organization; shared documents pertaining to request, and reviewed project details, donation amount received, for kayak launch and bench behind Down the Hatch. Requested city's permission for use and procurement of contractor to do the work; asked for consideration and interest. Brief discussion with Commissioners regarding bowling fundraiser.

CORRESPONDENCE

Dietz explained discussion with resident regarding fairy forest and ideas.

UNFINISHED BUSINESS

(A) 2026 Events and Programming Updates

Dietz explained reasoning for the topic. Wiens provided an update on fly-tying event and

planning details; location/setup, number of attendees, sign up list and flyer.

Shaw entered the meeting at 6:15 p.m.

Allen discussed Scouts attendance, with Commissioners and Kanyak. Fletcher discussed details for the Kite event on May 14; location options; event signage and promotion; handling of supply ordering, and brief discussion regarding business donation form, with Kanyak. Commissioners discussed Little Explorers being planned by Sadie, and shared suggestions for patriotic rock painting for America 250. Dietz discussed bat event details, working with GDL, discussion with Allen regarding bat houses. Commissioners discussed creation of a schedule/flyer and promoting events; Parks Facebook Page access and additional ideas for the senior kayaking event.

NEW BUSINESS

(A) Approval of Amended Bylaws

Dietz and Kanyak reviewed, brief discussion with Commissioners and Kanyak regarding quorum.

Motion by Shaw, second by Allen to approve the amendments to the Parks and Recreation Commission By-laws as proposed. Motion carried 4-0.

(B) Recommendation of Approval for Ordinance Amendments

Dietz and Kanyak briefly reviewed, Kanyak explained adoption process with Council.

Motion by Wiens, second by Dietz to forward a recommendation of approval of the amended Parks and Recreation Commission Ordinance to the City Council, as proposed. Motion carried 4-0.

(C) Parks and Recreation Plan Objectives and Goals

Dietz reviewed reasoning for the topic and requested Commissioners review and come with ideas.

Grice provided an updates on the gazebo platform viewing project; budgeting for Eagle's Wooden Park improvements to play structure, pavilion and boardwalk. Shared photos for plans for pathway amenities chairs, swing; benches; additional enhancement plans within Kimble-Sharp Gazebo and Park and requested Commissioner's recommendations. Discussion with Grice and Commissioners regarding Public Works property land parcel, the Master Plan; and potential options for Bridge/Broad intersection, pending City Council approval.

Discussion with Commissioners, Staff and members from Keepers of the Shiawassee regarding their kayak launch project proposal and request; launch-type design options; procurement process, Commissioners shared concerns with chute design and asked about alternatives. Brief discussion with staff regarding motion.

Motion by Dietz, second by Allen to forward recommendation to City Council that the city accepts the project proposal from Keepers of the Shiawassee for kayak launch, with the understanding there may be a re-evaluation recommendation for design of chute. Motion carried 4-0.

COMMISSIONER AND COMMITTEE REPORTS

Brief discussion regarding communication with businesses for events and involvement.

Kanyak explained establishment of agenda items for future meetings. Allen discussed Shiawassee River Shuttle’s community involvement and event role/help, suggested tipping; discussion sharing thoughts and concerns, but could be talked about next meeting.

ADJOURNMENT

Motion by Allen, second by Shaw to adjourn the meeting. The meeting was adjourned by Chairperson Dietz at 7:33 p.m.

Respectfully Submitted,

Kristyn Kanyak, City Clerk

Approved: _____

DRAFT



CITY OF LINDEN

CITY COUNCIL AGENDA MEMO

MEETING DATE: APRIL 13, 2026

TOPIC: Ordinance No. 426

To: Mayor and City Council
From: Kristyn Kanyak, City Clerk
Submitted: April 7, 2026
Subject: Ordinance No. 426 Amendments to Section 31.040 of Chapter 31 of the Code of Ordinances

INTRODUCTION/ HISTORY/EXPLANATION OF TOPIC

During recent meetings, Parks and Recreation Commissioners and city staff reviewed and talked through proposed changes to the Commission's by-laws and ordinance, to ensure consistency and alignment. During their March 19, 2026 meeting, Parks and Recreation Commissioners reviewed and voted to forward a recommendation of approval of the (enclosed) amended Parks and Recreation Commission Ordinance to the City Council, as proposed.

Please see enclosed tracked changes document Section 31.040 ESTABLISHED; COMPOSITION; TERMS OF MEMBERS of the Code of Ordinances.

STAFF RECOMMENDATION

City Council shall review the recommended changes and consider adoption of the amended ordinance section.

MOTION

Motion to approve Ordinance No. 426 An Ordinance Amending SECTION 31.040 OF CHAPTER 31 OF THE CODE OF ORDINANCES (as proposed/with additional changes).

SUPPORTING MATERIALS ATTACHED:

I CONCUR: Ellen R. Glass
ELLEN R. GLASS, CITY MANAGER

CITY OF LINDEN

ORDINANCE NO. 426

**AN ORDINANCE AMENDING SECTION 31.040 OF CHAPTER 31
OF THE CODE OF ORDINANCES**

THE CITY OF LINDEN ORDAINS THAT:

Section 1. Amendment of Section 31.040 of Chapter 31 of the Code of Ordinances.

The City hereby amends Section 31.040 ESTABLISHED; COMPOSITION; TERMS OF MEMBERS of the Code of Ordinances so that it reads as follows:

There is hereby established a Parks and Recreation Commission for the city which shall consist of seven city resident members appointed by the Mayor with the consent of the City Council serving three-year terms, and one student advisory non-voting representative member, who may be a city resident or non-resident, and serve a one-year term. One regular member may also be a City Councilor. Three voting, city resident members present shall be a quorum. Only city resident voting members are eligible to hold Officer positions. All vacancies shall be filled for the remainder of the unexpired term. Vacancies at the time of expiration of the term of reappointments shall be filled for a term of three years.

Section 2. EFFECTIVE DATE

This Ordinance shall become effective ten (10) days following publication.

At a regular meeting of the Linden City Council held on April 13, 2026, adoption of the foregoing ordinance was moved by _____ and supported by _____.

Voting for: _____

Voting against: _____

The Mayor declared the ordinance adopted.

Kristyn Kanyak, City Clerk

Elizabeth Armstrong, Mayor

CERTIFICATION

The foregoing is a true copy of Ordinance No. 426 which was enacted by the Linden City Council at a regular meeting held on April 13, 2026, and that said ordinance was ordered to be given publication in the manner required.

Kristyn Kanyak, City Clerk

§ 31.040 ESTABLISHED; COMPOSITION; TERMS OF MEMBERS.

There is hereby established a Parks and Recreation Commission for the city which shall consist of seven city resident members appointed by the Mayor with the consent of the City Council serving three-year terms, and one student advisory non-voting representative member, who may be a city resident or non-resident, and serve a one-year term. ~~Five of the members shall be registered electors of the city and serve three-year terms. Two advisory members may be residents of the city and at least 16 years of age and will serve one-year terms. One regular member may also be a City Councilor.~~ Three voting, city resident members present shall be a quorum. Only city resident voting members are eligible to hold Officer positions. All vacancies shall be filled for the remainder of the unexpired term. ~~Any~~ Vvacancies at the time of expiration of the term of reappointments shall be filled for a term of three years.

(2011 Code, § 2.30.010) (Ord. 340, passed 12-10-2012)

CITY OF LINDEN

RESOLUTION NO. 03-26

A RESOLUTION AUTHORIZING THE CITY OF LINDEN TO SUBMIT A CONTRACT EXTENSION REQUEST TO GENESEE COUNTY COMMUNITY BLOCK GRANT (CDBG) PROJECT FUND FOR THE REMOVAL OF ARCHITECTURAL BARRIERS FOR THE CITY OF LINDEN

WHEREAS, the City of Linden, Michigan, anticipates receiving \$28,200 from the Genesee County Community Block Grant (CDBG) Program funds; and

WHEREAS, the funds must be allocated to qualifying projects within the City of Linden, pursuant to provided guidelines within a specified timeframe;

WHEREAS, the City of Linden has fulfilled all application requirements to date for the project referred to as the following:

Removal of Architectural Barriers Project:
100% of \$28,200 of Genesee County CDBG Funds;

WHEREAS, it is the City of Linden’s intention to utilize the maximum allowable funds allocated to this Project to better serve the community;

WHEREAS, the City of Linden has until April 30, 2026 to spend the balance of the 2024 CDBG funds, but additional time is needed to ensure all public and CDBG program-related bidding requirements are met;

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

1. The City Council hereby approves and authorizes, the City Manager and/or City Clerk to submit a copy of this Resolution, requesting a contract extension until August 31, 2026 for this “Project,” to the Genesee County CDBG Program Fund in the amount of \$28,200, to ensure the success, execution and completion of said “Project;”

PASSED AND APPROVED by the City Council of the City of Linden, Michigan, this 13th day of April, 2026.

YEAS: _____

NAYS: _____

ABSENT: _____

RESOLUTION DECLARED ADOPTED.

Elizabeth Armstrong, Mayor

ATTEST:

Kristyn Kanyak, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Linden, County of Genesee, and State of Michigan, at a regularly scheduled meeting held this 13th day of April, 2026 and that notice of said meeting was given in accordance with the Open Meetings Act, as amended.

Kristyn Kanyak, City Clerk



CITY OF LINDEN

CITY COUNCIL AGENDA MEMO

MEETING DATE: APRIL 13,2026

DEPARTMENT: DPW

To: Mayor and City Council
From: Ellen R. Glass, City Manager; Don Grice, Public Works Director
Submitted: April 7, 2026
Subject: Motion to Approve the Rebid for the Linden Gazebo Sidewalk Reconstruction Project

INTRODUCTION/ HISTORY/EXPLANATION OF TOPIC

As was communicated on the first bidding for this project, city staff have had a long-standing vision to provide a safe and accessible viewing area for visitors to enjoy events and entertainment occurring at the Kimble-Sharp Gazebo located at Kimble-Sharp Gazebo Park. The intent of the project is to provide an exclusive and convenient viewing area for visitors with limited mobility so that they can safely enjoy activities taking place at the gazebo.

Council may recall previously awarding this project at the October 14, 2025, City Council meeting. Unfortunately, the previously awarded contractor was unable to complete the project for the amount bid. After many communications, the city staff, engineers, and the owner of the contracting company mutually agreed that it would be appropriate to release and discharge each other from any and all obligations associated with the project.

Moving forward, we are excited to share that the city is still eligible for funding through a Genesee County Community Development Block Grant (CDBG) to help fund this project. These federal dollars are currently projected to cover over 50% of the construction costs.

The city sought solicitations for this project through advertising in the Tri-County Times, as well as the MITN (Bidnet Direct) web service. Based on an audit of these advertisements, the project was advertised to over 800 vendors. On February 27, 2026, the city received one bid for the project. The results are below.

Company	Project Cost
Great Lakes Concrete & Paving, LLC	\$41,701.00

STAFF RECOMMENDATION

This project has been a longtime goal for the City of Linden. In addition to being necessary, we also believe it is important to take a proactive role to provide opportunities for the less mobile members of our community. These efforts ensure that they can enjoy the activities provided by the city and other community partners at the Kimble-Sharp Gazebo. Additionally, we can accomplish this goal with the assistance of grant funding. For these reasons, staff recommends approval of the Linden Sidewalk Reconstruction Project.

MOTION

Move to approve the Rebid for the Linden Gazebo Sidewalk Reconstruction Project and award the project to Great Lakes Concrete & Paving, LLC., in the amount of \$41,701.00.

SUPPORTING MATERIALS ATTACHED:

I CONCUR: Ellen R. Glass
ELLEN R. GLASS, CITY MANAGER

BID FORM FOR CONSTRUCTION CONTRACT

Linden Gazebo CDBG Project, City of Linden

21C0076A (REBID)

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 1—OWNER AND BIDDER

1.01 This Bid is submitted to:

City of Linden

132 E. Broad Street

Linden, MI 48451

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2—ATTACHMENTS TO THIS BID

2.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security;
- B. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such authority within the time for acceptance of Bids;
- C. Contractor's license number as evidence of Bidder's State Contractor's License or a covenant by Bidder to obtain said license within the time for acceptance of Bids; and
- D. List of Project References.

ARTICLE 3—BASIS OF BID

3.01 Unit Price Bids

A. Bidder will perform the following Work at the indicated unit prices:

Description	Estimated Quantity	Unit	Bid Unit Price	Bid Amount
Mobilization	1	LSUM	\$ 3,000	\$ 3,000
Cleanup and Restoration	1	LSUM	\$ 1,500	\$ 1,500
Sidewalk, Rem	23	Syd	\$ 72	\$ 1,656
Handrail, Powder Coated Aluminum	52	Ft	\$ 200	\$ 10,400
Soil Erosion and Sedimentation Control	1	LSUM	\$ 1,000	\$ 1,000
Sidewalk, Conc, 4 inch	447	Sft	\$ 35	\$ 15,645
Dr Structure Cover, Type K	1	Ea	\$ 1,500	\$ 1,500
Post, Wood, 6 inch by 6 inch	10	Ea	\$ 700	\$ 7,000

Description	Estimated Quantity	Unit	Bid Unit Price	Bid Amount
Total of All Unit Price Bid Items			\$	41,701

- B. Bidder acknowledges that
1. each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and
 2. estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 4—TIME OF COMPLETION

- 4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 4.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 5—BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

- 5.01 *Bid Acceptance Period*
- A. This Bid will remain subject to acceptance for 90 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.
- 5.02 *Instructions to Bidders*
- A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.
- 5.03 *Receipt of Addenda*
- A. Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Addendum Date
N/A	N/A

ARTICLE 6—BIDDER'S REPRESENTATIONS AND CERTIFICATIONS

- 6.01 *Bidder's Representations*
- A. In submitting this Bid, Bidder represents the following :
1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
 2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.

BIDDER hereby submits this Bid as set forth above:

Bidder:

Great Lakes Concrete & Paving

(typed or printed name of organization)

By:

(Signature)

(individual's signature)

Name:

CASEY GULICK

(typed or printed)

Title:

PRESIDENT

(typed or printed)

Date:

2/26/26

(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest:

(individual's signature)

Name:

(typed or printed)

Title:

(typed or printed)

Date:

(typed or printed)

Address for giving notices:

Bidder's Contact:

Name:

Jordan Carr

(typed or printed)

Title:

Sales Executive

(typed or printed)

Phone:

248 840 7719

Email:

Jcarr@greatlakesconcretepaving.com

Address:

11225 Katrine
Fenton, MI 48430

Bidder's Contractor License No.: (if applicable)

BID BOND (PENAL SUM FORM)

Bidder Name: Great Lakes Concrete & Paving, LLC Address <i>(principal place of business)</i> : 11225 Katrine Drive Fenton, MI 48430	Surety Name: Granite Re, Inc. Address <i>(principal place of business)</i> : 14001 Quailbrook Drive Oklahoma City, OK 73134
Owner Name: City of Linden Address <i>(principal place of business)</i> : 132 E. Broad Street Linden, MI 48451	Bid Project <i>(name and location)</i> : Linden Gazebo CDBG Project, Linden, MI Bid Due Date: February 27, 2026
Bond Penal Sum: [Amount] Five Percent of Bid Amount (5%) Date of Bond: [Date] February 27, 2026	
Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth in this Bid Bond, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.	
Bidder _____ Great Lakes Concrete & Paving, LLC <i>(Full formal name of Bidder)</i>	Surety _____ Granite Re, Inc. <i>(Full formal name of Surety) (corporate seal)</i>
By: _____ <i>(Signature)</i>	By: _____ <i>(Signature) (Attach Power of Attorney)</i>
Name: _____ <i>(Printed or typed)</i>	Name: Kenneth D. Whittington <i>(Printed or typed)</i>
Title: _____	Title: Attorney-in-Fact
Attest: _____ <i>(Signature)</i>	Attest: _____ <i>(Signature)</i>
Name: <u>Jordan Carr</u> <i>(Printed or typed)</i>	Name: Kyle McDonald <i>(Printed or typed)</i>
Title: <u>Sales Executive</u>	Title: Assistant Secretary
Notes: (1) Note: Addresses are to be used for giving any required notice. (2) Provide execution by any additional parties, such as joint venturers, if necessary.	



1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond will be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder occurs upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation will be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions does not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action will be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond will be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder must be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Postal Service registered or certified mail, return receipt requested, postage pre-paid, and will be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond will be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute governs and the remainder of this Bond that is not in conflict therewith continues in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

KENNETH D. WHITTINGTON; KYLE MCDONALD its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:


To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:


KENNETH D. WHITTINGTON; KYLE MCDONALD may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 31st day of July, 2023.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)





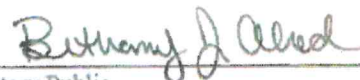
Kenneth D. Whittington, President


Kyle P. McDonald, Assistant Secretary

On this 31st day of July, 2023, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:
April 21, 2027
Commission #: 11003620





Bethany J. Alred
Notary Public


GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

“RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking.”

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this
February 27, 2026.





Kyle P. McDonald, Assistant Secretary

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Great Lakes Concrete Paving, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ S

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
11225 Katrine Drive

6 City, state, and ZIP code
Fenton, MI 48430

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-					
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OR

Employer identification number

8	3	-	4	5	9	1	3	3	3
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶  Date ▶ 1/12/22

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.