

**City of Swartz Creek  
AGENDA**

**Regular Council Meeting, Tuesday May 27, 2008 7:00 P.M.  
City Hall 8083 Civic Drive, Swartz Creek Michigan 48473**

1. **CALL TO ORDER:**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:**
4. **MOTION TO APPROVE MINUTES:**
  - 4A. Regular Council Meeting, May 12, 2008 MOTION Pg. 7,10-20
5. **APPROVE AGENDA**
  - 5A. Proposed / Amended Agenda MOTION Pg. 7
6. **REPORTS & COMMUNICATIONS:**
  - 6A. [City Manager's Report](#) (Agenda Item) MOTION Pg. 7,2-6
  - 6B. Monthly Check Ledger Pg. 21-23
  - 5C. Monthly Fire Report Pg. 24-58
  - 5D. Planning Commission, Cedar Creek (Agenda Item) Pg. 59-100
  - 5E. REI Proposal, Local Streets Design & Bids (Agenda Item) Pg. 101
  - 5F. 10 Year Street Funding Calculations, Miller Road Add On (Agenda Item) Pg. 102-103
  - 5G. I.T. Bid Returns, RFP (Agenda Item) Pg.104-155
  - 5H. Park Fee Waiver Request (Agenda Item) Pg. 156
  - 5I. REI Projects Status Pg. 157
  - 5J. Boards & Commissions, Current Pg. 158-160
  - 5K. Senate Bill 1322 & Analysis Pg. 161-172
  - 5L. Misc. Legislative Updates Pg. 173-175
  - 5M. May 7 Park Board Minutes Pg. 176-177
  - 5N. MTA Millage Renewal Resolution Pg. 178-180
  - 5O. GM Celebration Notice Pg. 181-182
  - 5P. Council Candidate Letter Pg. 183
7. **MEETING OPENED TO THE PUBLIC:**
  - 7A. General Public Comments
8. **COUNCIL BUSINESS:**
  - 8A. Revised Site Plan Approval, Cedar Creek RESO. Pg. 8, 59-100
  - 8B. Appropriation, Design Engineering, Local Street Projects. RESO. Pg. 8, 101
  - 8C. Major Streets, Long Term Funding Solutions, Trail System DISC. Pg. 102-103
  - 8D. Bid Award, Computer & I.T. Services RESO. Pg. 9, 104-155
  - 8E. Park Fee Waiver Request, Scout Pack 161 RESO. Pg. 9, 156
9. **MEETING OPENED TO THE PUBLIC:**
  - 9A. General Public Comments
10. **REMARKS BY COUNCILMEMBER'S:**
11. **ADJOURNMENT:**

**City of Swartz Creek**  
**CITY MANAGER'S REPORT**  
Regular Council Meeting of Tuesday May 27, 2008 7:00 P.M.

**TO:** Honorable Mayor, Mayor Pro-Tem & Council Members  
**FROM:** PAUL BUECHE // City Manager  
**DATE:** 23-May-2008

---

## **OLD / ROUTINE BUSINESS – REVISITED ISSUES / PROJECTS**

- ✓ **PERSONNEL POLICIES & PROCEDURES** (*Status*)  
Awaiting a draft. When we have this document, we will do an administrative review and be back for some conversation.
- ✓ **DISASTER, EMERGENCY RESPONSE POLICY COMMITTEE** (*Status*)  
We are back meeting and have a draft for review. We should be back before the Council for discussion on this in the near future.
- ✓ **VETERANS MEMORIAL** (*Status*)  
Nothing New.
- ✓ **NON-RESIDENT SERVICES STUDY, RAUBINGER BRIDGE** (*Status*)  
Pending.
- ✓ **OVERHEAD UTILITY REORGANIZATION PROJECT** (*Status*)  
We are trying to get a contractor's quote for the second round of the technical review of the poles. REI has expressed an interest in the project and is working on a price. I qualify this with we are in the bid process for engineering services. This probably needs to be settled first. I will keep the Council posted.
- ✓ **MAJOR STREET FUND, TRAFFIC IMPROVEMENTS** (*See Individual Category*)
  - ❑ **BRISTOL ROAD T.I.P. PROJECT, BRISTOL EXTENSION** (*Status*)  
The contractor is looking for an additional \$50k on this project. They claim additional engineering, change orders, and additional work, some of which is related to the Verizon poles. MDOT has a grievance procedure in which the contractor has initiated. Two steps have been completed with a recommendation for an additional \$15k. The ball is in the contractor's court as to whether they desire to move to the next process. We will see where it heads.
  - ❑ **SEYMOUR RE-SURFACING PROJECT** (*Status*)  
Underway and way ahead of schedule. I will keep the Council posted on issues and developments.
  - ❑ **ELMS ROAD RE-SURFACING PROJECT** (*Status*)  
The Contractor is Ace Asphalt of Flint. Assuming that the County Road Commission will participate in a 50% contribution of the local match for the 1,300' section that borders the City and the Township (County jurisdiction), our total cost for this project, inclusive of Construction, Design Engineering, Construction Engineering and Interest on the Jobs Today Pull Ahead, is **\$294,477**. We are still negotiating with the County for participation on the local match of the border portion. The project is slated for a

mid June start date. I will keep the Council informed on the progression of the border section.

❑ **MORRISH ROAD RE-CONSTRUCTION PROJECT / MEIJER'S** (*Status*)

Meijer's has informed us that they have placed this project on their early 2009 construction schedule. Although not yet certain, they advise they may be asking for a revised site plan later this summer that will downsize the store a bit, to around 160,000 sf. They are reviewing the development agreement and will be back shortly with a decision on how they wish to handle the road construction (private or via the TIP).

❑ **GM-SPO ISLAND CUTS** (*Discussion*)

We have done some figures on the long-term (10 years) TIP projections. We have some discussion on this topic for tonight's meeting. The GM-SPO Cuts figure into this equation.

❑ **MILLER ROAD REPAIRS** (*Discussion*)

This work is underway and expected to last about 4 weeks. As we have discussed, there are a number of other concrete deteriorations in the area where we are currently saw cutting and re-pouring the concrete. We chose the very worst ones, but a hard winter has caused other areas to break up. Using the bid price quantities, we have a price to correct a number of other deteriorated sections here. The cost is just under \$38,000. I am recommending we hold off on the additional work here. We have improved the ride quality on Miller at I-69 by about 60% with the work we are doing now. The shaving of the bumps east of this will add significant improvement to the entire distance between Elms and Dye. Due to the funding ratios changes through the TIP Program, we need to re-think our strategy here. We will have a fair amount of conversation on this at tonight's meeting.

✓ **LOCAL STREET FUND, TRAFFIC IMPROVEMENTS**

❑ **2008 REPAIR ROSTER** (*Resolution*)

The following streets are in the hopper: Chesterfield from Seymour to Winston, Jennie Lane, Worcester from Winston to Daval (a portion of this is a Major Street, eligible for 202 funding) and Daval from Oakview to Winshall. In review, Lou believes that we may fare better by bidding the project. Contractor's in town will honor their pricing and may give a better deal by not having to follow MDOT rules and pay scales. Additionally, we may get a better deal from an outside contractor whom needs the work. Included with tonight's packet is an appropriation for engineering fees related to bid document preparation.

❑ **NEIGHBORHOOD IMPROVEMENT - T.I.F. DISTRICT** (*Status*)

Adam looked at this and found that with the declining housing values, little, and maybe no money would be returned. In better economic times with stable housing values, this mechanism would create a significant return. We will have to shelve it for the time being until the housing stabilizes.

✓ **FIRE DEPARTMENT EVALUATION, 2008 CONTRACT RENEWAL** (*Status*)

I have met several times with Mr. Shumaker regarding the contract. We have identified a handful of areas that need addressing. Mr. Figura has provided a draft and we are reviewing it. I will be back for some additional conversation in the near future.

✓ **SEWER REHABILITATION PROJECT, I&I, PENALTIES** (*Status*)

At a past meeting, we awarded the bid to Liqui-Force based on unit prices. We will be back before the Council shortly with a contract for Phase II of the program.

- ✓ **WWS INTERGOVERNMENTAL JURISDICTION ORDINANCE** (*Status*)  
The County has turned up the pressure to adopt both the ordinance and the agreement that transfer enforcement (and probably anything else they deem fit) over to them. We are working with Mr. Figura evaluating our options.
- ✓ **HERITAGE PARK & NON-MOTORIZED TRAIL SYSTEM** (*Discussion*)  
Non-motorized trails will be covered in our discussions on the TIP.
- ✓ **SR. CENTER, LEVY, BUILDING & FUTURE FUNDING PLAN** (*Status*)  
Pending.
- ✓ **SPRINGBROOK, HERITAGE STREET-LIGHTING** (*Status*)  
We need to talk on a number of issues similar to this. I am working on a recommendation and a policy in handling our condominium associations in an effort to treat them all the same. I will be back at a near future meeting for discussion and the adoption of a policy.
- ✓ **LABOR CONTRACTS** (*Status*)  
I have met with the Police Union and tendered an offer. They are reviewing it and should be back with a response soon. Mr. Kehoe still needs a basic employment agreement and the Supervisor's contract has a wage re-opener. I will look to meet with them very shortly.

On my contract, it probably needs visiting for update purposes. I would like to take a pass on any rate increases for another year or two and until we are on better financial ground. I am not sure how the Council desires to handle an evaluation. As you recall, a couple of years ago I created a list of accomplishments and shortfalls as I saw them. I could bring the list up to date and then bring it back to the Council for discussion and review. Unless the Council has strong input one way or the other, I will do this and set it for a discussion item, hopefully soon. We can then go from here.

- ✓ **RETIREE HEALTH CARE** (*Status*)  
Again, I have had little time to work on these items due to financial season coupled with regular business. I will try to clear these matters after we get a draft budget in the market. Mr. Gildner has prepared a base agreement that leaves only the specifics to be filled in by the staff. I am working on tailoring them in line with specific contracts to which the specific employee went out on. I should have them back soon for Council review.
- ✓ **MARATHON STATION BLIGHT & NON-CONFORMING USE** (*Status*)  
This matter is set for trial on May 30<sup>th</sup>. The property owner is in financial trouble and is looking to do a quick sale to cover the commercial loan before the bank forecloses. They have asked for additional time, until August, to allow them to attempt to accomplish this. Short of this, they say they will walk away and leave the problem to the bank. They advise they have hired a contractor to remove the pylon sign and the canopy for salvage costs and are on a short waiting list for the work to be done. Mr. Gildner would prefer to get an unconditional judgment now and elect to not enforce it, using it as advantage, as opposed to trust them. I agree. I will keep the Council informed on developments.

- ✓ **GENERAL LEDGER & ACCOUNTING SOFTWARE** (*Status*)  
Software installation and data conversion are in the process. So far, no real problems. I will keep the Council informed and give a sample of potential reports as soon as we have the system fully on line.
- ✓ **COUNTY E.M.S. ORDINANCE, AMBULANCE SERVICE** (*Status*)  
We are watching it.
- ✓ **2008-2009 BUDGET** (*Status*)  
We are doing the final calculations and coordination with the County's Equalization Department, for the levy. Here is a revised schedule:

|                          |  |
|--------------------------|--|
| April 14 <sup>th</sup> : | Set Public Hearing   |
| April 28:                | Presentation & Discussion  |
| May 12 <sup>th</sup> :   | Public Hearing, Discussion   |
| June 9 <sup>th</sup> :   | Adopt Budget, Truth in Taxation Hearing, Set Levy, Set 2008-2009 Meeting Schedule, Year End Fiscal Adjustments, Review City-Wide Fees and Charges for Services |
| June 30 <sup>th</sup> :  | Fiscal Year End  |

- ✓ **FEES, RATES & SERVICE CHARGES** (*Status*)  
We are still reviewing the best method for the installation of the new rate structure. I will have a plan for the Council in the near future. As an afterthought, it appears that we will be getting another rate increase from Detroit... about 8.5%. We have not received official notice, but the Detroit Newspapers are reporting this. I will keep the Council informed.
- ✓ **2007-2008 FY AUDIT** (*Status*)  
We are out for solicitation of bids for this year's audit. Due to time constraints, we have invited eight companies to bid with opening set for Friday May 23<sup>rd</sup>. They will not make this packet deadline, but if all checks well with the returns, I may look to place the bids on tonight's meeting as an add-on item.
- ✓ **REVISED FINAL SITE PLAN APPROVAL, CEDAR CREEK** (*Resolution*)  
Included with tonight's agenda is a revised final site plan approval for Cedar Creek. As you recall, we postponed action on this matter as the developer did not submit new drawings in time to make the last Council Packet. The Council heard the original site plan in December 2006. Adam has reviewed the matter and feels the changes with this submittal are for the better. The Planning Commission concurred and recommends approval. I have included the drawings, Planning Commission packet, Council Minute excerpts from December 2006 and draft minutes from the Planning Commission meeting of May 6<sup>th</sup>.

## **NEW BUSINESS / PROJECTED ISSUES & PROJECTS**

- ✓ **I.T. SERVICES BID** (*Resolution*)  
We went to bid back in April for I.T. Services. We spend a fair amount of money in this area and given the relationship of our I.T. Tech and an employee, we needed to keep this above the scrutiny line. The bid specifications were somewhat hard lined, in that I

preferred to have all this type of work under a single person. Many times in the past we have had the software people pointing fingers at the hardware people and vice versa. The spec's were drafted for a single contact person to handle all our needs, being networking, software issues, phones, printers, cabling, audio, visual as well as coordination with data lines we have with the County, State and 911 Center. We advertised in the Flint Journal, on our web-site and personally invited three companies to bid, being Infinite Solutions (Don Korth), SPI Innovations and Your IT Services. Two companies responded, being Infinite Solutions and SPI Innovations. The low bidder is Infinite Solutions at a base price of \$75 per hour. SPI follows a close second with variable pricing ranging from \$75 per hour for technical such as printers and phones, to \$95 per hour for network administration. I recommend we stay with Infinite Solutions. I have a resolution included with tonight's agenda.

✓ **PARK FEE WAIVER REQUEST, SCOUT PACK 161** (*Resolution*)

Included with tonight's agenda is a request for the waiver of fees for the use of Elms Park Pavilion #1 on Sunday June 22<sup>nd</sup>, Cub Scout Pack #161. I have a resolution of approval included with tonight's agenda.

✓ **ELECTIONS, AT-LARGE COUNCIL CANDIDATES** (*Information*)

We have three at large Council Seats up for election in November. We have seven certified petitions for the three seats. In accordance with the Charter, one candidate will have to be eliminated at the August 5<sup>th</sup> Primary and the remaining six will stand at the General Election on November 4<sup>th</sup>. Vying for the three seats is:

1. Richard Abrams, Incumbent (Filed 4-3-08)
2. Jason Christie, Incumbent (Filed 5-7-08)
3. Don Adams, Incumbent (Filed 5-7-08)
4. John Gilbert, 7459 Miller Road (Filed 5-5-08)
5. Doug Whetstone, 9079 Chesterfield (Filed 5-5-08)
6. David Krueger, 7399 Miller Road (Filed 5-12-08)
7. Betty Binder, 8079 West Bristol Road (Filed 5-13-08)

I will add the new candidates to the Council packet delivery roster until the election.

## **Council Questions, Inquiries, Requests and Comments**

- *Park & Ride Improvements, Miller & I-69.* MDOT has asked that if they pay for the installation of lighting, would we be willing to pay the energy costs. I have a handful of issues with this Park & Ride, including lawn mowing, lighting, general appearance, snow removal and salt. I am trying to leverage their request to improve this facility. I will keep the Council posted.
- *Z.B.A. Compensation.* Pending.
- *Signs, Blackmore & Rowe (in right of way?).* It is. Upon checking, a small piece of our curb may be on private property also. We will begin the process of trying to have it removed. My guess is that it will not be without some resistance though.

**City of Swartz Creek**  
**RESOLUTIONS**  
**Regular Council Meeting, Tuesday May 27, 2008 7:00 P.M.**

**Resolution No. 080527-4A**      **MINUTES, MAY 12, 2008**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held May 12, 2008, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 080527-5A**      **AGENDA APPROVAL**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council approve the Agenda as presented / printed / amended for the Regular Council Meeting of May 27, 2008 to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 080527-6A**      **CITY MANAGER'S REPORT**

Motion by Councilmember: \_\_\_\_\_

**I Move** the Swartz Creek City Council approve the City Manager's Report of May 27, 2008, to be circulated and placed on file.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_



**Resolution No. 080527-8A**

**FINAL SITE PLAN APPROVAL, CEDAR CREEK, PARCEL #58-03-200-011**

Motion by Councilmember: \_\_\_\_\_

**I Move** the City of Swartz Creek accept the recommendation of the Planning Commission and approve the final site plan revision, dated April 7, 2008, with elevations dated March 26, 2008, for parcel 9279 Miller Road 58-03-200-011 (Cedar Creek) subject to the following conditions:

- 1). Applicant shall include a provision for lighting in the final site plan that must meet administrative approvals.
- 2). Applicant shall provide adequate ground cover and landscaping for ac units and building surroundings that must meet administrative approvals.
- 3). Applicant shall narrow road widths per the city staff’s recommendations to a 22’ width from the front of the curb while maintaining proper turn radii and shall also install ‘one-way’ and ‘no parking’ signs per staff recommendations.
- 4). Applicant shall work with staff to ensure adequate screening along the sides and rear prior to construction.
- 5). Applicant shall submit and obtain a sign permit prior to construction.
- 6). Applicant shall obtain all local, county, state, and/or other necessary permits, insurance, review and licensing prior to construction, including but not limited to: construction plan review, architectural review, soil erosion permitting, approval of master deed and condo by-laws, and completion of a development agreement.
- 7). Applicant shall include a provision to extend the sidewalk to the western property line and shall move the proposed internal sidewalk off of the proposed curb by no less than four (4) feet.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 080527-8B**

**APPROPRIATION, DESIGN ENGINEERING, LOCAL STREET PROJECTS**

Motion by Councilmember: \_\_\_\_\_

**I Move** the City of Swartz Creek appropriate an amount not to exceed \$3,216 to the City’s Engineer, Rowe Incorporated, for the design and preparation of bid documents and to bidding for the repair, mill and resurfacing of the following local streets:

1. Chesterfield from Seymour to Winston



2. Jennie Lane
3. Worchester from Winston to Daval
4. Daval from Oakview to Winshall.

And further, to bring all such bid returns back to the Council for review and decision.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 080527-8D      BID AWARD, I.T. SERVICES**

Motion by Councilmember: \_\_\_\_\_

**I Move** the City of Swartz Creek accept the low bid of Infinite Solutions, of 6435 West Beecher Road, Flint, at \$75 per hour, for I.T. Services, in accordance with the bid specifications as attached hereto, and further, direct the City Manager to execute a contractor's agreement on behalf of the City.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**Resolution No. 080527-8E      PARK FEE WAIVER REQUEST, SCOUT PACK 161, ELMS PARK**

Motion by Councilmember: \_\_\_\_\_

**I Move** the City of Swartz Creek waive fees associated with the use of Elms Road Park Pavilion #1, for Cub Scout Pack #161, on Sunday June 22, 2008, from 10:00 AM to 7:00 PM, for their annual end of year picnic.

Second by Councilmember: \_\_\_\_\_

Voting For: \_\_\_\_\_

Voting Against: \_\_\_\_\_

**City of Swartz Creek**  
**Regular Council Meeting Minutes**  
*Of the Meeting Held*  
**Monday May 12, 2008 7:00 P.M.**

**CITY OF SWARTZ CREEK**  
**SWARTZ CREEK, MICHIGAN**  
**MINUTES OF THE COUNCIL MEETING**  
**DATE 05/12/2008**

The meeting was called to order at 7:00 p.m. by Mayor Abrams in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance to the Flag.

Councilmembers Present: Mayor Abrams, Adams, Mayor Pro-Tem Christie, Hicks, Hurt, Porath, Shumaker.

Councilmembers Absent: None.

Staff Present: City Manager Bueche, City Attorney Figura, Deputy City Clerk/Financial Officer Mary Jo Clark, Assistant City Manager Zettel, Engineer Lou Fleury.

Others Present: Boots Abrams, Bob Plumb, Tommy Butler, Ron Shultz, Jim Florence, Betty Binder. Carl Carlson, Terry O'Brien, Robert Treloar.

**APPROVAL OF MINUTES**

**Resolution No. 080512-01**

**(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held April 28, 2008, to be circulated and placed on file.

YES: Adams, Christie, Hicks, Hurt, Porath, Shumaker, Abrams.

NO: None. Motion Declared Carried.

**APPROVAL OF AGENDA**

Item 8T, Park Fee Waiver, June 22, 2008, Swartz Creek Women's Club, was added to the agenda.

**Resolution No. 080512-02**

**(Carried )**

Motion by Mayor Pro-Tem Christie  
Second by Councilmember Shumaker

**I Move** the Swartz Creek City Council approve the Agenda as amended for the Regular Council Meeting of May 12, 2008 to be circulated and placed on file.

YES: Christie, Hicks, Hurt, Porath, Shumaker, Abrams, Adams.  
NO: None. Motion declared carried.

## **REPORTS AND COMMUNICATIONS:**

### **City Manager's Report**

#### **Resolution No. 080512-03**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the City Manager's Report of May 12, 2008, to be circulated and placed on file.

YES: Hicks, Hurt, Porath, Shumaker, Abrams, Adams, Christie.  
NO: None. Motion declared carried.

All other reports and communications were accepted and placed on file.

Mayor Abrams gave a brief rundown on the proposed GAIN budget.

## **MEETING OPENED TO THE PUBLIC:**

Public Hearing on 2008-2009 Fiscal Year Budget.

City Manager Bueche gave a brief description on the 2008-2009 Fiscal Year Budget.

Robert Treloar, 5176 Worchester, questioned whether the budget included grant money. Mr. Treloar also asked if the City lost grant money.

No General Public Comments.

## **COUNCIL BUSINESS:**

### **Hometown Days Permits, Master Resolution**

#### **Resolution No. 080512-04**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Adams

**I Move** the City of Swartz Creek approve Resolutions 080512-8A through 080512-8G, allowing for the various permits relative to the annual Swartz Creek Hometown Days events, to be held beginning Wednesday May 28, 2008, and concluding on

Monday June 2, 2008, inclusive of all stipulations and conditions as specified and listed within.

### **Hometown Days, Street Carnival, General Street & Property Use Permits**

**I Move** the City of Swartz Creek approve and authorize the Swartz Creek Hometown Days Committees' application for street closing and City property use permits for the following locations:

- A. Morrish between Miller and Ingalls-Wade, Carnival Midway.
- B. Holland between Miller and Ingalls, Vendor – Carnival.
- C. City Lot located at the southwest corner of Miller and Morrish, Carnival – Midway.
- D. Ingalls at Holland and Park Land located to the North and Northwest of the intersection of Morrish and Ingalls, Carnival & Midway.
- E. City owned property located along the North side of Fortino West of South Morrish Road, Car Show and Radio D.J., general parking.
- F. Dead end of Civic Drive west of Fortino Drive (Friday May 30<sup>th</sup>, 3-8 PM, Saturday May 31<sup>st</sup>, 10 AM to 8 PM and Sunday June 1<sup>st</sup> 10 AM to 8 PM), Helicopter Rides.
- G. City owned property and residential dwelling, 4438 South Morrish Road.
- H. City owned property, 4505 Fortino.

Street and City property use, unless otherwise indicated, begins Wednesday, May 28, 2008 at 9:00 a.m. until Monday June 2, 2008 at 9:00 A.M., for the purpose of, and authorization to conduct a carnival, vendor/display area, car show and or other similar events under the following stipulations:

- 1. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)
- 2. Written permission from deed holders of any private properties to be used and appropriate insurance certificates naming such parties as additional insured.
- 3. Sufficient number of portable bathrooms placed and located, and liter control program in accordance and under the approval of Director of Community Services.

General approval of the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police

### **Hometown Days, Amplified Concert Music Permit**

**I Move** the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee application to conduct an outdoor concert to be held at the

outdoor football stadium of the Swartz Creek High School on Friday, May 30, 2008 between 4:30 p.m. and 10:00 p.m., under the following stipulations:

1. Insurance certificate naming the City as insured in the amount not less than \$1,000,000.00 (One-Million Dollars)
2. Written authorization from the School District Superintendent along with acceptable insurance certificates naming the School District as an additional insured, minimum amount not less than \$1,000,000 (One Million Dollars)
3. General approval of the Chief of Police. Traffic control and pedestrian safety plan in accordance with and under the approval of office of Chief of Police.
4. Music to end no later than 10:00 p.m.

### **Hometown Days, Street Usage Permit, Motor and Pedestrian Parade**

**I Move** the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committees' application for street closing / usage permit for Saturday, May 31, 2008 from 11:00 a.m. until 1:30 p.m. for purposes of conducting a parade, streets used to be Fairchild Street, Miller Rd, and Frederick St under the following stipulations:

1. Insurance certificate naming the City as an additional insured party in the amount not less than \$1,000,000.00 (One Million Dollars).
2. No candy or other objects be thrown or handed from, to or at any vehicle, trailer, float, or similar, and further, that the Hometown Days Committee establish and maintain a list of all participants and/or entries in the parade that identifies a contact person, such contact to be informed by the Hometown Days Committee of the stipulation and motor vehicle code enforcement actions for violations thereof.
3. General approval, and under the direction and control of the Office of the Chief of Police.

### **Hometown Days Permit, Aerial Fireworks Display**

**I Move** the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee's application for one fireworks aerial display to be held on Friday, May 30, 2008, at or shortly after dusk, with a cancellation date of Saturday, May 31, 2008, at or shortly after dusk, to be launched from properties directly west of the Swartz Creek Middle School structure, said properties owned by the Swartz Creek School District and Mr. Scott Hoover, under the following stipulations and conditions:

1. Insurance certificate naming the City as insured in an amount to be determined adequate by the City Manager.
2. Written permission from the aforementioned parcel owners along with acceptable insurance certificates naming said parcel owners as additional insured parties, in an amount to be determined adequate by the City Manager.
3. Traffic Control Plan and administration by the Offices of Chief of Police and Director of Community Services.
4. Detailed Plan submitted to and approved by the Fire Chief.

5. All decisions concerning the event and cancellation thereof, if needed, under the direction and control of the Fire Chief.

### **Hometown Days Permit, Operate Beer Tent**

**I Move** the Swartz Creek City Council approve and authorize the Swartz Creek Hometown Days Committee application to operate a beer tent for the sale of beer and wine on the premises, along with live entertainment to be held on Parcel No. 58-02-200-014, owned by Scott Kincaid and located 5086 Morrish Road, south of Wade Street, beginning Thursday, May 29, 2008 until Sunday, June 1, 2008, under the following stipulations:

1. Michigan Liquor Control Commission Approved Application with appropriate insurance in accordance with the rules of the L.C.C. and naming the City and all other property owners as additional insured parties, in an amount not less than \$1,000,000 (One Million Dollars).
2. Portable bathrooms placed and located and litter control program in accordance and under the approval of Director of Community Services.
3. Traffic control and pedestrian safety plan in accordance with and under the approval of Office of Chief of Police.
4. Adherence to all L.C.C. stipulations and regulations, state and local laws.
5. No music after 11:00 p.m. Thursday, May 29, 2008 and 1:00 a.m. Friday, May 30, 2008 (Saturday Morning), and Saturday May 31, 2008 (Sunday morning).
6. A Christian Concert, without alcohol sales, will be permitted within the tent on Sunday, June 1, 2008 between 5:00 PM and 9:30 PM.
7. Adequate security as approved by the Chief of Police.
8. Adherence to and under the direction of control from the Office of the Chief of Police.

### **Hometown Days Permit, Ceremonial Discharge of a Firearm**

**I Move** the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons as a part of a military concert and ceremonial military honor guard, to be held at the Swartz Creek High School's outdoor football stadium, on Friday, May 30, 2008, at approximately 9:00 p.m., in conjunction with a concert and aerial fireworks display, under the following stipulations and conditions:

1. Insurance certificate naming the City as an additional insured party in an amount not less than \$1,000,000.00 (One Million Dollars).
2. The party(ies) discharging the weapon(s) must be a practicing military honor guard trained and capable in the handling of firearms.

### **Hometown Days Permit, Ceremonial Discharge of a Firearm**

**I Move** the Swartz Creek City Council, pursuant to section 10-212(3) of the Code of Ordinances, approve and authorize the Swartz Creek Hometown Days Committee to discharge weapons in conjunction with a Parade and as a ceremonial military honor

guard, to be held along Miller Road on Saturday, May 31, 2008, at approximately 12:00 noon, under the following stipulations and conditions:

1. Insurance certificate naming the City as an additional insured party in an amount not less than \$1,000,000.00 (One Million Dollars).
2. The party(ies) discharging the weapon(s) must be a practicing military honor guard trained and capable in the handling of firearms.

Discussion Ensued.

YES: Hurt, Porath, Shumaker, Abrams, Adams, Christie, Hicks.  
NO: None. Motion Declared Carried.

### **Miller Road Project, Change Order #1**

**Resolution No. 080512-05**

**(Carried)**

Motion by Councilmember Adams  
Second by Councilmember Hurt

**WHEREAS**, the City of Swartz Creek let for bid and awarded a contract to the low bidder, Lois Kay Contracting of Saginaw Michigan, for the saw-cut, peg and concrete flatwork of sections of Miller Road at I-69, in reference to City Resolution #071126-04; and

**WHEREAS**, the need for additional work east of this location to a point west of Dye Road has been identified by the City's staff and Engineer and discussed in open meetings of the City Council at the time that the bid was awarded to Lois Kay Contracting, such work consisting of the milling of several dozen lateral heaved asphalt "bumps" that presents hazards and poor ride quality to motorists; and

**WHEREAS**, the milling of such sections was not specified within the bid process awarded to Lois Kay Contracting, however, the contractor is capable of such work and is on location with the proper and appropriate labor, equipment and traffic control devices to accomplish such a task and do so in an efficient and cost effective manner that would likely be less than specification and bid award to a company that would need to procure these items at additional expense; and

**WHEREAS**, the City's Engineer has reviewed the cost estimate of \$11,898 submitted by Lois Kay Contracting and states the pricing is competitive and recommends the City proceed with the work; and

**WHEREAS**, the City's purchasing ordinance provides for competitive bids in such work, however, allows for deviation from the bid process under certain circumstances under section #2-402 (a)(2), stating "...Due to circumstances beyond the control of the city, the market for such product, material or service is not competitive even though such product, material or service is normally competitive in nature...";



**NOW THEREFORE, BE IT RESOLVED** that the City approve a work change order to the contract with Lois Kay Contracting of Saginaw Michigan, to award the maintenance work of milling heaved asphalt along eastbound and westbound Miller Road between Dye and I-69, and further, appropriate an amount not to exceed \$11,898 plus 10% contingency, from the City's Major Street Fund #202.

Discussion Took Place.

YES: Porath, Shumaker, Abrams, Adams, Christie, Hicks, Hurt.

NO: None. Motion Declared Carried.

**Final Site Plan Approval, Cedar Creek, Parcel #58-03-200-011**

**Resolution No. 080512-06**

**(Postponed)**

Motion by Councilmember Hurt

Second by Councilmember Adams

**I Move** the City of Swartz Creek accept the recommendation of the Planning Commission and approve the final site plan revision, dated April 7, 2008, with elevations dated March 26, 2008, for parcel 9279 Miller Road 58-03-200-011 (Cedar Creek) subject to the following conditions:

- 1). Applicant shall include a provision for lighting in the final site plan that must meet administrative approvals.
- 2). Applicant shall provide adequate ground cover and landscaping for ac units and building surroundings that must meet administrative approvals.
- 3). Applicant shall narrow road widths per the city staff's recommendations to a 22' width from the front of the curb while maintaining proper turn radii and shall also install 'one-way' and 'no parking' signs per staff recommendations.
- 4). Applicant shall work with staff to ensure adequate screening along the sides and rear prior to construction.
- 5). Applicant shall submit and obtain a sign permit prior to construction.
- 6). Applicant shall obtain all local, county, state, and/or other necessary permits, insurance, review and licensing prior to construction, including but not limited to: construction plan review, architectural review, soil erosion permitting, approval of master deed and condo by-laws, and completion of a development agreement.
- 7). Applicant shall include a provision to extend the sidewalk to the western property line and shall move the proposed internal sidewalk off of the proposed curb by no less than four (4) feet.

Discussion Ensued.

Suggestion to postpone decision until Council receives drawings from the owner.

Motion to Postpone by Councilmember Shumaker  
Second by Councilmember Hurt

YES: Shumaker, Abrams, Adams, Christie, Hicks, Hurt, Porath.  
NO: None. Motion Declared Carried.

### **Park Waiver Request, Elms, Scout Troop #122**

**Resolution No. 080512-07**  
**(Carried)**

Motion by Councilmember Porath  
Second by Mayor Pro-Tem Christie

**I Move** the City of Swartz Creek waive fees associated with the use of Elms Road Park Pavilion #2, for Cub Scout Troop #122, on Saturday May 17, 2008, from 10:00 AM to 7:00 PM, for their annual cross over event.

YES: Abrams, Adams, Christie, Hicks, Hurt, Porath, Shumaker.  
NO: None. Motion Declared Carried.

### **Boards & Commissions, Reappointments, Master Resolution**

**Resolution No. 080512-08** **(Carried)**

Motion by Councilmember Hurt  
Second by Mayor Pro-Tem Christie

**I Move** the City of Swartz Creek approve Resolutions 080512-8K through 080512-8S, inclusive of all stipulations and conditions as specified and listed within.

### **Boards & Commissions, Reappointment, Tax Board of Review**

**I Move** the City of Swartz Creek Council reappoint Joseph Edgerton, of 9127 Chesterfield Drive, to the Swartz Creek Tax Board of Review, term running from July 1, 2008, expiring June 30, 2011.

### **Boards & Commissions, Reappointment, Planning Commission**

**I Move** the City of Swartz Creek Council concur with the Mayor's reappointment of Carl Connor, of 4061 South Elms Road, to the Swartz Creek Planning Commission, term running from July 1, 2008, expiring June 30, 2011.

### **Boards & Commissions, Reappointment, Planning Commission**

**I Move** the City of Swartz Creek Council concur with the Mayor's reappointment of Douglas Stephens, of 5250 Birchcrest Drive, to the Swartz Creek Planning Commission, term running from July 1, 2008, expiring June 30, 2011.

**Boards & Commissions, Reappointment, Zoning Board of Appeals**

**I Move** the City of Swartz Creek Council reappoint Douglas Stephens, of 5250 Birchcrest Drive, to the Swartz Creek Zoning Board of Appeals, term running from July 1, 2008, expiring June 30, 2011.

**Boards & Commissions, Reappointment, Zoning Board of Appeals**

**I Move** the City of Swartz Creek Council reappoint Ronald Smith, of 9194 Chesterfield Drive, to the Swartz Creek Zoning Board of Appeals, term running from July 1, 2008, expiring June 30, 2011.

**Boards & Commissions, Reappointment, Zoning Board of Appeals, Alternate**

**I Move** the City of Swartz Creek Council reappoint Kenneth Keyes, of 5296 Greenleaf Drive, to the Swartz Creek Zoning Board of Appeals, Alternate, term running from July 1, 2008, expiring June 30, 2011.

**Boards & Commissions, Reappointment, Zoning Board of Appeals, Alternate**

**I Move** the City of Swartz Creek Council reappoint James Florence, of 4296 Springbrook Drive, to the Swartz Creek Zoning Board of Appeals, Alternate, term running from July 1, 2008, expiring June 30, 2011.

**Boards & Commissions, Reappointment, Downtown Development Authority**

**I Move** the City of Swartz Creek Council concur with the Mayor's reappointment of Richard Mattson, of 9251 West Hill Road, to the Swartz Creek Downtown Development Authority, term running from April 1, 2008, expiring March 31, 2012.

**Boards & Commissions, Reappointment, Downtown Development Authority**

**I Move** the City of Swartz Creek Council concur with the Mayor's reappointment of Mark Nemer, of 8122 West Hill Road, to the Swartz Creek Downtown Development Authority, term running from April 1, 2008, expiring March 31, 2012.

Discussion Took Place.

YES: Adams, Christie, Hicks, Hurt, Porath, Shumaker, Abrams.

NO: None. Motion Declared Carried.

**Park Fee Waiver Request, Elms, Swartz Creek Women's Club**

**Resolution No. 080512-09  
(Carried)**

Motion by Mayor Pro-Tem Christie  
Second by Councilmember Shumaker

**I Move** the City of Swartz Creek waive fees associated with the use of Elms Road Park Pavillion #2, for the Swartz Creek Women's Club on Sunday, June 22, 2008, from 10:00 am to 8:00 pm for their annual picnic.

YES: Christie, Hicks, Hurt, Porath, Shumaker, Abrams, Adams.  
NO: None. Motion Declared Carried.

#### **MEETING OPENED TO THE PUBLIC:**

Tommy Butler, 40 Somerset, questioned whether there was a job description for a City Council Member. Mayor Abrams advised Mr. Butler that it is outlined in the City Charter.

Boots Abrams thanked the Council for waiving the fee for the Women's Club to use Elms Park.

Ron Schultz, 4279 Springbrook, wanted to thank the City Council for doing the right thing reference the skateboarding in Springbrook.

#### **REMARKS BY COUNCILMEMBERS:**

Councilmember Porath talked about Cedar Creek. He asked if there was a problem calculating the detention. Mr. Porath also talked about a Detroit News article about race track litigation.

Councilmember Shumaker spoke about the new calendars that the City of Swartz Creek puts out that includes City Services and meeting calendar. He stated that it was very well done this year. Mr. Shumaker questioned if there was a place that City residents could pick up composted material. He was advised that the City's garbage carrier hauls it away. Mr. Shumaker talked about an article in the Flint Journal reference a supposed dump site on Raubinger Road. He stated that he feels that the article was slanted against the City.

Councilmember Hurt asked if City Manager Bueche was going to have Rowe Incorporated stake the flood plain because somebody complained. Mr. Bueche stated that it was being staked for the purpose of maintaining the correct use, not to appease someone.

Councilmember Adams talked about the Hometown Days parade and asked why the City Council should police the events. He stated that sometimes the Councilmembers should address City Manager Bueche with complaints in private, giving him an opportunity to handle things rather than putting him on the spot in front of the audience at the Council table.

Councilmember Hicks asked whether the hazardous waste day was put on the water bills. Ms. Hicks also spoke about the Cedar Creek site plans and asked if all of the questions would be addressed at the next City Council meeting.

Mayor Pro-Tem Christie thanked the Council for excusing his absence at the last meeting. Mr. Christie spoke about the Eagle scout ceremony that he attended.

Mayor Abrams spoke about the Planning seminar given by Rowe Engineering. He stated that it was an excellent seminar. Mayor Abrams questioned whether the carriage sign for the Chiropractor was illegal. City Manager Bueche stated that they would look at it and let the Council know.

City Attorney Figura talked about giving a seminar for the Michigan Planning Commission up north. Mr. Figura also spoke about the 5<sup>th</sup> annual Asparagus Festival. He invited the Council to attend.

**ADJOURNMENT:**

There being no objection, Mayor Abrams declared the meeting adjourned at 8:30p.m.

Richard Abrams, Mayor

Mary Jo Clark, Deputy City Clerk/  
Financial Officer

## CHECK REGISTER REPORT

APRIL 2008

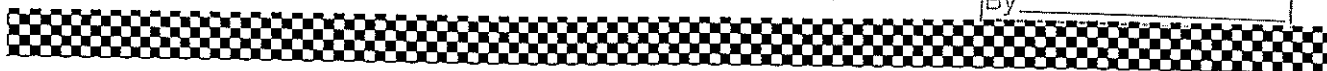
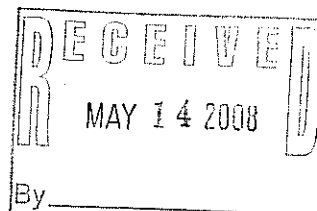
| Check Number | Check Date | Vendor Name                | Check Description               | Amount   |
|--------------|------------|----------------------------|---------------------------------|----------|
| 30209        | 4/3/2008   | ACE ASPHALT & PAVING CO IN | COLD PATCH                      | 423.50   |
| 30210        | 4/3/2008   | ARROW UNIFORM RENTAL       | MATS, SUPPLIES                  | 180.70   |
| 30211        | 4/3/2008   | BASIC                      | CO-PAY REIMB/ESKEW              | 26.00    |
| 30212        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/26/08 8499 MILLER RD     | 11.04    |
| 30213        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/26/08 8083 CIVIC DR      | 771.32   |
| 30214        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/27/08 5127 MORRISH RD    | 8.00     |
| 30215        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/28/08 WINSHALL RESTROOM  | 26.80    |
| 30216        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/27/08 8301 CAPPY LN      | 401.99   |
| 30217        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/27/08 5121 MORRISH RD    | 673.45   |
| 30218        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/26/08 8059 FORTINO DR    | 15.61    |
| 30219        | 4/3/2008   | CONSUMERS ENERGY           | 2/28/08-3/27/08 9099 MILLER RD  | 15.74    |
| 30220        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/28/08 5361 WINSHALL DR   | 8.00     |
| 30221        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/26/08 8100 CIVIC DR      | 1,877.37 |
| 30222        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/28/08 5257 WINSHALL DR   | 8.00     |
| 30223        | 4/3/2008   | CONSUMERS ENERGY           | 2/27-3/26/08 8095 CIVIC DR      | 678.16   |
| 30224        | 4/3/2008   | FLINT TOWNSHIP             | SWR TRANS MAINT CHG 42 UNITS    | 31.50    |
| 30225        | 4/3/2008   | INFINITE SOLUTIONS         | UPDATE XP IMAGE/SETUP DELL PC   | 300.00   |
| 30226        | 4/3/2008   | MID MICHIGAN MANUFACTURI   | DERAGGED CHCKS/PUMPS/CHECK ARM  | 650.00   |
| 30227        | 4/3/2008   | NORTHWEST TIRE             | TIRES/STEMS/BALANCE             | 262.20   |
| 30228        | 4/3/2008   | ROWE INC                   | CEDAR CK PLAN/LOCAL STR/ACT 51  | 1,109.75 |
| 30229        | 4/3/2008   | ROWE INC                   | CONSTRUCTION ENGINEERING SEYMO  | 228.00   |
| 30230        | 4/3/2008   | SELF SERVE LUMBER CO.      | TREATED LUMBER 4 X 4 X 12       | 206.82   |
| 30231        | 4/3/2008   | SUBURBAN AUTO SUPPLY       | AIR FILTER FOR STREET SWEEPER   | 60.87    |
| 30232        | 4/3/2008   | U. S. POST OFFICE          | FIRST CLASS PRESORT             | 175.00   |
| 30233        | 4/3/2008   | VALLEY PETROLEUM           | MARCH FUEL USEAGE - POLICE      | 1,916.93 |
| 30234        | 4/3/2008   | VALLEY PETROLEUM           | MARCH FUEL USEAGE- DPS          | 1,394.42 |
| 30235        | 4/3/2008   | WALDORF AND SONS INC       | AUGER URINAL AT SR CENTER       | 1,267.00 |
| 30236        | 4/10/2008  | ABRAMS, RICHARD            | MML CONFERENCE/LANSINT, MI      | 68.92    |
| 30237        | 4/10/2008  | AMERICAN AUTOMOBILE COLI   | REMOVE DECALS 04-405            | 150.00   |
| 30238        | 4/10/2008  | ARROW UNIFORM RENTAL       | MATS, SUPPLIES                  | 198.05   |
| 30239        | 4/10/2008  | AT & T                     | 4/1-4/30/08 810 R01-7836 523 0  | 49.20    |
| 30240        | 4/10/2008  | AT & T                     | 4/1-4/30/08 810-R01-8443-014 3  | 54.80    |
| 30241        | 4/10/2008  | BELL EQUIPMENT CO          | EXTENSION BROOM/GUTTER BROOM    | 397.30   |
| 30242        | 4/10/2008  | BURNS SUPPLY LTD           | S/40 PIPE                       | 90.00    |
| 30243        | 4/10/2008  | CAPITAL TIRE               | TIRES FOR 06-112                | 253.02   |
| 30244        | 4/10/2008  | CONSUMERS ENERGY           | 2/29-4/1/08 4125 ELMS RD        | 18.26    |
| 30245        | 4/10/2008  | CONSUMERS ENERGY           | 2/29-4/1/08 4125 ELMS RD PAVIL  | 12.03    |
| 30246        | 4/10/2008  | CREEK AUTO SERVICES LLC    | FRONT U-JOINT 05-346            | 294.45   |
| 30247        | 4/10/2008  | FICK EXCAVATING, INC.      | 8 YDS/4A & 6A GRAVEL            | 208.00   |
| 30248        | 4/10/2008  | FLINT JOURNAL              | PS BLD/WEED/BOR/PLAN COM/OR399  | 490.76   |
| 30249        | 4/10/2008  | GENESEE COUNTY             | 1ST QTR CHARGE POLICE DEPT      | 75.00    |
| 30250        | 4/10/2008  | GENESEE COUNTY             | 1ST QTR CHARGE CITY HALL        | 75.00    |
| 30251        | 4/10/2008  | GENESEE COUNTY 911 CONS    | LEIN SOFTWARE SUPP/T-1 CON/POP  | 597.00   |
| 30252        | 4/10/2008  | VOID                       | VOID                            | 0.00     |
| 30253        | 4/10/2008  | GILL ROYS HARDWARE         | PAINT FOR PICNIC TABLES         | 241.10   |
| 30254        | 4/10/2008  | HYDRO DESIGNS              | WATER CROSS CONNECTION COMPLIA  | 375.00   |
| 30255        | 4/10/2008  | INTOXIMETERS INC           | MOUTH PIECES FOR PBT            | 78.50    |
| 30256        | 4/10/2008  | LETAVIS ENTERPRISES INC.   | FEB 08 VEHICLE WASHES \$6.75 EA | 87.75    |
| 30257        | 4/10/2008  | MCLAREN MEDICAL MANAGEM    | MEDICAL PHYSICAL/KIRBY          | 146.00   |
| 30258        | 4/10/2008  | PRINTING SYSTEMS           | AV APPLICATIONS QTY 1000        | 52.60    |
| 30259        | 4/10/2008  | SIMEN, FIGURA & PARKER PLC | MAR 08 GEN'L/TRAFFIC/ORDIN      | 3,642.00 |

| Check Number | Check Date | Vendor Name               | Check Description              | Amount    |
|--------------|------------|---------------------------|--------------------------------|-----------|
| 30260        | 4/10/2008  | SVRCEK, THOMAS            | FUEL/NEW TRUCK TO RET. TO CITY | 50.01     |
| 30261        | 4/10/2008  | TYLER, JIM                | MILEAGE/SWEEPER SCHOOL/HOLT MI | 46.06     |
| 30262        | 4/10/2008  | VERIZON NORTH             | 3/25-4/25/08 635-8109          | 54.23     |
| 30263        | 4/10/2008  | WINDER POLICE EQUIPMENT   | CENTR CONS/COMP MNT/JOTDES EXC | 817.54    |
| 30264        | 4/17/2008  | AMERICAN MESSAGING        | APRIL 08 810833-2563/833-1159  | 21.96     |
| 30265        | 4/17/2008  | ARROW UNIFORM RENTAL      | MATS, SUPPLIES                 | 180.70    |
| 30266        | 4/17/2008  | BARRYS SIGN COMPANY       | LETTERING & DECALS/NEW 07-375  | 300.00    |
| 30267        | 4/17/2008  | BASIC                     | COPAY, OFFICE VST REIMB/SVRCEK | 102.05    |
| 30268        | 4/17/2008  | BRIGGS, MICHAEL           | UB DEP REFUND/5248 MILLER RD   | 150.00    |
| 30269        | 4/17/2008  | CITY OF SWARTZ CREEK      | PETTY CASH REIMB/MARCH         | 186.68    |
| 30270        | 4/17/2008  | COMFORT INN               | MMTI CONF/KORTH & AGUILAR      | 357.00    |
| 30271        | 4/17/2008  | CREEK AUTO SERVICES LLC   | MT. 3 TIRES 04-405             | 36.00     |
| 30272        | 4/17/2008  | CRYSTAL WATER COMPANY     | MARCH 08 RENTAL/4 JUGS         | 36.00     |
| 30273        | 4/17/2008  | VOID                      | VOID                           | 0.00      |
| 30274        | 4/17/2008  | EISENACHER, JAMES II      | UB DEP REFUND/2 BROOKFIELD     | 75.00     |
| 30275        | 4/17/2008  | ELITE BUSINESS PRODUCTS   | OFFICE SUPPLIES                | 141.10    |
| 30276        | 4/17/2008  | ELSON, JENNIFER           | UB REFUND DEP 26 BROOKFIELD    | 75.00     |
| 30277        | 4/17/2008  | GOV'T FINANCE OFFICERS AS | CLARK ATTEND 5/19/08 ACCT FOR  | 630.00    |
| 30278        | 4/17/2008  | GROSS, LINDA              | UB DEPOSIT REFUND 102 ASHLEY   | 75.00     |
| 30279        | 4/17/2008  | JAWORSKI, BETHANY         | REPORT COVERS FOR RULES & REG  | 50.85     |
| 30280        | 4/17/2008  | KNAPHEIDE TRUCK EQUIPMEI  | IN LINE FUES & ROCKER SWITCH   | 377.52    |
| 30281        | 4/17/2008  | KORTH, DEANNA             | MILEAGE REIMB/MMTI CONF KORTH  | 83.52     |
| 30282        | 4/17/2008  | L M B DESIGNS             | DECALS FOR TRUCKS              | 285.00    |
| 30283        | 4/17/2008  | MICHIGAN PIPE AND VALVE   | EJIW FLANGE REPR KIT/PINS/STEM | 381.26    |
| 30284        | 4/17/2008  | MUNDY TOWNSHIP PD         | ANNL MTCE LIVESCAN 4/3/8-4/2/9 | 1,747.50  |
| 30285        | 4/17/2008  | NCS PEARSON INCORPORATE   | UD-10 TRAFFIC CRASH PADS       | 62.48     |
| 30286        | 4/17/2008  | NEXTEL COMMUNICATIONS     | MARCH 08 MONTHLY BILL          | 646.76    |
| 30287        | 4/17/2008  | RWS OF MID MICHIGAN       | GARBAGE/RECYCLING/YARD WASTE F | 17,990.28 |
| 30288        | 4/17/2008  | SCHAEFER'S OFFICE SOURCE  | TOWELS & TISSUE                | 191.90    |
| 30289        | 4/17/2008  | SCHULTZ, RON              | 3 GFI & COVERS/SNGL PLUG COVER | 55.00     |
| 30290        | 4/17/2008  | SHANKSTER, JONATHON       | UB DEP REFUND 65 ASHLEY CIRCLE | 75.00     |
| 30291        | 4/17/2008  | SOUPAL CLEANERS           | MARCH 08 UNIFORM CLEANING      | 181.75    |
| 30292        | 4/17/2008  | SUBURBAN AUTO SUPPLY      | BATTERY                        | 137.83    |
| 30293        | 4/17/2008  | SWANK MOTION PICTURE INC  | MOVIES IN THE PARK             | 1,376.00  |
| 30294        | 4/17/2008  | TOTAL MAINTENANCE, LLC    | SPRAY PATCH PAVEMENT REPAIR    | 500.00    |
| 30295        | 4/17/2008  | VAN WORMER, BRIAN         | UB DEP REFUND 1 BROOKFIELD     | 75.00     |
| 30296        | 4/17/2008  | VERIZON NORTH             | 4/1-5/1/08 635-4401            | 157.30    |
| 30297        | 4/17/2008  | VERIZON NORTH             | 4/7-5/7/08 B10-1133            | 154.02    |
| 30298        | 4/17/2008  | VERIZON NORTH             | 4/4-5/4/08 635-4402            | 119.30    |
| 30299        | 4/17/2008  | WOODS COLLISION           | REPAIR 05-275 TAILLIGHT/BUMPER | 2,111.20  |
| 30300        | 4/24/2008  | ARROW UNIFORM RENTAL      | UNIFORMS/MATS/SUPPLIES/ENV     | 180.70    |
| 30301        | 4/24/2008  | BLUE CARE NETWORK-EAST M  | MAY 08 MED INS PETRUCHA        | 2,861.23  |
| 30302        | 4/24/2008  | BRIDGEPORT EQUIPMENT CO   | BACKHOE REPAIR                 | 2,214.57  |
| 30303        | 4/24/2008  | COMCAST BUSINESS          | 4/26-5/25/08 MAY               | 165.00    |
| 30304        | 4/24/2008  | CONSUMERS ENERGY          | 4/1-4/30/08 APRIL 08 SIRENS    | 22.87     |
| 30305        | 4/24/2008  | CONSUMERS ENERGY          | 4/1-4/30/08 STREET LIGHTS      | 7,542.53  |
| 30306        | 4/24/2008  | CONSUMERS ENERGY          | 4/1-4/30/08 ELMS PKG LOT       | 37.25     |
| 30307        | 4/24/2008  | CONSUMERS ENERGY          | 4/1-4/30/08 4524 MORRISH RD    | 36.34     |
| 30308        | 4/24/2008  | CONSUMERS ENERGY          | 4/1-4/30/08 TRAFFIC LIGHTS     | 410.48    |
| 30309        | 4/24/2008  | CT FLEET REPAIR           | INSTALLED 3 ROOF LIGHTS/PARTS  | 468.19    |
| 30310        | 4/24/2008  | DELTA VISION              | VISION/RETIREEES 5 MAY 08      | 18.86     |
| 30311        | 4/24/2008  | DURAND RENTALS            | 3/25-4/21/08/ PORTA JONS ELMS  | 150.00    |
| 30312        | 4/24/2008  | GEN CTY ROAD COMMISSION   | SMTCE OP/MARCH TRAFFIC SERV    | 235.77    |
| 30313        | 4/24/2008  | GUNTHERS LOCKSMITH SERV   | REPAIR BACK DOOR AT CITY HALL  | 375.00    |
| 30314        | 4/24/2008  | HICKS, RAE LYNN           | MML CONF/HOTEL/MEALS/PRKG/MILE | 181.55    |



| Check Number | Check Date | Vendor Name               | Check Description              | Amount      |
|--------------|------------|---------------------------|--------------------------------|-------------|
| 30315        | 4/24/2008  | INFINITE SOLUTIONS        | INSTALL POWER SUPPLY           | 159.95      |
| 30316        | 4/24/2008  | KNAPHEIDE TRUCK EQUIPMEI  | STROBE HEADS                   | 420.00      |
| 30317        | 4/24/2008  | LANDMARK APPRAISAL CO     | APRIL 08 MONTHLY SERVICE       | 2,188.75    |
| 30318        | 4/24/2008  | MICHIGAN PLAYGROUND &     | 4 RECEPTACLES/DDA              | 3,000.00    |
| 30319        | 4/24/2008  | MICHIGAN SECTION-AWWA     | 6/4/08 CONF/WRIGHT/GARDNER     | 180.00      |
| 30320        | 4/24/2008  | NEMER,KHALIL              | 5438 MILLER AMB BLD MAY RENT   | 758.34      |
| 30321        | 4/24/2008  | PROGRESSIVE               | CEDAR CREEK REVIEW #2          | 282.08      |
| 30322        | 4/24/2008  | REHMANN GROUP LLC         | DEV OF PERSONNEL POLICY/PROCD  | 2,000.00    |
| 30323        | 4/24/2008  | ROWE INC                  | CEDAR CK/ACT 51/MTA PRE CONS   | 2,498.75    |
| 30324        | 4/24/2008  | ROWE INC                  | CONSTRUCTION ENGINEERING SEYMO | 684.00      |
| 30325        | 4/24/2008  | S.L.C. METER SERVICE      | 2 IN METER/PRC-2N              | 1,545.00    |
| 30326        | 4/24/2008  | SCHAEFER'S OFFICE SOURCE  | SUPPLIES/PRINT CART/TAPES      | 263.66      |
| 30327        | 4/24/2008  | SHUMAKER, MICHAEL R.      | REIMB SUPP HEALTH IN/6/07-3/08 | 1,749.00    |
| 30328        | 4/24/2008  | SUBURBAN AUTO SUPPLY      | CAR WASH                       | 7.99        |
| 30329        | 4/24/2008  | SWARTZ CREEK AREA FIRE DI | MONTHLY RUNS MARCH 08          | 2,280.33    |
| 30330        | 4/24/2008  | SWARTZ CREEK AREA SENIOF  | 2007 CDBG EXPENDITURES         | 6,771.00    |
| 30331        | 4/24/2008  | TERRELL, JAMIE            | MILEAGE REIM 3/24-4/18         | 30.30       |
| 30332        | 4/24/2008  | UNITED METHODIST CHURCH   | MAY 6TH SCHOOL ELECTION        | 250.00      |
| 30333        | 4/24/2008  | VERIZON NORTH             | 4/10-5/10/08 635-4464          | 455.22      |
|              |            |                           | Total                          | \$90,901.42 |

DATE: May 19, 2008  
TIME: 7:00 PM  
LOCATION: STATION 2  
SUBJECT: SWARTZ CREEK AREA FIREBOARD AGENDA



- I. CALL TO ORDER
  - A. PLEDGE OF ALLEGIANCE
  - B. ROLL CALL
  - C. ADDITIONS/CHANGES/DELETIONS AND AGENDA APPROVAL:
  - D. SPECIAL PRESENTATIONS/ANNOUNCEMENTS:
  
- II. APPROVAL OF MINUTES
  - A. MARCH 17, 2008 MEETING:
  - B. APRIL 17, 2008 MEETING:
  
- III. CORRESPONDENCE:
  - A. APRIL INCIDENT SUMMARY REPORT:
  
- IV. PROFESSIONAL SERVICE REPORTS:
  - A. APRIL FINANCIAL REPORT:
  - B. APRIL BILLS LIST:
  
- V. COMMITTEE REPORTS:
  - A. BY-LAWS COMMITTEE - Chairman Mike Messer, Boots Abrams, Richard Derby, Bill Cavanaugh and Brent Cole:
    - 1. Purchasing Policy presentation:
  
  - B. MIOSHA, FIREFIGHTER RIGHT TO KNOW (RTK) COMMITTEE: (Chairman Michael Messer, Richard Derby, Rick Clolinger and Brent Cole)
    - 1. HEALTH AND SAFETY SUBCOMMITTEE: Chairman Michael Messer (Members Chief Cole, Assistant Chief Merriam, Captain Tabit, Lieut. Jones & FF VanArsdale)
  
  - C. FIRE CHIEF PERFORMANCE EVALUATION FORM: (Chairman Ray Thornton, Richard Derby and Boots Abrams)
  
- VI. OLD BUSINESS:
  - A. APPARATUS UPDATE from Battalion Chief Jack King-
    - 1. Monthly apparatus status report attached
  
  - B. SCBA FEMA GRANT:

Attached is the results of the questionnaire received of all three vendors. Also attached are evaluations received from Captain Dave Plumb, FF Anthony Davis and FF Karen Merriam, indicating their personal recommendations.

Before you are all three self contained breathing apparatus (SCBA) that were used at each demonstration.

Comments from Chief Cole:

C.

VII. NEW BUSINESS:

A. NEW MEMBERS FOR PLACEMENT ON PROBATION: none

B. MEMBERS ELIGIBLE TO COME OFF PROBATION: none

C. MEMBERS RESIGNING/TERMINATING:

1. Douglas Montgomery, hired March 20, 2006, submitted his resignation effective April 30, 2008.

**Chief Cole recommends accepting Douglas Montgomery's resignation letter effective April 30, 2008.**

D. MEMBERS ELIGIBLE FOR REINSTATEMENT: none

E. ANNUAL PUMP MAINTENANCE AND TESTING: (information attached)

F.

G.

VIII. GENERAL INFORMATION:

A. MUNICIPAL BILLINGS for April.

B. The flower fund balance is currently \$10.00.

C. SCAFD organizational chart effective April 22, 2008

D.

E.

IX. OPEN TO THE PUBLIC:

X. COMMENTS OF FIRE DEPARTMENT PERSONNEL (THROUGH THE CHIEF AND/OR HIS DESIGNATE:

XI. CHAIN OF COMMAND APPEAL TO THE FIREBOARD:

XII. COMMENTS FROM FIREBOARD MEMBERS:

XIII. MEETING ADJOURNMENT:

**Next Month:**

# REGULAR MEETING

MARCH 17, 2008

## SWARTZ CREEK AREA FIRE DEPARTMENT

The regular scheduled meeting of the Swartz Creek Area Fire Board was held at Station #1, March 17, 2008. Chairman, Jason Christie, called the meeting to order at 7:00p.m.

### I. CALL TO ORDER:

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

### Board Members Present:

- Chairman, Jason Christie
- Vice Chairman, Mike Messer
- Secretary/Treasurer, Boots Abrams
- Clayton Representative, Rod Shumaker
- Clayton Representative, Richard Derby *arrived at 7:07pm*
- Clayton Representative, Norvel Johnson
- City Representative, Rick Clolinger

### Board Members Absent:

### Staff Present:

- Fire Chief, Brent Cole
- Acct./Clerical, Kim Borse
- Asst. Chief, Eric Merriam
- Attorney, Bill Cavanaugh

### Staff Absent:

### Others Present:

- Jack King, Batt. Chief
- Bob Plumb, Firefighter
- Karen Merriam, Firefighter
- Rich Tesner, Lieutenant
- Anthony Davis, Firefighter
- Todd Kimbrue, Firefighter
- Don Adams, Swartz Creek
- Jamie Adams, Swartz Creek
- Paul Trinkka, Rehmann Robson
- Mark Nottley, Rehmann Robson
- Bill Miller, Gaines Twp
- Mike Shumaker, Swartz Creek
- Roger Meier, Clayton Twp
- Ray Thornton, Swartz Creek
- Marlene Cole, Clayton Twp
- Paul Bueche, Swartz Creek

### C. AGENDA: ADDITIONS/CHANGES/DELETIONS/APPROVAL:

#### • Resolution 031708-01

Motion by Mike Messer

Second by Rod Shumaker

The SCAFD Board does hereby approve the agenda as presented

YES: Abrams, Clolinger, Johnson, Messer, Shumaker, Christie

NO: None

Motion declared carried

### D. SPECIAL PRESENTATIONS:

#### 1. Mark Nottley of Rehmann Robson

- a. Overview of findings and conclusions was reported by Mark Nottley and Paul Trinkka of Rehmann Robson. Chief Cole read a report from Captain Tabit (included at the end of the minutes) supporting purchases for: Pierce brand trucks, custom cabs, and 5" hose. Chief Cole responded to the Apparatus Replacement Schedule and Cost Recovery reports, and Lt. Tesner responded to the AMA report. Chairman Christie asked for comments from the board:

Abrams: questions more for contract time with municipalities

Messer: same

Johnson: same

Clolinger: good document, a lot to go forward with

Derby: good to have outside view of things.

A lot of cancelations with AMAs, is there a way to stop this?  
change their policy of what constitutes a structure fire.

Answer: 911 would have to

*Is there some kind of a consumer guide regarding fire truck manufacturers? Answer: Pre-qualification meeting for companies would be best way to judge the company*

*Shumaker: dialogue that has evolved from the evaluation has been good.*

*Christie: recognized City Manager Bueche, Councilmen Adams, Shumaker, in-coming Fire Board member, Ray Thornton, and Trustee Meier in the audience.*

*Thinks the Fire Board relies on municipalities too much. What can be done to be more educated in their roles? Answer: Policies and Procedures, Fire Chief 101, National Fire Academy*

*Asked Mr. Trinkka about his dept's capital purchases. Answer: his dept tried different brands of SCBAs, came down between ISI and MSA and they chose the MSA.*

*When asked about cross-contamination with the MSA brand Mr. Trinkka said there could be cross contamination with the MSA brand.*

***The following was submitted by Captain Tabit and read aloud by Chief Cole. Remarks from Mr. Trinkka are italicized in parenthesis.***

## **Pierce**

Pierce Cadillac.... Pierce is a "quality" truck not necessarily the Cadillac of the fire service. There are high-end manufacturers like Seagrave and American LaFrance that are considerably more expensive than our units. Pierce also manufactures high-end pumpers that cost well over \$400,000. The model and chassis we buy from Pierce is the lower end of available options, yet still a quality piece of equipment. We are an organization that intends on keeping its major apparatus at least 25 years. I think it is responsible to purchase quality up front, rather than find out later that "cheaper" will not last. This is evident all around us. You do not have to look far to find a Pierce truck that is 20 yrs, or older, and still in service. It is more difficult to find 25 year old units from the cheaper manufactures; many have not been in business that long. Engine 12 is 17 years old and looks and operates like new (prior to the accident). The real indicator of the future serviceability of an apparatus is to look at the past of its manufacturer. There is also quality and confidence to be gained from single source manufacturing. We take pride in our apparatus and are grateful that our past leaders have provided us the means to purchase quality equipment.

## Benefits to custom cabs

Our custom cab units have seating for 6, five SCBA seats. Commercial cabs only allow for seating of 5, with only 3 SCBA seats for the personnel in the rear due to interior room constraints. This leaves the Officer without an SCBA; it must be carried in a cabinet somewhere and donned after arrival at an incident. Commercial cabs/chassis are more appropriate in an area that has a fixed number of personnel assigned to a unit and/or very rural areas whose personnel live so far away that the unit usually only leaves with a driver and every one else responds directly to the scene. Customs also have more room on the interior that allow for radios, computers, flashlights and other equipment the fire fighter uses or dons while responding to an incident.

Custom cabs/chassis have safety features built in them that are unique to the demands of the fire service. Apparatus accidents are high on the list of fire fighter fatalities and injuries. All custom cabs have roll cages integrated in the cab for safety in the event of a rollover. This is critical considering the weight of water and equipment being carried on the chassis. Some now offer front and side impact air bags as well. There is evidence of the increased safety; and it shows in photos...When commercial manufacturers were asked about apparatus safety, they had nothing to offer and dismissed what ALL other manufacturers were doing to help keep us safe as too costly and unnecessary (see Firehouse article). A neighboring department tanker was totaled in a rear end collision, compared to the damage on E-12 it is evident how quality performs in crashes.

I believe converting units has its merits, however if not done correctly, a unit becomes dangerous, overloaded, and imbalanced which leads to potential accidents and reduced service life span.

Commercial chassis do indeed cost less, however, the \$20,000 spent on a custom chassis spread over the 25 year life span is money well spent on the safety of your personnel and the expected service life of the unit.

We will be able research and discuss this more when the time comes to purchase our next unit.

*(Many manufacturers now make commercial cabs that have many of the features of a custom cab. Believes Spartan has the roll protection, roof protection, and side air bags. To preclude them from the bid process is unfair. When you compare item to item, thinks you'll find they are very similar.)*

### 5-inch hose

5-inch hose is best case scenario for combination rural/suburban/industrial area with higher needed fire flows. If this jurisdiction was a completely residential area with only single family dwellings, and serviced 100% by hydrants, then 3 or 4 inch supply hose would be more than adequate. But, we have industry, agricultural, multi family, educational, and mercantile areas here as well, and most are not serviced by a hydrant on the corner. These areas require high fire flows. Five-inch supply hose lets us move more water longer distances for just these types of fires. It is more efficient to utilize 1 large diameter supply line, as opposed to having to lay multiple smaller lines to achieve higher fire flows. While we have not had a major incident in any of these areas yet, we are charged with being prepared for it. This fire department uses 1500 GPM pumpers, which cannot be supplied by a 4-inch hose, even on a good hydrant. The hose and fittings were bid out and the lowest was selected. I must also say that the conversion to 5-inch hose included selling the 4-inch hose and adapters to recoup some of the expense.

*(How often do you pump to your capacity? It's a cost/benefit thing. If you have the money, then by all means have the capacity. Adrian not real flush with dollars so have to be careful of what they choose. The 5 inch hose is here-not advocating getting rid of it.)*

The following are excerpts from the tape regarding discussion on the evaluation:

### Reserve Unit

Chief Cole questioned the recommendation of putting a 25 year old truck in the position of a reserve unit. Feels if the truck cannot be relied upon, it shouldn't be kept.

**Mr. Nottley:** how often do you rely on the reserve truck? If the truck is derelict at the time, then don't keep it, but if it can still be used, then it is a good back up unit.

**Mr. Trinkka:** if you keep up on the maintenance, it would not be out of the ordinary to get another 5 years out of a 25 yr old piece of equipment.

### Grass Rig

Chief Cole stated he would rather purchase a skid unit for G27's chassis. SCAFD doesn't run many grass fire and would rather rely on AMA for their ATVs. Can't take grass rigs off road without getting stuck. Would rather spend the money on something with more "punch".

**Mr. Nottley:** Every dept he's worked with has had a good functioning grass rig; to go forward without any doesn't seem to be operationally reasonable. Gave SCAFD two options: conversion or new.

### AMA

Lt. Tesner commented that he thought the scope of Mr. Nottley's assumption was too narrow as it was based on 2006 only. When you look at 2003-2007 the ratio is less than 2:1. Recommends SCAFD maintain the AMA as it stands.

**Mr. Nottley:** The purpose of this recommendation was to gather more information and bring options forward. 2:1 is still pretty uneven. Suggested some modifications so that there is still appropriate coverage, but not unnecessary costs.

**Mr. Trinkka:** Suggested 911 policy be changed to better reflect what constitutes a structure fire.

5 minute recess was taken at 8:24

**II. APPROVAL OF MINUTES****A. FEBRUARY 26, 2008 BOARD MEETING**

- **Resolution 031708-02**

Motion by Norvel Johnson

Second by Boots Abrams

The SCAFD Board does hereby approve the minutes of the February 26, 2008 board meeting, as presented.

YES: Abrams, Clolinger, Derby, Messer, Johnson, Shumaker, Christie

NO: None

Motion declared carried

**III. CORRESPONDENCE:****A. FEBRUARY INCIDENT SUMMARY REPORT:**

- **Resolution 031708-03**

Motion by Rick Derby

Second by Rick Clolinger

The SCAFD Board does hereby accept the February 2008 Incident Summary, as presented

YES: Abrams, Clolinger, Derby, Johnson, Messer, Shumaker, Christie

NO: None

Motion declared carried

**IV. PROFESSIONAL SERVICE REPORTS:****A. FEBRUARY FINANCIAL STATEMENT:**

- **Resolution 031708-04**

Motion by Norvel Johnson

Second by Mike Messer

The SCAFD Board does hereby approve the February 2008 financial statement, as presented

YES: Abrams, Clolinger, Derby, Johnson, Messer, Shumaker, Christie

NO: None

Motion declared carried

**B. FEBRUARY BILLS LIST:**

Question regarding ck#14619 and the reimbursement of the CPR dummies by SCAFA

- **Resolution 031708-05**

Motion by Rick Derby

Second by Norvel Johnson

The SCAFD Board does hereby approve the February 2008 bills list, as presented.

YES: Abrams, Clolinger, Derby, Johnson, Messer, Shumaker, Christie

NO: None

Motion declared carried

**V. COMMITTEE REPORTS:****A. BY-LAWS COMMITTEE MEETING:**

1. *Purchasing Policy status report: with regards to the FD Evaluation, Atty Cavanaugh suggests the By-law Committee meet.*

- **Resolution 031708-06**

Motion by Rod Shumaker

Second by Mike Messer

The SCAFD Board does hereby direct the By-laws Committee to convene and report back at the next regular Fire Board Meeting.

YES: Abrams, Clolinger, Derby, Johnson, Messer, Shumaker, Christie

NO: None

Motion declared carried

**B. MIOSHA, RIGHT TO KNOW COMMITTEE: NONE**

1. **HEALTH & SAFETY SUBCOMMITTEE: NONE**

**VI. OLD BUSINESS****A. APPARATUS UPDATE:**

1. *Monthly report from Batt. Chief King*

**B. SCBA FEMA grant status: Chief Cole reported he is waiting for information from Clayton Twp, to proceed**

1. *RFP for SCBA equipment from Chairman Christie (enclosed): discussion on bid process was held*

- **Resolution 031708-07**

Motion by Rick Clolinger

Second by Rod Shumaker

The SCAFD Board does hereby direct the Chief to re-do the bid process and come back with three (3) competitive bids.

YES: Abrams, Clolinger, Derby, Johnson, Messer, Shumaker, Christie

NO: None

Motion declared carried



**VII. NEW BUSINESS**

**A. MEMBER TO BE PLACED ON PROBATION: A. Simpson**

- **Resolution 031708-08**  
 Motion by Rod Shumaker  
 Second by Mike Messer

The SCAFD Board does hereby place Anthony Simpson on six months probation with the SCAFD effective February 26, 2008.

YES: Abrams, Clolinger, Derby, Johnson, Messer, Shumaker, Christie  
 NO: None  
 Motion declared carried

**B. MEMBER TO COME OFF PROBATION: None**

**C. MEMBERS RESIGNING/TERMINATING: K Brandt**

- **Resolution 031708-09**  
 Motion by Mike Messer  
 Second by Boots Abrams

The SCAFD Board does hereby accept the resignation of Kim Brandt, effective March 6, 2008, with regrets.

YES: Abrams, Clolinger, Derby, Johnson, Messer, Shumaker, Christie  
 NO: None  
 Motion declared carried

**D. MEMBERS ELIGIBLE FOR REINSTATEMENT: None**

**E. FIRE CHIEF PERFORMANCE DISCUSSION:**

- **Resolution 031708-10**  
 Motion by Norvel Johnson  
 Second by Rick Clolinger

The SCAFD Board does hereby direct the Chief to gather templates of performance reviews for the next regular fire board meeting so the Board can develop a performance review process.

YES: Abrams, Clolinger, Derby, Johnson, Messer, Shumaker, Christie  
 NO: None  
 Motion declared carried

**VIII. GENERAL INFORMATION**

- A. MUNICIPAL BILLINGS
- B. FLOWER FUND IS CURRENTLY \$10.00
- C. SWARTZ AMBULANCE LETTER
- D. FLINT JOURNAL ARTICLE: FEBRUARY 27 & 28
- E. SCAFD ORGANIZATIONAL CHART

**IX. OPEN TO THE PUBLIC:**

- M. Shumaker: Received bid packet in his City Council packet, reads ...accept for "proposal" not bid; refers to scope of "work" to be performed-there is no "work" being done.  
 Rules governing Fire Board need to be changed  
 Will look into auditors of Fire Dept
- J. Adams: Dept should take poll of other depts. to see what equipment they use  
 Asked how often masks are swapped out at fires? Answer: FFs have their own masks  
 How do non NFPA compliant companies stay in business?  
 Why didn't other companies bid on SCBAs, Why didn't they demonstrate their products?  
 Why did Capt. Tabit wait until Friday to say he was having difficulty receiving bids?  
 Why do only a few board members ask questions? Do the rest truly know what is going on, what equipment is used?

**X. COMMENTS OF FIRE DEPARTMENT PERSONNEL, THROUGH THE CHIEF: NONE**

**XI. CHAIN OF COMMAND APPEAL TO THE FIRE BOARD: NONE**

**XII. COMMENTS OF THE FIREBOARD:**

- Shumaker: Feels good about what has been accomplished tonight, everyone's demeanor was good  
 Thanked Councilmen Shumaker and Adams for attending  
 Will face challenges together
- Derby: None
- Clolinger: Board making headway  
 Has enjoyed working with Johnson
- Johnson: Good job on evaluation-a lot of things Board already knew  
 Has enjoyed time on Board
- Messer: By-laws committee to stay after and set date for meeting. Would like Clolinger to attend. Atty Cavanaugh stated if Clolinger attends by-law meeting Chairman Christie cannot according to the open meetings act.  
 Good working with Johnson
- Abrams: Good working with Johnson, hope to see him next year  
 Good job to FFs on Sunday's structure fire
- Christie: Good working with Johnson  
 Meeting at city hall on Friday regarding EMS ordinance

**XIII. ADJOURNMENT OF MEETING:**

Meeting adjourned at 10:55 p.m.

The next regular meeting will be 04/21/2008 at Station 1 at 7:00 pm

*JASON CHRISTIE  
CHAIRMAN  
SWARTZ CREEK AREA FIRE BOARD*

*KIM BORSE  
ACCOUNTING/CLERICAL SPECIALIST  
SWARTZ CREEK AREA FIRE DEPT.*

# REGULAR MEETING

APRIL 21, 2008

## SWARTZ CREEK AREA FIRE DEPARTMENT

The regular scheduled meeting of the Swartz Creek Area Fire Board was held at Station #1, April 21, 2008. Chairman, Jason Christie, called the meeting to order at 7:00p.m.

### I. CALL TO ORDER:

- A. PLEDGE OF ALLEGIANCE
- B. ROLL CALL

### Board Members Present:

- Chairman, Jason Christie
- Clayton Representative, Rod Shumaker
- Clayton Representative, Richard Derby
- City Representative, Ray Thornton
- City Representative, Rick Clolinger

### Board Members Absent:

- Vice Chairman, Mike Messer
- Secretary/Treasurer, Boots Abrams

### Staff Present:

- Fire Chief, Brent Cole
- Acct./Clerical, Kim Borse
- Asst. Chief, Eric Merriam
- Attorney, Bill Cavanaugh

### Staff Absent:

### Others Present:

- Jack King, Batt. Chief
- Bob Plumb, Firefighter
- Karen Merriam, Firefighter
- Brendt Cole, Lieutenant
- Rich Tesner, Lieutenant
- Dave Plumb, Captain
- Jarrod Brooks, Firefighter
- Bryan Wistuba, City of Swartz Creek
- Joe Yambrick, Clayton Township
- Tim McKnight, Clayton Township
- Seth Derby, Clayton Township
- Rebekah Derby, Clayton Township

### C. ELECTION OF OFFICERS:

- **Resolution 042108-01**  
Motion by Rod Shumaker  
Second by Rick Clolinger

The SCAFD Board does hereby approve the election of Jason Christie, Chairman; Mike Messer, Vice-Chairman; and Boots Abrams, Secretary/Treasurer.

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

### D. AGENDA: ADDITIONS/CHANGES/DELETIONS/APPROVAL:

- **Resolution 042108-02**  
Motion by Rod Shumaker  
Second by Rick Clolinger

The SCAFD Board does hereby approve the additions of V.A.1. Purchasing Policy and VII.B.1 Members eligible to come off probation to the agenda and approve the agenda as amended.

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

### E. SPECIAL PRESENTATIONS: NONE

**II. APPROVAL OF MINUTES**

**A. MARCH 17, 2008 BOARD MEETING**

- **Resolution 042108-03**  
Motion by Rick Derby  
Second by Rod Shumaker

The SCAFD Board does hereby postpone action on the minutes until the next regular board meeting for lack of quorum of board members present at the meeting.

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

**III. CORRESPONDENCE:**

**A. MARCH INCIDENT SUMMARY REPORT:**

- **Resolution 042108-04**  
Motion by Rod Shumaker  
Second by Rick Derby

The SCAFD Board does hereby accept the March 2008 Incident Summary, as presented

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

**IV. PROFESSIONAL SERVICE REPORTS:**

**A. MARCH FINANCIAL STATEMENT:**

- **Resolution 042108-05**  
Motion by Rod Shumaker  
Second by Rick Derby

The SCAFD Board does hereby approve the March 2008 financial statement, as presented

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

**B. MARCH BILLS LIST:**

- **Resolution 042108-06**  
Motion by Rick Derby  
Second by Rick Clolinger

The SCAFD Board does hereby approve the March 2008 bills list, as presented.

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

**V. COMMITTEE REPORTS:**

**A. BY-LAWS COMMITTEE MEETING:**

1. *Purchasing Policy status report: Atty. Cavanaugh submitted a rough draft*

**B. MIOSHA, RIGHT TO KNOW COMMITTEE: NONE**

1. **HEALTH & SAFETY SUBCOMMITTEE: NONE**

**VI. OLD BUSINESS**

**A. APPARATUS UPDATE:**

1. *Monthly report from Batt. Chief King*
2. *SCBA FEMA grant status: Chief Cole reported the final grant has been submitted. Thornton & Clolinger would like a copy of the grant.*

**VII. NEW BUSINESS**

**A. NEW MEMBER(S) TO BE PLACED ON PROBATION: B. Wistuba, J. Yambrick, C. Leisure, T. McKnight**

- **Resolution 042108-07**  
Motion by Rod Shumaker  
Second by Rick Derby

The SCAFD Board does hereby place Bryan Wistuba, Joe Yambrick, Corey Leisure, and Tim McKnight on twelve months probation with the SCAFD.

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

**B. MEMBER TO COME OFF PROBATION: W. Samida**

- **Resolution 042108-08**  
Motion by Rod Shumaker  
Second by Rick Derby

The SCAFD Board does hereby place William Samida on regular status with the SCAFD.

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

**C. MEMBERS RESIGNING/TERMINATING: None**

**D. MEMBERS ELIGIBLE FOR REINSTATEMENT: None**

E. CURRENT MEMBERS FOR PLACMENT ON PROBATION:

- Resolution 042108-09  
Motion by Rod Shumaker  
Second by Rick Derby

The SCAFD Board does hereby place the two employees mentioned on six month probation with the SCAFD.

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

F. FIRE CHIEF PERFORMANCE DISCUSSION:

- Resolution 042108-10  
Motion by Rod Shumaker  
Second by Rick Clolinger

The SCAFD Board does hereby direct the committee of Ray Thornton, Chairman; Rick Derby, and Boots Abrams to develop a performance evaluation process and form and bring it back to the Board for approval.

YES: Clolinger, Derby, Shumaker, Thornton, Christie  
NO: None Motion declared carried

VIII. GENERAL INFORMATION

- A. MUNICIPAL BILLINGS
- B. FLOWER FUND IS CURRENTLY \$10.00
- C. SCAFD ORGANIZATIONAL CHART
- D. SOG 420
- E. ALL LADDERS PASSED TESTING
- F. MTPP LETTER DATED APRIL 9, 2008

IX. OPEN TO THE PUBLIC:

X. COMMENTS OF FIRE DEPARTMENT PERSONNEL, THROUGH THE CHIEF: NONE

XI. CHAIN OF COMMAND APPEAL TO THE FIRE BOARD: NONE

XII. COMMENTS OF THE FIREBOARD:

- Shumaker: Regarding MTPP letter-have waivers been facilitated? Cole: waivers have always been in place.  
Congratulations and thank you to new firefighters
- Derby: Congratulations to Samida  
Congratulations & welcome to new firefighters
- Clolinger: None
- Thornton: Surprised at all the new firefighters, very pleased they are joining  
Are FF classes still put on by MCC? Cole: No, classes are put on by training council
- Christie: Echoes sentiments to new firefighters  
Welcome to Ray Thornton  
Would like March's minutes to reflect more of Mr. Trinkka's comments and to include Capt. Tabit's remarks.  
Will be absent for May's meeting

XIII. ADJOURNMENT OF MEETING:

Meeting adjourned at 8:12 p.m.  
The next regular meeting will be 05/19/2008 at Station 2 at 7:00 pm

JASON CHRISTIE  
CHAIRMAN  
SWARTZ CREEK AREA FIRE BOARD

KIM BORSE  
ACCOUNTING/CLERICAL SPECIALIST  
SWARTZ CREEK AREA FIRE DEPT.

SWARTZ CREEK AREA FIRE DEPT, SWARTZ CREEK MICHIGAN 48473

Incident Log for 04/01/2008 through 04/30/2008

Printed: 05/08/2008

| Inc. No. - Exp. Location                                     | Date       | Disp. Time | Sta. Incident Type                             | Owner Name              | No. Resp Prop. Loss | Disp. to Enrte. Min. | Resp. Min. Cont. Loss | Officer in Charge             | Total Hr:Min:Sec |
|--|------------|------------|--|-------------------------|---------------------|----------------------|-----------------------|-------------------------------|------------------|
| 0000039-000<br>11716 Lennon RD                               | 04/03/2008 | 08:25      | 1 611 WrongArea, alarm in ShiaoWcty            |                         | \$ 0                | 9<br>0.00            | 0.00                  | 0.00                          | 0:05:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | KING, JACK L - BATT CHIEF     |                  |
| 0000040-000<br>1504 N Morrish RD                             | 04/04/2008 | 02:11      | 2 445 Arcing breaker on telephone pole         |                         | \$ 0                | 13<br>0.00           | 11.00                 | 0.00                          | 0:39:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | KING, JACK L - BATT CHIEF     |                  |
| 0000041-000<br>205 Oak ST                                    | 04/05/2008 | 06:17      | 12 611 AMA to Flushing; cancelled              |                         | \$ 0                | 14<br>0.00           | 1.00                  | 0.00                          | 0:10:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | MERRIAM, ERIC M - ASSISTANT   |                  |
| 0000042-000<br>5307 Worchester DR<br>MR Terrence Sheroski JR | 04/05/2008 | 20:22      | 1 561 Unauthorized burning                     | MR Terrence Sheroski JR | \$ 0                | 16<br>8.00           | 11.00                 | 0.00                          | 0:28:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | KING, JACK L - BATT CHIEF     |                  |
| 0000043-000<br>8013 Corunna RD<br>MR Cheryl Koffkey          | 04/08/2008 | 07:58      | 2 411 Gasoline or other flammable liquid       |                         | \$ 0                | 12<br>0.00           | 8.00                  | 0.00                          | 0:34:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | KING, JACK L - BATT CHIEF     |                  |
| 0000044-000<br>Directions I-69; Near the Rest Area           | 04/08/2008 | 18:23      | 1 611 Grass fire out on arrival per C-3        |                         | \$ 0                | 17<br>0.00           | 6.00                  | 0.00                          | 0:12:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | KING, JACK L - BATT CHIEF     |                  |
| 0000045-000<br>Mason and Frederick @ NW corner               | 04/09/2008 | 05:57      | 1 444 Power line arcing                        |                         | \$ 0                | 8<br>0.00            | 11.00                 | 0.00                          | 0:33:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | KING, JACK L - BATT CHIEF     |                  |
| 0000046-000<br>I-69 EXPY                                     | 04/09/2008 | 18:30      | 1 143 Grass fire in median                     |                         | \$ 0                | 11<br>0.00           | 12.00                 | 0.00                          | 0:30:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | KING, JACK L - BATT CHIEF     |                  |
| 0000047-000<br>Directions STATIONS                           | 04/11/2008 | 18:09      | 12 815 Severe weather or natural disaster      |                         | \$ 0                | 17<br>0.00           | 0.00                  | 0.00                          | 1:24:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | PLUMB, DAVID J - CAPTAIN/EM   |                  |
| 0000048-000<br>123 I/69 HWY                                  | 04/13/2008 | 16:37      | 1 143 Grass fire                               |                         | \$ 0                | 21<br>0.00           | 5.00                  | 0.00                          | 0:23:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | KING, JACK L - BATT CHIEF     |                  |
| 0000049-000<br>3200 Pine Run DR<br>Matgarita Hernandez       | 04/17/2008 | 14:09      | 1 510 Person in distress, child stuck in Swing |                         | \$ 0                | 11<br>0.00           | 8.00                  | 0.00                          | 0:21:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | TABIT, STEPHEN D - CAPTAIN/EM |                  |
| 0000050-000<br>In front of Crapo ST                          | 04/17/2008 | 18:55      | 1 151 Chair on fire in field                   |                         | \$ 0                | 13<br>6.00           | 8.00                  | 0.00                          | 0:25:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | KING, JACK L - BATT CHIEF     |                  |
| 0000051-000<br>11350 Corunna RD<br>Art Jacobs                | 04/19/2008 | 19:11      | 2 142 Brush fire; neighbor complaint           | Art Jacobs              | \$ 0                | 13<br>0.00           | 10.00                 | 0.00                          | 0:38:00          |
|  |            |            |  |                         |                     |                      | \$ 0                  | MERRIAM, ERIC M - ASSISTANT   |                  |

Incident Log for 04/01/2008 through 04/30/2008

| Inc. No. - Exp. Location   | Date       | Disp. Time | Sta. Incident Type  | Owner Name        | No. Resp Prop. Loss           | Disp. to Enrte. Min. | Resp. Min. Cont. Loss | Total Hr:Min:Sec |
|--|------------|------------|---|-------------------|-------------------------------|----------------------|-----------------------|------------------|
| 0000052-000<br>4062 S Seymour RD<br>MR Chris Farver                | 04/20/2008 | 15:50      | 1 142 Grass & leaf mixture fire                           |                   | \$ 0                          | 17 0.00              | 11.00                 | 0:35:00          |
|  |            |            |   |                   | KING, JACK L - BATT CHIEF     |                      |                       |                  |
| 0000053-000<br>103 N Maple RD                                      | 04/20/2008 | 17:13      | 12 111 Building fire; AMA to Flushing                     |                   | \$ 0                          | 20 0.00              | 12.00                 | 3:12:00          |
| 0000054-000<br>201 E Lord ST                                       | 04/24/2008 | 15:25      | 12 111 AMA to Gaines Twp                                  |                   | \$ 0                          | 16 4.00              | 14.00                 | 0:50:00          |
| 0000055-000<br>2152 White Eagle PASS<br>MRS Connie Arnold          | 04/26/2008 | 21:50      | 1 631 Authorized controlled burning                       |                   | \$ 0                          | 18 0.00              | 11.00                 | 0:20:00          |
|  |            |            |   |                   | TABIT, STEPHEN D - CAPTAIN/EM |                      |                       |                  |
| 0000056-000<br>5130 Hemsley DR<br>MR Bruce Johns                   | 04/27/2008 | 13:53      | 1 442 Overheated motor, Dispatched as<br><i>Structure</i> | MR Bruce Johns    | \$ 0                          | 24 0.00              | 6.00                  | 0:32:00          |
|  |            |            |   |                   | KING, JACK L - BATT CHIEF     |                      |                       |                  |
| 0000057-000<br>7400 Miller RD                                      | 04/27/2008 | 17:24      | 1 412 Gas odor; Consumers notified                        |                   | \$ 0                          | 20 0.00              | 2.00                  | 0:12:00          |
|  |            |            |   |                   | KING, JACK L - BATT CHIEF     |                      |                       |                  |
| 0000058-000<br>In front of 1509 S Sheridan RD<br>MR Harvey J Gross | 04/28/2008 | 16:33      | 2 140 Cattails in ditch                                   | MR Harvey J Gross | \$ 0                          | 12 0.00              | 7.00                  | 0:34:00          |
|  |            |            |   |                   | COLE, BRENT D - CHIEF         |                      |                       |                  |
| 0000059-000<br>4534 Raubinger RD<br>Anthony Charles                | 04/29/2008 | 22:35      | 1 531 AMA rec'd; oven fire, utensil                       |                   | \$ 0                          | 19 0.00              | 10.00                 | 0:26:00          |
|  |            |            |   |                   | KING, JACK L - BATT CHIEF     |                      |                       |                  |

Incidents by Shift Including Exposures

| No. Resp.   | Total Hr:Min | Prop. Loss | Cont. Loss | 0 | 1 | 2  | 3 | 4 |
|-------------|--------------|------------|------------|---|---|----|---|---|
| Totals: 321 | 13:03:00     | \$ 0       | \$ 0       | 0 | 7 | 10 | 4 | 0 |

The total number of incidents, including exposure fires is 21.  
 The number of exposure fires is 0.



SWARTZ CREEK AREA FIRE DEPARTMENT  
Income/Expense Report  
For the Four Months Ending April 30, 2008

|                 | Description               | Current Mth      | Y-T-D             | Budget            | Remain.Budget     | % Budget      |
|-----------------|---------------------------|------------------|-------------------|-------------------|-------------------|---------------|
| <b>Revenues</b> |                           |                  |                   |                   |                   |               |
| 3582            | OPERATING CONTRIBU        | 5,340.52         | 107,302.89        | 252,350.00        | 145,047.11        | (0.43)        |
| 3583            | EQUIPMENT CONTRIBU        | 0.00             | 22,675.00         | 45,350.00         | 22,675.00         | (0.50)        |
| 3628            | MISC. INCOME (SUNDR       | 0.00             | 10.00             | 0.00              | (10.00)           | 0.00          |
| 3664            | INVESTMENT INCOME         | 0.40             | 55.19             | 300.00            | 244.81            | (0.18)        |
| 3673            | SALE OF FIXED ASSETS      | 0.00             | 0.00              | 0.00              | 0.00              | 0.00          |
|                 | <b>Total Revenues</b>     | <b>5,340.92</b>  | <b>130,043.08</b> | <b>298,000.00</b> | <b>167,956.92</b> | <b>(0.44)</b> |
| <b>Expenses</b> |                           |                  |                   |                   |                   |               |
| 4703            | SOCIAL SECURITY           | 900.03           | 3,864.83          | 12,000.00         | 8,135.17          | 0.32          |
| 4704            | STAFF SALARIES            | 3,114.45         | 13,053.48         | 45,000.00         | 31,946.52         | 0.29          |
| 4705            | MAIN/TRAIN-SALARIES       | 969.90           | 2,941.01          | 14,100.00         | 11,158.99         | 0.21          |
| 4706            | OFFICER SALARIES          | 1,250.00         | 3,750.00          | 15,000.00         | 11,250.00         | 0.25          |
| 4707            | FIREFIGHTERS SALARY       | 6,430.91         | 18,220.13         | 74,000.00         | 55,779.87         | 0.25          |
| 4708            | DEFERRED COMPENSA         | 208.00           | 664.00            | 3,450.00          | 2,786.00          | 0.19          |
| 4709            | MEDICAL-FIREFIGHTER       | 3,465.00         | 4,011.00          | 6,650.00          | 2,639.00          | 0.60          |
| 4727            | OFFICE SUPPLIES           | 81.05            | 276.25            | 2,900.00          | 2,623.75          | 0.10          |
| 4728            | BUILDING SUPPLIES         | 105.03           | 167.38            | 900.00            | 732.62            | 0.19          |
| 4740            | OPERATING SUPPLIES        | 0.00             | 0.00              | 0.00              | 0.00              | 0.00          |
| 4741            | EQUIPMENT SUPPLIES        | 361.75           | 1,402.40          | 9,500.00          | 8,097.60          | 0.15          |
| 4801            | CONTRACT SERVICES         | 2,495.00         | 2,780.00          | 8,000.00          | 5,220.00          | 0.35          |
| 4820            | 80th Anniversary          | 0.00             | 0.00              | 0.00              | 0.00              | 0.00          |
| 4850            | COMMUNICATIONS            | 574.99           | 1,138.15          | 4,650.00          | 3,511.85          | 0.24          |
| 4910            | INSURANCE                 | 6,619.00         | 23,903.00         | 29,900.00         | 5,997.00          | 0.80          |
| 4920            | UTILITIES                 | 1,807.47         | 6,366.31          | 16,000.00         | 9,633.69          | 0.40          |
| 4960            | EDUCATION & TRAININ       | 1,886.13         | 3,377.34          | 11,200.00         | 7,822.66          | 0.30          |
| 4970            | OFFICE EQUIPMENT          | 0.00             | 0.00              | 240.00            | 240.00            | 0.00          |
| 4976            | FIRE EQUIPMENT            | 0.00             | 190.00            | 15,060.00         | 14,870.00         | 0.01          |
| 4978            | FIRE EQUIP.-MAINT/REP     | 2,701.19         | 3,847.14          | 17,725.00         | 13,877.86         | 0.22          |
| 4979            | FIRE EQUIPMENT-UPGR       | 0.00             | 0.00              | 10,275.00         | 10,275.00         | 0.00          |
| 4981            | APPARATUS                 | 0.00             | 0.00              | 0.00              | 0.00              | 0.00          |
| 4982            | Loose Equip. New Apparatu | 0.00             | 0.00              | 0.00              | 0.00              | 0.00          |
| 4983            | Misc. Upgrades            | 0.00             | 0.00              | 0.00              | 0.00              | 0.00          |
| 4984            | COMPUTER EQUIPMEN         | 0.00             | 0.00              | 900.00            | 900.00            | 0.00          |
| 4988            | COMPUTER SOFTWARE/        | 0.00             | 300.00            | 550.00            | 250.00            | 0.55          |
| 4999            | RESERVE                   | 0.00             | 0.00              | 0.00              | 0.00              | 0.00          |
|                 | <b>Total Expenses</b>     | <b>32,969.90</b> | <b>90,252.42</b>  | <b>298,000.00</b> | <b>207,747.58</b> | <b>0.30</b>   |
|                 | Net Income/<Loss>         | (27,628.98)      | 39,790.66         | 0.00              |                   |               |
| 3400            | FUND BALANCE-Beginni      | 0.00             | 11,272.98         | 0.00              |                   |               |
|                 | Fund Balance-End of Year  | (27,628.98)      | 51,063.64         | 0.00              |                   |               |

**SWARTZ CREEK AREA FIRE DEPARTMENT  
BILLS PAID LIST**

|           |        |                                  |              |       | 30-Apr-08                    |
|-----------|--------|----------------------------------|--------------|-------|------------------------------|
| DATE:     | CHECKS | PAYEE:                           | AMT          | ACCT  | TRANSACTION DESCRIPTION      |
| 4/1/2008  | 14662  | AIR SOURCE ONE                   | \$92.25      | 4978  | HOSE ASSEMBLY FOR COMPRESSOR |
| 4/1/2008  | 14663  | DOUGLASS SAFETY                  | \$380.00     | 4960  | 10 YR HELMETS                |
|           |        |                                  | \$6.25       | 4727  | SHIPPING                     |
| 4/1/2008  | 14664  | LOWE'S                           | \$40.16      | 4728  | SCBA BOTTLE HOLDER           |
| 4/1/2008  | 14665  | VERIZON                          | \$278.96     | 22021 | PHONE STA 1 & 2              |
| 4/7/2008  | 14666  | CHASE BANK                       | \$2,829.37   | 22023 | 03/08 SOC SEC                |
| 4/7/2008  | 14667  | CLAYTON TWP                      | \$28.08      | 4920  | SEWER-STA 2 02/08            |
| 4/7/2008  | 14668  | CONSUMERS ENERGY                 | \$753.42     | 4920  | UTILITIES-STA 2 03/08        |
| 4/7/2008  | 14669  | DOUGLASS SAFETY                  | \$450.70     | 4978  | SCBA REPAIR                  |
|           |        |                                  | \$17.88      | 4727  | SHIPPING                     |
| 4/7/2008  | 14670  | SCAFA                            | \$429.00     | 22024 | ASSOC DUES                   |
|           |        |                                  | \$55.00      | 22025 | ASSOC PAGERS                 |
| 4/7/2008  | 14671  | FRIEND OF THE COURT              | \$20.37      | 22026 | FRIEND OF THE COURT          |
| 4/7/2008  | 14672  | GILL ROYS                        | \$6.29       | 4741  | EQUIPMENT SUPPLIES           |
| 4/7/2008  | 14673  | ICMA                             | \$448.91     | 22023 | DF COMP EE PORTION           |
|           |        | (INTERNL CITY/COUNTY MGT ASSOC.) | \$208.00     | 4708  | DF COMP ER PORTION           |
| 4/7/2008  | 14674  | MCLAREN                          | \$3,465.00   | 4709  | PHYSICALS                    |
| 4/7/2008  | 14675  | MSU EXTENSION                    | \$150.00     | 4960  | CLASS                        |
| 4/7/2008  | 14676  | TRUDY ONORE                      | \$45.00      | 4801  | CLEAN STA 2                  |
| 4/7/2008  | 14677  | CAREY ONORE                      | \$50.00      | 4801  | CLEAN STA 1                  |
| 4/7/2008  | 14678  | PAYROLL                          | \$7,417.35   | 1002  | PAYROLL-FF                   |
| 4/7/2008  | 14679  | PETTY CASH                       | \$15.00      | 4960  | CPR CARDS                    |
|           |        |                                  | \$37.99      | 4978  | EQUIPMENT SUPPLIES           |
| 4/7/2008  | 14680  | STATE OF MICHIGAN                | \$415.49     | 22022 | 03/08 STATE TAX              |
| 4/7/2008  | 14681  | VALLEY PETROLEUM                 | \$160.55     | 4741  | FUEL                         |
| 4/21/2008 | 14682  | CITY OF SWARTZ CREEK             | \$1,025.99   | 4920  | UTILITIES-STA 1 03/08        |
| 4/21/2008 | 14683  | DOUGLASS SAFETY                  | \$198.96     | 4978  | SCBA REPAIR                  |
|           |        |                                  | \$105.00     | 4960  | 10 YR HELMET                 |
|           |        |                                  | \$30.47      | 4727  | SHIPPING                     |
| 4/21/2008 | 14684  | ICMA                             | \$69.42      | 22023 | DF COMP EE PORTION           |
| 4/21/2008 | 14685  | MI MUNICIPAL WC FUND             | \$6,619.00   | 4910  | W.C. INSURANCE               |
| 4/21/2008 | 14686  | PAYROLL                          | \$1,128.76   | 1002  | PAYROLL-STAFF                |
| 4/21/2008 | 14687  | ROY, NOYE, & ASSOC               | \$2,400.00   | 4801  | 2007 AUDIT                   |
| 4/21/2008 | 14688  | SCAFA                            | \$10.00      | 4850  | CHIEFS PAGERS                |
| 4/21/2008 | 14689  | VALLEY PETROLEUM                 | \$138.00     | 4741  | FUEL                         |
| 4/21/2008 | 14690  | VISA                             | \$42.76      | 4960  | REHAB SUPPLIES               |
|           |        |                                  | \$8.91       | 4741  | HAND WARMERS                 |
|           |        |                                  | \$64.87      | 4728  | COFFEE, PAPER PRODUCTS       |
| 4/21/2008 | 14691  | NONDESTRUCTIVE TESTING           | \$367.50     | 4978  | LADDER RECERTIFICATION       |
| 4/28/2008 | 14692  | ALPHA SOURCE                     | \$48.00      | 4741  | PAGER BATTERIES              |
|           |        |                                  | \$7.50       | 4727  | SHIPPING                     |
| 4/28/2008 | 14693  | GENESEE CO FIRE CHIEFS           | \$1,125.00   | 4960  | FF ACADEMY, NIMS CLASS       |
| 4/28/2008 | 14694  | LOWE'S                           | \$61.85      | 4960  | TRAINING SUPPLIES            |
| 4/28/2008 | 14695  | OUR DESIGNS                      | \$6.50       | 4960  | SERVICE PINS                 |
|           |        |                                  | \$18.95      | 4727  | SHIPPING                     |
| 4/28/2008 | 14696  | PRECISION AUTO                   | \$1,553.79   | 4978  | TRUCK REPAIR 41-26           |
| 4/28/2008 | 14697  | VERIZON                          | \$286.03     | 4850  | PHONE STA 1 & 2              |
|           |        |                                  | (\$2,829.37) | 22021 | 03/08 SOC SEC                |
|           |        |                                  | (\$415.49)   | 22022 | 03/08 STATE TAX              |
|           |        |                                  | \$2,704.45   | 22021 | 04/08 SOC SEC PAYABLE        |
|           |        |                                  | \$392.02     | 22022 | 04/08 STATE TAX PAYABLE      |
|           |        | TOTAL                            | \$32,969.90  |       |                              |

VOID CHECKS:

## **PURCHASING**

All purchases made in the name of and on behalf of the Swartz Creek Area Fire Department shall comply with the following requirements:

No purchases shall be made that do not comply with the authority granted by the operating agreement between the City of Swartz Creek and Clayton Township that is in effect on the date of the purchase.

All purchases shall comply with the adopted budget in effect at the time of purchase and shall be recorded in accordance with generally accepted accounting practices and statutory requirement in effect at the time of purchase.

### **Purchases under \$500.00**

The fire chief as the chief administrator officer of the department may authorize routine expenditures of up to \$500.00. Such expenditures are authorized, provided that the expenditures are within the adopted budget.

### **Purchases over \$500.00**

The fire board shall approve purchases over \$500.00. Purchases over \$500.00 shall be presented to the fire board with competitive price information from at least three (3) proposed vendors, when three (3) proposed vendors or prices are not available the proposal shall explain why less than three (3) proposed prices or vendors are available. The board may authorize the purchases that the board deems appropriate, but shall state the reason for acceptance of a proposal that is not the lowest price.

### **Purchases over \$5,000.00**

Purchases over \$5,000.00 shall be considered by the fire board after solicitation of sealed bids for the proposal purchase.

The solicitation for sealed bids shall include specifications for the items being proposed sufficient to describe the proposed purchase to prospective vendors. Specifications shall be presented to the fire board before the invitation to solicit bids is offered. The notice shall include the dates when acceptance of bids shall close.

### **Methods of acquiring bids**

The fire board shall approve the method of bid solicitation and determines whether to advertisement by general circulation publication, fire service publication, on line advertisement, governmental publication, or direct solicitation from known vendors. The fire board may approve

bid solicitation from any or all of the methods described above, in an effort to obtain competitive bids.

**Acceptance of proposed bids**

Bids submitted to the fire department shall remain sealed until opened by the fire board in accordance with the following process:

- (A) The board may open sealed bids at a regularly scheduled fire board meeting;
- (B) The board may designate a sub-committee to open sealed bids at a public meeting, after due notice of said meeting noticed in the same manner as the notice required for a fire board meeting;
- (C) At the time of opening the sealed bids, the proposal shall be announced.

After opening the sealed bids the chief of the department may be directed to evaluate and make recommendation on the bids or the fire board may take action on the bids at the board's sole discretion.

**Fire board action of proposed bids**

Upon receipt of bids, the fire board at public meeting may reject bids which do not meet the bid specifications.

The board shall consider bids that are within specifications and may accept the lowest bid in the event that the board accepts a bid that is not the lowest bid, the board shall state the reason for such acceptance.

The board shall not be required to purchase at the conclusion of the bid process and may delay the purchase or direct that a new bid process be initiated at the board's sole discretion. The board may at its sole discretion cancel the purchase process.

**Exception to the purchase policy**

- \* Fuel purchases to maintain the readiness of the fire department shall not be restricted by the purchase policy
- \* Payroll expenditures made pursuant to the approved by-laws and joint operating agreement between the City of Swartz Creek and Clayton Township shall not be restricted by this policy

- \* Maintenance and emergency repairs over \$500.00 necessary to maintain the readiness of the department may be approved upon recommendation of the fire chief to the chairman of the fire board, the chairman may approve such expenditures, place such expenditure on the agenda for the next fire board meeting or call a special meeting of the fire board to consider such expenditures at the chairman's sole discretion.
  
- \* Expenditures necessary to ensure public and firefighter safety. When on an official fire service call, if it is apparent the urgencies of public safety and/or the safety of firefighting personnel require the fire chief or the officer in charge of the fire scene to employ additional resources to assure public and/or firefighter safety beyond the resources of the fire department, such resources may be employed only for resolving the immediate safety concerns, even if the cost of such services exceed the \$500.00 discretionary spending authority of the fire chief. Such expenditures may include, but are not limited to; heavy equipment to secure a call scene; specialized personnel and equipment to address hazardous chemicals and/or explosives. This authority is limited to such expenditures as are necessary to resolve urgencies of public and/or firefighter safety and must be reported to the fire board chairman as soon as possible for presentation to the fire board in compliance with paragraph three of "Exceptions to the Purchase Policy" in the Purchasing Policy.

AS OF: May 12, 2008  
TO: Swartz Creek Area Fireboard  
RECORDED BY: Fire Chief Brent Cole  
SUBJECT: Current Apparatus Readiness Status

| Unit | Type         | Assignment | Status  |
|------|--------------|------------|---|
| 11   | 98 Pumper    | Station 1  | In service.   |
| 12   | 91 Pumper    | Station 2  | <b>Out of service.</b><br><b>April 28:</b> Status report from both Precision Fleet and CSI Apparatus indicated there was nothing new to report.                 |
| 16   | 91 Squad     | Station 1  | In service.   |
| 17   | 79 Grass Rig | Station 1  | In service.   |
| 21   | 99 Pumper    | Station 2  | In service.   |
| 23   | 92 Tanker    | Station 2  | In service.   |
| 26   | 93 Squad     | Station 2  | <b>Out of service.</b><br><b>April 23:</b> With contact with Chairman Christie on April 16, repairs to the engine, hood cable and batter replacement were done. |
| 27   | 79 Grass Rig | Station 2  | In service.   |

E:\cole\Fireboard\Monthly Apparatus status .WPD

Swartz Creek Area Fire Department  
 NFPA 1981 & 1982 - 2007 compliant SCBA vendor questionnaire response information

|  | MSA  | ISI  | SCOTT  |
|--|--|--|--|
| Are your SCBA NFPA 1981-2007 compliant?  | Yes  | Yes  | Yes  |
| What type(s) of batteries are required to operate your unit? Please be specific.                       | HUD (heads up display) 3 - AAA<br>Clear Command Communications (CC) device - 2 AA<br>Power Module in back frame powers PASS - 4 C alkaline batteries | 14 - AA (double A's)                           | 6 - AA alkaline<br>3 - AAA alkaline for optional voice amp.            |
| Can your regulator be cleaned using regular "over the counter" mild detergents?                        | Yes  | Yes  | Yes  |
| If no, please explain:   |  |  | 50:1 bleach water solution (50 parts water to 1 part bleach)           |
| Does your unit require disassembly to clean or can it be cleaned as an assembled unit? Please explain. | No, it can be cleaned as a unit. Face piece remove CC and HUD before complete immersion in water.  | No disassembly required to clean or disinfect. | Can be cleaned without disassembly.                                    |
| Are there any technical bulletins that would indicate a problem with your SCBA?                        | No   | No   | Yes  |
| If yes, please explain and provide a copy and attach.  |  |  | <i>(2 technical bulletins provided RE: regulator &amp; face piece)</i> |

12

|  | MSA  | ISI  | SCOTT  |
|--|--|--|--|
| Do you take trade-ins of non-compliant Avon-ISI SCBA equipment?  | <i>(Did not circle yes or no, left blank)</i>                        | Yes  | No   |
| The SCAFD does it's own SCBA maintenance and repair. We currently are using Posi-CHEK hardware to annually check our ISI face pieces and related hardware. If your unit is not Avon-ISI, please explain what would be required for the SCAFD to properly test your SCBA? | MSA appropriate software. MSA also tests to secondary low air alarm. | You currently have the proper equipment and software to do the annual checks required by NFPA. | <i>(No response was written in the space provided)</i>                               |
| It is the intention of the SCAFD to provide each individual with their own face piece. Air packs may have to be shared between individuals. Does your SCBA prevent the sharing of breathable contamination between individuals?  | Yes  | Yes  | Yes.   |
| If no, please explain:   |  |  | The regulator is designed with the inhalation air separated from the exhalation air. |
| Does your SCBA have an integrated PASS device?   | Yes  | Yes  | Yes  |

19

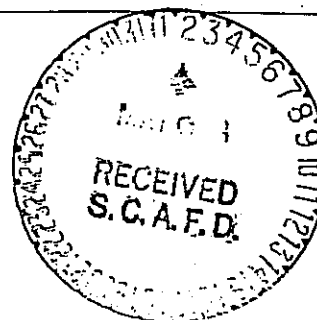


|  | MSA             | ISI        | SCOTT   |
|--|-----------------|------------|---|
| Given our location, what would you say is the average turn around when ordering parts? | 1 day to 5 days | 2 - 4 days | Depends on the parts. Some parts we stock and some parts we don't. 2 - 60 days. |
| Will you provide in-house training for our repair personnel?                           | Yes             | Yes        | Yes and No  |
| If not, please explain:  |                 |            | Some training can be done in house and some would require attendance to SCOTT.  |

28

**Chief Brent Cole**

**From:** Dave Plumb [scafd416@yahoo.com]  
**Sent:** Thursday, May 01, 2008 22:23  
**To:** Chief Brent Cole  
**Subject:** {Spam?} SCBA evaluations



Brent,

On May 1<sup>st</sup> 2008 I arrived at station 1 at 1945hrs. I took all three air units out of the officer's room and brought them out to the bay. I put all my gear on and began my evaluation of the air units. I was present for the MSA and the ISI demo's but was unable to make the SCOTT, thank you for leaving my the information SCOTT provided to assist with my evaluation. I conduct the exact same evaluation on all units.

(1) I began with MSA, which meets all of the new standards. I looked over the unit and mask before putting it all on, I then put the pack on in the seated position and with the over the head method. These were my observations:

I liked the handles on the side of the packed that helped with the over-the-head method.

I liked the Digital Display intergraded with the gauge display.

I liked the fact that it had a batter display

I liked the metal band to hold the unit in.

.....  
 I did not care for the weight of the mask. As with all the units, I used an ax on a wood block to simulate roof ventilation and the mask was flimsy, I stopped and readjusted the mask and still had the same problem.

When I placed the mask on the "top" strap pulled my hair and I had to stop and readjust (both times putting the mask on) this was a problem years ago with the old SCOTT masks and is very uncomfortable. ( I had just got a hair cut that morning)

There was also restricted visibility with the mask, with our jobs especially as officers we need to be looking around above us at all times. I had to turn my body to get a look around the dark room I was in.

I also had issue with the waist belt. I really like the double pull strap design, however when I simulated the straps not being fully released it was very difficult to get them to return to the in-service mode while on my back. This would cause the same problem if the unit wasn't returned to service correctly and someone tried to put the pack on in the seated position.

I also have issue with the fact that in a low air situation if buddy breathing is the option to get the crew out, the persons mask has to be disconnected and put in line with their partners. In a buddy breath situation in close quarters I think it will be difficult for the two to get out because of such a short hose.

Also I can see an issue down the road with parts getting lost or broken because of everything simply screwed into the mask. I.e. the heads up display and the speaker box.

(2) I then evaluated the ISI unit; it also meets the new standards. I looked over the unit and mask before putting it all on, I then put the pack on in the seated position and with the over the head method. These were my observations:

The buddy breathing line is retractable; it is hidden up in the pack until it is needed, it also provides the length needed to walk/crawl out of a situation if you are working with a "buddy". It also allows the person down or in need of air to never disconnect from their masks.

Mask fit well, doesn't fog up like the old ones used to. The rubber trim around the mask is more conforming to the face.

I like the air switch/regulator in the mask; it allows the user to be ready to go with just a flip of a switch, instead of locating and installing the regulator.

I like the speaker on the chest instead of on the mask; it helps with the weight of the mask and is in a better position for radio traffic transmission.

I did not have any trouble releasing the belt in the on position, as simulated before. It was easy to release to get the belts to connect.

I'm skeptical about the nylon band, I know ISI said they fixed the problem but until the pack sits in a truck for a month and gets put down the road it is unknown if the problem was actually corrected.

I found it difficult to reset the pass alarm with gloves on.

I don't like the idea of needing so many batteries to run the unit.

(3) Finally I evaluated SCOTT; it also meets the new standards. I looked over the unit and mask before putting it all on, I then put the pack on in the seated position and with the over the head method. These were my observations:

SCOTT has come along way from years ago when we used to have their units.

I liked the fact that the air pressure gauge was illuminated

\*\*I liked the very light weight mask, the only thing I could not evaluated at this time is the "true" weight of the mask because the lack of the speaker box.

This mask offered the best peripheral view out of all of them.

I liked the handles for the over the head method.

The buttons were easy to push to reset the unit with gloves on  
I didn't care for the push to turn off valve on the tank, I found this very difficult when we had their packs in the past especially when it is cold and it seems one of the things that they didn't change.

I didn't care for the buddy breather hose being in a pouch. I can see this getting snagged on something and letting the hose drop out of the bag and possibly damaging it

I had a difficult time getting the regulator on the mask so it would line up just right

I didn't care for the heads up display being part of the regulator. It was difficult to see when I was in work mode and I didn't care for the 2light 1 light 1 light mode. I would rather see like on the other two units all the lights light up and then go away one at a time as the air levels drop. I just feel that this type

22

of heads up could easily be missed.

I had some problems with the release of the waist belt but not nearly as difficult as MSA

I took all the above into consideration along with comfort and fit. I think all three units have great benefits and if I could take each of their pro's and make a pack that would be a great option, but since we cant this is my recombination:

1. ISI
2. SCOTT
3. MSA

Respectfully Submitted,  
Captain David J. Plumb

---

Be a better friend, newshound, and know-it-all with Yahoo! Mobile. Try it now.

No virus found in this incoming message.

Checked by AVG.

Version: 7.5.524 / Virus Database: 269.23.7/1410 - Release Date: 5/1/2008 17:30

ON May 12 - 10:00 AM.

I tried All three SCBA's on

I wrote down some cons and pros  
for each one.

MSA - pro - Harness very comfortable.

- Easy to move around in.

CONS - very Hard to breathe when Air  
not hooked up.

- mask Heavy and Bulky.

- Hard to look Down when mask  
hooked up.

- Very time consuming to clean mask

- Have to remove regulator for stand by.

- Rings on Straps could get hung up.

- Have to turn on voice modular every time.

ISI - pro - mask comfort

- mask easier to clean

- ~~air switch~~ <sup>air switch</sup> on mask

- Two Strap Harness very quick

- Straps have no loops they all

solid pieces.

CONS - voice <sup>modular</sup> ~~modular~~ - Had to talk very loud.

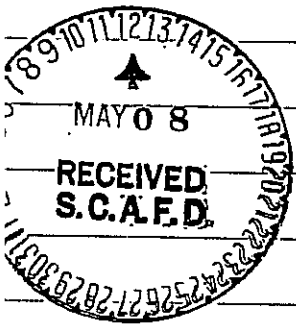
Scott pro. - Harness comfort

- Big knob to turn Air on

CONS - Rings on Straps could get hung up.

- no chest strap.

- Couldn't see Air gauge.



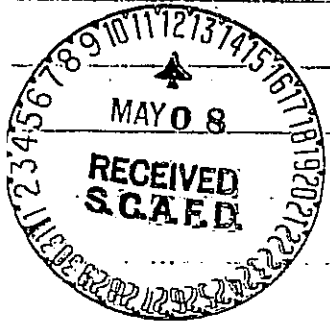
Scott - Cons - Tank Hard to turn OFF  
Had to push knob in and turn  
- not sure how heavy or bulky  
mask will be. "no voice modular"

After testing all three brands and  
after looking and comparing all the pros  
and cons my recommendation would  
be ISI. I feel ISI was  
the best fit for me and I  
feel there were too many cons with  
the other brands. So in closing  
I feel ISI is the better brand

Thank you  
Anthony  
DAVIS

MSA

PRO: - Harness / backpack felt good, could move around well



- like that there is a place for regulator to store when not in use.

- like the chest strap, helped secure pack

CON: - I asked during presentation about cross-contamination + she could not guarantee that there would be none, with shared regulators

- Hard to breathe outside air

1. When putting on in truck to get ready for scene, would have breathing problems

2. After fire out + cleaning up (overhaul)

would be hard to breathe outside air while working - sometimes want to keep on so insulation doesn't get in face

- When regulator attached I cannot look down, it hits my chest. I would have to bend at waist

- Didn't like that you had to take deep breath to start air flowing in mask.

- Don't like that you have to take voice module + light module off mask to clean (submerss) I can see sometime, someone will leave on + ruin it.

- Have to turn on voice module to use <sup>51</sup> gl.

## SCOTT

- PRO:
- Easy to reach large knob to turn on air.
  - Backpack / harness felt good, easy mobility.
  - Place to put regulator when not in use

- CON:
- CROSS CONTAMINATION ISSUE - Cannot guarantee no cross contamination with sharing regulator.
  - Had hard time turning air off because of having to push knob in + turn
  - Could bend head forward a little, but cannot see ground without bending at waist
  - Hard time connecting regulator one time thought it was on, moved it a little + it came off

Did not get to see how heavy voice modular is or see what vision would be like with it on, since they did not supply us with one.



## ISI -

PRO: - NO CROSS CONTAMINATION!

- Everyone has own mask/regulator
- Easy to hook mask up to pack
- Can submerge whole mask to clean without having to take anything off
- Back pack / harness was comfortable
- Good vision
- Can look down all the way to floor
- chest harness helped pack feel more stable

CON: Talking normal, voice modular did not come on, had to talk a little loud.

I would like to recommend ISI.

The number one reason for me is there is & will never be any cross-contamination because the regulator is in everyone's mask. We do not have to share. Our job is life threatening enough, without having to worry about that. For me that outweighs everything.

Raven Merriam

5/12/08

To whom it may concern,

I (Douglas Montgomery) hereby resign from the position of Firefighter with Swartz Creek Fire dept .

Effective on 04/30/2008 I thank you for the opportunity to work and learn from your company.

Douglas Montgomery



## E. ANNUAL PUMP MAINTENANCE AND TESTING

For years the SCAFD has done pump maintenance on a bi-annual basis. In discussions with pump maintenance companies, Chief Cole has concluded the bi-annual maintenance is not necessary due to the call volume. For fire departments, such as the City of Flint, that have a much larger call volume where the pump hours are significantly higher, pump maintenance should be performed more than once a year. As a preventive message, Battalion Chief King will be inspecting the oil for each pump to determine if there might be cause to have our maintenance schedule return a bi-annual status in the future.

I received three (3) quotes from area vendors for pump maintenance and pump testing. Below is a chart that indicates the amounts each would charge for pump maintenance and pump testing. There are 5 units that require pump maintenance; Engines 11, 12 & 21, Tanker 23 and Grass 17 (not pump tested). **As of May 12, E12's pump status is unknown. If the accident requires the pump to be broken down, I will insist that it also be pump tested to insure repairs were done properly, which should be included in the cost of the damages the insurance company should pay for.**

Currently, Flushing Fire utilizes Front Line Services, while Gaines Township utilizes Circle K Services. Both departments only do pump maintenance once a year.

|  | Front Line Services<br>Freeland, MI                       | Circle K Service<br>Midland, MI               | Halt Fire<br>Wixom, MI                                   |
|--|---|---|--|
| Pump Maintenance and Inspection            | 4 Engines: \$195.00 each (\$780.00)<br>Grass 17: \$100.00 | 4 Engines & Grass 17: \$31.95 each (\$158.75) | 4 Engines: \$150.00 each (\$600.00)<br>Grass 17: \$90.00 |
| Filters and Fluids                         | Included  | \$8.80 each<br>5 units = \$44.00              | Included   |
| DOT Inspection                             | Included  | \$61.23 each<br>5 units = \$306.15            | \$150.00 each<br>5 units = \$750.00                      |
| Disposal Fee, Service Call, Travel Charges | \$180.00 total  | \$37.75 each<br>5 units = \$188.75            | \$25.00 each<br>5 units = \$125.00                       |
| Pump Testing per unit times 4              | \$154.00 each (\$616.00)                                  | \$250.00 each (\$1,000.00)                    | \$225.00 each (\$900.00)                                 |
| <b>Total</b>                               | <b>\$1,676.00</b>   | <b>\$1,697.65</b>                             | <b>\$2,465.00</b>  |

**Chief Cole recommends a once a year maintenance and pump test schedule with Front Line services in the amount of \$1,676.00 plus undetermined amounts associated with repairs of defective parts.**

SWARTZ CREEK AREA FIRE DEPARTMENT  
 1 CIVIC DRIVE  
 SWARTZ CREEK, MI 48473

810/835-2300  
 810/835-7481

### INVOICE

Invoice Number: 2008-012  
 Invoice Date: May 8, 2008  
 Page: 1  
 Duplicate

|  |  |
|--|--|
| OF SWARTZ CREEK<br>CIVIC DRIVE<br>SWARTZ CREEK, MI 48473 |  |
|--|--|

|                 |                     |
|-----------------|---------------------|
| CITY01          | Due at end of Month |
| Shipping Method |                     |
| Courier         | 5/31/08             |

| Quantity | Unit   | Description          | Unit Price | Amount   |
|----------|--------|----------------------|------------|----------|
| 241.75   | FIRE02 | FIRE SERVICE 04/2008 | 12.73      | 3,077.09 |

|                        |                 |
|------------------------|-----------------|
| Subtotal               | 3,077.09        |
| Sales Tax              |                 |
| Total Invoice Amount   | 3,077.09        |
| Payment/Credit Applied |                 |
| <b>TOTAL</b>           | <b>3,077.09</b> |

Credit Memo No:

3077.09

SWARTZ CREEK AREA FIRE DEPARTMENT  
 8100 B CIVIC DRIVE  
 SWARTZ CREEK, MI 48473

Voice: 810/835-2300  
 Fax: 810/835-7481

### INVOICE

Invoice Number: 2008-013  
 Invoice Date: May 8, 2008  
 Page: 1  
 Duplicate

|   |  |
|---|--|
| CLAYTON TOWNSHIP<br>2011 MORRISH ROAD<br>SWARTZ CREEK, MI 48473 |  |
|---|--|

|                 |                     |
|-----------------|---------------------|
| CLAY01          | Due at end of Month |
| Shipping Method |                     |
| Courier         | 5/31/08             |

| Quantity | Unit   | Description          | Unit Price | Amount   |
|----------|--------|----------------------|------------|----------|
| 287.75   | FIRE02 | FIRE SERVICE 04/2008 | 12.83      | 3,691.12 |

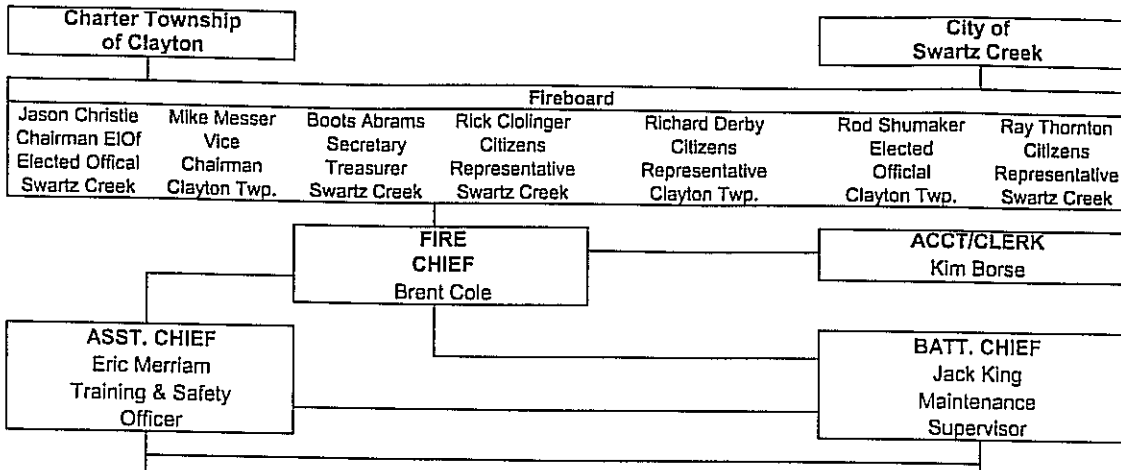
|                        |                 |
|------------------------|-----------------|
| Subtotal               | 3,691.12        |
| Sales Tax              |                 |
| Total Invoice Amount   | 3,691.12        |
| Payment/Credit Applied |                 |
| <b>TOTAL</b>           | <b>3,691.12</b> |

Check/Credit Memo No:

3691.12

# Swartz Creek Area Fire Department

## Organization Chart



| STATION 1   |               |               |             | STATION 2  |               |               |           |
|---|---------------|---------------|-------------|--|---------------|---------------|-----------|
| Capt. Steve Tabit - Quarter Master & Coordinator            |               |               |             | Capt. Dave Plumb - Asst. Qlmstr, Coordinator, Run % Monitor  |               |               |           |
| Lt. Mike Treigler - Fire Prevention & Station 1 Assignments |               |               |             | Lt. Dave Jones - Vehicle Inspections & Station 2 Assignments |               |               |           |
| Lt. Brendt Cole - Medical & Rehab Supplies                  |               |               |             | Lt. Rich Tesner - Uniforms                                   |               |               |           |
|   | Leave Expires | Dir.Res.Start | Off Prob.   |  | Leave Expires | Dir.Res.Start | Off Prob. |
| <i>FF Don Adams</i>   | 5/30/2008     |               | 12/18/2007* | FF James Barr II   |               |               |           |
| FF Rod Armstrong  |               |               |             | FF Robert Brandt   |               | 06/11/01      |           |
| FF Tiffany Forbes   |               |               |             | FF Jarrad Brooks   |               | 07/16/07      |           |
| FF Jeffery Jarrad   |               |               |             | FF Ann Christofferson  |               |               |           |
| FF Jeffrey Kelley   |               |               |             | FF Anthony Davis   |               | 01/18/05      |           |
| FF Todd Kimbrue   |               |               |             | FF David Derby   | 8/26/2008     |               |           |
| <i>FF Corey Leisure</i>                                     |               |               | 04/21/09    | FF Lori McKerracher  |               | 05/31/01      |           |
| FF Angela Martin  |               |               |             | <i>FF Tim McKnight</i>                                       |               |               | 04/21/09  |
| FF Scott Martin   |               |               |             | FF Karen Merriam   |               |               |           |
| FF Walter Melen   |               |               |             | FF Bill Samida   |               |               |           |
| <i>FF Brian Scott</i>                                       | 10/1/2008     |               |             | <i>FF Joe Yambrick</i>                                       |               |               | 04/21/08  |
| FF Todd Sherrill  |               |               |             |  |               |               |           |
| <i>FF Tony Simpson</i>                                      |               |               | 08/26/08    |  |               |               |           |
| FF Brian Sipes  |               |               |             |  |               |               |           |
| FF Ryan Spillane  |               |               |             |  |               |               |           |
| FF Kevin VanArsdale   |               | 04/15/04      |             |  |               |               |           |
| <i>FF Brian VanWormer</i>                                   |               |               | 11/01/08    |  |               |               |           |
| <i>FF Bryan Wistuba</i>                                     |               |               | 04/21/09    |  |               |               |           |
| FS Joe Edgerton   |               |               |             |  |               |               |           |
| FS Bob Plumb  |               |               |             |  |               |               |           |
| RO Valerie Dow  |               |               |             |  |               |               |           |
| RO Rebecca Tabit  |               |               |             |  |               |               |           |
| On personal leave/Medical=                                  |               |               | 2           | On personal leave/Medical=                                   |               |               | 1         |
| Suspended=  |               |               | 0           | Suspended=   |               |               | 0         |
| Non-Probationary Total =                                    |               |               | 12          | Non- Probationary =  |               |               | 8         |
| Probationary Total =  |               |               | 4           | Probationary =   |               |               | 2         |
| Firefighter Subtotal =                                      |               |               | 18          | Firefighter Subtotal =                                       |               |               | 11        |
| Radio Operators =   |               |               | 2           | Radio Operators =  |               |               | 0         |
| Support =   |               |               | 2           | Support =  |               |               | 0         |
| Station Personnel Total =                                   |               |               | 22          | Station Personnel Total =                                    |               |               | 11        |

\*Placed on probation June 18, 2007. Extended due to none FD Injury accident June 25, 2007

|                     |           |
|---------------------|-----------|
| Total Officers =    | 9         |
| Total Firefighters= | 29        |
| Support             | 2         |
| Radio Operators =   | 2         |
| Total active =      | <u>42</u> |

Name in italics = probationary status

Font = Suspension

Font = Leave of absence or sick leave

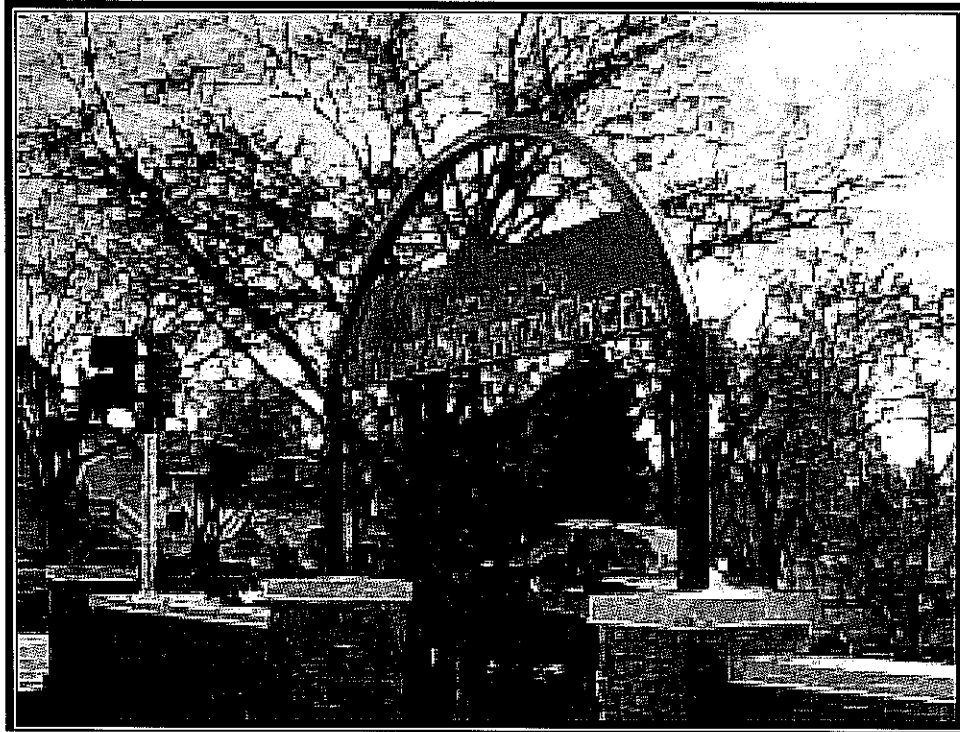
Firefighters with run direct status= 16 (9 Officers & 6 Firefighters)

Updated: 5/12/2008

|                             |           |
|-----------------------------|-----------|
| Officers =                  | 9         |
| Active non-probationary =   | 20        |
| Active probationary =       | 6         |
| Active Radio Operators =    | 2         |
| Support                     | 2         |
| Suspended=                  | 0         |
| Medical or extended leave = | 3         |
| Total dept. force =         | <u>42</u> |

# *CITY OF SWARTZ CREEK*

## Planning Commission



Meeting of May 06, 2008

7pm in the Swartz Creek City Council Chambers

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
PLANNING COMMISSION  
AGENDA  
TUESDAY, MAY 06, 2008  
7:00 P.M.**

1. **CALL TO ORDER:**
2. **PLEDGE OF ALLEGIANCE:**
3. **ROLL CALL:** Abrams, Bueche, Conner, Florine, Grimes, Hurt, Kolhoff, Ridley, Stephens.
4. **APPROVAL OF AGENDA:** PAGE NO.
5. **APPROVAL OF MINUTE:**
6. **CORRESPONDENCE:**

|  |            |
|--|------------|
| A. Resolutions                         | 02-03      |
| B. Minutes April 01, 2008              | 04-06      |
| C. Meeting Staff Letter                | 07-09      |
| D. Cedar Creek Correspondence          | 10-24      |
| E. April 14, 2008 City Council Minutes | 25-34      |
| F. Cedar Creek Site Plan & Elevation   | (Attached) |
7. **MEETING OPENED TO PUBLIC (NON-PUBLIC HEARING ITEMS):**
8. **BUSINESS:**
  - A. Cedar Creek final site plan review
9. **MEETING OPENED TO THE PUBLIC:**
10. **REMARKS BY PLANNING COMMISSION MEMBERS:**
11. **ADJOURNMENT:**



**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
PLANNING COMMISSION  
RESOLUTIONS  
TUESDAY, MAY 06, 2008  
7:00 P.M.**

**Resolution No. 060508-\_\_**

**(Carried/Denied)**

Motion by Commissioner \_\_\_\_\_, support by Commissioner \_\_\_\_\_, the Swartz Creek Planning Commission approves the agenda for the May 06, 2008 Planning Commission meeting.

YES: \_\_\_\_\_.

NO: \_\_\_\_\_. Motion declared carried/denied.

**Resolution No. 060508-\_\_**

**(Carried/Denied)**

Motion by Commissioner \_\_\_\_\_, support by Commissioner \_\_\_\_\_, the Swartz Creek Planning Commission approves the Minutes for the April 01, 2008 Planning Commission meeting.

YES: \_\_\_\_\_.

NO: \_\_\_\_\_. Motion declared carried/denied.

**Resolution No. 060508-\_\_**

**(Carried/Denied)**

Motion by Boardmember \_\_\_\_\_, support by Boardmember \_\_\_\_\_, the Swartz Creek Planning Commission recommend the Swartz Creek City Council approve the final site plan revision (dated 4-7-08, with elevations dated 3-26-08) for parcel 9279 Miller Road 58-03-200-011 (Cedar Creek) subject to the following conditions:

- 1). Applicant shall include a provision for lighting in the final site plan that must meet administrative approvals.
- 2). Applicant shall provide adequate ground cover and landscaping for ac units and building surroundings that must meet administrative approvals.
- 3). Applicant shall narrow road widths per the city staff's recommendations to a 22' width from the front of the curb while maintaining proper turn radii.
- 4). Applicant shall work with staff to ensure adequate screening along the sides and rear prior to construction.
- 5). Applicant shall submit and obtain a sign permit prior to construction.

- 6). Applicant shall obtain all local, county, state, and/or other necessary permits, insurance, review and licensing prior to construction, including but not limited to: construction plan review, architectural review, soil erosion permitting, approval of master deed and condo by-laws, and completion of a development agreement.
- 7). Applicant shall include a provision to extend the sidewalk to the western property line and shall move the proposed internal sidewalk off of the proposed curb by no less than four (4) feet.

YES: \_\_\_\_\_.

NO: \_\_\_\_\_. Motion declared carried/denied.

**Resolution No. 060508-\_\_**

**(Carried/Denied)**

Motion by Commissioner \_\_\_\_\_, support by Commissioner \_\_\_\_\_, the Swartz Creek Planning Commission adjourns the May 06, 2008 Planning Commission meeting.

YES: \_\_\_\_\_.

NO: \_\_\_\_\_. Motion declared carried/denied.



**City Offices**  
M-F 8am -5pm  
810.635.4464  
810.635.2887fax

**City Manager's Office**  
M-F 8am-5pm  
810.635.3600

**Police Department**  
Emerg. 911  
810.635.4401  
810.635.3728 fax

**Public Services Department**  
M-F-8am-4:30pm  
810.635.4495

Date: May 2, 2008

To: Swartz Creek Planning Commissioners  
From: Adam Zettel  
RE: Cedar Creek Final Site Plan – Second Proposal – FSE 24013 4-7-2008

Greetings All,

We will be holding a regularly scheduled meeting this Tuesday, May 06, 2008 in the City Council Chambers, at 7:00pm. There is only one agenda item to discuss at this meeting and that is a second review of the Cedar Creek Condominium Planned Unit Development final site plan. Mr. Danny Nemer is seeking approval to construct the townhouses as illustrated in the attached site plan.

This final site plan is a substantial revision of the Cedar Creek project approved in the fall of 2006. As such, there is an existing conditional zoning approval still in place (RM-1 with a PUD overlay). Therefore, the project is not seeking a rezone at this time. Note that rezoning condition shall expire upon two years of its approval if a building permit is not approved for construction as approved on a valid site plan.

I am recommending approval of the final site plan considering the following notes and with the following conditions.

- The site plan meets all standard height, bulk, and use requirements of the zoning code for sections RM-1 and Planned Unit Development district that are not otherwise mentioned below.
- The townhomes are configured in blocks of five instead of six and were reduced from 24 to 15 units. **Basically, the site is less dense, less congested, and more simplified.** To that end, the need to include an onsite watermain is eliminated, setbacks are larger, and the location of leads and drainage is less problematic in relation to other conflicts. **The detention pond location has also improved and now includes some underground storage.**
- The configuration of the roadway concept has changed much. **Instead of cul-de-sacs, the current internal circulation is proposed to be one-way, with on-street parking at the front.** Though I am uncomfortable with the one-way configuration (due solely to its novelty), I have been reassured by the City's traffic

engineer that the flow and widths shall be adequate for quality function. **I am recommending a width of 22' for the portion of the drive that does not allow on-street parking; assuming adequate turning radii are maintained.**

- Concerning landscaping, the site plan proposes to substitute more durable, larger, and longer living vegetation for smaller, decorative vegetation. This will have the effect of placing more vegetation on the site that is lower maintenance and better for screening purposes. In most basic terms, the applicant wants to trade shrubs for trees. I think the proposal is suitable, and Planning Commission has the ability to allow for this tradeoff if they see fit. Ultimately, substantial screening must be provided to the rear and sides, and this is not provided with proposed plantings alone. Details on the amount of vegetation to be *retained* on the back and sides are unclear at this time and will not be available till the construction phase.

Summarily, the plan requires 84 trees with adequate spacing and 284 shrubs. The plan illustrates 103 trees without adequate spacing and ~76 shrubs. **Approval of the site plan must be contingent upon the existing landscaping providing additional screening in the rear of the site and around the buildings and future condenser units.**

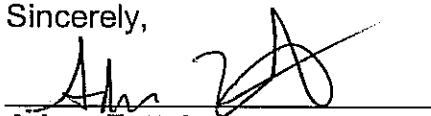
- The building facades for this type of housing are to be constructed with durable materials (e.g. brick) as the 'predominant' material used. **The elevations dated 3-26-2008 appear to meet this requirement.** As always, the more surface area covered with a durable material, the better. **Also, staff recommends use of a brown or red brick color and black shingles on the roof.**
- Street lighting is not illustrated in the current plan, however a lighting scheme was proposed in the previous final site plan. **A decorative, effective lighting scheme should be provided in front of the townhomes that meets or exceeds the quality of the original site plan (2-4 lamps should suffice).**
- The concept does not show details on the entrance signage for the development. **Approval of this site plan must be contingent upon submission of a sign permit and subsequent approval of the signs in accordance with the zoning ordinance.**
- Though on-site pedestrian facilities are provided, there are two issues that should be addressed. **First, the applicant and/or its successors should be required to continue access to the western property line when/if development occurs to the west. This should be a requirement in the development agreement. Second, the sidewalk along the internal drive should be moved off of the curb by 4-5ft to allow for placement of snow and to provide a buffer for pedestrians.**
- Utilities, drainage, grading, and other technical requirements have been approved by Rowe Engineering as evidenced in their final letter dated April

16, 2008. Note that final construction drawings shall have to be reviewed and approved by the City Engineer and Building Official before a building permit can be granted.

- The site plan has been reviewed and commented upon by the Swartz Creek Area Fire Chief. All comments have been addressed adequately by the applicant in my opinion.
- Note that the project, in accordance with applicable state law and local ordinance, is a condominium project and will also be required to submit a master deed, condominium association by-laws, a development/maintenance agreement to the city for review and approval prior to construction.

If you have any questions or comments I am available at City Hall at (810) 635-4464.

Sincerely,



---

**Adam Zettel**  
Zoning Administrator  
(810)-635-4464

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF PLANNING COMMISSION MEETING  
APRIL 1, 2008**

Meeting called to order at 7:03 p.m. by Chairperson Stephens.

Pledge of Allegiance.

**ROLL CALL:**

Commissioners present: Abrams, Bueche, Conner, Florine, Grimes, Stephens.

Commissioners absent: Hurt, Kolhoff, Ridley.

Staff present: Adam Zettel, Zoning Administrator.

Others present: Trina Turner, Carl Carlson, Danny Nemer.

**APPROVAL OF AGENDA:**

**Resolution No. 080401-01**

**(Carried as amended)**

Motion by Commissioner Florine, support by Commissioner Conner, to approve the agenda for the April 1, 2008, meeting of the Planning Commission as amended to add item 8B 'Conceptual Plan Approval of Cedar Creek'.

Unanimous voice vote.

Motion declared carried as amended.

**APPROVAL OF MINUTES:**

**Resolution No. 080401-02**

**(Carried)**

Motion by Commissioner Abrams, support by Commissioner Florine, to approve the minutes of the January 8, 2008, meeting of the Planning Commission.

Unanimous voice vote.

Motion declared carried.

**MEETING OPENED TO THE PUBLIC (NON-PUBLIC HEARING ITEMS):** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Cedar Creek Planned Unit Development project**

Adam Zettel stated there is a Conceptual Plan revision from the fall of 2006 to decrease density, allow better access and lighting, different building materials, and landscaping changes. Carl Carlson, one of the Engineers on record for the project, and Danny Nemer, the developer, were there to answer any questions. Trina Turner had a question regarding drainage. It was decided that it should not be an issue. There was a discussion.

**Resolution No. 080401-03**

**(Carried)**

Motion by Commissioner Abrams, support by Commissioner Grimes, the Swartz Creek Planning Commission recommend the Swartz Creek City Council approve PUD concept plan revision for parcel 9279 Miller Road 58-03-200-011 (Cedar Creek) subject to the following condition:

- 1) Applicant shall include provision for lighting in the final site plan.

YES: Florine, Grimes, Abrams, Bueche, Conner.

ABSTAIN: Stephens.

Motion declared carried.

A special Planning Commission meeting is to be held Tuesday, April 22, 2008, for final site plan review. There was no objection.

**MEETING OPENED TO THE PUBLIC:**

**REMARKS BY PLANNING COMMISSION MEMBERS:**

Commissioner Conner stated he would like to attend the class on April 30, 2008, at Mott Community College Regional Technology Center at 7:00.

Commissioner Abrams stated he would like to attend the seminar and asked about the Meijer project.

Commissioner Stephens stated he would like to sign up for class.

Commissioner Florine stated there was a sign in at the Marathon station regarding legal proceedings. He would like to attend the class as well.

Commissioner Bueche discussed the Zoning Enabling Act, the Township Planning Act, and the Municipal Planning Act regarding changes to the makeup and the seating of it.

**ADJOURNMENT:**

**Resolution No. 080401-04**

**(Carried)**

Motion by Commissioner Florine, support by Commissioner Conner the Swartz Creek Planning Commission adjourn the April 1, 2008 Planning Commission meeting.

Unanimous voice vote.

Meeting adjourned at 7:56 pm.

---

Paul Bueche,  
Secretary



**APPLICATION FOR SITE PLAN REVIEW**

City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473  
810-635-4464

Date: 3/15/08

File No: \_\_\_\_\_

Fee Received: \$1,000.00 \*

Receipt No: \_\_\_\_\_

**NOTICE TO APPLICANT:**

Regular meetings of the Swartz Creek Planning commission are held on the first Tuesday of each month at 7:00 PM, at the City Hall, 8083 Civic Dr. Application for site plan review shall be filed at least twenty (20) days before the scheduled meeting date.

*Applicant should be familiar with all aspects of the City's Zoning Appendix A pertinent to the site plan application, including but not limited to: the appropriate level of site plan review, the site plan process, review standards, performance guarantees, use restrictions, landscaping, parking, design standards, fees, and enforcement.*

**TO THE PLANNING COMMISSION:**

I, (We), the undersigned, do hereby respectfully make application and petition the Planning Commission to recommend approval of the attached site plan as hereinafter requested, and in support of this application, the following facts are shown.

*Furthermore, I (We) have attached proof of ownership, information regarding the number of peak employees anticipated to accompany the site plan uses, and the names, addresses, and telephone/fax numbers of any and all engineers, attorneys, architects, and other professionals associated with this project.*

The property is located and described, as follows:

Assessment Roll Description No. 58- 03-200-011,

Address: 9279 Miller rd

Other description: VACANT LAND

It has a frontage of: 500 feet and a depth of: 300 feet. Total acreage is: 3.5

PRESENT ZONING: Commercial

\* \$190.<sup>13</sup> SITE PLAN REVIEW  
P.L. \$1000.00 AS DEMONSTR.

Fee 1/2 (revision)

If the property is in acreage, and is not therefore a part of a recorded plat: The subject property is located and described as follows: (indicate total acreage also).

Assessment Roll Description No. 58-\_\_\_\_-\_\_\_\_-\_\_\_\_,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SITE PLAN APPLICANT INFORMATION:

Name: Sandy Nemer  
Address: 5333 Chin Maya Dr S.C.  
Phone Number: 810-577-6848

SUBJECT PROPERTY IS OWNED BY:

Name: SAME AS ABOVE  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

It is proposed that the property will be put to the following use:

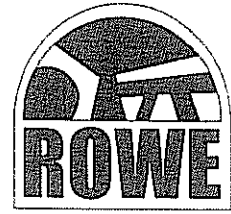
Condos  
\_\_\_\_\_  
\_\_\_\_\_

It is proposed that the following building(s) will be constructed (note gross sq. ft of each):

15 units 1300 sq ft each.  
\_\_\_\_\_

Sandy Nemer  
Signature of Applicant Phone Number: 8105776848

Sandy Nemer  
Signature of Owner Phone Number: \_\_\_\_\_



www.roweincorp.com

ROWE INCORPORATED  
THE ROWE BUILDING  
540 S. SAGINAW ST., STE 200  
POST OFFICE BOX 3748  
FLINT, MICHIGAN 48502

phone (810) 341-7500  
fax (810) 341-7573

March 10, 2008

Mr. Adam Zettel  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

RE: Cedar Creek Condominium Site Plan Review  
Plan dated 2/23/08

ENGINEERING

LAND  
SURVEYING

AERIAL  
SURVEYING

PLANNING

LANDSCAPE  
ARCHITECTURE

LAND  
DEVELOPMENT  
SERVICES

Dear Mr. Zettel:

At the request of the City, Rowe Incorporated has reviewed the revised site plan for Cedar Creek Condominium. The plans consist of nine sheets created by FSE and three Genesee County Drain Commissioner's Office – Water and Waste Services (GCDC-WWS) standard construction sheets. The site plan layout and overall design has been completely redesigned from the previously submitted versions of the site plan. The subject area consists of approximately 3.5 acres and is zoned Neighborhood Business District, NBD. The proposed parcel rezoning is Multiple-Family Residential District, RM-1 with a Planned Development District, PDD overlay. The project is situated on the south side of Miller Road between Van Vleet Road and Seymour Road. We offer the following comments:

General

- 1) Storm sewer and storm water detention calculations were not provided for review. The developer's engineer should submit calculations showing that the proposed storm water detention and storm sewer have been designed to meet the Genesee County Drain Commissioner's Office – Surface Water Management division requirements.
- 2) The site plan should clearly state which utilities are proposed to be public and which utilities are proposed to be private. It appears the project has proposed public sanitary sewer, public water main, private storm sewer, and private roadways. The site plan should show proposed easements for all public utilities. The site plan should also show any proposed public easements needed for utilities such as gas, electric, telephone, and television.
- 3) The site plan should include the proposed sidewalk ramp details. The proposed sidewalk ramps should be designed per ADA standards including detectable warning strips and maximum ADA slopes.

OFFICES:  
FLINT  
LAPEER  
MT. PLEASANT

SUBSIDIARIES:  
AIR-LAND SURVEYS  
FLINT, MI

MYERS LAND SURVEY CO.  
GRAYLING, MI

Mr. Adam Zettel  
March 10, 2008  
Page 2 of 3

- 4) Turning templates indicate that school busses and garbage trucks may not be able maneuver through the Miller Road entrance. The developer's engineer should review the proposed site geometrics to assure that all possible vehicles that will be accessing the site can maneuver through the proposed approach. In addition, the revised layout should be reviewed by the fire chief for emergency vehicle access and maneuverability

#### Sheet 1 of 9: Site Plan

- 1) The existing contours and proposed contours are difficult to read. The proposed contours should be labeled and the existing contours should be darker to improve legibility on all applicable sheets.

#### Sheet 4 of 9: Grading Plan

- 1) It should be noted that many of the proposed points of vertical intersection (PVI) in the roadway have algebraic differences greater than one percent. According to AASHTO, vertical curves should be used for these PVI's. This issue can be addressed with the construction plan profile development.
- 2) It appears there may be proposed grading which extends beyond the southeast property corner of the site. The developer's engineer should verify if a proposed grading easement will be necessary for work in this area.

#### Sheet 5 of 9: Utility Plan

- 1) Many of the proposed structure rim elevations indicate an elevation of "XXXX". The site plan should be revised to include all the proposed rim elevations.
- 2) The proposed connection to the existing sanitary sewer should reference GCDC-WWS standard details SD-10 and state the proposed method of connecting to the existing sewer. GCDC-WWS standard detail SD-8 should also be referenced for the proposed drop connection.
- 3) The proposed detention area has a proposed highwater elevation of 807.6 and a proposed one foot freeboard elevation of 808.6. The freeboard elevation should be based on the storm water volume that can be maintained within the detention pond. Several of the proposed catch basins have proposed rim elevations lower than 808.6 which means that storm water would surcharge out of the catch basins before the proposed freeboard elevation is reached in the detention pond.
- 4) Ten state standards maximum spacing between manholes for sewer less than 15-inch is four hundred (400) feet. The proposed maximum manhole spacing exceeds ten state standards.
- 5) It doesn't appear that a four foot diameter manhole will be large enough for storm structure number nine; the developer's engineer should review the manhole sizing.
- 6) It doesn't appear that there is sufficient room to construct the proposed sanitary sewer along the easterly property line without affecting the adjacent property owner. The proposed sanitary sewer should be a minimum distance of 10 feet off the property line to allow sufficient room for maintenance and construction.

Mr. Adam Zettel  
March 10, 2008  
Page 3 of 3

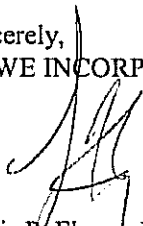
Sheet 7 of 9: Storm Sewer Details

- 1) The proposed sanitary lead clean-out detail is not needed since the standard GCDC-WWS detail SD-3: Riser and Service Lead is provided and needs to be used.
- 2) The developer's engineer should consider revising the "trench details" title to "storm sewer trench details" for clarification. GCDC-WWS standard sanitary sewer and pressure pipe trench details need to be used for the proposed sanitary sewer and water main construction.

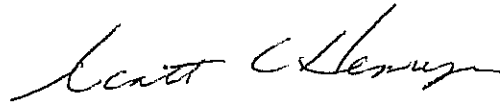
Our plan review is for conformance with the city's submittal requirements and Standard Engineering Practices for the city's use in deciding whether to approve the site plan. The developer and designer shall be responsible for the accuracy and validity of the information presented on the plan. Regulatory and other governmental agencies with jurisdiction may have additional comments or requirements. The developer and designer remain responsible for the design, construction, and any resulting impacts of the project.

If you have any questions or require additional information, please contact our corporate office.

Sincerely,  
ROWE INCORPORATED

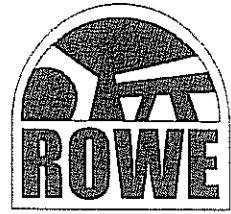


Louis R. Fleury, P.E.  
Project Manager



Scott C. Hemeyer, P.E.  
Assistant Project Engineer

R:\sdsk\Proj\05c0186\docs\reviews\Cedar-Mill Creek Condominium\Cedar Creek Condominium Preliminary Site Plan Review 05.doc



www.roweincorp.com

ROWE INCORPORATED  
THE ROWE BUILDING  
540 S. SAGINAW ST., STE 200  
POST OFFICE BOX 3748  
FLINT, MICHIGAN 48502

April 3, 2008

phone (810) 341-7500  
fax (810) 341-7573

Mr. Adam Zettel  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

RE: Cedar Creek Condominium Site Plan Review  
Plan dated 3/25/08

ENGINEERING

LAND  
SURVEYING

Dear Mr. Zettel:

AERIAL  
SURVEYING

At the request of the City, Rowe Incorporated has reviewed the revised site plan for Cedar Creek Condominium. The plans consist of nine sheets created by FSE and three Genesee County Drain Commissioner's Office – Water and Waste Services (GCDC-WWS) standard construction sheets. The subject area consists of approximately 3.5 acres and is zoned Neighborhood Business District, NBD. The proposed parcel rezoning is Multiple-Family Residential District, RM-1 with a Planned Development District, PDD overlay. The project is situated on the south side of Miller Road between Van Vleet Road and Seymour Road. We offer the following comments:

PLANNING

LANDSCAPE  
ARCHITECTURE

LAND  
DEVELOPMENT  
SERVICES

Storm Water Detention Calculations

OFFICES:  
FLINT  
LAPEER  
MT. PLEASANT

1) The required storage volume was determined using an allowable discharge rate of 0.97 cfs based on a 2-year storm event for an undeveloped site condition. The City requires Genesee County Drain Commissioner's Office – Surface Water Management (GCDC-SWM) standards be met for storm water detention. GCDC-SWM typically holds a maximum restricted outlet rate of 0.2 cfs/acre which would yield a restricted outlet rate of 0.56 cfs. It appears that there may not be sufficient detention volume provided to meet GCDC-SWM standards.

SUBSIDIARIES:  
AIR-LAND SURVEYS  
FLINT, MI

2) There appears to be some discrepancies on the Open Detention Pond Volume Area calculation sheet. The total pond volume is stated at 8,993 cubic feet and the pond high water elevation is stated at 807.00. It appears that the proposed high water elevation is 807.6 and the volume provided is 13,663 cubic feet. The plans and calculations should be reviewed for consistency.

MYERS LAND SURVEY CO.  
GRAYLING, MI

3) The Proposed Standpipe Calculations indicate that two (2) 1" holes are proposed in the standpipe where the plans indicate that six (6) 0.5" holes are proposed. The plans and calculations should be reviewed for consistency.

- 4) Restrictor pipe calculations should be included with the detention calculations to show that the proposed 6" restrictor pipe will restrict the flow from the detention area to the allowable discharge rate.
- 5) It appears that underground detention is proposed along the south property line. It could not be determined where the underground detention volume is accounted for in the detention volume calculations.
- 6) Storm sewer capacity calculations were not provided for review. It can not be determined if the proposed storm sewer was sufficiently designed per GCDC-SWM standards at this time. This can be reviewed during construction plan development.

#### General

- 1) The Miller Road entrance was revised to provide better maneuverability for larger vehicles. Turning templates show that a garbage truck will be able to adequately maneuver through the proposed entrance. Turning templates also show that a school bus will not be able to maneuver through the proposed entrance without riding on the proposed curb.
- 2) The site plan should show the proposed easements and easement widths for the proposed public sanitary sewer and watermain.
- 3) According to the City of Swartz Creek Design Standards and Construction Specifications, detention basins shall become publicly owned with an agreement with the property owner that the property owner shall maintain the detention basin at the property owner's cost. An agreement should be made with the developer and the site plan should note this and show the proposed public easement around the detention area and detention area outlet.
- 4) We recommend that cast in place or grouted detectable warning strips be provided on the ADA sidewalk ramps.

#### Sheet 1 of 9: Site Plan

- 1) The detention pond proposed high water elevation is stated at 807.6 where sheets 4 and 5 of the site plan state the proposed high water elevation at 807.0. The plans and calculations should be reviewed for consistency.
- 2) The proposed underground detention system should be shown on the site plan.
- 3) Has the revised site plan layout been submitted to the Genesee County Drain Commissioner's Office for review? A plan submittal log on the cover sheet would be helpful to determine if and when the plans have been reviewed by the appropriate agencies.

Mr. Adam Zettel  
April 3, 2008  
Page 3 of 3

Sheet 5 of 9: Utility Plan

- 1) The public/private utility notes state the detention pond is to be a private system. Please see General Comment number 3.


Sheet 7 of 9: Storm Sewer & Detention Pond Details

- 1) Details should be provided showing the proposed underground detention system including proposed bedding, risers, spacing, cover over pipe, etc.


Our plan review is for conformance with the city's submittal requirements and Standard Engineering Practices for the city's use in deciding whether to approve the site plan. The developer and designer shall be responsible for the accuracy and validity of the information presented on the plan. Regulatory and other governmental agencies with jurisdiction may have additional comments or requirements. The developer and designer remain responsible for the design, construction, and any resulting impacts of the project.

If you have any questions or require additional information, please contact our corporate office.

Sincerely,  
ROWE INCORPORATED

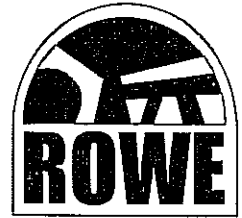


Louis P. Fleury, P.E.  
Project Manager

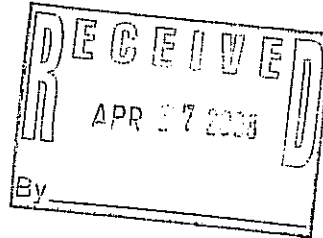


Scott C. Hemeyer, P.E.  
Assistant Project Engineer





www.roweincorp.com



ROWE INCORPORATED  
THE ROWE BUILDING  
540 S. SAGINAW ST., STE 200  
POST OFFICE BOX 3748  
FLINT, MICHIGAN 48502

April 16, 2008

phone (810) 341-7500  
fax (810) 341-7573

Mr. Adam Zettel  
City of Swartz Creek  
8083 Civic Drive  
Swartz Creek, MI 48473

RE: Cedar Creek Condominium Site Plan Review  
Plans revised dated 4/11/08  
ENGINEERING

LAND  
SURVEYING

Dear Mr. Zettel:

AERIAL  
SURVEYING

At the request of the City, Rowe Incorporated has reviewed the revised site plan for Cedar Creek Condominium. The plans consist of nine sheets created by FSE and three Genesee County Drain Commissioner's Office - Water and Waste Services (GCDC-WWS) standard construction sheets. The subject area consists of approximately 3.5 acres and is zoned Neighborhood Business District, NBD. The proposed parcel rezoning is Multiple-Family Residential District, RM-1 with a Planned Development District, PDD overlay. The project is situated on the south side of Miller Road between Van Vleet Road and Seymour Road. The developer's engineer has adequately addressed the previous comments from our latest review letter dated April 3, 2008 and therefore we have no comments to offer at this time.

PLANNING

LANDSCAPE  
ARCHITECTURE

LAND  
DEVELOPMENT  
SERVICES

Our plan review is for conformance with the city's submittal requirements and Standard Engineering Practices for the city's use in deciding whether to approve the site plan. The developer and designer shall be responsible for the accuracy and validity of the information presented on the plan. Regulatory and other governmental agencies with jurisdiction may have additional comments or requirements. The developer and designer remain responsible for the design, construction, and any resulting impacts of the project.

OFFICES:  
FLINT  
LAPEER  
MT. PLEASANT

If you have any questions or require additional information, please contact our corporate office.

SUBSIDIARIES:  
AIR-LAND SURVEYS  
FLINT, MI

Sincerely,  
ROWE INCORPORATED

MYERS LAND SURVEY CO.  
GRAYLING, MI

Louis P. Fleury, P.E.  
Project Manager

Scott C. Hemeyer, P.E.  
Assistant Project Engineer

R:\sdsk\Proj\05c0186\docs\reviews\Cedar-Mill Creek Condominium\Cedar Creek Condominium Preliminary Site Plan Review 07.doc

Adam; From: ~~Pete LaMourie~~ [lamourie@progressiveae.com]  
Sent: Thursday, March 13, 2008 2:31 PM  
To: Adam Zettel  
Subject: RE: Swartz Creek Cedar Creek

Traffic Eng

Adam;

Here are our comments regarding access and circulation.

1. Valid concern by Rowe - turning templates indicate that the current entrance design will not provide adequate ingress or egress for standard fire truck vehicles (length/design of such vehicles vary). Assuming the island will stay to help direct the one-way flow, the internal driveway radii on each side will need to be enlarged (with a possible loss of one parallel parking space on each side). The need for directional signage on the island appears to preclude the use of rolled curb on the island as a potential option for a wider truck path.
2. The signpost on that entry island facing Miller Road should also include a Keep Right sign. The need for the second sign/post on that island (facing east) is not clear and would not appear offhand to serve a viable function (as an internal WB driver is allowed to go straight or turn right).
3. The 30-foot wide drive along the front of the buildings is okay (22 feet for driving, 8 feet for parking) but still a little wide. The 25-foot width along the remaining 3 sides is significantly more than is needed for a one-way operation and will likely promote additional on-street parking and potential two-way use. Although that width may be okay in the corners (for fire/truck turning), it should be narrowed to 18-20 feet along other areas, especially the long southern east/west section.
4. To further define the one-way operation, the city may want to consider requiring Do Not Enter/Wrong Way signs on both sides of the "street" at two locations; just east of the island (facing west), and at the southwest corner of the site (facing east).
5. Pavement markings on the driveway will be needed; a yellow line to define the two directions of the entry drive, and a stop bar (with sign) on the exit lane located at the appropriate location.

Typically it is (or should be) required that site plans show where other existing/planned driveways are located adjacent to the site and on the opposite side of the street. That way we can provide additional input to the city regarding the appropriateness of the proposed driveway location (to note improper spacing or poor offsets that can affect

safety). I don't recall that there are any driveways currently on the north side of Miller in this area, but that may be an issue (individual single family driveways are not a problem).

Let me know if you have any questions on the above comments.

From: Adam Zettel [mailto:AZettel@cityofswartzcreek.org]  
Sent: Thursday, March 13, 2008 3:24 PM  
To: Pete LaMourie  
Subject: RE: Swartz Creek Cedar Creek

Thanks Pete,

Is the 18' minimum for the normal circulation sufficient to allow flow if there is a 'break down?' What width do you recommend for the section with parallel parking? I am certain that the applicant will make these as narrow as allowable. I want to make sure we are not wasting the applicants money on the width, however, I do not want to compromise safety.

Also, what turning radius do I request on the entrance way? Is the ingress/egress lanes on Miller Road OK?

Adam Zettel  
Assistant City Manager/Zoning Administrator  
City of Swartz Creek

---

Adam; From: Pete LaMourie [lamourie@progressiveae.com]  
Sent: Thursday, March 13, 2008 4:45 PM  
To: Adam Zettel  
Subject: RE: Swartz Creek Cedar Creek

*Traffic Eng*

Adam;

· 18-20 feet should be fine even if a breakdown occurs since this is a low speed/low volume area.

· In the front, I would just reduce that from 30 feet to 28 feet.

· I don't want to do the engineering for the applicant, but it appears that a 30-foot radius on the inside radii (radii to Miller are already shown at 30 feet) would work instead of the 20-foot radii, and the island should also be located about 5 feet further south (okay to narrow-up the WB "thru" lane).

· Other than the markings I noted earlier, the driveway design (accel/decel tapers) appear okay to me as long as they meet any standards that the city may have created.

Pete

From: Chief Brent Cole [bdcole4101@scafd.com]  
Sent: Friday, January 11, 2008 1:31 PM  
To: Adam Zettel  
Subject: Nemer Development

Adam,

Just got done meeting with Danny Nemer. We came up with the following:

1. It is his intention to provided a looped water main in the development. Mr. Nemer indicated he has decided not to individually tap into main on Miller for each unit. The size, determined by the city, should be at least 6". I would prefer 8", but will accept 6", since the main on Miller road is 12" and not very far from the structures.

2. If the entrance triangle is removed, 1 hydrant can be substituted for 2 and be located in front of the center building. By removing the triangle, a fire truck can tap into the hydrant and go either direction around the development, and at the same time, keep free the opposite direction for additional fire apparatus.

3. If the triangle remains, 2 hydrants will be required and positioned between the buildings on the street edge.

4. Because of the potential for difficult apparatus access, it not recommended that the access drive to the east were used. It is preferred the current entry plan proposed be utilized.

5. The size of the road around the complex should be sufficient for apparatus to pass in the event a disabled vehicle were in the way. If the were road were to include a modified curb system, that would still allow for passage by 2 vehicles, that would acceptable, provided the specifications are acceptable to Swartz Creek.

If you have any questions, I will be in my office Monday. Have a good weekend.

Sincerely,

Brent

From: Chief Brent Cole [bdcole4101@scafd.com]  
Sent: Friday, March 14, 2008 8:31 AM  
To: Adam Zettel  
Subject: Cedar Creek Review

Dear Adam,

My review of the Cedar Creek development on Wednesday, March 12, as resulted in the following conclusion:

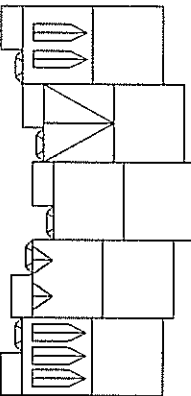
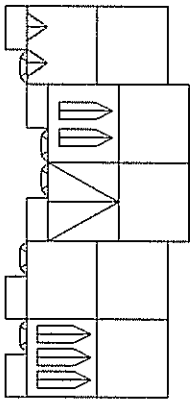
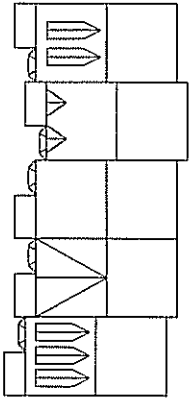
Mr. Nemer indicates on his site plan that the existing hydrants on Miller Road be moved south onto his property. I recommend the existing hydrants remain where they are. New hydrants should be installed at the locations he has designated. Those hydrants should be twin 4 ½" in configuration.

If you have any further questions, please do not hesitate to contact me.

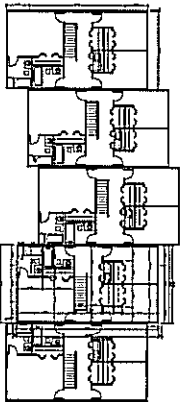
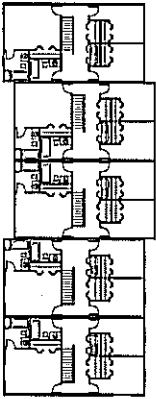
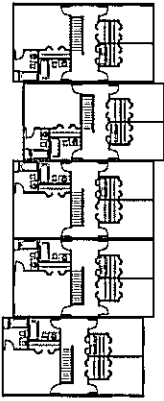
Sincerely,

Chief Brent Cole

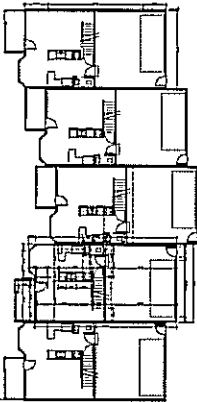
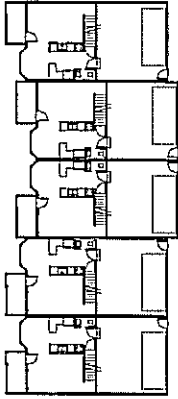
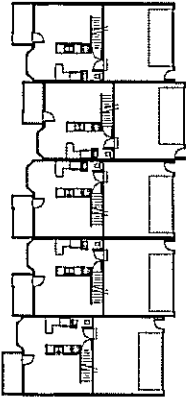
ROOF PLAN



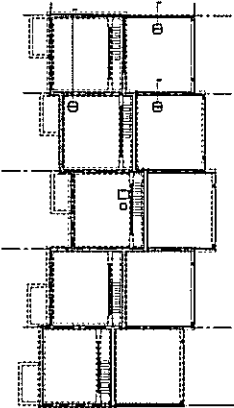
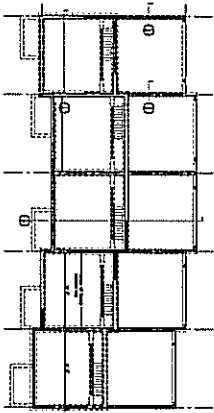
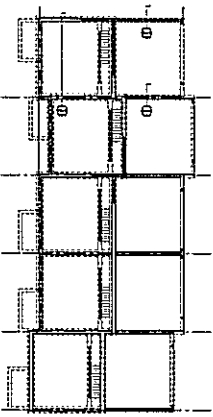
UPPER FLOOR



MAIN FLOOR



BASEMENT / FOUNDATION

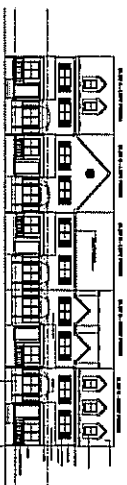
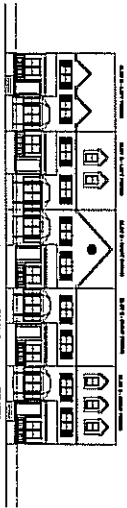


BUILDING 1-5  
 UNIT 1-10

BUILDING 6-10  
 UNIT 11-20

BUILDING 11-15  
 UNIT 21-30

NORTH ELEVATION  
 UNIT 1-10



DRAWING INDEX

|     |                 |
|-----|-----------------|
| 1   | GENERAL NOTES   |
| 2   | FOUNDATION      |
| 3   | BASEMENT        |
| 4   | MAIN FLOOR      |
| 5   | UPPER FLOOR     |
| 6   | ROOF PLAN       |
| 7   | SECTION 1-1     |
| 8   | SECTION 2-2     |
| 9   | SECTION 3-3     |
| 10  | SECTION 4-4     |
| 11  | SECTION 5-5     |
| 12  | SECTION 6-6     |
| 13  | SECTION 7-7     |
| 14  | SECTION 8-8     |
| 15  | SECTION 9-9     |
| 16  | SECTION 10-10   |
| 17  | SECTION 11-11   |
| 18  | SECTION 12-12   |
| 19  | SECTION 13-13   |
| 20  | SECTION 14-14   |
| 21  | SECTION 15-15   |
| 22  | SECTION 16-16   |
| 23  | SECTION 17-17   |
| 24  | SECTION 18-18   |
| 25  | SECTION 19-19   |
| 26  | SECTION 20-20   |
| 27  | SECTION 21-21   |
| 28  | SECTION 22-22   |
| 29  | SECTION 23-23   |
| 30  | SECTION 24-24   |
| 31  | SECTION 25-25   |
| 32  | SECTION 26-26   |
| 33  | SECTION 27-27   |
| 34  | SECTION 28-28   |
| 35  | SECTION 29-29   |
| 36  | SECTION 30-30   |
| 37  | SECTION 31-31   |
| 38  | SECTION 32-32   |
| 39  | SECTION 33-33   |
| 40  | SECTION 34-34   |
| 41  | SECTION 35-35   |
| 42  | SECTION 36-36   |
| 43  | SECTION 37-37   |
| 44  | SECTION 38-38   |
| 45  | SECTION 39-39   |
| 46  | SECTION 40-40   |
| 47  | SECTION 41-41   |
| 48  | SECTION 42-42   |
| 49  | SECTION 43-43   |
| 50  | SECTION 44-44   |
| 51  | SECTION 45-45   |
| 52  | SECTION 46-46   |
| 53  | SECTION 47-47   |
| 54  | SECTION 48-48   |
| 55  | SECTION 49-49   |
| 56  | SECTION 50-50   |
| 57  | SECTION 51-51   |
| 58  | SECTION 52-52   |
| 59  | SECTION 53-53   |
| 60  | SECTION 54-54   |
| 61  | SECTION 55-55   |
| 62  | SECTION 56-56   |
| 63  | SECTION 57-57   |
| 64  | SECTION 58-58   |
| 65  | SECTION 59-59   |
| 66  | SECTION 60-60   |
| 67  | SECTION 61-61   |
| 68  | SECTION 62-62   |
| 69  | SECTION 63-63   |
| 70  | SECTION 64-64   |
| 71  | SECTION 65-65   |
| 72  | SECTION 66-66   |
| 73  | SECTION 67-67   |
| 74  | SECTION 68-68   |
| 75  | SECTION 69-69   |
| 76  | SECTION 70-70   |
| 77  | SECTION 71-71   |
| 78  | SECTION 72-72   |
| 79  | SECTION 73-73   |
| 80  | SECTION 74-74   |
| 81  | SECTION 75-75   |
| 82  | SECTION 76-76   |
| 83  | SECTION 77-77   |
| 84  | SECTION 78-78   |
| 85  | SECTION 79-79   |
| 86  | SECTION 80-80   |
| 87  | SECTION 81-81   |
| 88  | SECTION 82-82   |
| 89  | SECTION 83-83   |
| 90  | SECTION 84-84   |
| 91  | SECTION 85-85   |
| 92  | SECTION 86-86   |
| 93  | SECTION 87-87   |
| 94  | SECTION 88-88   |
| 95  | SECTION 89-89   |
| 96  | SECTION 90-90   |
| 97  | SECTION 91-91   |
| 98  | SECTION 92-92   |
| 99  | SECTION 93-93   |
| 100 | SECTION 94-94   |
| 101 | SECTION 95-95   |
| 102 | SECTION 96-96   |
| 103 | SECTION 97-97   |
| 104 | SECTION 98-98   |
| 105 | SECTION 99-99   |
| 106 | SECTION 100-100 |

|       |          |                    |
|-------|----------|--------------------|
| NO. 1 | DATE     | DESCRIPTION        |
| 1     | 11/11/11 | ISSUED FOR PERMITS |
| 2     | 11/11/11 | ISSUED FOR PERMITS |
| 3     | 11/11/11 | ISSUED FOR PERMITS |
| 4     | 11/11/11 | ISSUED FOR PERMITS |
| 5     | 11/11/11 | ISSUED FOR PERMITS |
| 6     | 11/11/11 | ISSUED FOR PERMITS |
| 7     | 11/11/11 | ISSUED FOR PERMITS |
| 8     | 11/11/11 | ISSUED FOR PERMITS |
| 9     | 11/11/11 | ISSUED FOR PERMITS |
| 10    | 11/11/11 | ISSUED FOR PERMITS |
| 11    | 11/11/11 | ISSUED FOR PERMITS |
| 12    | 11/11/11 | ISSUED FOR PERMITS |
| 13    | 11/11/11 | ISSUED FOR PERMITS |
| 14    | 11/11/11 | ISSUED FOR PERMITS |
| 15    | 11/11/11 | ISSUED FOR PERMITS |
| 16    | 11/11/11 | ISSUED FOR PERMITS |
| 17    | 11/11/11 | ISSUED FOR PERMITS |
| 18    | 11/11/11 | ISSUED FOR PERMITS |
| 19    | 11/11/11 | ISSUED FOR PERMITS |
| 20    | 11/11/11 | ISSUED FOR PERMITS |
| 21    | 11/11/11 | ISSUED FOR PERMITS |
| 22    | 11/11/11 | ISSUED FOR PERMITS |
| 23    | 11/11/11 | ISSUED FOR PERMITS |
| 24    | 11/11/11 | ISSUED FOR PERMITS |
| 25    | 11/11/11 | ISSUED FOR PERMITS |
| 26    | 11/11/11 | ISSUED FOR PERMITS |
| 27    | 11/11/11 | ISSUED FOR PERMITS |
| 28    | 11/11/11 | ISSUED FOR PERMITS |
| 29    | 11/11/11 | ISSUED FOR PERMITS |
| 30    | 11/11/11 | ISSUED FOR PERMITS |
| 31    | 11/11/11 | ISSUED FOR PERMITS |
| 32    | 11/11/11 | ISSUED FOR PERMITS |
| 33    | 11/11/11 | ISSUED FOR PERMITS |
| 34    | 11/11/11 | ISSUED FOR PERMITS |
| 35    | 11/11/11 | ISSUED FOR PERMITS |
| 36    | 11/11/11 | ISSUED FOR PERMITS |
| 37    | 11/11/11 | ISSUED FOR PERMITS |
| 38    | 11/11/11 | ISSUED FOR PERMITS |
| 39    | 11/11/11 | ISSUED FOR PERMITS |
| 40    | 11/11/11 | ISSUED FOR PERMITS |
| 41    | 11/11/11 | ISSUED FOR PERMITS |
| 42    | 11/11/11 | ISSUED FOR PERMITS |
| 43    | 11/11/11 | ISSUED FOR PERMITS |
| 44    | 11/11/11 | ISSUED FOR PERMITS |
| 45    | 11/11/11 | ISSUED FOR PERMITS |
| 46    | 11/11/11 | ISSUED FOR PERMITS |
| 47    | 11/11/11 | ISSUED FOR PERMITS |
| 48    | 11/11/11 | ISSUED FOR PERMITS |
| 49    | 11/11/11 | ISSUED FOR PERMITS |
| 50    | 11/11/11 | ISSUED FOR PERMITS |
| 51    | 11/11/11 | ISSUED FOR PERMITS |
| 52    | 11/11/11 | ISSUED FOR PERMITS |
| 53    | 11/11/11 | ISSUED FOR PERMITS |
| 54    | 11/11/11 | ISSUED FOR PERMITS |
| 55    | 11/11/11 | ISSUED FOR PERMITS |
| 56    | 11/11/11 | ISSUED FOR PERMITS |
| 57    | 11/11/11 | ISSUED FOR PERMITS |
| 58    | 11/11/11 | ISSUED FOR PERMITS |
| 59    | 11/11/11 | ISSUED FOR PERMITS |
| 60    | 11/11/11 | ISSUED FOR PERMITS |
| 61    | 11/11/11 | ISSUED FOR PERMITS |
| 62    | 11/11/11 | ISSUED FOR PERMITS |
| 63    | 11/11/11 | ISSUED FOR PERMITS |
| 64    | 11/11/11 | ISSUED FOR PERMITS |
| 65    | 11/11/11 | ISSUED FOR PERMITS |
| 66    | 11/11/11 | ISSUED FOR PERMITS |
| 67    | 11/11/11 | ISSUED FOR PERMITS |
| 68    | 11/11/11 | ISSUED FOR PERMITS |
| 69    | 11/11/11 | ISSUED FOR PERMITS |
| 70    | 11/11/11 | ISSUED FOR PERMITS |
| 71    | 11/11/11 | ISSUED FOR PERMITS |
| 72    | 11/11/11 | ISSUED FOR PERMITS |
| 73    | 11/11/11 | ISSUED FOR PERMITS |
| 74    | 11/11/11 | ISSUED FOR PERMITS |
| 75    | 11/11/11 | ISSUED FOR PERMITS |
| 76    | 11/11/11 | ISSUED FOR PERMITS |
| 77    | 11/11/11 | ISSUED FOR PERMITS |
| 78    | 11/11/11 | ISSUED FOR PERMITS |
| 79    | 11/11/11 | ISSUED FOR PERMITS |
| 80    | 11/11/11 | ISSUED FOR PERMITS |
| 81    | 11/11/11 | ISSUED FOR PERMITS |
| 82    | 11/11/11 | ISSUED FOR PERMITS |
| 83    | 11/11/11 | ISSUED FOR PERMITS |
| 84    | 11/11/11 | ISSUED FOR PERMITS |
| 85    | 11/11/11 | ISSUED FOR PERMITS |
| 86    | 11/11/11 | ISSUED FOR PERMITS |
| 87    | 11/11/11 | ISSUED FOR PERMITS |
| 88    | 11/11/11 | ISSUED FOR PERMITS |
| 89    | 11/11/11 | ISSUED FOR PERMITS |
| 90    | 11/11/11 | ISSUED FOR PERMITS |
| 91    | 11/11/11 | ISSUED FOR PERMITS |
| 92    | 11/11/11 | ISSUED FOR PERMITS |
| 93    | 11/11/11 | ISSUED FOR PERMITS |
| 94    | 11/11/11 | ISSUED FOR PERMITS |
| 95    | 11/11/11 | ISSUED FOR PERMITS |
| 96    | 11/11/11 | ISSUED FOR PERMITS |
| 97    | 11/11/11 | ISSUED FOR PERMITS |
| 98    | 11/11/11 | ISSUED FOR PERMITS |
| 99    | 11/11/11 | ISSUED FOR PERMITS |
| 100   | 11/11/11 | ISSUED FOR PERMITS |

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF THE COUNCIL MEETING  
DATE 04/14/2008**

The meeting was called to order at 7:00 p.m. by Mayor Pro-Tem Christie in the Swartz Creek City Council Chambers, 8083 Civic Drive.

Invocation and Pledge of Allegiance to the Flag.

Councilmembers Present: Adams, Mayor Pro-Tem Christie, Hicks, Hurt, Porath, Shumaker.

Councilmembers Absent: Mayor Abrams.

Staff Present: City Manager Bueche, Assistant City Manager Zettel, City Attorney Richard Figura, City Clerk Juanita Aguilar, DPS Director Tom Svrcek.

Others Present: Lou Fleury, Tommy Butler, Bob Plumb, Jim Florence, Ron Schultz, Brent Cole, Lee Gonzales, Jack Minore, John Gilbert.

**Resolution No. 080414-01**

Motion by Councilmember Hurt  
Second by Councilmember Shumaker

The Swartz Creek City Council excuses the absence of Mayor Abrams due to being on vacation.

YES: Adams, Christie, Hicks, Hurt, Porath, Shumaker.  
NO: None. Motion Declared Carried.

**APPROVAL OF MINUTES**

**Resolution No. 080414-02**

**(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Adams

**I Move** the Swartz Creek City Council hereby approve the Minutes of the Regular Council Meeting held March 24, 2008, to be circulated and placed on file.

YES: Christie, Hicks, Hurt Porath, Shumaker, Adams.



NO: None. Motion Declared Carried.

## **APPROVAL OF AGENDA**

### **Resolution No. 0800414-03**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the Agenda as presented for the Regular Council Meeting of April 14, 2008 to be circulated and placed on file.

Discussion took Place.

YES: Hicks, Hurt, Porath, Shumaker, Adams, Christie.  
NO: None. Motion declared carried.

## **REPORTS AND COMMUNICATIONS:**

### **City Manager's Report**

#### **Resolution No. 080414-04**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Hurt

**I Move** the Swartz Creek City Council approve the City Manager's Report of April 14, 2008, to be circulated and placed on file.

Discussion Ensued.

YES: Hurt, Porath, Shumaker, Adams, Christie, Hicks.  
NO: None. Motion declared carried.

All other reports and communications were accepted and placed on file.

A new report was added to the agenda: The Smart Commute Week, presented by former State Representative Jack Minore.

## **MEETING OPENED TO THE PUBLIC:**

Mayor Pro-Tem Christie recognized State Representative Lee Gonzales, who was present to observe.

Jack Minore, a Flint resident, spoke on behalf of the "Smart Commute" group. Mr. Minore made a short presentation about this event, which is a week set aside to encourage people to look at alternative ways of commuting to work, to shop, and so on.

**COUNCIL BUSINESS:**

**Resolution of Support, National Bike to Work Week and Smart Commute Week**

**Resolution No. 080414-05**

**(Carried)**

Motion by Councilmember Adams  
Second by Councilmember Hicks

**WHEREAS**, in 2007, physical inactivity was projected to cost Michigan \$12.65 billion; and

**WHEREAS**, the Surgeon General recommends at least 30 minutes of moderate physical activity 5 days a week, but only about half of the population meets this goal; and

**WHEREAS**, employers bear a sizeable portion of the direct and indirect health care costs for employees in poor health, but can lower health care expenditures by encouraging employees to increase their overall fitness levels by Smart Commuting (e.g., walking and bicycling) throughout the workday; and

**WHEREAS**, walking, riding a bicycle, or using public transportation (i.e., smart commuting) can reduce air and water pollution to make a cleaner community, which is more livable for future generations; and

**WHEREAS**, communities that cultivate a walking and bicycling culture experience businesses growth, increased real-estate values, and improved overall quality of life; and

**WHEREAS**, the League of American Bicyclists, the League of Michigan Bicyclists, The Michigan Trails and Greenways Alliance, the Governor's Council on Physical Fitness, Genesee County Metropolitan Planning Commission, and the independent cyclists throughout our state are promoting greater public awareness of bicycle operation and safety education in an effort to reduce accidents, injuries, and fatalities for all.

**NOW, THEREFORE, BE IT RESOLVED**, that we the undersigned, attest to our endorsement of and proclaim May 12 through 16, 2008 as SMART COMMUTE WEEK in the City of Swartz Creek and encourage all citizens to recognize the importance of bicycle safety, physical fitness, and alternate forms of transportation and further, to notify motorists to exercise caution and awareness of cyclists on our streets and highways.

YES: Porath, Shumaker, Adams, Christie, Hicks, Hurt.  
NO: None. Motion Declared Carried.

**Elms Road Project, Appropriation for Construction Engineering Fees**

**Resolution No. 080414-06**

**(Carried)**

Motion by Councilmember Hurt  
Second by Councilmember Shumaker

**WHEREAS**, the City applied for, and was awarded funding through the Genesee County MPO Traffic Improvement Program and accepted by MDOT, for curb, gutters, drainage, crush, mill, reshaping, resurfacing, crack and joint repair of South Elms Road between the I-69 Viaduct and the North City Limit; and

**WHEREAS**, the Elms Road project is a Traffic Improvement Program Jobs Today Pull Ahead Project the MDOT has obliged funds for construction, such construction to be let for bid in April 2008, construction to be performed and completed in the summer of 2008; and

**WHEREAS**, the City bid for engineering services using the Qualification Based Selection Process and appointed the firm of ROWE, Inc., to a three year contract on June 13, 2005, as its Professional Engineering Consultant; and

**WHEREAS**, design plans have been drafted by the City's engineering firm, Rowe Incorporated, for the installation of curb, gutters, drainage, crush, mill, reshaping, resurfacing, crack and joint repair of South Elms Road between the I-69 Viaduct and the North City Limit, design plans having been accepted by MDOT; and

**WHEREAS**, total project costs are estimated as follows:

|  | <i>Federal &amp; MDOT</i> | <i>City Match</i> | <i>Sub-Total</i>    |
|--|---------------------------|-------------------|---------------------|
| <b>Construction</b>  | <b>\$ 581,250</b>         | <b>\$ 331,450</b> | <b>\$ 912,700</b>   |
| <b>Design Engineering</b>                                  | <b>-0-</b>                | <b>\$ 30,000</b>  | <b>\$ 30,000</b>    |
| <b>Const Engineering</b>                                   | <b>-0-</b>                | <b>\$ 75,000</b>  | <b>\$ 75,000</b>    |
| <b>Jobs Today Loan Interest (4%, 26 Months, \$465,000)</b> | <b>-0-</b>                | <b>\$ 40,300</b>  | <b>\$ 40,300</b>    |
| <b>TOTALS</b>  | <b>\$ 581,250</b>         | <b>\$ 476,750</b> | <b>\$ 1,058,000</b> |

**WHEREAS**, the City's contracted engineering firm, Rowe, Incorporated has submitted a proposal for construction engineering, testing and inspection services associated with the design, a copy of the proposal attached hereto, amount of such services calculated on a time and materials basis, at \$74,968.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Swartz Creek accept the proposal of Rowe, Inc., and appropriate funding in the amount of \$74,968, plus 5% contingency, for all associated and necessary costs related to construction engineering, testing and inspection services, and further, authorize the Mayor and City Clerk to execute any and all Third Party Agreements that may be required by MDOT, funding to be allocated from Major Street 202 Elms Road T.I.P. Project.

Discussion Took Place.

YES: Shumaker, Adams, Christie, Hicks, Hurt, Porath.  
NO: None. Motion Declared Carried.

**Young Marines Volunteer Program, Elms Park Play-Scape**

**Resolution No. 080414-07**

**(Carried)**

Motion by Councilmember Porath  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek permit the use of the Elms Road Park on Saturday April 26<sup>th</sup>, July 19<sup>th</sup> and August 30<sup>th</sup>, to the Genesee County Chapter of the Young Marines, without charge, and further allow for parental and chaperoned volunteer cleanup and play-scape mulch replacement, materials to be purchased and provided by the City.

Short Presentation by Bob Borka, the commanding officer for the Genesee County Young Marines.

Discussion Ensued.

YES: Adams, Christie, Hicks, Hurt, Porath, Shumaker  
NO: None. Motion Declared Carried.

**Appropriation, Design Engineering, Morrish Road Re-Construction**

Originally Resolution No. 080414-8L, changed to discussion topic.

City Manager Bueche made a brief presentation.

**(Discussion Topic)**

Discussion Took Place.

**Elms Park Waiver Request, Swartz Creek Area Fire Department**

**Resolution No. 080414-08**

**(Carried)**

Motion by Councilmember Shumaker  
Second by Councilmember Adams

**I Move** the City of Swartz Creek approve the waiver of all fees for the use of Elms Road Park Pavilion #4 on Saturday, August 2, 2008, between 10:00 AM and 8:00 PM, for the Swartz Creek Area Fire Departments' annual Department Picnic, a governmental non for profit organization.

YES: Christie, Hicks, Hurt, Porath, Shumaker, Adams.

NO: None. Motion Declared Carried.

**Labor Rate Increase, Summer Intern Program**

**Resolution No. 080414-09**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek continue the position of Summer College Intern, extending through September 2008, with added duties of assisting with the Summer Family Movie Program and the Farmer's Market, not to exceed 24 hours per week, and further, approve an hourly compensation rate of \$15.00.

Discussion Took Place.

YES: Hicks, Hurt, Porath, Shumaker, Adams, Christie.  
NO: None. Motion Declared Carried.

**City Phone Carrier**

**Resolution No. 080414-10**

**(Carried)**

Motion by Councilmember Adams  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek authorize the City Manager to negotiate the City's phone carrier and service packages between the current telecommunications and data providers, Verizon and Comcast, and select the appropriate carrier considering cost and service quality, and further, report the selection and associated costs back to the Council.

Discussion Ensued.

YES: Hurt, Porath, Shumaker, Adams, Christie, Hicks.  
NO: None. Motion Declared Carried.

**Appropriation & Bid Award, Purchase Police Vehicle**

**Resolution No. 080414-11**

**(Carried)**

Motion by Councilmaker Hurt  
Second by Councilmember Porath

**WHEREAS**, the City of Swartz Creek Purchasing Ordinance encourages the use of cooperative extended purchasing programs, and;

**WHEREAS**, the City of Swartz Creek desires to purchase a 2008 Dodge Charger

police package vehicle and by virtue of the size of the City, we cannot purchase such vehicles in a sufficient quantity to allow for a maximum discounted price, and;

**WHEREAS**, the County of Macomb has an extended cooperative purchasing program that is open for use by any governmental agency and has let for bid for the specified vehicle under their purchasing number 12-07, said bid awarded to Slingerland Chrysler – Dodge, 3640 East M-21, Corunna Michigan, base price of \$19,916.85, and;

**WHEREAS**, with options and delivery, the total cost of the vehicle is \$20,501.76.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Swartz Creek recognize Macomb County's Extended Purchasing Program and accept the bid award of Slingerland Chrysler – Dodge, 3640 East M-21, Corunna Michigan and appropriate an amount not to exceed \$20,502 for the purchase of a 2008 Dodge Charger Police Package Vehicle, funds to be appropriated from 661 Motor Pool.

Discussion Took Place.

YES: Porath, Shumaker, Adams, Christie, Hicks, Hurt.

NO: None. Motion Declared Carried.

**Appropriation & Bid Award, Fire Department Floor Drains**

**Resolution No. 080414-12**

**(Carried)**

Motion by Councilmember Porath

Second by Councilmember Hurt

**I Move** the City of Swartz Creek accept the low bid of Curbcoco Parking Lot Contractors, P.O. Box 70, Swartz Creek, in the amount of \$9,821.57, plus 10% contingency, for a total of \$10,804, for the repair of three floor trench drains in the Public Safety Building, Fire Department section, in accordance with the bid specifications, funds to be taken from Fund Balance #101-402, and further, authorize the City Finance Director to make all necessary budget adjustments in accomplishment of the transaction.

Discussion Ensued.

YES: Shumaker, Adams, Christie, Hicks, Hurt, Porath.

NO: None. Motion Declared Carried.

**Street Use Permit, 5K Road Race, River-Bend Striders & Swartz Creek Cross Country Team**

**Resolution No. 080414-13**

**(Carried)**

Motion by Councilmember Shumaker

Second by Councilmember Hurt

**I Move** the City of Swartz Creek approve the application for a street usage permit to conduct a 5 kilometer foot road race on Thursday, May 29, 2008, 6:30 PM – 7:30 PM, applicant: the River-Bend Striders - Swartz Creek Cross Country Team, Mr. Ron Wiens, race to be held in Winchester Village Subdivision, in accordance with the application submitted, under the direction and control of the Chief of Police.

Discussion Took Place.

YES: Adams, Christie, Hicks, Hurt, Porath, Shumaker.

NO: None. Motion Declared Carried.

### **Set Public Hearing, 2008-2009 Fiscal Budget**

**Resolution No. 080414-14**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek set a Public Hearing, to be held on Monday, May 12, 2008 at 7:00 PM, at the regularly scheduled City Council Meeting, to hear public comments and needs regarding the Proposed 2008-2009 Fiscal Year Budget, and further, to make a copy of the proposed budget available at City Hall for public inspection during normal business hours, in accordance with provisions as set forth in the City Charter.

YES: Adams, Christie, Hicks, Hurt, Porath, Shumaker.

NO: None. Motion Declared Carried.

### **Set Special Council Meeting, 2008-2009 Fiscal Budget**

There will be no special meeting. This item will be incorporated into the regular City Council Meeting on April 28, 2008.

### **Delinquent Payments, Water, Sewer, Mowing & Sidewalk Repair, Certification**

**Resolution No. 080414-15**

**(Carried)**

Motion by Councilmember Hicks  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek direct the Treasurer to prepare an audit of all outstanding debts owed to the City for delinquent water, sewer, mowing & sidewalk repairs, and further, to cause such debts to be assessed against the property owner of record, in accordance with City Ordinance and state statute, said debts to be placed against the summer 2008 tax collection roll.

YES: Hicks, Hurt, Porath, Shumaker, Adams, Christie.  
NO: None. Motion Declared Carried.

**Budget Adjustment, D.D.A.**

**Resolution No. 080414-16**

**(Carried)**

Motion by Councilmember Adams  
Second by Councilmember Hurt

**I Move** the City of Swartz Creek concur with the DDA and approve budget amendments for the farmers market as follows:

1. Under Department 173.000, Administration, the DDA Administration recommended sum is \$1700, transferring out \$2000.
2. Under Department 728.000, Economic Development, recommended sum is \$2000, transferring out \$1000.
3. Under Department 728.001, Farmers' Market, changed from \$3000 to \$6,000.
4. All other line items to be adjusted accordingly.

YES: Hurt, Porath, Shumaker, Adams, Christie, Hicks.  
NO: None. Motion Declared Carried.

**MEETING OPENED TO THE PUBLIC:**

Jack Minore thanked the City Council for their support on the resolution for National Bike Week.

Jim Florence talked about their computer problems and reported that Don Korth has updated all of their computer systems and there will be no more problems with SPAM mail. He stated that the senior center has tentatively locked Commissioner Lockwood into a meeting on April 30, 2008 at 10:00am. Mr. Florence stated that the senior center has appointed a "Green Team" of two trustees to look into ways of saving energy and/or money.

**REMARKS BY COUNCILMEMBERS:**

Councilmember Adams commented on the fire agreement. Mr. Adams stated that he wanted to make sure that the City Council does not let this agreement get through without some sort of language that binds both the City and Clayton Township, to make sure that if the Fire Department is to be cooperatively run, it will be cooperatively funded.



Councilmember Hicks talked about the MML Capital Conference that she recently attended. Ms. Hicks stated that it was very interesting to listen to the politicians. Ms. Hicks commented about a conversation that she had with one of her constituents reference the Senior Center. It was suggested that a senior night could be arranged at the library.

Councilmember Shumaker spoke about Morrish Road. He questioned whether there would be space for a bicycle path. City Manager Bueche stated that no bicycle path is in the plans at this time. Mr. Shumaker talked about the small cities meeting and the ambulance and EMS service.

Councilmember Porath talked about the recent newspaper article about the Public Library inspections. He questioned whether or not the library could be taken away from the city if it did not pass the inspection.

**ADJOURNMENT:**

There being no objection, Mayor Pro-Tem Christie declared the meeting adjourned at 8:24 p.m.

Jason Christie, Mayor Pro-Tem

Juanita Aguilar, City Clerk

**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
MINUTES OF PLANNING COMMISSION MEETING  
MAY 6, 2008**

Meeting called to order at 7:02 p.m. by Chairperson Stephens.

Pledge of Allegiance.

**ROLL CALL:**

Commissioners present: Abrams, Bueche, Conner, Grimes, Hurt, Kolhoff, Ridley, Stephens.

Commissioners absent: Florine.

Staff present: Adam Zettel, Zoning Administrator.

Others present: Kal Nemer, Carl Carlson, Danny Nemer.

**APPROVAL OF AGENDA:**

**Resolution No. 060508-01**

**(Carried)**

Motion by Commissioner Conner, support by Commissioner Hurt, the Swartz Creek Planning Commission approves the agenda for the May 06, 2008 Planning Commission meeting.

Unanimous voice vote.

Motion declared carried as amended.

**APPROVAL OF MINUTES:**

**Resolution No. 060508-02**

**(Carried)**

Motion by Commissioner Hurt, support by Commissioner Conner, the Swartz Creek Planning Commission approves the Minutes for the April 01, 2008 Planning Commission meeting.

Unanimous voice vote.

Motion declared carried.

**MEETING OPENED TO THE PUBLIC (NON-PUBLIC HEARING ITEMS):** None.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Cedar Creek Planned Unit Development project**

Adam Zettel stated that the final site plan is mostly in line with the Conceptual Plan that was approved at the last meeting. He noted areas of the plan that required further additions or revision by the Planning Commission or from a staff perspective before construction could begin. Such areas included the provision of lighting, some landscaping additions, road widths, and changes to the sidewalk plan. He also stated that the traffic and physical engineers all approved of the plan as it is set forth. He also said that the Fire Chief's recommendations have been followed as much as possible. Summarily, Mr. Zettel recommended approval of the project with the above mentioned changes.

Mr. Danny Nemer stated that the project could accommodate those changes.

Mr. Abrams asked about the location and numbering of hydrants. He wanted to know if they were in line with the Fire Department's needs. Mr. Nemer confirmed that they were.

Mr. Abrams also sought clarification on the western pedestrian connection. Mr. Zettel explained that he was seeking a sidewalk continuation to the western property line.

The location of drives that currently exist across the street was brought up. The Planning Commission desired to know if the church drive across the street would have a negative impact as aligned with the current proposal. Mr. Zettel said that this could be investigated further, but the uses would be largely compatible.

Mr. Zettel also recommended use of a red or brown brick with black roof shingles. He said this was not a requirement of the zoning code but was an aesthetic recommendation of his.

**Resolution No. 060508-03**

**(Carried)**

Motion by Boardmember Conner, support by Boardmember Hurt, the Swartz Creek Planning Commission recommend the Swartz Creek City Council approve the final site plan revision (dated 4-7-08, with elevations dated 3-26-08) for parcel 9279 Miller Road 58-03-200-011 (Cedar Creek) subject to the following conditions:

- 1). Applicant shall include a provision for lighting in the final site plan that must meet administrative approvals.
- 2). Applicant shall provide adequate ground cover and landscaping for ac units and building surroundings that must meet administrative approvals.
- 3). Applicant shall narrow road widths per the city staff's recommendations to a 22' width from the front of the curb while maintaining proper turn radii and shall also install 'one-way' and 'no parking' signs per staff recommendations.
- 4). Applicant shall work with staff to ensure adequate screening along the sides and rear prior to construction.
- 5). Applicant shall submit and obtain a sign permit prior to construction.
- 6). Applicant shall obtain all local, county, state, and/or other necessary permits, insurance, review and licensing prior to construction, including but not limited to: construction plan review, architectural review, soil erosion permitting, approval of master deed and condo by-laws, and completion of a development agreement.
- 7). Applicant shall include a provision to extend the sidewalk to the western property line and shall move the proposed internal sidewalk off of the proposed curb by no less than four (4) feet.

YES: Grimes, Kolhoff, Ridley, Abrams, Bueche, Conner, Hurt.

ABSTAIN: Stephens.

Motion declared carried.

The Cedar Creek final site plan is scheduled to go before the City Council on May 12, 2008.

#### **MEETING OPENED TO THE PUBLIC:**

Mr. Kal Nemer said that he would have something 'big' for Planning Commission to look at within the next month or so.

#### **REMARKS BY PLANNING COMMISSION MEMBERS:**

Commissioner Ridley inquired when the resurfacing of Elms Road would begin. Mr. Bueche stated that it should begin in mid-June and would include some curb and gutter work.

Commissioner Abrams stated he attended the free Rowe spring training that covered the changes to the planning and zoning enabling acts. He thought there was some interesting topics covered.

Commissioner Conner wanted to commend Mr. Danny Nemer for his project. He thinks it is a good project.

**ADJOURNMENT:**

**Resolution No. 060508-04**

**(Carried)**

Motion by Commissioner Conner, support by Commissioner Hurt, the Swartz Creek Planning Commission adjourns the May 06, 2008 Planning Commission meeting.

Unanimous voice vote.

Meeting adjourned at 7:43 pm.

---

Paul Bueche,  
Secretary

\*\*\*Note that the sound system was not activated. Therefore, the recorder was not able to record the proceedings of the meeting on cassette.

**Cedar Creek, Planned Unit Development (PUD) Approval, Tax ID No. 58-03-200-011, 9279 Miller Road**

Assistant Manager Adam Zettel gave a presentation regarding the condominium townhouse project proposed by Danny Nemer at the far western edge of the City. He outlined the intent of the developer regarding the proposed project and negotiations between administrative staff and the developer. Mr. Zettel noted there had been concern expressed at the Planning Commission's public hearing regarding impact on residents, but this appeared to be a good transition between existing residences and neighborhood business. Mr. Zettel went over concerns expressed by the Planning Commission as well as his letter dated December 8, 2006. It was noted the Planning Commission is recommending City Council grant preliminary approval of the Cedar Creek PUD, an urban housing project.

**12366**

Danny Nemer, the developer, described the proposed project and answered questions from Council.

**Resolution No. 061211-06**

**(Carried)**

Motion by Councilmember Hurt,  
Second by Councilmember Adams,

The City of Swartz Creek hereby grants preliminary approval of the Cedar Creek Planned Unit Development for 9279 Miller Road, Tax ID No. 58-03-200-011, subject to rezoning and final site plan approval.

Discussion ensued.

YES: Abrams, Adams, Christie, Hicks, Hurt, Porath, Shumaker.  
NO: None. Motion declared carried.

**Rezoning Approval, Cedar Creek Planned Unit Development, Tax ID No. 58-03-200-011, 9279 Miller Road**

**Resolution No. 061211-07**

**(Carried)**

Motion by Councilmember Porath,  
Second by Councilmember Hurt,

The City of Swartz Creek hereby approves the Rezoning Request application for 9279 Miller Road, Tax ID No. 58-03-200-011, to rezone said parcel from Neighborhood Business District (NBD) to Multiple Family (M-1) with a Planned Unit Development (PUD) overlay district, subject to final site plan approval.

YES: Abrams, Adams, Christie, Hicks, Hurt, Porath, Shumaker.  
NO: None. Motion declared carried.

**Final Site Plan Approval, Cedar Creek Planned Unit Development, Condominium Project, Tax ID No. 58-03-200-011, 9279 Miller Road**

**Resolution No. 061211-08**

**(amended by 061211-09)**

Motion by Mayor Pro-Tem Christie,  
Second by Councilmember Hurt,

The City of Swartz Creek hereby approves the site plan for 9279 Miller Road, Tax ID No. 58-03-200-011, dated October 27, 2006, revised November 21, 2006, subject to the following conditions:

1. Approval by the staff and the City Attorney of the PUD agreement and condominium association documents.
2. Approval of the site street lighting as completed by Consumers Energy.
3. Approval of all items in the ROWE letter addressed November 2, 2006.

**12367**

4. Approval of all required construction documents, performance bonds, other governmental permitting, and any and all items required by the zoning ordinance, the engineering standards manual, and the condo association public act not otherwise waived.
5. Conditioned upon approval of waivers in staff letter dated December 8, 2006.
6. Addition of privacy fence – height to be approved by staff.
7. Addition of basements as on foundation.
8. Private storm sewers.

Considerable discussion took place.

**Resolution No. 061211-09**

**(Carried)**

Motion by Councilmember Adams,  
Second by Councilmember Hurt,

The City of Swartz Creek hereby amends the above Resolution No. 061211-08 by the deletion of condition #6, *Addition of privacy fence – height to be approved by staff.*

YES: Adams, Hicks, Hurt, Porath, Shumaker.

NO: Abrams, Christie. Motion declared carried.

**Resolution No. 061211-08**

**(Carried as amended by 061211-09)**

Motion by Mayor Pro-Tem Christie,  
Second by Councilmember Hurt,

The City of Swartz Creek hereby approves the site plan for 9279 Miller Road, Tax ID No. 58-03-200-011, dated October 27, 2006, revised November 21, 2006, subject to the following conditions:

1. Approval by the staff and the City Attorney of the PUD agreement and condominium association documents.
2. Approval of the site street lighting as completed by Consumers Energy.
3. Approval of all items in the ROWE letter addressed November 2, 2006.
4. Approval of all required construction documents, performance bonds, other governmental permitting, and any and all items required by the zoning ordinance, the engineering standards manual, and the condo association public act not otherwise waived.
5. Conditioned upon approval of waivers in staff letter dated December 8, 2006.
6. Addition of basements as on foundation.
7. Private storm sewers.

Additional discussion ensued.

YES: Abrams, Adams, Christie, Hicks, Hurt, Porath, Shumaker.

NO: None. Motion declared carried.



**Paul Bueche**

---

**From:** Lou Fleury [LFleury@roweincorp.com]  
**Sent:** Thursday, May 15, 2008 2:31 PM  
**To:** Paul Bueche  
**Cc:** Adam Zettel  
**Subject:** Local Street Paving

Paul,

Sorry for the delay, the following is a breakdown of our fee for preparing a bid package and advertising the local streets:

Prepare Contract Docs including:

- technical specs
- bonding/insurance requirements
- agreement

8 hours @ \$99        \$792

4 hours @\$50        \$200

subtotal            \$992

QA/QC (internal review of bid package):

2 hours @ \$120      \$240

4 hours @ \$116      \$464

4 hours @ \$77        \$308

subtotal            \$1,012

Advertise for bidding:

4 hours @ \$50        \$200

Prepare bid tabulation to verify bids, check contractor references, and prepare recommendation letter:

4 hours @ \$50        \$200

2 hours @ \$116      \$232

subtotal            \$432

Review successful bidders bonds/insurance and prepare contract copies for city, engineer, and contractor:

2 hours @ \$116      \$232

conduct pre-construction meeting:

3 hours @ \$116      \$348

**TOTAL FEE            \$3,216**

Please give me a call with any questions.

thanks

Lou Fleury, P.E.  
Project Manager

Rowe Incorporated  
540 S. Saginaw St., Suite 200  
Flint, MI 48502

Phone: 810-341-7500

Fax: 810-341-7573

# *Swartz Creek City 10 Year Major Street Revenue and Expense Projection*

|                                      |             |
|--------------------------------------|-------------|
| FY2009 Revenues                      | \$290,000   |
| FY2009 Operating Expenses            | \$166,181   |
| Net Effect on Fund Balance           | \$123,819   |
| Fund Balance-10 Year Project Savings | \$1,238,190 |

| <b>Major Street Projects</b>                   |                           |                      | <b>New MPO Funding Scheme*</b> |                    |                    | <b>Old MPO Funding Scheme**</b> |                   |                    |
|--|---------------------------|----------------------|--------------------------------|--------------------|--------------------|---------------------------------|-------------------|--------------------|
| <u>Street Name</u>                             | <u>Treatment</u>          | <u>Section</u>       | <u>Fed Cost</u>                | <u>Local Cost</u>  | <u>Total</u>       | <u>Fed Cost</u>                 | <u>Local Cost</u> | <u>Total</u>       |
| Bristol Road                                   | Mill/Resurface            | Miller to GM         | \$44,000                       | \$112,000          | \$156,000          | \$124,800                       | \$31,200          | \$156,000          |
| Morrish Road                                   | Mill/Resurface            | I-69 to Miller       | \$100,100                      | \$118,300          | \$218,400          | \$174,720                       | \$43,680          | \$218,400          |
| Miller Road                                    | Mill/Resurface/Joint Work | N. Seymour to Elms   | \$269,670                      | \$292,130          | \$561,800          | \$449,440                       | \$112,360         | \$561,800          |
| Miller Road                                    | Pavement Repair/Overlay   | Elms to Tallmadge    | \$789,250                      | \$861,000          | \$1,650,250        | \$1,320,200                     | \$330,050         | \$1,650,250        |
| Miller Road                                    | Mill/Resurface            | Tallmadge to Bristol | \$137,500                      | \$150,000          | \$287,500          | \$230,000                       | \$57,500          | \$287,500          |
| Miller Road                                    | Mill/Resurface            | Bristol to Dye       | \$129,558                      | \$141,336          | \$270,894          | \$216,715                       | \$54,179          | \$270,894          |
| Fairchild                                      | Mill/Resurface/Joint Work | Miller to Cappy      | \$0                            | \$130,000          | \$130,000          | \$0                             | \$130,000         | \$130,000          |
| Winston  | Mill/Resurface/Joint Work | Miller to Worchester | \$0                            | \$60,000           | \$60,000           | \$0                             | \$60,000          | \$60,000           |
| <b>Expense Totals</b>                          |                           |                      | <b>\$1,470,078</b>             | <b>\$1,864,766</b> | <b>\$3,334,844</b> | <b>\$2,515,875</b>              | <b>\$818,969</b>  | <b>\$3,334,844</b> |
| <b>Effect on 10 Year Fund Balance Estimate</b> |                           |                      |                                | <b>-\$626,576</b>  |                    |                                 | <b>\$419,221</b>  |                    |

\*Federal allocation based upon 55% of construction estimate. Total local match equals 45% local match on construction +100% of design and inspection.

\*\*Costs for construction, design, and inspection were split 80% to the federal share and 20% to the local street authority.

## Paul Bueche

---

**From:** Lou Fleury [LFleury@roweincorp.com]  
**Sent:** Thursday, May 15, 2008 3:46 PM  
**To:** Paul Bueche  
**Cc:** Adam Zettel; Thomas Svrcek  
**Subject:** Additional Concrete Repair Work - Miller Road

Paul,

We worked with Tom to identify additional repair areas, based on this quantity (218 square yards), the additional cost would be \$37,953.80.

Give me a call with any questions

thanks

Lou Fleury, P.E.  
Project Manager

Rowe Incorporated  
540 S. Saginaw St., Suite 200  
Flint, MI 48502

Phone: 810-341-7500

Fax: 810-341-7573



# Don Korth

---

**Objective** To provide low cost IT solutions to area municipalities who's budget restraints doesn't allocate a full time IT staff

**Experience** 2001–present City of Swartz Creek Swartz Creek, MI

**Network Administrator**

- Designed, implemented and maintain Win2k3 Active Directory Domain
- Manage & maintain Exchange 2003 email server and Qmail gateway
- Implement and maintain enterprise Anti-Virus & Anti-Spam solutions
- Responsible for all backup & recovery solutions
- Configured VPN & Terminal Services for remote users
- Maintain all routers, switches and firewalls
- Provide desktop support & training to end-users
- Responsible for all hardware upgrades & repairs
- Configure & manage all network printers
- Installed, configured & support all software applications
- Perform all updates & upgrades
- Administer legacy Partner Avaya KSU phone system
- Developed city website
- Provide consulting services to City Manager regarding purchasing for all aspects of IT infrastructure

2005–2007 Michigan Millers Mutual Insurance Lansing, MI

**Senior Network Administrator**

- Administered multi-platform server farm consisting of 100+ Windows 2000, Windows 2003, Sun Solaris and Linux servers
- Provided desktop support for over 250 end-users
- Responsible for all hardware repairs & upgrades
- Configured & maintained all Cisco routers and switches
- Maintained Checkpoint firewalls & VPN
- Managed ISS Site Protector intrusion detection system
- Documented & tested disaster recovery procedures
- Spearheaded major ecommerce initiative increasing sales
- Provided recommendations to upper management on purchasing
- Supported all enterprise applications and databases
- Administered legacy Rohlm KSU phone/PBX system

1995–2004

City of Flint Municipality

Flint, MI

**Public Safety Network Administrator**

- Administered multi-platform Ethernet network consisting of Win2k/NT, AIX Unix, Linux and Novell Netware servers
- Provided administrative & client side support of CAD, RMS and MDT's for Police, Fire and 911 centers
- Configured & maintained various routers, hubs and switches
- Provided support for 250+ workstations over LAN/WAN
- Managed all backups and restores
- Initiated conversion of legacy CAD/RMS system to New World

**Education**

1982–present

- Continuing education in all aspects of IT through extensive research, study and applied technologies
- Training in Checkpoint NGX Firewall & VPN
- Training in Cisco IOS & PIX Firewalls
- Training in IBM/ISS Intrusion Detection Systems

1980

- Completed 2 year course in Computer Science at Greater Flint OIC

1978

- High School Graduate

**Interests**

Perform Jazz guitar on weekends in local dinner clubs and coffee houses when schedule permits

## Maintenance Agreement Proposal

Infinite Solutions is a privately owned full service information technology company specializing in business network, audio/visual and PBX systems design and implementation. We are a small company with low overhead allowing for very competitive rates when compared with larger companies.

Being familiar with all aspects of the City of Swartz Creek's infrastructure including the Police Dept. and Senior Center, Infinite Solutions has prepared the following maintenance agreement proposal for the city's consideration.

### 1. Routine Maintenance

- Monthly patching of all servers and workstations
- Management of all backups and restores
- Management of all anti-virus scans & updates
- Updates to BS&A software packages
- Annual internal cleaning of all servers & workstations
- Updates to DDP & LEIN
- Network Monitoring

### 2. General Maintenance *everything in Routine Maintenance plus*

- Full support
- Full hardware/software support
- Full Audio/video support
- Full support of phone/pbx systems

The City of Swartz Creek would be fully responsible for any purchases in either scenario related to hardware and/or software. The General Maintenance proposal is a full service proposal that would cover everything including service calls, rebuilds, printers, installs, server upgrades etc.

### Hourly Rates

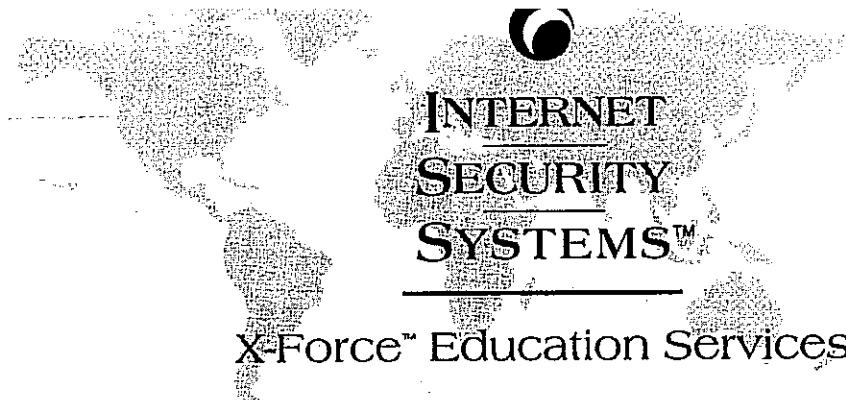
- \$75.00 per hour with a minimum of 1 hour billing in ½ hour increments of \$37.50 after first hour

### Routine Maintenance

- \$500.00 per month

### General Maintenance

- \$1000.00 per month



this is to acknowledge that

**Don Korth**

has successfully  
completed the course for

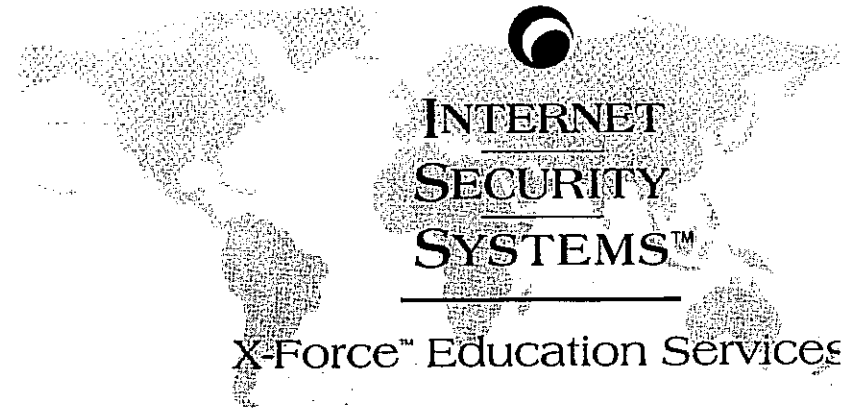
**Advanced SiteProtector 2.0**

on this day  
**7/14/2005 - 7/15/2005**

**Ray Gazaway**  
director, education services

**Christopher Klaus**  
founder





this is to acknowledge that

**Don Korth**

has successfully

completed the course for

**Introduction to SiteProtector 2.0**

on this day

**7/11/2005 - 7/13/2005**

**Ray Gazaway**

director, education services

**Christopher Klaus**

founder



We Secure the Internet.

# Course Completion Certificate

*Donald Korth*

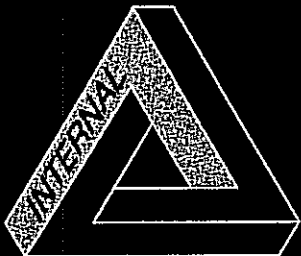
has successfully completed Check Point's

*Check Point Security Administration NGX II*

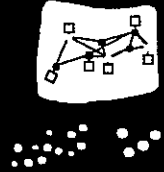
offered by *Intelligent Connections, LLC*

this *27th* of *October*, *2006*.

*Robert A. Meyer*  
Instructor's signature



Intelligent Security



We Secure the Internet.

# Course Completion Certificate

*Donald Korth*

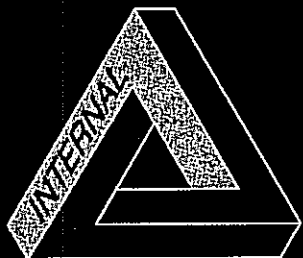
has successfully completed Check Point's

*Check Point Security Administration NGX I*

offered by *Intelligent Connections, LLC*

this *24th* of *October*, *2006*.

*Robert A. Meyers*  
Instructor's signature



Intelligent Security

CISCO SYSTEMS  
CERTIFICATE OF COMPLETION

HAS BEEN PRESENTED TO

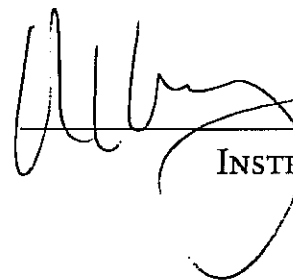
*Don Korth*

FOR COMPLETION OF THE

**Cisco - Interconnecting Cisco Network Devices (ICND)**

August 05, 2005

DATE



Mike Nagy

INSTRUCTOR



## RFP SUBMITTAL & SPECIFICATIONS

*(Please Use This Form When Submitting. Addendums or Resume's May Be Attached, if Desired. The following Qualification Specifications Are Related to Specifications as Set Forth in This Document. Note, Some Requested Information May Be Redundant.)*

List all training, formal education and corresponding work experience in the related fields. If submitting on behalf of a firm, please identify the technician that will be assigned and list the corresponding qualifications:

Computer Hardware, Network Hardware, Workstation Hardware, Data Storage Hardware, Architecture, Cabling, I.S.P. Management, etc., (Please Be Specific):

~~10+ year~~  
10 plus years experience in all aforementioned aspects of hardware e.g. installs, repair, upgrades etc.

See Attached Resume for details

List all training, formal education and corresponding work experience in the related fields. If submitting on behalf of a firm, please identify the technician that will be assigned and list the corresponding qualifications:

Computer Software, Network Software, Mail Server Software, Workstation Software, Profiles, Security Software, Proprietary Software, Business Software, I.S.P. Management, etc., (Please Be Specific):

Completed 2 yr trade school program at Greater Flint OSC in Computer Science in 1980

Completed Course in Intrusion Detection from IBM/ISS  
See attached Certificate

Completed Course in Cisco Routers/Switches IOS PIX firewall  
See attached Certificate

Completed Course in Checkpoint NGX 1 & NGX 2 firewall Security  
See attached Certificate

10 plus years experience in Network Administration, Design and implementation

See attached Resume for more details

List all training, formal education and corresponding work experience in the related fields. If submitting on behalf of a firm, please identify the technician that will be assigned and list the corresponding qualifications:

Analog Phone Systems, Printers, Copiers, Fax Systems, Digital VOIP Systems and Audio-Visual Systems. All Related Hardware and Software Installation(s), Management, Repair and Programming. (Please Be Specific):

10 plus years of experience administering analog Phone Systems  
Avaya/Partner, Rohm etc

10 plus years of experience in all aspects of Audio/Visual  
Systems

10 plus years of experience administering and repairing  
Network Printers, Copiers and FAX Systems

5 Years experience with VOIP systems

See attached resume for actual job related experience

Identify firm & technician(s) that, if awarded, will be assigned. If separate specialties, please list all along with area of specialty:

(Please Be Specific):

Name of Firm, If Applicable:

Infinite Solutions

Technician's Name:

Donald Korth

Specialty:

Address:

6435 Beecher Rd  
Flint, MI 48532

Phone Numbers:

(810) 577-4999  
(810) 733-3513

Name of Firm, If Applicable:

Technician's Name:

Specialty:

Address:

Phone Numbers:

Name of Firm, If Applicable:

Technician's Name:

Specialty:

Address:

Phone Numbers:





***PROPOSAL SPECIFICATIONS FOR COMPUTER I.T. &  
NETWORK ADMINISTRATOR SERVICES  
CITY OF SWARTZ CREEK***

*Prepared by*

*Steve Jadwin  
Business Development Consultant  
Government/Corporate Accounts  
65085 Miller Rd, Suite B  
Flint, MI 48507  
Telephone# 810-733-7460 ext 2211  
[sjadwin@spiinnovations.com](mailto:sjadwin@spiinnovations.com)*





9364 W. Freeland Road, Freeland, MI 48623  
989-695-9661 • Fax: 989-695-6113  
www.splinnovations.com

May 7, 2008

City of Swartz Creek  
Attn: Juanita Aguilar  
City Clerk  
8083 Civic Drive  
Swartz Creek, Michigan 48473

Dear Juanita and interested parties.

Enclosed is our response to your request for IT Services, Network Administrator.

The quotation that is included is intended to create a close match to your requested network service specifications. The list of requirements that have been submitted requires a broad base of knowledge for any one candidate.

We believe that we have a solution to closely match the service needed at The City of Swartz Creek. Our solution employs the abilities of several people rather than just one, but in general, services will be fulfilled and directed by a single individual who is a Microsoft Certified System Engineer. This employee is our senior systems engineer and has been working at our firm for over ten years. He intends to remain with SPI into the distant future.

SPI Innovations operates a facility in Flint Township area at 5085 Miller Road; less than three miles from Civic Drive. We have provided computer hardware, software, and services to corporate, medical, and government customers for over a dozen years.

SPI Innovations is an authorized reseller of HP, IBM, Cisco networking equipment, 3COM VOIP phone systems, Microsoft software systems, and we are certified to do so. We have an established track record of delivering goods and services to the south-central region of Michigan with a high level of satisfaction. We have a large investment in Genesee County government; specifically Genesee County Community Mental Health, Genesee County Road Commission, and Genesee County Info Systems. I have provided contact names and phone numbers for a reference point. Please call them. They will give you a great insight into our technical staff and the quality of the services that we provide.

Please note that while price is the dominant factor in all bid considerations, service, problem solving, and efficiency is the critical issue. Service to infrastructure equipment, by its nature is complex, and the people who purchase services for maintaining their

system generally demand maximum up time with their equipment. We also have a sound track record with all aspects of computer system maintenance, in hardware, software, workflow, and security.

Finally, SPI Innovations has a long term relationship in the Flint area and the financial strength to remain in the community for years to come. The following paragraphs are a response to your request for information.

**Cost Liability:** We understand that SPI assumes all cost for quotations of service and potential product in the future. **If we are awarded a service contract with The City of Swartz Creek we will sell all products to the city at 7% over cost during the life of the contract.** SPI will provide verification of wholesale cost on demand if this price structure is ever suspect to the City.

**Bidder Responsibility:** We are providing one original and (2) copies of our proposal.

**Award of Contract:** We have the capacity, the infrastructure and organizational competence to provide the required service to The City of Swartz Creek. We have had a track record of providing all levels of computer related product and services to governmental units in Genesee County for almost two decades. You may have access to converse with our employees and customers as you see fit to determine this competence.

**Disclosure:** We understand that our proposal is subject to provisions of Public Act # 442, known as the Freedom of Information Act.

**Conflict of Interest:** Our organization has no principal, representative, or agent that is currently an employee or affiliated with any employee at The City of Swartz Creek. We are not privy to any information which may constitute a conflict of interest.

**Relationship of the Parties:** We understand that the contractor (SPI) will be solely and entirely responsible for our acts and the acts of our agents and employees. We are independent of all aspects of The City of Swartz Creek and its Board and will remain so during the execution of our contract.

**No Waiver of Default:** We recognize that The City of Swartz Creek has the right to insist on strict adherence to any term in the contract at any time.

**Disclaimer:** We understand that this RFQ represents the best information that The City of Swartz Creek has at their disposal and they reserve the right to amend or revise the RFQ. If it becomes necessary to revise any part of this RFQ, we understand that a supplement will be issued to all original bidders. No cost, recovery, or damages will be assigned to The City of Swartz Creek for such revisions.

**Service Description:** We have tried to provide an exact match of services for your specifications for the RFQ. We have provided a separate page to list the qualifications of the employees that will be assigned to your account with line items detailed as requested.

Please note that our organization does not have an absolute hold over our technical staff. If any employee leaves our firm during the course of the contract we will do our best to place a person with equal qualifications at The City of Swartz Creek.

**Bidder Criteria:**

1. SPI-Innovations has over 400 customers in the south-central portion of Michigan. This includes large and small corporations, education, and government installations. We are one of the largest full service computer vendors north of Detroit. We have large accounts at Consumers Power, Citizens Bank, and Dow Chemical. You are free to contact our customers, if needed.
2. A list of (4) government customers are provided on a separate page with contact names and phone numbers.
3. This quote is good for 60 days.
4. Detailed price is provided on a separate page (by line item as requested).
5. Service could be rendered within 10-days from the award of contract.
6. SPI has a proven track record of customer satisfaction within Genesee County. Please connect with our references to measure our history of providing product, services and advice to their organizations.
7. SPI has long term financial strength in the business community. Please note that Solutions Plus of Freeland merged with Innovative Technology Group (ITG) of Flint Township in August of 2006. This created a sales and service group containing 60 people with a depth in all aspects of system maintenance. We employ a high level sales staff, system engineers, and authorized repair personnel for Hewlett-Packard, IBM, and various infrastructure products. SPI also installs Cat-5e, phone and fiber cabling. Our firm has been in business for over 20 years in the Flint area and for 14 years in the Freeland area.

**Legal Structure and Financial Viability:**

1. See enclosed proof of entity (Business License #14060 – Flint Township). SPI-Innovations also has a DBA of Innovative Technology Group (ITG) and another DBA under the name of Solutions Plus Inc (SPI). When the two firms merged they became identified as SPI-Innovations. Also included is a copy of the original article of Incorporation for Solutions Plus (1994).
2. The CEO and President of SPI is William Loiacano. William is the owner of SPI-Innovations. He can be contacted at 9364 W. Freeland Road, Freeland, Michigan 48623. The phone number is 989-695-6113.

3. SPI-Innovations/Solutions Plus is a CISCO select certified partner. We can be located on the CISCO website under the partner locator. A copy which identifies our firm as a Select Certified Partner is enclosed.
4. A copy of our liability insurance is enclosed. We are insured for \$1,000,000 per incident with a general aggregate of \$2,000,000.
5. The copy of our liability insurance includes both general liability and the professional liability/umbrella policy which is established at \$2,000,000 of coverage.

**Rate Submission:**

|   |                                     |
|---|-------------------------------------|
| Certified Systems Engineer. On-site.                                    | Bill Rate = \$95.00 per hour        |
| Certified System Engineer. Remote Repair.                               | Bill Rate = \$80.00 per hour        |
| Certified System Engineer. Documentation.                               | Bill Rate = \$80.00 per hour        |
| Technical Repairs. On-site.<br>(Printers.Workstations.Phones. Servers). | Bill Rate = \$75.00 per hour        |
| Cabling Fees. Labor Rate.   | \$49.00/hr/per man, plus materials. |

Please contact me for any additional detail that you may need.

Thank you for your continued interest in our firm



Steve Jadwin  
Corporate/Government Business Development  
810-733-7460



9364 W. Freeland Road, Freeland, MI 48623  
989-695-9661 • Fax: 989-695-6113  
www.splinnovations.com

May 7, 2008

City of Swartz Creek  
Attn: Juanita Aguilar  
City Clerk  
8083 Civic Drive  
Swartz Creek, Michigan 48473

Dear City Clerk and interested parties:

The following are contact names and phone numbers for the individuals that the City of Swartz Creek would contact for service delivery. Resumes of individual abilities are enclosed on separate pages.

Steve Jadwin  
Business Development  
Government and Corporate Accounts  
5085 Miller Road  
Flint, Michigan 48507 810-733-7460

Anthony Hunsberger  
Senior Network Engineer  
5085 Miller Road  
Flint, Michigan 48507 810-733-7460 Flint  
989-695-9661 Freeland

Dave Ferguson  
Technical/Repair/Service Support  
5085 Miller Road  
Flint, Michigan 48507 810-733-7460

Jim Conger  
Senior Service Manager  
Cabling Manager  
9364 W. Freeland Road  
Freeland, Michigan 48507 810-695-9661



9364 W. Freeland Road, Freeland, MI 48623  
989-695-9661 • Fax: 989-695-6113  
www.spinnovations.com

May 7, 2008

City of Swartz Creek  
Attn: City Clerk/Purchasing  
8083 Civic Drive  
Swartz Creek, Michigan 48473

Dear City Clerk and other interested parties:

SPI Innovations, formerly Innovative Technologies Group, has provided network services, system hardware, software, cabling, and repair of product to this community for over 20 years.

Currently, we have 400 network installations in the south-central portion of Michigan. This includes various purchases and services by Genesee County Offices during the past 14 years.

I have listed a few accounts within government and corporate structures that are actively purchasing from our firm. These contacts seem to be appropriate. Please call me if you need additional contacts.

Genesee County Comm. Mental Health  
Charles Nagle - Director of Information Systems  
810-257-3766

Saginaw County Community Mental Health  
Kevin Sackett - Director of Information Systems  
989-797-3580

Genesee County Road Commission  
Herbert Herrick - Director of Information Systems  
810-767-4920

Compak-Webcor Packaging Corporation  
Bob Stengel - Controller/Information Systems  
810-230-8680

Genesee County Information Systems  
Joe Heimbach - Director of Information Systems  
810-237-6103



# ANTHONY D. HUNSBERGER

2220 Neithammer Dr.  
Bay City, MI 48706

Senior Network Engineer, SPI-Innovations

## EDUCATION

**McKendree College**, Lebanon, IL

Bachelor of Science, Computer Science, 1991

G.P.A. 3.83 of possible 4.0

**Trade Certifications:** MCSE, ASE, CNE, CCA, A+, Network+

## EXPERIENCE

**SPI Innovations** Freeland, Saginaw, & Flint MI, Dec. 1997 to Present

Note: In 2006 Innovative Technologies Group (Saginaw & Flint) merged with Solutions Plus (Freeland) to form SPI Innovations.

*Senior Systems Engineer:* Systems Engineer for a Value Added Reseller.

Supporting systems ranging from a small (10 – 50 users) network with a single server to larger (~ 1000 users) networks with as many as 20 servers, Wide Area Networks and multiple services. Products include: Microsoft Windows Server, MS Exchange Server, MS SQL Server, MS ISA Server, Novell Server, Cisco Routers & Switches, Adtran Routers, 3Com Switches. Extensive experience with HP/Compaq Proliant servers and Modular Storage Array SANs. Additional experience with IBM, Dell, and other servers of diverse manufacturers.

**Turner Group**, Elkhart, IN, Nov. 1991 to Nov. 1997

*Network Systems Engineer:* Very similar to above with (then) Compaq Proliant servers and others in Windows NT 3.51 and above, Novell 3.12 and above, and SCO Unix. I played a significant part in establishing and maintaining our sister company, an Internet Service Provider, Michiana Net (<http://www.michiana.net>). This was done from the ground up without the current tools of today that make it easy. In the process I gained extensive low level knowledge of TCP/IP including routing, DNS, and web services including HTTP, FTP, POP3, and SMTP that current engineers take for granted.

**United States Air Force**, Scott AFB, IL, Feb. 1988 to July 1991

*Satellite Communications Technician:* Operated and maintained satellite communications equipment. Basic Electronics skills and experience with encryption and modulation techniques. I also spent a year maintaining personal computers on the base while awaiting the SATCOM facility to finish construction. At that time the systems were of the IBM PC and AT compatible genre, mostly 8088 and 80286 systems with the occasional, "state of the art" 80386. During my assignment at Scott, I completed my BS degree in Computer Science as a full time student when during off duty hours.

**REFERENCES** Available on request

List all training, formal education and corresponding work experience in the related fields. If submitting on behalf of a firm, please identify the technician that will be assigned and list the corresponding qualifications:

Computer Software, Network Software, Mail Server Software, Workstation Software, Profiles, Security Software, Proprietary Software, Business Software, I.S.P. Management, etc., (Please Be Specific):

ANTHONY HUNSBERGER IS THE SENIOR NETWORK ENGINEER THAT WOULD BE ASSIGNED TO YOUR ACCOUNT.

TONY WOULD BE THE MAIN CONTACT AT THE CITY OF SWARTZ CREEK & WOULD DELIVER ALMOST ALL SERVICES RELATING TO COMPUTER SOFTWARE, NETWORK SOFTWARE, MAIL SERVERS, WORKSTATIONS, PROFILES, SECURITY & ISP MANAGEMENT.

OVER TIME, WE WILL LEARN & HELP SUPPORT YOUR PROPRIETARY & BUSINESS SOFTWARE.

TONY IS WINDOWS 2003 CERTIFIED

XP CERTIFIED

EXCHANGE 2003 CERTIFIED

115 WEB SERVER CERTIFIED

CISCO ROUTER CERTIFIED

FIREWALL CERTIFIED

WE ARE THE H.P. PRO CORVE DEALER.

WE SUPPORT WIRELESS BRIDGES

WE MAINTAIN AUDIO, VISUAL & AMP SYSTEM

\* SEE RESUME FOR FURTHER DETAIL

## David Ferguson

David Ferguson has 10 years of consistent employment at SPI Innovations and intends to remain employed with our firm into the distant future. David Ferguson's skills include networking administration and installation with Windows NT/2000/2003 Server, printer repair (HP, Lexmark, Epson Dot Matrix, Okidata), Workstation troubleshooting both hardware and software, He has a great deal of experience with Windows/Dos 3.1/95/98/ME/2000/XP. David Ferguson's certifications are as follows:

### Microsoft

- Windows 98 MCP Certification (07/1999)
- Windows XP MCP Certification (04/2003)
- Windows 2000 Server MCP Certification (12/2003)
- Windows 2000 MCSA Certification (04/2008)

### CompTIA

- A+ Certification (06/1999)
- Network+ Certification (08/1999)

### Workstations

- HP Accredited Platform Specialist for Desktops and Mobile Computing (06/2005)
- IBM & Lenovo Certified for Desktop and Laptop Systems (03/2006)
- Dell Certified Technician for Dimension Desktops, Latitude Notebooks, OptiPlex Desktops, Poweredge Servers, Precision Workstations (Expired)
- Apple Certified Technician for Desktop & Portable Systems (10/2006)

### Printers

- HP LaserJet Solutions (04/2006)
- HP LaserJet 4/4M/4+/4M+/5/5M/5N/5Se
- HP LaserJet 4L/4P/4ML/4MP/5P/5MP/6P/6MP
- HP LaserJet 4V/4MV
- HP LaserJet 5L/6L
- HP LaserJet 5SI/5SI MOPIER/8000/8100/8150
- HP LaserJet 4000/4050/4100
- HP LaserJet 4200/4300
- HP LaserJet 5000/5100
- HP Color LaserJet 4500/4550
- HP Color LaserJet 8500/8550
- HP Color LaserJet 4600/5500
- HP LaserJet 1100
- HP LaserJet 2100/2200/2300
- HP LaserJet 1200
- HP LaserJet 9000
- HP LaserJet 1150/1300
- HP Color LaserJet 1500/2500
- HP LaserJet 1010/ 1012
- HP LaserJet 2410/2420/2430
- HP DeskJet 9600 Series Printers
- HP Color LaserJet 3500 & 3700

HP LaserJet 2410, 2420 & 2430

HP Color LaserJet 2600n

HP Color LaserJet 4700

HP Color LaserJet 3000, 3600 & 3800 Printers

HP LaserJet 4345mfp

IP Phones

3Com IP Telephony Specialist (02/2006)

## RFP SUBMITTAL & SPECIFICATIONS

(Please Use This Form When Submitting. Addendums or Resume's May Be Attached, if Desired. The following Qualification Specifications Are Related to Specifications as Set Forth in This Document. Note, Some Requested Information May Be Redundant.)

List all training, formal education and corresponding work experience in the related fields. If submitting on behalf of a firm, please identify the technician that will be assigned and list the corresponding qualifications:

Computer Hardware, Network Hardware, Workstation Hardware, Data Storage Hardware, Architecture, Cabling, I.S.P. Management, etc., (Please Be Specific):

DAVID FERGUSON WILL BE RESPONSIBLE FOR THE REPAIR OF ALL COMPUTER HARDWARE, NETWORK HARDWARE, DATA STORAGE SERVER HARDWARE & HELP WITH ISP MANAGEMENT

DAVID HAS 10-YEARS EXPERIENCE & CERTIFICATIONS IN ALL AREAS.

DAVID'S RESUME IS ENCLOSED.

JIM CONGER, OUR SENIOR SERVICE MANAGER, WOULD BE RESPONSIBLE FOR SCHEDULING DAVID'S ON-SITE REQUESTS.

JIM CONGER WOULD ALSO COORDINATE ALL CABLING REQUESTS. WE HAVE A 2 MAN TEAM DEDICATED TO DATA, PHONE, & FIBER INSTALLATION. WE MAINTAIN A CABLING VAN WITH PARTS & TESTING EQUIPMENT.

List all training, formal education and corresponding work experience in the related fields. If submitting on behalf of a firm, please identify the technician that will be assigned and list the corresponding qualifications:

Analog Phone Systems, Printers, Copiers, Fax Systems, Digital VOIP Systems and Audio-Visual Systems. All Related Hardware and Software Installation(s), Management, Repair and Programming. (Please Be Specific):

DAVID FERGUSON WILL SUPPORT ALL  
HEWLETT-PACKARD (PRINTERS REPAIR + OTHERS  
(OKIDATA, EPSON, MORE)

DAVID FERGUSON IS A CERTIFIED  
3COM-VOIP TECHNICIAN + HAS INSTALLED THEIR  
PHONE SYSTEMS. WE ARE NOT FAMILIAR  
WITH THE CITY OF SW. CREEK PHONE INSTALLATION.  
WE MAY, OR MAY NOT, BE ABLE TO REPAIR  
+ UPDATE THE CURRENT PHONE SYSTEM AT  
THE CITY. IN MOST CASES, WE SHOULD  
BE ABLE TO ASSIST IN TROUBLE SHOOTING

PLEASE NOTE THAT SPI DOES NOT REPAIR  
DEDICATED COPIERS + FAX MACHINES OUTSIDE  
OF THE HEWLETT-PACKARD BRAND. ONCE  
AGAIN, WE MAY BE ABLE TO TROUBLE SHOOT  
PROBLEMS IN THIS AREA.

Identify firm & technician(s) that, if awarded, will be assigned. If separate specialties, please list all along with area of specialty:

(Please Be Specific):

Name of Firm, If Applicable:

SPI - INNOVATIONS FLINT & FREELAND

Technician's Name:

ANTHONY HUNSBERGER M.S.C.N.E.

Specialty:

MICROSOFT CERTIFIED SYSTEM ENG

Address:

5085 MILLER ROAD  
FLINT, MICHIGAN 48507

Phone Numbers:

(810) 733-5434

Name of Firm, If Applicable:

SPI - INNOVATIONS

Technician's Name:

DAVID FERGUSON

Specialty:

TECHNICAL SUPPORT/REPAIR/PHONES

Address:

5085 MILLER RD  
FLINT, MICHIGAN 48507

Phone Numbers:

810 - 733-5434

Name of Firm, If Applicable:

SPI - INNOVATIONS

Technician's Name:

JIM CONGER

Specialty:

SENIOR SERVICE MGR - CABLE MGR

Address:

9364 W. FREELAND RD  
FREE LAND, MICHIGAN 48603

Phone Numbers:

(989) 695-9661

Hourly Rate (Inclusive of any travel time):

\$ 95 / Hour Systems Eng.

Fixed Rate (If any, includes specific tasks such as re-builds, memory drops, etc):

\$ VARIOUS

Purchase Markups:

% 7%

Yearly Flat Rate Fee (If applicable):

\$ —

Other:

\$ —

Misc: PLEASE SEE RATE SHEET ATTACHED TO PAGE #4 OF BID RESPONSE FOR BILLING INFORMATION.

Sam Jadin

(SIGNATURE, TITLE AND DATE)

Government & Corporate Business Development  
(PRINTED NAME & TITLE)



|   |   |                                 |
|---|---|---------------------------------|
| <b>ACORD CERTIFICATE OF LIABILITY INSURANCE</b>   |   | DATE (MM/DD/YYYY)<br>03/21/2007 |
| PRODUCER<br>R.A. Monk Insurance Agency, Inc.<br>P.O. Box 319<br><br>Bridgeport MI 48722<br><br>INSURED <b>SOLUTIONS PLUS DBA S.P.I INNOVATIONS</b><br><br>9364 W. FREELAND RD.<br>FREELAND MI 48623 | THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. |                                 |
|   | INSURERS AFFORDING COVERAGE   | NAIC #                          |
|   | INSURER A: <b>Harleyville Lake States Ins.</b>  |                                 |
|   | INSURER B:  |                                 |
|   | INSURER C:  |                                 |
|   | INSURER D:  |                                 |
|   | INSURER E:  |                                 |

**COVERAGES**

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. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSUR ADDL TYPE INSUR       | TYPE OF INSURANCE   | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YYYY) | POLICY EXPIRATION DATE (MM/DD/YYYY) | LIMITS   |                      |         |                    |            |                            |            |                             |            |
|-----------------------------|---|---------------|------------------------------------|-------------------------------------|--|----------------------|---------|--------------------|------------|----------------------------|------------|-----------------------------|------------|
| A                           | GENERAL LIABILITY<br><input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> FROM 1/1/07 <input type="checkbox"/> LOO                                    | BC0J8298      | 08/20/2006                         | 08/20/2007                          | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (EA OCCURRENCE) \$ 100,000<br>MED EXP (Any one person) \$ 10,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000  |                      |         |                    |            |                            |            |                             |            |
| A                           | AUTOMOBILE LIABILITY<br><input checked="" type="checkbox"/> ANY AUTO<br><input checked="" type="checkbox"/> ALL OWNED AUTOS<br><input checked="" type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS<br><input checked="" type="checkbox"/> NON-OWNED AUTOS<br><br>GARAGE LIABILITY<br><input type="checkbox"/> ANY AUTO | BA0J8298      | 08/20/2006                         | 08/20/2007                          | COMBINED SINGLE LIMIT (EA accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>AUTO ONLY - EA ACCIDENT \$<br>OTHER THAN AUTO ONLY: EA ACC \$<br>AGG \$   |                      |         |                    |            |                            |            |                             |            |
| A                           | EXCESS/UMBRELLA LIABILITY<br><input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE<br><br><input type="checkbox"/> DEDUCTIBLE<br><input type="checkbox"/> RETENTION \$   | BE0J8298      | 08/20/2006                         | 08/20/2007                          | EACH OCCURRENCE \$ 2,000,000<br>AGGREGATE \$ 2,000,000<br>\$<br>\$   |                      |         |                    |            |                            |            |                             |            |
| A                           | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?<br>If yes, describe under SPECIAL PROVISIONS below<br>OTHER  | WC0J8298      | 08/20/2006                         | 08/20/2007                          | <table style="width:100%; border: none;"> <tr> <td style="border: none;">WC STATU- TORY LIMIT</td> <td style="border: none;">OTH- ER</td> </tr> <tr> <td style="border: none;">E.L. EACH ACCIDENT</td> <td style="border: none;">\$ 500,000</td> </tr> <tr> <td style="border: none;">E.L. DISEASE - EA EMPLOYEE</td> <td style="border: none;">\$ 500,000</td> </tr> <tr> <td style="border: none;">E.L. DISEASE - POLICY LIMIT</td> <td style="border: none;">\$ 500,000</td> </tr> </table> | WC STATU- TORY LIMIT | OTH- ER | E.L. EACH ACCIDENT | \$ 500,000 | E.L. DISEASE - EA EMPLOYEE | \$ 500,000 | E.L. DISEASE - POLICY LIMIT | \$ 500,000 |
| WC STATU- TORY LIMIT        | OTH- ER   |               |                                    |                                     |  |                      |         |                    |            |                            |            |                             |            |
| E.L. EACH ACCIDENT          | \$ 500,000  |               |                                    |                                     |  |                      |         |                    |            |                            |            |                             |            |
| E.L. DISEASE - EA EMPLOYEE  | \$ 500,000  |               |                                    |                                     |  |                      |         |                    |            |                            |            |                             |            |
| E.L. DISEASE - POLICY LIMIT | \$ 500,000  |               |                                    |                                     |  |                      |         |                    |            |                            |            |                             |            |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

**1. CONTRACTUAL LIABILITY INSURANCE IS PROVIDED UNDER THE GENERAL LIABILITY POLICY FOR LIABILITY ASSUMED BY THE INSURED UNDER CONTRACT WITH CONSUMERS ENERGY COMPANY. 2. CONSUMERS ENERGY COMPANY ITS DIRECTORS, OFFICERS, AND EMPLOYEES AS ADDITIONAL INSURED AS ITS INTEREST MAY APPEAR, AND SUCH COVERAGE IS PRIMARY TO ANY INSURANCE MAINTAINED BY CONSUMERS ENERGY COMPANY.**

|  |  |
|--|--|
| <b>CERTIFICATE HOLDER</b><br><br>_____ | <b>CANCELLATION</b><br>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>10</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.<br>AUTHORIZED REPRESENTATIVE<br> |
|--|--|

**Business License # 14060**

**Flint Township Clerk's Office**

G-1490 S. Dye Rd.  
Flint, MI 48532

Douglas Carlton, Supervisor  
Kim Courts, Clerk  
Sandra Wright, Treasurer

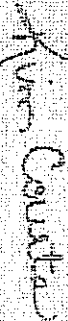
Trustees:  
Brady Smith  
Balenda Parker  
Franklin Kastle  
Roger Powell

Expiration Date: 12/30/2008

This certifies that a Business License has been issued to: SPI INNOVATIONS located at: 5085 MILLER RD,  
FLINT, MI 48507 effective 5/1/2008 under the provisions of Charter Township of Flint Ordinance number 4101-  
01. This license will expire on 12/30/2008.

Owner: SPI INNOVATIONS

9364 W. FREELAND  
FREELAND, MI 48823

  
\_\_\_\_\_  
Kim Courts, Clerk

## Request for Taxpayer Identification Number and Certification

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

Print or type  
 See Specific Instructions on page 2.

|  |   |
|--|---|
| Name (as shown on your income tax return)<br><b>Solutions Plus Inc.</b>  |   |
| Business name, if different from above<br><b>DBA/ SPI Innovations</b>  |   |
| Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶ |   |
| <input type="checkbox"/> Exempt from backup withholding  |   |
| Address (number, street, and apt. or suite no.)<br><b>9364 W. Freeland Rd.</b>   | Requester's name and address (optional) |
| City, state, and ZIP code<br><b>Freeland, Mi. 48623</b>  |   |
| List account number(s) here (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 your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

|                                |
|--------------------------------|
| Social security number         |
|                                |
| or                             |
| Employer identification number |
| <b>31873113185815</b>          |

**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. person (including a U.S. resident alien).

**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 on page 4.)

|           |   |                      |
|-----------|---|----------------------|
| Sign Here | Signature of U.S. person ▶ <b>Wm. Rioscan</b> | Date ▶ <b>2-2-07</b> |
|-----------|---|----------------------|

**Purpose of Form**

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

**U.S. person.** Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-5(a) and 7(a) for additional information.

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

|   |  |
|---|--|
| <b>MICHIGAN DEPARTMENT OF COMMERCE — CORPORATION AND SECURITIES BUREAU</b> <span style="float: right;">Kin</span> |  |
| <b>Date Received</b><br>FEB 23 1994   | Adjusted per telephone authorization from Shawna and Chester Mahaffey. |
| <b>FILED</b>  |  |
| MAR 01 1994   |  |
| Administrator<br>MICHIGAN DEPARTMENT OF COMMERCE<br>Corporation & Securities Bureau                               |  |
| <b>NAME</b><br>SOLUTIONS PLUS (+), INC.   |  |
| <b>ADDRESS</b><br>10344 THOR  |  |
| <b>CITY</b><br>FREELAND, MICHIGAN 48623   | <b>STATE</b> <b>ZIP CODE</b>   |
| <b>EFFECTIVE DATE:</b>  |  |

DOCUMENT WILL BE RETURNED TO NAME AND ADDRESS INDICATED ABOVE

CORPORATION IDENTIFICATION NUMBER

|   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|
| 0 | 8 | 6 | - | 4 | 2 | 4 |
|---|---|---|---|---|---|---|

## ARTICLES OF INCORPORATION

For Use by Domestic Profit Corporations

(Please read information and instructions on the last page)

Pursuant to the provisions of Act 204, Public Acts of 1972, the undersigned corporation executes the following Articles:

### ARTICLE I

name of the corporation is:

SOLUTIONS PLUS (+) Consulting, Inc. ✓

### ARTICLE II

The purpose or purposes for which the corporation is formed is to engage in any activity within the purposes for which corporations may be formed under the Business Corporation Act of Michigan.

To wit servicing and sales of computers, computer accessories, adjunct accessories and materials; and to buy, sell and lease real estate.

### ARTICLE III

The total authorized shares:

1. Common Shares      60,000

Preferred Shares \_\_\_\_\_

2. A statement of all or any of the relative rights, preferences and limitations of the shares of each class is as follows:

Initially the distribution of  
Shares - 75% William V. Loiacano or \$15,000  
25% Pamela J. Loiacano or \$5,000

A  
LOIACANO



# Proactive Performance Program

Whether it's due to a virus, equipment failure, or software issue, computer downtime can be devastating for a business. While prompt response to an IT issue is crucial, at SPI Innovations we believe that it's best to stop a problem before it even starts. Our Proactive Performance Program helps your IT staff address and solve hardware and network issues before they ever impact your business.

Whether you have one office or one hundred, we provide 24-hour daily monitoring of your entire network infrastructure, including systems of employees who work from home or by remote laptop. We can usually diagnose and correct problems without leaving our office. Each month, we provide a report of the activities we performed to reduce the potential of lost IT services. Periodically, we also conduct on-site physical inspections and perform tests of your backup process and power failure equipment. Our assessment of servers and desktop equipment performance also aids your IT department in planning equipment upgrades and helps prevent unexpected capacity problems. Our Proactive Performance Program Includes:

## Performance, Availability & Predictive Failure Monitoring

SPI Innovations utilizes an expansive monitoring system designed to track the availability and performance of critical networking components, including designated servers, and managed networking gear (e.g. routers, firewalls, managed switches, etc.). This monitoring system provides the SPI Innovations Service desk with a real-time alert if a problem arises. If an alert is triggered, we will quickly identify and correct the issue remotely, whenever possible. On-site technical support is always available as needed.

## Patch Monitoring & Management

Staying up to date with security patches for all of your software and operating systems is a full-time job and essential to avoiding security breaches. We remotely monitor the security patch levels of computers running approved operating systems that are connected to your network. This includes servers, desktop workstations, and laptop/notebook computers. We then deploy patches utilizing strategic timing based on best practices. SPI Innovations also monitors and manages patch levels of Microsoft Office applications, and certain critical Microsoft back office server-based applications such as Exchange server.

## Virus & Spyware Monitoring & Management

Through a continued process of system monitoring and software updates, we strive to identify, quarantine and eliminate viruses and spyware that can lead to malicious activity, sudden loss of data, sluggish equipment performance and critical security breaches.

## System Maintenance

Basic maintenance tasks are included with our Proactive Performance Program. Each maintenance task is performed utilizing the most expedient and unobtrusive method available.

## Trend Analysis

To assist with ongoing planning related to equipment replacement or upgrades, SPI Innovations monitors performance trends and identifies capacity deficiencies in your technical infrastructure.

## Review Meetings

Periodic client meetings are held to review monitoring reports and service requests, discuss priorities for the following quarter, and to assess the overall satisfaction with the services being provided.

## Physical Equipment Inspections

SPI Innovations conducts periodic on-site physical reviews and tests of core network components. Tests will include:

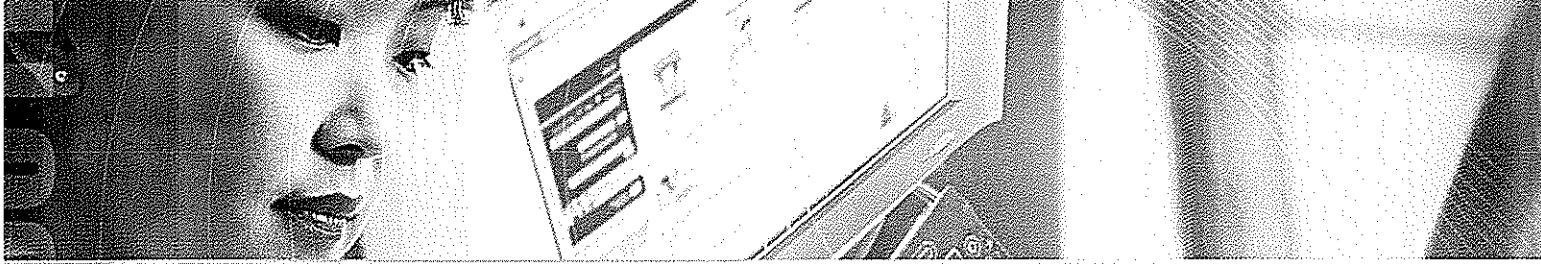
- Verifying of backup tape reliability and quality
- Checking UPS status and strength of battery
- Determining the recoverability of data files stored on tape
- Inspecting the core network equipment and infrastructure

**To learn more about our Proactive Performance Program, call 888-269-2736 or go to [SPIinnovations.com](http://SPIinnovations.com)**



888-269-2736

[www.SPIinnovations.com](http://www.SPIinnovations.com)



# Security Strategies

In a world of viruses, spammers and hackers, IT security is a primary concern for businesses of all sizes. The simple act of opening an email or loading unauthorized software onto a company computer can result in disaster.

Reliable security networks often require multiple servers, appliances, switches, load-balancers, and specific software just for starters. Many companies believe they are left with no choice but to hire and train additional IT personnel to implement, operate, and support these racks of network equipment. SPI Innovations offers an immediate and cost-effective alternative.

SPI Innovations helps organizations like yours minimize risks and protect valuable assets with the planning, design, deployment, and support of an extensive range of IT security strategies and recommendations. Our experienced team of security technicians have the expertise to make your network more secure, while also managing the numerous internal challenges, performance bottlenecks, and scalability issues that often arise when implementing new security strategies.

The probability of a security breach in your network, which will disrupt your entire operation, is quite real. To prepare for this risk, SPI Innovations utilizes seasoned technology professionals and software solutions such as firewalls, virtual private networks (VPNs), and intrusion detection systems. The result for customers is a complex security network, which is systematically updated to prevent current and future threats.

## Security Services:

- Security System Design, Planning & Implementation - We develop and execute the installation, integration and testing of security products based on each client's specific requirements.
- Patch Management/Virus Protection - Viruses are a continuous threat to your network. SPI Innovations manages anti-virus software updates and ensures that the latest software patches are installed.
- Incident Response - We provide rapid reaction to a break-in, plug the security gap, and determine damages.
- Network Vulnerability Assessment (NVA) - This service locates vulnerabilities in the network security architecture and recommends solutions to minimize potential security threats.
- Risk Assessment - Opportunities for current and future risks are identified during all stages of a system development and implementation.
- Security Consulting and Training - Our IT professionals assist clients in the development of comprehensive security architectures.
- Security Policy Review and Formulation - We develop guidelines and procedures for securing network resources and critical data.
- Telecommunications Sweep - This service scans the telephone address space to identify unauthorized or unsecured modems.

**For more information regarding Security Strategies offered by SPI Innovations, call 888-269-2736 or go to [SPIinnovations.com](http://SPIinnovations.com).**



888-269-2736

[www.SPIinnovations.com](http://www.SPIinnovations.com)



## Logistics & Procurement

SPI Innovations helps businesses of all sizes maximize their investments in the area of logistics and technology procurement. We maintain established strategic partnerships with industry leaders such as Cisco, Hewlett-Packard, IBM, Lexmark, Microsoft and Samsung, which allow us to purchase technology products at significant discounts for our clients. Because we are not a traditional reseller, clients receive 100% of the savings. With one phone call to SPI Innovations, businesses can order every element needed for technology infrastructure and utilization, from monitors and software, to memory cards and laptop cases.

### Our Procurement Services Include:

- Maintenance and service agreement management
- Warranty fulfillment
- Technology consolidation
- Inventory assessment
- Options for acquisition  
(Procurement cards, online ordering, purchase orders)

### Expert Advice, Support & Acquisitions

A nationwide network of experienced technology consultants is available to help our clients evaluate, purchase and install new products and systems including:

- Laptops, desktop computers, handheld computers, servers and other networking equipment
- Application software
- Printers and related supplies, including toner and cartridges
- Technology product upgrades and replacement parts
- Accessories, supplies and cables

### Warehousing & Shipping

With operations in Michigan, North Carolina and Florida, SPI Innovations is strategically located for just-in-time warehousing and shipping, as well as component receiving, staging, assembly, integration and shipping.

### Financing Options

Flexible financing options are crucial for businesses making upgrades in technology infrastructure. Our partnerships with lending institutions provide clients with several financing options, including:

- Preferred vendor pricing
- Preferred lease rates
- Ability to finance hardware, software, installation services and initial maintenance

**For more information regarding Logistics & Procurement Services offered by SPI Innovations, call 888-269-2736 or go to [SPIinnovations.com](http://SPIinnovations.com).**





# Outsourced Solutions

## Remote Management Services

We understand that prompt response and resolution to infrastructure and technology concerns are critical for most businesses. SPI Innovations delivers two different remote technology services:

- Remote network monitoring
  - Allows us to anticipate and quickly resolve network issues before they become major problems
- Remote desktop and server support
  - Creates the ability to provide immediate response and issue resolution for technology concerns

## Help Desk Services

Businesses throughout the country rely on the Help Desk Services provided by SPI Innovations for direct, first level technical support, problem troubleshooting and issue resolution services. The Help Desk is available each weekday during normal office hours to offer:

- Immediate user support for desktop operating systems, office productivity applications and basic connectivity issues
- Technical experts, state-of-the-art problem resolution tools and comprehensive documentation to facilitate rapid user productivity

## Project Planning & Implementation

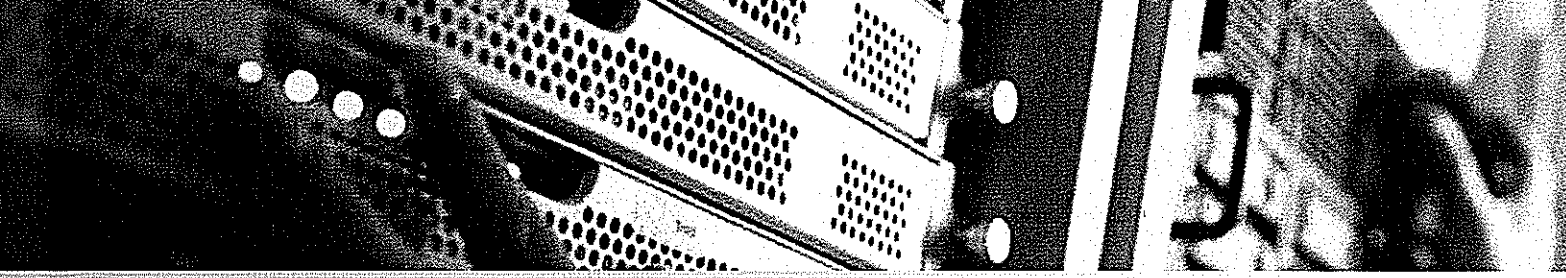
Frequently, clients have unique technology challenges and very specific projects which fall outside the scope of standard ongoing maintenance and support. SPI Innovations is prepared to assist with Project Planning & Implementation Services, including:

- Planning and management of technology resources during facility relocations and/or construction
- Strategic planning for rapid business growth and new technology changes
- Network and technology facility design
- Disaster preparedness planning
- Establishment of computer usage policies
- Documentation of software license compliance
- Asset inventory and management
- New product evaluations

**For more information regarding Outsourced Solutions offered by SPI Innovations, call 888-269-2736 or go to [SPIinnovations.com](http://SPIinnovations.com).**







# Outsourced Solutions

Outsourcing has become a key operational tactic for most businesses, allowing them to concentrate on their core competencies without increasing overhead. The IT Outsourcing Services offered by SPI Innovations benefit our clients by improving profitability and efficiency, while reducing costs. We deliver expertise related to the latest trends and resources in business technology, while reducing the need for in-house training and increased permanent staffing.

## Outsourcing Assessment

This service provides a detailed blueprint of a client's IT environment related to hardware, software, networking, and security. The assessment further outlines areas where information technology can most profoundly improve the business as a whole, including the:

- Identification of opportunities for increased efficiencies and operational improvements
- Analysis of IT network security weaknesses and recommended solutions to minimize risk

## Strategic Business Review

Every day, SPI Innovations helps our clients maximize return on technology investments and better achieve internal goals and objectives. The strategic business review process provides:

- An overview of the current technology environment
- Strategic plans and recommendations for network additions and upgrades
- A detailed outline of IT issues, opportunities, and challenges
- Business technology goals and objectives for the next quarters and years to come
- An outline of services and projects delivered and summary of service hours utilized

## Stabilization Services

Once immediate concerns are addressed and a more efficient and secure technology environment has been established, the Stabilization Services of SPI Innovations transition clients to a preventative-based management process. We then implement an appropriate, on-going level of service and financial technology investment. Services included are:

- Necessary operating system upgrades
- Continual systematic updates to virus definitions
- Application of service packs
- Optimization of desktops and servers

## On-Site Services

SPI Innovations offers on-site technology services which are designed to document, support, and optimize a client's entire IT infrastructure. We also maintain a stable and productive computing environment which reduces downtime and improves both employee efficiency and company profitability. Services include:

- Maintenance of systems and network documentation to record proper configuration
- Hardware and software installations, configuration and upgrades
- Desktop and laptop support
- Data protection, back up, and recovery
- Internet and email connectivity and configuration
- Technology vendor coordination
- Wireless and wide area network consultation
- Creation and maintenance of the network guidebook

(See reverse side for more services)



## Professional Services

Reliability, efficiency, and productivity are essential elements of an effective technology infrastructure. In providing Professional Services, SPI Innovations focuses on the specific requirements and needs of each customer. Based upon the organizational structure, legacy systems, budget, and situational assessment, our team of technology professionals construct complete turnkey IT solutions including:

### Enterprise Management Solutions

Evaluation of a client's business goals, processes, and technology infrastructure by our team of business analysts and network engineers, resulting in a plan for deployment of a scalable, adaptable technology strategy which encompasses the organization's staff, processes and IT platforms.

### Network Engineering Solutions

SPI Innovations is comprised of industry veterans, knowledgeable in small to large enterprise networking solutions for Fortune 500 companies as well as small to medium-sized businesses. Engineering Solutions include the design and implementation of high-speed network backbones, campus network environments, remote access solutions, and e-business solutions for corporate LAN/WAN data networks.

### Client Server Solutions

Conversion and advanced automated server and desktop management, including application distribution, revision management, inventory management and backup services management for both Windows and UNIX platforms.

### Desktop Management Solutions

Identification of opportunities for greater productivity, decreased downtime, increased support and data protection, and lower IT costs.

### Mobility & Wireless Solutions

Support for the lifecycle requirements of wireless and optical network infrastructures including:

- Structured cabling
- Design and installation of copper and fiber network infrastructures
- Security for LAN/WAN in support of wireless and remote access for office or home

### Project Management Solutions

Managing the integration and deployment processes of materials, the coordination with end users, and working directly with the client on crucial items such as disaster recovery plans and risk management processes.

### Maintenance & Support Solutions

Preventive, diagnostic, updating, replacement, and repair procedures related to the technology infrastructure. Specific maintenance items include:

- Periodic replacement of parts
- Repair or replacement of faulty components
- Periodic inspection and cleaning of equipment
- Update or upgrade of hardware and software, including new operating system updates
- Addition or deletion of users from a system, or change in user rights and properties
- Periodic backup of stored files
- Monitor the condition and functionality of networks and equipment, including testing web site accesses and links
- Installation and removal of equipment and applications

**For more information regarding Professional Services Solutions offered by SPI Innovations, call 888-269-2736 or go to [SPIinnovations.com](http://SPIinnovations.com).**



## This Regional Bank Found SPI Innovations To Be A Worthy Investment

### Company Overview:

Founded in Flint, Michigan, in 1871, Citizens Banking Corporation (Citizens Bank) has 186 offices throughout Michigan, Wisconsin and Iowa with assets of \$7.8 billion.

### Challenge:

Citizens Bank required an upgrade of servers, desktops and operating systems in all of its offices and branch locations. The primary challenge for the bank was that all of its data had to remain accessible to bank employees at each office during the upgrade.

A previous upgrade of this scale had required a large group of professionals deployed for months. The coordination of these activities utilizing Citizens Bank staff would have been overwhelming to its small IT department.

### Solution:

During a two-phase deployment, SPI Innovations replaced approximately 800 desktops and later upgraded 1,600 workstations for Citizens Bank. In 2002, we installed pre-configured systems, provided warehousing throughout the deployment, and maintained business continuity for the bank. In 2004, SPI Innovations upgraded the operating systems on all desktops in the organization to Windows XP. This painstaking process was completed in segments, with 700 systems receiving the upgrade from March to July of 2004, and the remaining 900 desktops receiving the upgrade by the end of the year. Once again, the integration was seamless. There was no interruption in the access to customer data at any bank location.

### Current Services:

SPI Innovations continues to maintain a close relationship through a maintenance and support agreement with Citizens Bank and serves as a vital component to the bank's technology team.

### Services Offered Through Our Service Level Agreement:

- **Management of all 2,600 workstations across three states** - An on-site team of nine technology professionals who respond to all internal break/fix user requests.
- **Hardware and software installation**
- **Help Desk** - Troubleshooting solutions related to application problems, password resets and Windows XP problems for Citizens Bank.
- **Security** - Monitoring, assessment of email and web vulnerabilities, and response to intrusions.

*"We wanted things faster, cheaper and better. SPI Innovations delivered. The most impressive thing about them is that they do what they say they're going to do."*

*Jeff Sadlier  
Infrastructure Services Manager, Citizens Banking Corporation*

For more information, call 888-269-2736 or go to [SPIinnovations.com](http://SPIinnovations.com).





## We Have The Perfect Chemistry With Dow

### Company Overview:

The Dow Chemical Company is a leader in science and technology. With annual sales of \$40 billion, the company has over 43,000 employees and serves customers in 175 countries.

### Challenge:

Each of the company's locations contracted with different suppliers for computer parts and accessories, which resulted in costly technology expenses, non-standardization and many different purchasing contracts. This inefficiency also led to continued confusion regarding warranties and service level agreements. In order to control costs and standardize computer accessories, Dow sought to source its computer accessories to a global supplier in order to leverage volumes globally and/or geographically. The goal was to have a "one stop shop" for computer accessories using a predetermined method of purchase.

### Solution:

After a bidding process, Dow chose SPI Innovations as the supplier of computer accessories and printers for its 120 offices in the US. SPI Innovations was able to provide significant discounts for The Dow Chemical Company through its established relationships with industry leaders such as IBM, Hewlett-Packard, and Lexmark. SPI Innovations created additional efficiencies and savings for Dow by managing computer accessories/printer service warranties.

By providing different acquisition options including online ordering, procurement cards and purchase order acceptance, SPI Innovations made it simple for Dow employees to place orders and receive prompt service.

The result was a more streamlined, cohesive and cost-effective process for procuring computer accessories and printers. Utilizing SPI Innovations led to significant cost savings for The Dow Chemical Company.

### Current Services:

SPI Innovations has maintained a relationship with Dow for over 14 years. Services provided to the company include:

#### IT Procurement

SPI Innovations continues to leverage its industry partnerships to deliver cost savings as a preferred provider of computer accessories and printers.

#### Site To Remote Access Configuration

Network reliability and accessibility is essential for The Dow Chemical Company's employees working off-site. SPI Innovations is instrumental in implementing wireless solutions for specific groups within Dow.

*"SPI Innovations has always been extremely reliable and provided quick turnaround when needed. Good service and flexibility are their strengths. They are small enough to provide very personalized attention, but big enough to handle anything we ask of them."*

Wesley Spells, Former Global Sourcing Manager  
The Dow Chemical Company

For more information, call 888-269-2736 or go to [SPIinnovations.com](http://SPIinnovations.com).

## This Healthcare Organization Required A Second Opinion; SPI Innovations Had The Right Dose Of Innovation

### Company Overview:

Covenant HealthCare is one of the largest, most comprehensive healthcare facilities north of metro Detroit, serving 15 counties in east central Michigan. With more than 20 inpatient and outpatient facilities, it offers a broad range of programs and services including obstetrics, neonatal and pediatric care, cardiology, oncology, and surgery.

### Challenge:

Covenant HealthCare made the decision to replace Novell on its computer systems and required assistance with the process. The organization also needed to automate its inventory procedures for all computer hardware and software within the Covenant HealthCare system. This inventory information was vital to determine available resources, avoid software license violation, and forecast future technology needs.

Previously, the company performed this task manually two to three times a year which proved to be not only inefficient, but also overly taxing on internal resources. It had independently reviewed and tested two other automation solutions, but found them both to be unacceptable. Covenant HealthCare needed a solution that was reliable, accurate, and effective in saving valuable time and resources.

### Solution:

SPI Innovations and its strategic partner, LANDesk, provided a comprehensive solution for Covenant HealthCare. After reviewing the two previous automation products, Covenant HealthCare was skeptical that a viable solution existed. However, LANDesk and SPI Innovations provided the time and resources needed to learn about the organization's specific challenges and educate them regarding the appropriate solutions. The healthcare organization performed an expanded test with the process presented by the team and was able to make the decision to proceed with the new solution within days.

LANDesk systems and security management solutions made it possible to use existing investments in database, application and directory service technologies to efficiently manage all of the company's desktops, servers and mobile devices from a single, easy-to-use console. With LANDesk, they were able to accurately inventory their hardware and found there were 1,650 nodes throughout the company. Covenant HealthCare continues to use LANDesk for vulnerability scans, patch management and spyware elimination. Customized reports make it possible for the organization to determine which software is installed on all systems and monitor the amount of memory available for each desktop.

### Cost Savings:

In terms of money and man hours, the implementation of LANDesk has led to significant cost savings for Covenant HealthCare. Consider that a software patch would normally require manual installation on each computer. Then, assuming each upgrade takes 30 minutes per desktop, across 1,650 nodes, the cost in time alone would be 825 hours for a single patch. With LANDesk, all software patches or upgrades can be made throughout the entire network from one console. There is also a great deal of control with the ability to apply updates to every node or to specify just one. This flexibility, along with true cost savings, make LANDesk a valuable solution that SPI Innovations can provide.

*"SPI Innovations is very responsive and focused on the customer. When we needed to address our technology inventory, they provided an effective solution due to their partnership with LANDesk. This system has allowed us to easily and accurately manage hardware and software throughout the organization."*

*Jim Mahar  
Manager of Information Technology  
Covenant HealthCare*

For more information, call 888-269-2736 or go to [SPIinnovations.com](http://SPIinnovations.com).



# **PROPOSAL SPECIFICATIONS FOR COMPUTER I.T. & NETWORK ADMINISTRATOR SERVICES**

## **GENERAL STATEMENT**

*THIS IS AN INVITATION TO SUBMIT PROPOSALS AND NOT A PURCHASE ORDER*

It is the intent of the City of Swartz Creek to contract for services related to the maintenance, repair, trouble-shooting and network administration of its computer and electronic data storage, management and processing systems including, but not necessarily limited to computers, network(s), work stations, printers, copiers, phones and audio-visual systems.

## **APPLICANTS RESPONSIBILITY**

Each person submitting a proposal the City of Swartz Creek shall make themselves familiar with all the forms, instructions and conditions affecting the work described. The City of Swartz Creek shall consider all applicants fully informed, unless otherwise specifically notified in writing by an applicant, of all factors that would affect their proposal.

## **FORM OF BID PROPOSALS**

All proposals must be addressed to City of Swartz Creek, Office of the City Clerk, Attention **Juanita Aguilar, City Clerk**. All proposals shall be submitted in full detail, and all entries legibly made. Proposals must be signed by an authorized representative or an authorized corporate officer.

## **INTERPRETATION OF BID PROPOSALS**

Any person who is submitting a proposal may request clarification as to the meaning of any part of these specifications, or other contract documents, by submitting a written request for such interpretation to the Swartz Creek City Clerk's Office. The City of Swartz Creek reserves the right to decide if an interpretation will be made. If so, Interpretation of the request for bid proposal will be made only by addendum. A copy of each addendum will be mailed or delivered to each submitter who has filed a proposal with the City.

## **SUBMISSION OF BID PROPOSALS**

Proposals shall be legibly prepared in ink. All proposals must be sealed and submitted to the City of Swartz Creek City Clerk's Office prior to **Friday, May 9, 2008 at 4:00 p.m.**

**Swartz Creek City Clerk's Office  
8083 Civic Drive  
Swartz Creek, Michigan 48473  
C/O City Clerk Juanita Aguilar**

The outside of the envelope containing the proposal must be clearly marked "**COMPUTER SERVICES RFP**". Sealed Bids will be opened and tabulated on **Friday, May 9, 2008 at 4:00**

**PM** (or as soon thereafter as business allows), at the City of Swartz Creek, City Hall Council Chambers, 8083 Civic Drive, Swartz Creek Michigan. Public is welcome to attend.

### **BID PROPOSAL**

Submission of a proposal will be construed as a conclusive presumption that the applicant is thoroughly familiar with the proposal and specifications, and that the applicant understands and agrees to abide by each and all of the stipulations and requirements contained therein.

Applicants shall use the attached specification sheets in their responses. An applicant may attach additional information, explanations, qualifications and deviations with their proposals.

The proposal must be delivered in person or sent by mail to the City of Swartz Creek, City Clerk's Office, 8083 Civic Drive, Swartz Creek, Michigan 48473. It shall be in a sealed envelope and marked as stipulated within.

Proposals will not be accepted after the time designated for the opening of the proposals. The applicant shall assume full responsibility for delivery of proposals prior to the appointed hour for opening same, and shall assume the risk of late delivery or nondelivery regardless of the manner the applicant employs for the transmission thereof. The City of Swartz Creek shall accept proposals only during normal business hours, said hours being 8:30 A.M. to 4:30 P.M., Mondays through Fridays, legal holidays excepted.

### **CITY OF SWARTZ CREEK, RIGHT TO REJECT BID PROPOSAL**

The City of Swartz Creek reserves the right to reject any or all proposals, or any part of the same, to waive any irregularities or informalities, to negotiate with a candidate, and to make the award in part or entirety as may appear to the City of Swartz Creek to be in the best interest of the of the City.

### **DISQUALIFICATION OF APPLICANT**

Although not intended to be an exhaustive list of causes for disqualification, any one or more of the following causes, among others, may be considered sufficient for the disqualification of an applicant and the rejection of the applicant's proposal:

- A. Evidence of collusion among applicants.
- B. Lack of competency.
- C. Inadequate qualifications or performance.
- D. False statements and/or misrepresentation.

### **SUCCESSFUL AWARD**

The City of Swartz Creek will consider the proposals as early as practicable after tabulation, and award the contract thereafter.

### **EXECUTION OF ORDER**

The successful bidder will be required to enter into a contractor's agreement with the City.



## **POINT OF CONTACT**

All correspondence, discussion, questions, etc. between the bidder and the City of Swartz Creek shall be directed to the Swartz Creek City Clerk.

## **ADDRESS AND TELEPHONE NUMBER**

Applicants shall furnish the City of Swartz Creek with the Company's address, telephone number and contact person. In the event said information is changed, the recipient firm shall immediately advise the Swartz Creek, City Clerk's Office.

## **QUALIFICATIONS**

The City's information and data storage and processing systems are governmental in nature. To this end, a variety of hardware and software platforms are utilized in conducting its affairs and business. Although it is understood that periodically, software vendors and sub-contractors may be needed to assist in the maintenance, repair and upgrade to the City's systems, the City finds that a single knowledgeable and experienced applicant is most cost efficient and productive. Qualified applicants must possess a broad base of knowledge and experience in the maintenance, administration, repair and upgrade of its systems. The successful awardee should possess:

- Minimum five (5) years work experience, all fields
- Minimum of an Associate's Degree in computer science preferred\*
- CCNA, MCSE preferred\*
- Unix/Linux experience\*
- System's Security training and experience\*
- VOIP installation and maintenance experience\*
- Audio/Video maintenance experience\*
- Phone Systems maintenance, repair and installation experience\*
- Purchasing recommendations, user instruction & training skills
- System architecture drafting & documentation skills & experiencing
- Good communication, writing skills
- \* 5 years minimum, preferably 10 in equivalent work experience acceptable

In the event of a successful award to a firm, and notwithstanding a familiarization period, the City requires that the same technician be assigned so as to reduce the redundancy of having to acquire system familiarization.

## **OVERVIEW, CITY'S SYSTEMS'**

Following is a brief overview of the City's electronic data storage, management and processing systems including, but not necessarily limited to computers, network(s), work stations, printers, copiers, phones and audio-visual systems. This overview is brief in nature and not intended to be exhaustive, encompassing or technical. In its simplicity, it is designed to give an applicant approximate information for the preparation of a proposal.

- Multi-Platform network consisting of Win2k3, Unix and Linux servers, remote capable
- WinXP & Win2000 workstations and laptops
- Exchange2k3 and Qmail email servers
- IIS and Apache web servers
- Cisco Routers and Firewalls
- HP Procurve managed switches
- Various software packages, Microsoft®, security, specialized or proprietary in nature
- Separate buildings (3), linked via wireless bridge and cabling
- AT&T® - Lucent® - Avaya® Partner phone systems
- Audio, visual and amplification systems
- Various network printers, scanners and fax machines







---

**Identify firm & technician(s) that, if awarded, will be assigned. If separate specialties, please list all along with area of specialty:**

*(Please Be Specific):*

---

Name of Firm, If Applicable: \_\_\_\_\_

Technician's Name: \_\_\_\_\_

Specialty: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Numbers: \_\_\_\_\_  
\_\_\_\_\_

---

Name of Firm, If Applicable: \_\_\_\_\_

Technician's Name: \_\_\_\_\_

Specialty: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Numbers: \_\_\_\_\_  
\_\_\_\_\_

---

Name of Firm, If Applicable: \_\_\_\_\_

Technician's Name: \_\_\_\_\_

Specialty: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Phone Numbers: \_\_\_\_\_  
\_\_\_\_\_

**Hourly Rate** *(Inclusive of any travel time):* \$ \_\_\_\_\_

**Fixed Rate** *(If any, includes specific tasks such as re-builds, memory drops, etc):* \$ \_\_\_\_\_

**Purchase Markups:** % \_\_\_\_\_

**Yearly Flat Rate Fee** *(If applicable):* \$ \_\_\_\_\_

**Other:** \$ \_\_\_\_\_

**Misc:** \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
*(SIGNATURE, TITLE AND DATE)*

\_\_\_\_\_  
*(PRINTED NAME & TITLE)*

## Paul Bueche

---

**From:** Jml443@aol.com  
**Sent:** Wednesday, May 21, 2008 8:31 PM  
**To:** Paul Bueche  
**Subject:** (no subject)

Mr. Bueche,

Please accept this written request for a wavier of the fee for the use of pavilion #1 at Elms Road Park on June 22. Our Cub Scout Pack 161 will be having an end of the year picnic and due to our nonprofit status we ask that you consider waving the fee for our event. The reservation is in the name of Betty Binder. Thank you for your time and consideration.

Sincerely,

Betty Binder  
Pack 161 Treasurer

---

Get trade secrets for amazing burgers. [Watch "Cooking with Tyler Florence" on AOL Food.](#)



# CITY OF SWARTZ CREEK

## STATUS OF ROWE PROJECTS

May 19, 2008

---

1. **CONSTRUCTION – Elms Road Project:**

- A preconstruction meeting with the contractor, city staff, and utility companies was held on 5/8/08.
- The project will start June 16, 2008 and be completed by September 15, 2008.
- Road Commission Agreement – The city is currently preparing a draft agreement for the rehabilitation of the north 1400 feet of the road project which is under the jurisdiction of the Genesee County Road Commission. ROWE assisted the city staff and city attorney on 5/16/08 to develop the draft agreement.

2. **CONSTRUCTION – South Seymour Road:**

- A progress meeting was held with the contractor and city staff on 5/19/08. Storm sewers, concrete curb and gutter, and aggregate base have been completed in the reconstruction zone at the north end of the project. Based on this progress, ROWE estimates that the reconstruction phase of the project is approximately 75% complete.
- The contractor will pour driveways and place the base course of asphalt in the reconstruct area this week. Joint and pavement repairs along the rest of the project are also underway.

3. **CONSTRUCTION – Local Street Paving :**

- Rowe has provided the city with a proposal for preparing a bid package to advertise this project.

4. **CONSTRUCTION – Miller Road Pavement Repairs:**

- The city is handling the construction inspection for this project. Rowe has measured additional concrete repairs identified by city staff. Based on the quantity of work measured, the additional cost to the contract would be \$37,954.

5. **ELMS TRAIL:**

- The city staff has requested a quote from Ace Asphalt for the construction of Elms Trail which will connect Elms Park to the intersection of Miller and Elms. The project will involve widening of the existing sidewalk along the Elms Road right of way and construction of an aggregate trail through the Park. ROWE will measure quantities in the field and forward them to the contractor to get pricing for this work.

---

Prepared by:



**CITY OF SWARTZ CREEK**  
**BOARDS AND COMMISSIONS (Rev 12-05-2006)**

| BOARD/COMMISSION                 |                     | ADDRESS                 | HOME     | OFFICE         | START    | APPOINT  | END      | MISC  |
|----------------------------------|---------------------|-------------------------|----------|----------------|----------|----------|----------|-------|
| <b>CITY COUNCIL</b>              |                     |                         |          |                |          |          |          |       |
| C. David Hurt                    | 1st                 | 9214 Chesterfield       | 635-7706 |                | 03/08/99 | 11/07/06 | 11/02/10 | 4 Yr. |
| Richard B. Abrams                | At-Large            | 5352 Greenleaf          | 635-9224 |                | 11/06/84 | 11/02/04 | 11/04/08 | 4 Yr. |
| Rae Lynn Hicks                   | 2nd                 | 8373 Miller             | 635-3569 | C=444-8229     | 11/07/06 | 11/07/06 | 11/02/10 | 4 Yr. |
| Donald Adams                     | At-Large            | 7192 Parkridge Pkwy     | 397-7551 | 342-2540       | 11/07/00 | 11/02/04 | 11/04/08 | 4 Yr. |
| Curtis Porath                    | 3rd                 | 4485 Frederick St.      | 635-4398 | w=989-792-2455 | 11/05/02 | 11/07/06 | 11/02/10 | 4 Yr. |
| Jason Christie                   | At-Large            | 6315 Saint Charles Pass | 496-3721 | C=397-5168     | 11/07/00 | 11/02/04 | 11/04/08 | 4 Yr. |
| Michael Shumaker                 | 4th                 | 4084 Jennie Lane        | 635-3107 | C=429-3068     | 11/05/02 | 11/07/06 | 11/02/10 | 4 Yr. |
| <b>AUTO THEFT COUNCIL (GAIN)</b> |                     |                         |          |                |          |          |          |       |
| David Hurt                       | Delegate            | 9214 Chesterfield       | 635-7706 |                | 11/25/02 | 11/27/06 | 11/04/08 | 2 Yr. |
| Michael Shumaker                 | Alternate           | 4084 Jennie Lane        | 635-3107 | C=429-3068     | 11/27/06 | 11/27/06 | 11/04/08 | 2 Yr. |
| <b>BOARD OF REVIEW</b>           |                     |                         |          |                |          |          |          |       |
| John Gilmore                     |                     | 7515 Elizabeth          | 635-9057 |                |          | 07/01/06 | 06/30/09 | 3 Yr. |
| Joseph J. Edgerton               |                     | 9127 Chesterfield       | 635-9832 | 635-9513       |          | 11/25/02 | 06/30/11 | 3 Yr. |
| Thomas MacGillivray              |                     | 5052 Fairchild          | 635-4057 | C=869-1443     |          | 06/30/07 | 06/30/10 | 3 Yr. |
| <b>FIRE BOARD</b>                |                     |                         |          |                |          |          |          |       |
| Richard L. Derby                 | Clayton             | 9230 Corunna            | 635-4056 |                | ??       | ??       |          |       |
| Michael Messer                   | Clayton             | 2060 S. Morrish         | 635-3476 |                | ??       | ??       |          |       |
| Rod Shumaker                     | Clayton             | 7077 Lou Mac            | 635-2543 |                | ??       | ??       |          |       |
| Ray Thornton                     | -City Swing Postion | 5367 Greenleaf          | 635-9205 |                | 04/01/08 | 04/01/08 | 03/31/09 | 1 Yr. |
| Rick Clolinger                   | City Citizen Rep    | 8100-A Civic            | 635-4401 |                | 12/04/06 | 12/04/06 | 11/04/08 | 2 Yr. |
| Jason Christie                   | Council Rep         | 6315 Saint Charles Pass | 496-3721 |                | 11/25/02 | 11/04/08 | 11/04/08 | 2 Yr. |
| A. Boots Abrams                  | City Citizen Rep    | 5352 Greenleaf          | 635-9224 |                |          | 11/27/06 | 11/04/08 | 2 Yr. |
| <b>GENESEE COUNTY METRO ALL</b>  |                     |                         |          |                |          |          |          |       |
| Michael Shumaker                 | Delegate            | 4084 Jennie Lane        | 635-3107 | C=429-3068     | 11/25/02 | 11/27/06 | 11/04/08 | 2 Yr. |
| Ronald Schultz                   | Citizens            | 4279 Springbrook Dr     | 635-8575 | 732-1574       | 07/01/04 | 11/27/06 | 11/04/08 | 2 Yr. |
| <b>GEN COUNTY NARC CONTROL</b>   |                     |                         |          |                |          |          |          |       |
| Donald Adams                     | Delegate            | 7192 Parkridge Pkwy     | 397-7551 |                | 11/25/02 | 11/27/06 | 11/04/08 | 2 Yr. |
| Jason Christie                   | Alternate           | 6315 Saint Charles Pass | 496-3721 |                | 11/25/02 | 11/27/06 | 11/04/08 | 2 Yr. |
| <b>GEN COUNTY SMALL CITIES</b>   |                     |                         |          |                |          |          |          |       |
| Jason Christie                   | Delegate            | 6315 Saint Charles Pass | 496-3721 |                | 11/25/02 | 11/27/06 | 11/04/08 | 2 Yr. |
| Richard Abrams                   | Alternate           | 5352 Greenleaf          | 635-9224 |                | 11/25/02 | 11/27/06 | 11/04/08 | 2 Yr. |
| <b>LOCAL OFF COMP COMM</b>       |                     |                         |          |                |          |          |          |       |
| Monte R. Morgan                  |                     | 5388 Greenleaf          | 635-4395 |                |          | 09/30/07 | 09/30/10 | 3 Yr. |
| Theodore Anderson                |                     | 5373 Greenleaf          | 635-9305 |                |          | 11/27/06 | 09/30/09 | 3 Yr. |
| Patricia Maksymiu                |                     | 7188 Miller             | 635-3814 |                |          | 11/27/06 | 09/30/10 | 4 Yr. |
| Ronald Schultz                   |                     | 4279 Springbrook        | 635-8575 | 732-1574       |          | 11/25/02 | 09/30/08 | 3 Yr. |
| David Alexander                  |                     | 5346 Greenleaf Dr.      | 635-2321 |                |          | 09/30/07 | 09/30/11 | 4 Yr. |
| <b>PARK AND REC ADV BOARD</b>    |                     |                         |          |                |          |          |          |       |
| Korene Kelly                     |                     | 7281 Bristol Rd.        | 635-4389 |                |          | 01/01/06 | 12/31/09 | 3 Yr. |
| Rodney Gardner                   |                     | 5024 Brady              | 635-9101 |                | 11/22/99 | 01/01/06 | 12/31/09 | 3 Yr. |
| Michael Shumaker                 |                     | 4084 Jennie             | 635-3107 | C=429-3068     | 11/22/99 | 01/01/06 | 12/31/09 | 3 Yr. |
| Rick Henry                       |                     | 6353 Bristol            | 635-7509 |                |          | 01/01/06 | 12/31/09 | 3 Yr. |
| Bradley Stiff (Chair)            |                     | 9040 Chesterfield Dr.   | 252-3174 |                | 10/24/06 | 10/04/06 | 12/31/09 | 3 Yr. |
| Kenneth Keyes                    |                     | 5296 Greenleaf Dr.      | 635-0947 | 606-3447       | 11/02/04 | 01/01/06 | 12/31/09 | 3 Yr. |
| Rae Lynn Hicks (Vice)            |                     | 8373 Miller             | 635-3569 |                | 04/10/01 | 01/01/06 | 12/31/09 | 3 Yr. |

**CITY OF SWARTZ CREEK**  
**BOARDS AND COMMISSIONS (Rev 12-05-2006)**

| BOARD/COMMISSION                  | ADDRESS                    | HOME     | OFFICE           | START    | APPOINT  | END      | MISC        |
|-----------------------------------|----------------------------|----------|------------------|----------|----------|----------|-------------|
| Ray Thornton                      | 5367 Greenleaf Dr.         | 635-9205 |                  | 11/09/03 | 01/01/06 | 12/31/09 | 3 Yr.       |
| James Florence (Sec)              | 4296 Springbrook           | 635-2772 | C=444-2002       | 11/25/02 | 01/01/06 | 12/31/09 | 3 Yr.       |
| <b>PLANNING COMMISSION</b>        |                            |          |                  |          |          |          |             |
| Robert Florine                    | 5914 Cross Creek           | 635-8764 |                  | 07/01/03 | 07/01/03 | 06/30/09 | 3 Yr.       |
| Tom Kohloff                       | 5338 Durwood Drive         | 635-0638 | 517-335-6270     | 11/01/03 | 07/01/03 | 06/30/09 | 3 Yr.       |
| Kathy Ridley                      | 3414 Elms                  | 635-3168 |                  | 09/17/02 | 07/01/04 | 06/30/10 | 3 Yr.       |
| Carl Conner                       | 4061 Elms                  | 635-9024 | 238-5200, Pgr:88 | 10/25/99 | 07/01/08 | 06/30/11 | 3 Yr.       |
| Douglas Stephens (Chairperson)    | 5250 Birchcrest            | 635-2134 | 635-4090         | 06/26/89 | 07/01/08 | 06/30/11 | 3 Yr.       |
| Bud Grimes                        | 5171 Oakview Drive         | 635-7284 |                  | 07/01/04 | 07/01/04 | 06/30/10 | 3 Yr.       |
| C. David Hurt                     | 9214 Chesterfield          | 635-7706 |                  | 11/30/03 | 11/27/06 | 11/04/08 | 2 Yr.       |
| Paul Bueche                       | 8083 Civic Dr              | 635-4464 |                  | 11/09/98 | 11/27/06 | 11/04/08 | 2 Yr.       |
| Richard Abrams                    | 5352 Greenleaf Dr          | 635-9224 |                  | 11/12/02 | 11/27/06 | 11/04/08 | 2 Yr.       |
| <b>W.W.S. ADV COMM</b>            |                            |          |                  |          |          |          |             |
| Tom Svrcek, Delegate              | 8083 Civic                 | 635-4464 |                  |          | 11/27/06 | 11/04/08 | 2 Yr.       |
| Paul Bueche, Alternate            | 8083 Civic                 | 635-4464 |                  |          | 11/27/06 | 11/04/08 | 2 Yr.       |
| <b>ZONING BOARD OF APPEALS</b>    |                            |          |                  |          |          |          |             |
| Douglas Stephens                  | 5250 Birchcrest            | 635-2134 | 635-4090         | 10/25/99 | 07/01/08 | 06/30/11 | 3 Yr.       |
| Ronald Smith, Secretary           | 9194 Chesterfield          | 635-9619 |                  | 07/10/95 | 07/01/08 | 06/30/11 | 3 Yr.       |
| Curt Porath Council Rep           | 4485 Frederick St.         | 635-3079 |                  | 11/11/02 | 11/27/06 | 11/04/08 | 2 Yr.       |
| Ronald Schultz, Chairperson       | 4279 Springbrook           | 635-8575 | 732-1574         | 11/08/04 | 11/06/07 | 11/03/10 | 3 Yr.       |
| James Packer, Vice Chairperson    | 7216 Miller Rd.            | 635-3724 |                  |          | 11/06/07 | 11/03/10 | 3 Yr.       |
| Kenneth Keyes (Alternate)         | 5296 Greenleaf Dr.         | 635-0947 | 606-3447         | 11/08/04 | 07/01/08 | 06/30/11 | 3 Yr.       |
| Jim Florence (Alternate)          | 4296 Springbrook Dr.       | 635-2772 |                  |          | 07/01/08 | 06/30/11 | 3 Yr.       |
| <b>CONSTR. BOARD OF APPEALS</b>   |                            |          |                  |          |          |          |             |
| Douglas Stephens                  | 5250 Birchcrest Dr.        | 635-2134 | 635-4090         | 06/09/03 | 11/27/06 | 11/04/08 | 2 Yr.       |
| Michael Shumaker                  | 4084 Jennie                | 635-3107 | C=429-3068       | 06/09/03 | 11/27/06 | 11/04/08 | 2 Yr.       |
| Ronald Schultz                    | 4279 Springbrook           | 635-8575 | 732-1574         | 06/09/03 | 11/27/06 | 11/04/08 | 2 Yr.       |
| <b>911 CONSORTIUM</b>             |                            |          |                  |          |          |          |             |
| Paul Bueche                       | 8083 Civic                 | 635-4464 |                  |          | 11/27/06 | 11/04/08 | 2 Yr.       |
| <b>STREET ADMINISTRATOR</b>       |                            |          |                  |          |          |          |             |
| Tom Svrcek Delegate               | 8083 Civic Dr.             | 635-4464 |                  |          | 11/27/06 | 11/04/08 | 2 Yr.       |
| Adam Zettel Alternate             | 5152-12 Morrish Rd         | 287-2147 | 635-4464         | 11/27/06 | 11/27/06 | 11/04/08 | 2 Yr.       |
| <b>DDA</b>                        |                            |          |                  |          |          |          |             |
| Richard Abrams (Mayor)            | 5352 Greenleaf Dr.         | 635-9224 |                  | 09/27/04 | 11/27/06 | 11/04/08 | 2 Yr.       |
| Richard Mattson                   | 9251 W. Hill Rd.           | 635-4490 | 449-3030         | 10/22/07 | 04/01/08 | 03/31/12 | 4 Yr. / 4Yr |
| Paul Bueche                       | 8083 Civic Dr.             |          | 635-4464         | 09/27/04 | 12/01/05 | 11/30/09 | 1 Yr. / 4Yr |
| Rodney Gardner                    | 5024 Brady St.             | 635-9109 | C= 625-7626      | 09/27/04 | 10/24/06 | 03/31/10 | 4Yr         |
| Cliff Hull                        | 6200 Reid Rd. Sw. Cr.      | 655-3714 | 635-4090         | 09/27/04 | 04/01/06 | 03/31/10 | 4Yr         |
| Steve Mardlin                     | 5340 Chin Maya Dr. Sw. Cr. | 635-3869 | 635-9010         | 09/27/04 | 04/23/07 | 03/31/11 | 4Yr         |
| Mark Nemer                        | 8122 W. Hill Sw. Cr.       | 635-2041 | 635-2227         | 09/27/04 | 04/01/08 | 03/31/12 | 4 Yr. / 4Yr |
| Ernie Eckerdt                     | 5019 Brady, PO Box 4       | 635-8790 |                  | 01/28/08 | 01/28/08 | 11/30/09 | 4 Yr.       |
| Sandy Raffaelli                   | 8098 Miller Rd             | 635-4262 | 635-4655         | 09/27/04 | 04/23/07 | 03/31/11 | 4Yr         |
| <b>DDA CITIZEN ADVISORY BOARD</b> |                            |          |                  |          |          |          |             |
| Ernest Eckerdt                    | PO Box 4                   | 635-8790 |                  | 08/22/05 | 11/27/06 | 11/04/08 | 2 Yr.       |
| Juliet Stephens-Kijek             | 8103 Miller Rd             | 630-0847 |                  | 08/22/05 | 11/27/06 | 11/04/08 | 2 Yr.       |
| Betty Binder                      | 8079 W. Bristol Rd.        | 635-4930 |                  | 08/22/05 | 11/27/06 | 11/04/08 | 2 Yr.       |

**CITY OF SWARTZ CREEK**  
**BOARDS AND COMMISSIONS** (Rev 12-05-2006)

| BOARD/COMMISSION                       | ADDRESS                 | HOME       | OFFICE       | START    | APPOINT  | END      | MISC  |
|--|-------------------------|------------|--------------|----------|----------|----------|-------|
| Fred Pajtas                            | 7580 Church St.         |            |              | 08/22/05 | 11/27/06 | 11/04/08 | 2 Yr. |
| Jennie Moench                          | 5030 First St.          | 630-0577   |              | 08/22/05 | 11/27/06 | 11/04/08 | 2 Yr. |
| Shelly Wilson                          | 8126 Ingalls St.        | 625-2555   |              | 08/22/05 | 11/27/06 | 11/04/08 | 2 Yr. |
| Jeff Litwin                            | 7506 Grove              | 635-9440   | C= 240-0996  | 08/22/05 | 11/27/06 | 11/04/08 | 2 Yr. |
| Peggy Burnham                          | 8104 Miller Rd.         | 630-8156   |              | 08/22/05 | 11/27/06 | 11/04/08 | 2 Yr. |
| Becky Tabit                            | 5027 Brady              | 635-0441   |              | 08/22/05 | 11/27/06 | 11/04/08 | 2 Yr. |
| <b>Sr. Center</b>                      |                         |            |              |          |          |          |       |
| Julie Swartz, Director                 | 3005 Cheyenne Ave, Fl   | 635-4122   | 810-814-3128 |          |          |          |       |
| Melinda Soper, Assit Director          | 5442 Mancelona, Gr Bl   |            | 394-2360     |          |          |          |       |
| Jim Florence, President                | 4296 Springbrook        | 635-2772   |              |          |          | 06/01/09 |       |
| Roger Bloss, Vice President            | 8370 Reid Rd.           | 635-3788   | 397-6635     |          |          | 06/01/08 |       |
| Dennis Johnson, Treasurer              | 4284 Springbrook        | 635-9330   |              |          |          | 06/01/09 |       |
| Sally Creech, Sevretary                | 3496 Seymour Rd         | 635-7703   |              |          |          | 06/01/08 |       |
| Richard Abrams                         | 5352 Greenleaf Dr       | 635-9224   |              |          |          | 06/01/08 |       |
| Phillip Bracey                         | 4449 Lindewood Dr       | 733-3353   |              |          |          | 06/01/09 |       |
| Ann Knight                             | 4935-321 Ida Ct.        | 635-7342   |              |          |          | 06/01/08 |       |
| Pat McLeod                             | 9319 Elaine Dr.         | 635-4954   |              |          |          | 06/01/08 |       |
| Dorothy White                          | 7284 Grandwood Dr       | 655-8416   |              |          |          | 06/01/08 |       |
| <b>Disaster Policy Committee</b>       |                         |            |              |          |          |          |       |
| Paul Bueche                            | 8083 Civic Dr.          | 635-4795   |              | 04/10/06 | 11/27/06 | 11/04/08 | 2 Yr. |
| Boots Abrams                           | 5352 Greenleaf          | 635-9224   |              | 04/10/06 | 11/27/06 | 11/04/08 | 2 Yr. |
| Rae Lynn Hicks                         | 8373 Miller             | 635-3569   | W= 342-2199  | 04/10/06 | 11/27/06 | 11/04/08 | 2 Yr. |
| David Plumb                            | 29 Brookfield           | 635-3742   | C= 625-6921  | 04/10/06 | 11/27/06 | 11/04/08 | 2 Yr. |
| Rick Clolinger                         | 8100-A Civic Dr.        | 635-4401   |              | 04/10/06 | 11/27/06 | 11/04/08 | 2 Yr. |
| Brent Cole                             | 8100-B Civic Dr.        | 635-2300   |              | 04/10/06 | 11/27/06 | 11/04/08 | 2 Yr. |
| Donald Adams                           | 7192 Parkridge Pkwy     | 397-7551   | 342-2540     | 11/27/06 | 11/27/06 | 11/04/08 | 2 Yr. |
| <b>Infrastructure Review Committee</b> |                         |            |              |          |          |          |       |
| Paul Bueche                            | 8083 Civic Dr.          | 635-4795   |              | 01/23/06 | 11/27/06 | 11/04/08 |       |
| C. David Hurt                          | 9214 Chesterfield       | 635-7706   |              | 01/23/06 | 11/27/06 | 11/04/08 |       |
| Richard B. Abrams                      | 5352 Greenleaf          | 635-9224   |              | 01/23/06 | 11/27/06 | 11/04/08 |       |
| Jason Christie                         | 6315 Saint Charles Pass | 496-3721   |              | 01/23/06 | 11/27/06 | 11/04/08 |       |
| Carl Conner                            | 4061 Elms               | 635-9024   |              | 01/23/06 | 11/27/06 | 11/04/08 |       |
| <b>Interested Parties</b>              |                         |            |              |          |          |          |       |
| Brad Hissong                           |                         | W-629-2261 |              |          |          |          |       |

# SENATE BILL No. 1322

May 15, 2008, Introduced by Senators GILBERT and CROPSEY and referred to the Committee on Transportation.

A bill to amend 1951 PA 51, entitled

"An act to provide for the classification of all public roads, streets, and highways in this state, and for the revision of that classification and for additions to and deletions from each classification; to set up and establish the Michigan transportation fund; to provide for the deposits in the Michigan transportation fund of specific taxes on motor vehicles and motor vehicle fuels; to provide for the allocation of funds from the Michigan transportation fund and the use and administration of the fund for transportation purposes; to set up and establish the truck safety fund; to provide for the allocation of funds from the truck safety fund and administration of the fund for truck safety purposes; to set up and establish the Michigan truck safety commission; to establish certain standards for road contracts for certain businesses; to provide for the continuing review of transportation needs within the state; to authorize the state transportation commission, counties, cities, and villages to borrow money, issue bonds, and make pledges of funds for transportation purposes; to authorize counties to advance funds for the payment of deficiencies necessary for the payment of bonds issued under this act; to provide for the limitations, payment, retirement, and security of the bonds and pledges; to provide for appropriations and tax levies by counties and townships for county roads; to authorize contributions by townships for county roads; to provide for the establishment and administration of the state trunk line fund, local bridge fund, comprehensive transportation fund, and certain other funds; to provide for the deposits in the state trunk line

fund, critical bridge fund, comprehensive transportation fund, and certain other funds of money raised by specific taxes and fees; to provide for definitions of public transportation functions and criteria; to define the purposes for which Michigan transportation funds may be allocated; to provide for Michigan transportation fund grants; to provide for review and approval of transportation programs; to provide for submission of annual legislative requests and reports; to provide for the establishment and functions of certain advisory entities; to provide for conditions for grants; to provide for the issuance of bonds and notes for transportation purposes; to provide for the powers and duties of certain state and local agencies and officials; to provide for the making of loans for transportation purposes by the state transportation department and for the receipt and repayment by local units and agencies of those loans from certain specified sources; and to repeal acts and parts of acts,"

by amending section 10 (MCL 247.660), as amended by 2006 PA 178.

**THE PEOPLE OF THE STATE OF MICHIGAN ENACT:**

1           Sec. 10. (1) A fund to be known as the Michigan transportation  
 2 fund is established and shall be set up and maintained in the state  
 3 treasury as a separate fund. Money received and collected under the  
 4 motor fuel tax act, 2000 PA 403, MCL 207.1001 to 207.1170, except a  
 5 license fee provided in that act, and a tax, fee, license, and  
 6 other money received and collected under sections 801 to 810 of the  
 7 Michigan vehicle code, 1949 PA 300, MCL 257.801 to 257.810, except  
 8 a truck safety fund fee provided in section 801(1)(k) of the  
 9 Michigan vehicle code, 1949 PA 300, MCL 257.801, and money received  
 10 under the motor carrier act, 1933 PA 254, MCL 475.1 to 479.43,  
 11 shall be deposited in the state treasury to the credit of the  
 12 Michigan transportation fund. In addition, income or profit derived  
 13 from the investment of money in the Michigan transportation fund  
 14 shall be deposited in the Michigan transportation fund. Except as  
 15 provided in this act, no other money, whether appropriated from the  
 16 general fund of this state or any other source, shall be deposited  
 17 in the Michigan transportation fund. Except as otherwise provided

1 in this section, the legislature shall appropriate funds for the  
2 necessary expenses incurred in the administration and enforcement  
3 of the motor fuel tax act, 2000 PA 403, MCL 207.1001 to 207.1170,  
4 the motor carrier act, 1933 PA 254, MCL 475.1 to 479.43, and  
5 sections 801 to 810 of the Michigan vehicle code, 1949 PA 300, MCL  
6 257.801 to 257.810. Funds appropriated for necessary expenses shall  
7 be based upon established cost allocation methodology that reflects  
8 actual costs. Appropriations for the necessary expenses incurred by  
9 the department of state in administration and enforcement of  
10 sections 801 to 810 of the Michigan vehicle code, 1949 PA 300, MCL  
11 257.801 to 257.810, shall be made from the Michigan transportation  
12 fund and from funds in the transportation administration collection  
13 fund created in section 810b of the Michigan vehicle code, 1949 PA  
14 300, MCL 257.810b. Appropriations from the Michigan transportation  
15 fund for the necessary expenses incurred by department of state in  
16 administration and enforcement of sections 801 to 810 of the  
17 Michigan vehicle code, 1949 PA 300, MCL 257.801 to 257.810, shall  
18 not exceed \$20,000,000.00 per state fiscal year except for the  
19 fiscal year ending September 30, 2006. For the fiscal year ending  
20 September 30, 2006, the legislature may appropriate funds in excess  
21 of \$20,000,000.00 from the Michigan transportation fund for all  
22 incremental additional expenses incurred by the department of state  
23 in enforcing sections 801 to 810 of the Michigan vehicle code, 1949  
24 PA 300, MCL 257.801 to 257.810, that arise because of the  
25 replacement of standard design registration license plates as  
26 provided in section 224 of the Michigan vehicle code, 1949 PA 300,  
27 MCL 257.224. All money in the Michigan transportation fund is

1 apportioned and appropriated in the following manner:

2 (a) Not more than \$3,000,000.00 as may be annually  
3 appropriated each fiscal year to the state trunk line fund for  
4 subsequent deposit in the rail grade crossing account.

5 (b) Not less than \$3,000,000.00 each year to the local bridge  
6 fund established in subsection (5) for the purpose of payment of  
7 the principal, interest, and redemption premium on any notes or  
8 bonds issued by the state transportation commission under former  
9 section 11b or subsection (10).

10 (c) Revenue from 3 cents of the tax levied under section  
11 8(1)(a) of the motor fuel tax act, 2000 PA 403, MCL 207.1008, to  
12 the state trunk line fund, county road commissions, and cities and  
13 villages in the percentages provided in subdivision (i).

14 (d) Until September 30, 2004, all of the revenue from 1 cent  
15 of the tax levied under section 8(1)(a) of the motor fuel tax act,  
16 2000 PA 403, MCL 207.1008, to the state trunk line fund for repair  
17 of state bridges under section 11. Beginning October 1, 2004 and  
18 continuing through September 30, 2005, 3/4 of the revenue from 1  
19 cent of the tax levied under section 8(1)(a) of the motor fuel tax  
20 act, 2000 PA 403, MCL 207.1008, shall be appropriated to the state  
21 trunk line fund for the repair of state bridges under section 11,  
22 and 1/4 of the revenue from 1 cent of the tax levied under section  
23 8(1)(a) of the motor fuel tax act, 2000 PA 403, MCL 207.1008, shall  
24 be appropriated to the local bridge fund created in subsection (5)  
25 for distribution only to cities, villages, and county road  
26 commissions. Beginning October 1, 2005, 1/2 of the revenue from 1  
27 cent of the tax levied under section 8(1)(a) of the motor fuel tax



1 act, 2000 PA 403, MCL 207.1008, shall be appropriated to the state  
2 trunk line fund for the repair of state bridges under section 11,  
3 and 1/2 of the revenue from 1 cent of the tax levied under section  
4 8(1)(a) of the motor fuel tax act, 2000 PA 403, MCL 207.1008, shall  
5 be appropriated to the local bridge fund created in subsection (5)  
6 for distribution only to cities, villages, and county road  
7 commissions.

8 (e) \$43,000,000.00 to the state trunk line fund for debt  
9 service costs on state of Michigan projects.

10 (f) Except as provided in subsection (4), 10% to the  
11 comprehensive transportation fund for the purposes described in  
12 section 10e.

13 (g) \$5,000,000.00 to the local bridge fund established in  
14 subsection (5) for distribution only to the local bridge advisory  
15 board, the regional bridge councils, cities, villages, and county  
16 road commissions.

17 (h) \$36,775,000.00 to the state trunk line fund for subsequent  
18 deposit in the transportation economic development fund, and, as of  
19 September 30, 1997, with first priority for allocation to debt  
20 service on bonds issued to fund transportation economic development  
21 fund projects. In addition, beginning October 1, 1997,  
22 \$3,500,000.00 is appropriated from the Michigan transportation fund  
23 to the state trunk line fund for subsequent deposit in the  
24 transportation economic development fund to be used for economic  
25 development road projects in any of the targeted industries  
26 described in section 9(1)(a) of 1987 PA 231, MCL 247.909.

27 (i) Not less than \$33,000,000.00 as may be annually

1 appropriated each fiscal year to the local program fund created in  
2 section 11e.

3 (j) The balance of the Michigan transportation fund as  
4 follows, after deduction of the amounts appropriated in  
5 subdivisions (a) through (i) and section 11b:

6 (i) 39.1% to the state trunk line fund for the purposes  
7 described in section 11.

8 (ii) 39.1% to the county road commissions of the state.

9 (iii) 21.8% to the cities and villages of the state **UNLESS THE**  
10 **SHARE OF AN INDIVIDUAL CITY OR VILLAGE IS LESS THAN \$250,000.00, IN**  
11 **WHICH CASE THE SHARE OF THE CITY OR VILLAGE SHALL BE DISTRIBUTED TO**  
12 **THE COUNTY ROAD COMMISSION IN WHICH THE CITY OR VILLAGE IS LOCATED**  
13 **PURSUANT TO SUBPARAGRAPH (ii) .**

14 (2) The money appropriated pursuant to this section shall be  
15 used for the purposes as provided in this act and any other  
16 applicable act. Subject to the requirements of section 9b, the  
17 department shall develop programs in conjunction with the Michigan  
18 state chamber of commerce and the Michigan minority business  
19 development council to assist small businesses, including those  
20 located in enterprise zones and those located in empowerment zones  
21 as determined under federal law, as defined by law in becoming  
22 qualified to bid.

23 (3) Thirty-one and one-half percent of the funds appropriated  
24 to this state from the federal government pursuant to 23 USC 157,  
25 commonly known as minimum guarantee funds, shall be allocated to  
26 the transportation economic development fund, if such an allocation  
27 is consistent with federal law. These funds shall be distributed

1 16-1/2% for development projects for rural counties as defined by  
2 law and 15% for capacity improvement or advanced traffic management  
3 systems in urban counties as defined by law. Federal funds  
4 allocated for distribution under this section shall be eligible for  
5 obligation and use by all recipients as defined by the  
6 transportation equity act for the 21st century, Public Law 105-178.

7 (4) For the fiscal year beginning October 1, 2003 only, the  
8 apportionment of 10% of Michigan transportation fund money to the  
9 comprehensive transportation fund as provided in subsection (1)(f)  
10 shall be reduced by \$10,000,000.00 and the \$10,000,000.00 shall be  
11 transferred to the state trunk line fund for capacity improvements  
12 to state trunk line highways.

13 (5) A fund to be known as the local bridge fund is established  
14 and is set up and maintained in the state treasury as a separate  
15 fund. The money appropriated to the local bridge fund and the  
16 interest accruing to that fund shall be expended for the local  
17 bridge program. The purpose of the fund is to provide financial  
18 assistance to highway authorities for the preservation,  
19 improvement, or reconstruction of existing bridges or for the  
20 construction of bridges to replace existing bridges in whole or  
21 part. The money in the local bridge fund is not subject to section  
22 12(15) or 13(5). The local bridge advisory board is created and  
23 shall consist of 6 voting members appointed by the state  
24 transportation commission and 2 nonvoting members appointed by the  
25 state transportation department. The board shall include 3 members  
26 from the county road association of Michigan, 1 member who  
27 represents counties with populations 65,000 or greater, 1 member

1 who represents counties with populations greater than 30,000 and  
2 less than 65,000, and 1 member who represents counties with  
3 populations of 30,000 or less. Three members shall be appointed  
4 from the Michigan municipal league, 1 member who represents cities  
5 with a population 75,000 or greater, 1 member who represents cities  
6 with a population less than 75,000, and 1 member who represents  
7 villages. Each organization with voting rights shall submit a list  
8 of nominees in each population category to the state transportation  
9 commission. The state transportation commission shall make the  
10 appointments from the lists submitted under this subsection. Names  
11 shall be submitted within 45 days after October 1, 2004. The state  
12 transportation commission shall make the appointments by January  
13 30, 2005. Voting members shall be appointed for 2 years. The  
14 chairperson of the board shall be selected from among the voting  
15 members of the board. In addition to the 2 nonvoting members, the  
16 department shall provide qualified administrative staff and  
17 qualified technical assistance to the board.

18 (6) Beginning October 1, 2005, no less than 5% and no more  
19 than 15% of the funds received in the local bridge fund may be used  
20 for critical repair of large bridges and emergencies as determined  
21 by the local bridge advisory board. Beginning October 1, 2005,  
22 funds remaining after the funds allocated for critical large bridge  
23 repair and emergencies are deducted shall be distributed by the  
24 board to the regional bridge councils created under this section.  
25 One regional council shall be formed for each department of  
26 transportation region as those regions exist on October 1, 2004.  
27 The regional councils shall consist of 2 members of the county road

1 association of Michigan from counties in the region, 2 members of  
2 the Michigan municipal league from cities and villages in the  
3 region, and 1 member of the state transportation department in each  
4 region. The members of the state transportation department shall be  
5 nonvoting members who shall provide qualified administrative staff  
6 and qualified technical assistance to the regional councils.

7 (7) Beginning October 1, 2005, funds in the local bridge fund  
8 after deduction of the amounts set aside for critical repair of  
9 large bridges and emergency repairs shall be distributed among the  
10 regional bridge councils according to all of the following ratios,  
11 which shall be assigned a weight expressed as a percentage as  
12 determined by the board, with each ratio receiving no greater than  
13 a 50% weight and no less than a 25% weight:

14 (a) A ratio with a numerator that is the total number of local  
15 bridges in the region and a denominator that is the total number of  
16 local bridges in this state.

17 (b) A ratio with a numerator that is the total local bridge  
18 deck area in the region and a denominator that is the total local  
19 bridge deck area in this state.

20 (c) A ratio with a numerator that is the total amount of  
21 structurally deficient local bridge deck area in the region and a  
22 denominator that is the total amount of structurally deficient  
23 local bridge deck area in this state.

24 (8) Beginning October 1, 2005, the regional bridge councils  
25 shall allocate the funds received from the board for the  
26 preservation, improvement, and reconstruction of existing bridges  
27 or for the construction of bridges to replace existing bridges in

1 whole or in part in each region.

2 (9) Beginning January 1, 2007 and each January after 2007, the  
3 department shall submit a report to the chair and the minority  
4 vice-chair of the appropriations committees of the senate and the  
5 house of representatives, and to the standing committees on  
6 transportation of the senate and the house of representatives, on  
7 all of the following activities for the previous state fiscal year:

8 (a) A listing of how much money was dedicated for emergency  
9 and large bridge repair.

10 (b) A listing of what emergency and large bridge repair  
11 projects were funded.

12 (c) The actual weights used in the calculation required under  
13 subsection (7).

14 (d) A listing of the total money distributed to each region.

15 (e) A listing of what specific projects were funded pursuant  
16 to subsection (8).

17 (10) The state transportation commission shall borrow money  
18 and issue notes or bonds in an amount of not less than  
19 \$30,000,000.00 to supplement the funding provided for the local  
20 bridge program under subsection (6). The bonds or notes issued  
21 pursuant to this subsection may be issued by the commission for any  
22 purpose for which other local bridge funds may be used under this  
23 section. The bonds or notes authorized by this subsection shall be  
24 issued by resolution of the state transportation commission  
25 consistent with the requirements of section 18b.

26 (11) The state transportation department shall promulgate  
27 rules pursuant to the administrative procedures act of 1969, 1969

1 PA 306, MCL 24.201 to 24.328, governing the administration of the  
2 local bridge program. The rules shall set forth the eligibility  
3 criteria for financial assistance under the program and other  
4 matters related to the program that the department considers  
5 necessary and desirable. The department shall take into  
6 consideration the availability of federal aid and other financial  
7 resources of the highway authority responsible for the bridge, the  
8 importance of the bridge to the highway, road, or street network,  
9 and the condition of the existing bridge.

10 (12) Beginning October 1, 2004, the revenue appropriated to  
11 the local bridge fund pursuant to subsection (1)(d) shall be  
12 distributed only to the local bridge advisory board, the regional  
13 bridge councils, cities, villages, and county road commissions.



Senate Fiscal Agency  
P. O. Box 30036  
Lansing, Michigan 48909-7536

## BILL ANALYSIS



Telephone: (517) 373-5383  
Fax: (517) 373-1986  
TDD: (517) 373-0543

Senate Bill 1322 (as introduced 5-15-08)  
Sponsor: Senator Jud Gilbert, II  
Committee: Transportation

Date Completed: 5-20-08

**CONTENT**

**The bill would amend the Michigan Transportation Fund law to require a city's or village's share of the Michigan Transportation Fund (MTF) to be distributed to the local county road commission if that share were less than \$250,000.**

The law requires the balance of the MTF remaining after certain appropriations to be apportioned as follows:

- 39.1% to the State Trunk Line Fund.
- 39.1% to the county road commissions of the State.
- 21.8% to the cities and villages of the State.

The bill would require 21.8% to be appropriated to cities and villages unless the share of an individual city or village were less than \$250,000. In that case, the city's or village's share would have to be distributed to the county road commission in which the city or village was located.

MCL 247.660

Legislative Analyst: Curtis Walker

**FISCAL IMPACT**

The bill would increase operational costs for the Michigan Department of Transportation in that software modifications would be required to exclude the smaller cities and villages from the distribution. A city or village that has been receiving less than \$250,000 from the Michigan Transportation Fund would no longer receive any funds. The county in which the city or village is located would receive the funds.

Fiscal Analyst: Debra Hollon

S0708\1322sa

This analysis was prepared by nonpartisan Senate staff for use by the Senate in its deliberations and does not constitute an official statement of legislative intent.



## Paul Bueche

---

**From:** Michigan Municipal League [amessinger@mml.org]  
**Sent:** Monday, May 19, 2008 2:16 PM  
**To:** Paul Bueche  
**Subject:** MML Link - 5/19/2008



May 19, 2008

### State Affairs Report

#### Senate General Government Appropriations Committee to Consider Revenue Sharing Tuesday

– Tomorrow, the General Government Appropriations Committee will consider the FY 2008-9 budget recommendation which includes a 4-percent increase in statutory revenue sharing to local communities. Budget projections at Friday's Revenue Estimating Conference put the state \$300-\$400 million in the red – now is the time to defend revenue sharing! Please visit the League's [Action Center](#) to urge lawmakers to "Keep the Promise" and restore revenue sharing to Michigan's communities. Contact: [Summer Minnick](#)

#### House & Senate Pass Great Lakes Water Compact

– Last week, both the House and Senate passed versions of the Great Lakes Water Compact (HB 4343 and SB 212), sending each bill on its way to the next chamber. The Water Compact, already adopted by several Great Lake states, is necessary to protect Michigan's water resources so they can continue to play a vital role in the state's economy. League members are asked to contact their legislators and urge them to finish the job and enact this legislation. Visit the League's [Action Center](#) to contact lawmakers today! Contact: [Dave Worthams](#)

#### Senate Passes Key Bill in Great Lakes Water Compact Package

– The bill package to establish the Great Lakes Water Compact in Michigan has been shepherded through the Senate by Senate Natural Resources and Environmental Affairs Committee Chair Patty Birkholz (R-Saugatuck). SB 212, the flagship bill, passed the Senate by a unanimous vote. The measure adopts the compact word-for-word except it ensures each state has the ability to regulate its own water use. Contact: [Dave Worthams](#)

#### Downtown Legislation Passes Senate

### The Buzz

[Getting on track to meet our transportation needs](#)  
 Grand Rapids Press,  
 5/17/08

### Save the Date

[Michigan Transportation Asset Management Conference](#)  
 May 21, Marquette

[MAM Capitol Reception Luncheon / "Keep the Promise" Press Conference](#)  
 May 22, 10:45 am./11a.m.-1 p.m., State Capitol Bldg.

[Sustainable Energy Project Development Workshop](#)  
 May 22, Rochester

[Understanding Governance and Finance of SE Michigan's Water System](#)  
 May 22, 6-9 p.m.

[Elected Officials Academy Core Weekender](#)  
 May 30-31, 2008, Muskegon

[29 Workshops Statewide: New Planning Enabling Act & Updated Zoning Enabling Acts](#)  
 May 27 - June 26

**Commerce Committee** – The Senate Commerce Committee last week unanimously passed SBs 975 (Kahn, R-Saginaw) and 976 (Gilbert, R- Algonac). The League supports these bills which would allow Neighborhood Enterprise Zones (NEZ) to be created by parcel instead of area wide and to be used for rentals. The committee also considered SB 974 (Richardville, R- Monroe), a bill to recreate the Commercial Redevelopment Act which would grant abatements to commercial businesses in downtowns. The League indicated support and offered comments on how to make the bill more efficient. The Department of Treasury provided feedback that would amend the way the abatements are offered. Substitutes for this legislation are expected within two weeks. Contact: [Andy Schor](#)

### Work Continues on Cultural Redevelopment

**Districts** – The House New Economy Committee considered legislation that would create tax credits for artists and cultural economic development in cultural redevelopment districts. Districts would be set up with the approval of the local unit of government and credits would be given on the sales tax, income tax and Michigan Business Tax. The Department of Treasury testified that this legislation would have an impact on the state budget and suggested locals should also have to offer up tax incentives. Work will continue on this legislation over the next few weeks. Contact: [Andy Schor](#)

### MAM Capitol Press Conference/Annual Luncheon May 22

Members of the Michigan Association of Mayors are encouraged to participate in a press conference May 22 at 10:45 a.m. (15 minutes before the Annual MAM Capitol Reception Luncheon) in the State Capitol Building Rotunda. Please join your fellow mayors and village presidents in urging the Legislature to "Keep the Promise" and end six years of massive cuts to local communities. The Annual Luncheon will be from 11 a.m. to 1 p.m., immediately following the press conference. For more information visit the [MAM website](#). Please RSVP to Nikki Brown at [nbrown@mml.org](mailto:nbrown@mml.org) or 517-908-0305.

### The League's Energy & Technology Committee Supports House Energy Package

– The MML Energy and Technology committee voted on Monday to support the House Energy Package: HB 5524 (Accavitti, D-Eastpointe), HB 5525 (Angerer, D-Dundee), HB 5548 (Mayes, D-Bay City) and HB 5549 (Palsrok, R-Manistee). HB 5524 amends PA 141 to create a 10-percent cap on Michigan's choice market. HBs 5548 and 5549 mandate a 10-percent renewable portfolio standard by 2015 with off-ramps and a cost cap. HB 5525 creates achievable energy efficiency goals. Contact: [Samantha Jones](#)

### MI Downtown Conference Call-for-Award

**Nominations** – The deadline to submit nominations for the 2008 Michigan Downtown Conference Annual Awards, which recognize excellence in downtown revitalization, is July 15, 2008. Any community may submit nominations online in the

[MI Assn of Municipal Attorneys & the Public Corporation Law Section 10th Annual Educational Conference](#)

June 27-29, Drummond Island

[MAM Summer Workshop](#)

August 6-8, Sterling Heights

*Register by July 9 to Save!*

[2008 Michigan Downtown Conference](#)

Sept. 8-10, Bay City

### Grants & Projects

[MDOT Soliciting Local Bridge Program Project Applications](#)

*Apply by June 2*

[Community Energy Project Grants](#)

*Apply by July 15*

### What's New

**The League's "Keep the Promise Campaign**

**Delivers:** This week, legislators will receive an advocacy card, "[Protect Michigan's Quality of Life,](#)" along with *The World is Flat* by New York Times' foreign affairs columnist, Thomas Friedman

[League Guest Blog: Rep. John Proos on Energy Efficient Appliances](#)

[NLC Federal Relations Update](#)

### Related Links

[Michigan Legislature](#)

[Michigan Senate](#)

[House of Representatives](#)

Project-Based category and participants of the Michigan Main Street program may submit in the Main Street category. Main Street projects may be considered in a Project-Based category. For a complete description of the award criteria visit: [Michigan Downtown Conference](#).

[Links to Resources](#)

## Federal Update

### **Mandatory Collective Bargaining Bill Remains on Senate Floor**

– In a flurry of activity, the U.S. Senate suspended debate over mandatory collective bargaining legislation ([HR980/S2123](#)) last week. Debate may resume on the bill at any time. The League continues to strongly oppose this legislation and urges members to contact Sens. Carl Levin and Debbie Stabenow. Visit the League's [Action Center](#) for details. Contact: [Arnold Weinfeld](#)

## Email Management

The Michigan Municipal League respects your right to privacy.

[Click here](#) to unsubscribe.

[Click here](#) to manage your Michigan Municipal League email subscription preferences.

If you no longer wish to receive any type of email notice from the Michigan Municipal League, [please click here](#).

---

Michigan Municipal League, 1675 Green Road, Ann Arbor, MI 48105



**CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
PARK AND RECREATION ADVISORY BOARD  
MINUTES OF REGULAR MEETING  
MAY 7, 2008**

The meeting was called to order at 6:05 p.m.

**ROLL CALL:**

Members Present: James Florence, Rod Gardner, Rae Lynn Hicks, Mike Shumaker, Bradley Stiff, Ray Thornton, Korene Kelley.

Members Absent: Rick Henry, Kenneth Keyes.

Staff Present: Tom Svrcek, Adam Zettel.

Others Present: None.

**APPROVAL OF AGENDA:**

Motion by Member Florence, second by Member Hicks, to approve the agenda.  
Motion carried.

**APPROVAL OF JANUARY 9, 2008 MINUTES:**

Motion by Member Shumaker, second by Member Gardner, to approve the Park Board Minutes of January 9, 2008, as amended to add meeting dates in January, April, July, and October on the first Wednesday of the month at 6:00 p.m. Motion carried.

**MEETING OPENED TO THE PUBLIC:** None.

**COMMUNICATIONS TO BOARD:** None.

**REPORTS:**

The funding for the non-motorized trail system was denied at a cost of \$170,000.00 with matching funds and we will apply again. To start with the sidewalks, \$40,000.00 could be used. There was a discussion regarding the walks on Seymour Road and the rotary is willing to make donations.

The wooden playscapes may have to be destroyed and replaced.  
Groups should take pictures of various projects.

**OLD BUSINESS:**

- A. The fire pit is completed, but the landscaping and bushes need to be added. A troop will maintain the area.
- B. The Young Marines are having three clean up work days. They have raked the park and will spread dirt. A pamphlet will be published.

**PARK AND RECREATION ADVISORY BOARD MINUTES  
MEETING OF MAY 7, 2008 – PAGE TWO**

**NEW BUSINESS:**

- A. The park reservations are way down this year.
- B. There is no update on the new park on Bristol Road.
- C. It is pending that the Eagle Scouts will refurbish the tennis courts.
- D. The Hometown Days parade will be May 31, 2008. One hundred dollars may be available for the park board float. A city truck and trailer may be used. A tree to plant the same day at Winshall Park will be used. There will be a tree to give away. Tickets will be handed out at no charge. The drawing for the tree will be at the City Hall and you must be present to win.
- E. The rotary will landscape around Elms Park sign at no charge to the city and will maintain their pavilion. They will do another pavilion in the future.
- F. The next meeting date will be July 2, 2008, at 6:00 p.m.

**OTHER BUSINESS:**

- A. The swing set was repaired and there is a new roof on the pavilion.
- B. There is a stop order by the County because there is no soil erosion plan included in our city property.
- C. Member Shumaker had questions about the park dimensions and boundaries.
- D. We are waiting for a court ruling for Elms Road park gazebo.

**MEETING OPENED TO PUBLIC:** None.

**BOARD MEMBER COMMENTS:** None.

**ADJOURNMENT:**

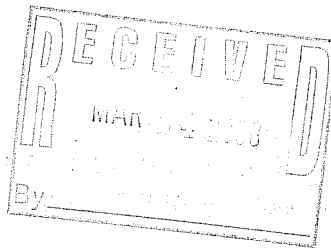
Motion by unanimous voice vote the meeting is adjourned AT 7:00 p.m.

The meeting was adjourned.

**JOLIAT, TOSTO & BADE, PLC**

Attorneys and Counselors at Law  
A Professional Limited Liability Company

The Capitol Theatre Building  
140 East Second Street, Suite 215  
Flint, Michigan 48502  
810 244-5862  
fax 810 244-1650



PETER M. BADE  
MICHAEL T. JOLIAT  
JOHN A. TOSTO

March 20, 2008

Michael J. Carr  
Genesee County Clerk - Election Division  
900 S. Saginaw Street  
Flint, MI 48502

**HAND DELIVERED**

Re: August 5, 2008 Election Date  
Mass Transportation Authority Millage Renewal Proposal

Dear Mr. Carr:

Enclosed is a certified copy of the Resolution adopted March 13, 2008 by the governing committee of the Flint Mass Transportation Authority calling for an election on a County wide Mass Transportation Authority Millage Renewal Proposal at the August 5, 2008 Election.

A copy of this letter and the Resolution calling for the election on the Millage Renewal Proposal and certifying the question to the County Clerk and the Board of Election Commissioners of Genesee County is being provided to all of the City and Township Clerks in Genesee County.

Please contact me with any questions.

Very truly yours,

**Joliat, Tosto & Bade, PLC**

  
Michael T. Joliat

enc.

cc: See attached matrix

**RESOLUTION CALLING FOR AN ELECTION  
ON THE  
MASS TRANSPORTATION AUTHORITY  
MILLAGE RENEWAL PROPOSAL**

**WHEREAS**, on August 3, 2004 the voters of Genesee County authorized the levy of 4/10 of mill (\$.40 per \$1000.00) for five years from 2004 through 2008 to provide for demand response ("Your Ride") and related services for the elderly, persons with disabilities, the disadvantaged and other members of the public throughout Genesee County, and

**WHEREAS**, the Governing Committee (the "Board") has determined that the need for revenue to fund the transportation services provided for in the MTA strategic plan for public transportation in Genesee County continues to exist.

**NOW, THEREFORE, BE IT RESOLVED** by this Board, the governing Committee of the MTA, that the following question shall be submitted to a vote of the electorate of Genesee County at the August 5, 2008 Primary Election.

**MASS TRANSPORTATION AUTHORITY MILLAGE RENEWAL PROPOSAL**

Shall the Mass Transportation Authority, in order to provide continued demand response ("Your Ride") and other related services for the elderly, persons with disabilities, the disadvantaged and other members of the public throughout Genesee County be authorized to levy upon property in Genesee County, Michigan for each of the five (5) years from 2009 through 2013, a tax of four-tenths (4/10) of one mill (\$.40 per \$1,000) on the taxable valuation as finally equalized? The estimated revenue that will be collected during that first year this millage renewal is authorized and levied is \$4.73 million. This is a renewal of the Mass Transportation Authority Millage, which expires after the 2008 levy.

YES

NO

**BE IT FURTHER RESOLVED**, that the General Manager is authorized to take the action necessary to have the Mass Transportation Authority Millage proposal submitted to the electorate of Genesee County as provided for in 1963 PA 55.

**BE IT FURTHER RESOLVED** that the preceding question hereby is certified to the County Clerk and to the Board of Election Commissioners of Genesee County.

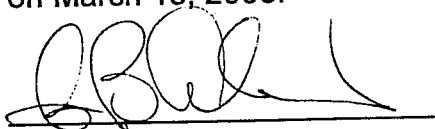
**BE IT FURTHER RESOLVED** that the County Clerk hereby is requested to seek approval by the County Election Scheduling Committee of the aforesaid proposed election date, which proposed date hereby is submitted to said Committee through the County Clerk.

**BE IT FURTHER RESOLVED** that notice of the aforesaid election and of registration therefore shall be given, the ballots therefore shall be prepared, said election shall be conducted and the results thereof shall be canvassed and certified, all as required by law, by the County Clerk, the Board of County Canvassers and other election officials.

**BE IT FURTHER RESOLVED** that the General Manager is authorized to approve, on behalf of this Board, changes in the precise wording of either the caption or the principal text of the above ballot proposal as long as the proposal as changed remains a .40 mills proposal each of the years 2009 through 2013 and otherwise substantially conforms to the proposal as worded above.

#### **CERTIFICATION**

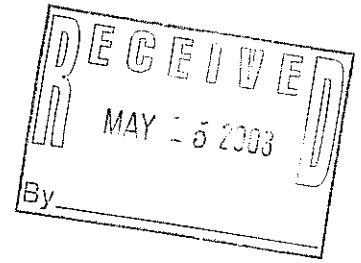
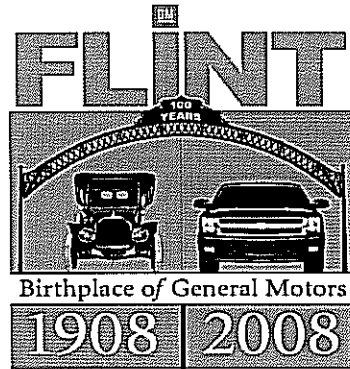
The undersigned duly qualified and acting Secretary/Treasurer of the Mass Transportation Authority certifies that the foregoing is a true and correct copy of the resolution adopted at a legally convened meeting of the Mass Transportation Authority held on March 13, 2008.



Richard Abrams

March 13, 2008





May 9, 2008

Dear Community Leaders:

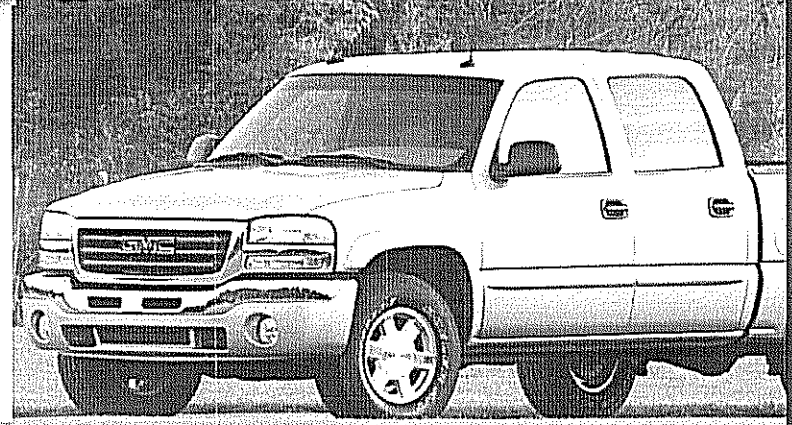
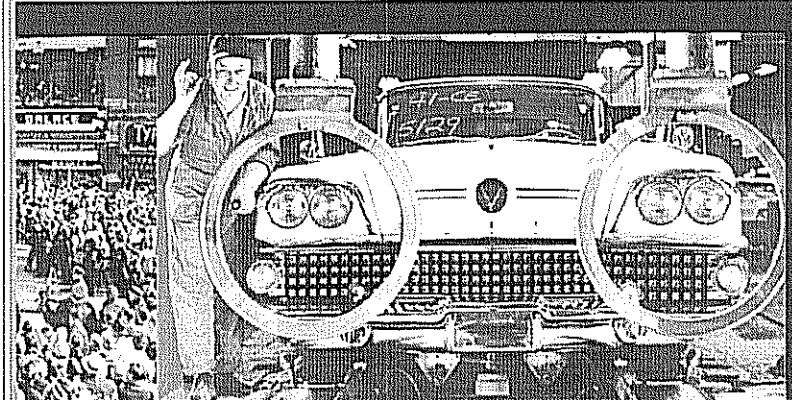
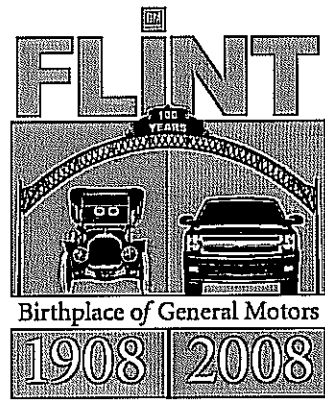
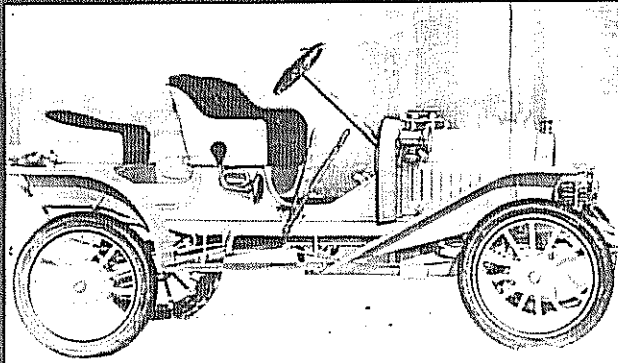
This year the Flint community will celebrate the Centennial of the General Motors Corporation, founded in Flint by William C. Durant at the Durant Dort Carriage Company Office Building, now listed as a National Historic Landmark in Carriage Town. Our community takes great pride in the impact the world's largest automotive manufacturer played, and still plays, in our lives.

The Flint GM 100th Committee will host a GM Centennial Celebration the week of July 13-20, 2008 in conjunction with the Buick Club of America Annual Meet in Flint. The Buick event is expected to bring thousands of cars and people to the Flint Cultural Center. A GM parade, homecoming, historic home tours, story telling, concerts and other free events will highlight this week of celebration. We want to take this opportunity to celebrate this milestone and to invite all the people who have worked for, or benefited from, the presence of General Motors to celebrate with us.

Please join us in supporting a special Commemorative Section to be published in The Flint Journal. This keepsake edition will explore GM's rich history, present and future operations. The edition will also highlight the special activities during the event week and reach over a quarter of a million readers. Please call The Flint Journal at 810.766.6200 to find out more and to reserve your space.

Sincerely,

David C. White, Chairman  
Flint GM 100<sup>th</sup> Celebration Committee



## THE CELEBRATION

**General Motors is celebrating its 100th anniversary this year!**

The Flint GM 100th Celebration Committee is planning an event for July 16-20, 2008. This family fun event will include self-guided tours through historic spots in Flint, swap meets, concerts, a GM 100th parade featuring two vehicles for each of GM's 100 years, movies, fireworks and much more.

With the help of civic minded local leaders and businesses, the GM 100th Celebration is sure to become another part of Flint's history.

## COMMEMORATIVE SECTION

The Flint Journal, in partnership with the committee, will publish a special commemorative section on Sunday, July 13, 2008, that stays online one year.

**Featured articles include:** GM's impact on Flint, the various vehicles GM has produced here over the past century, a center-spread pictorial featuring 100 year lineup of GM trucks and cars and much more.

The section will also highlight the special activities taking place during the anniversary event week and reach 257,685 readers. Be part of this special edition!

## YOUR PARTICIPATION

Your participation in the commemorative section is an opportunity to support the Flint community and build excitement for the 100th anniversary celebration.

All ads include full color. The entire section will be online at [mlive.com/flintjournal/gm100](http://mlive.com/flintjournal/gm100).

- Full page ad [6 col. X 20"] ..... \$6090.80
- Half page ad [6 col. X 10"]  
\_\_\_\_\_ or [3 col. X 20"] ..... \$3275.40
- Quarter page ad [3 col. X 10"] ..... \$1690.24
- Eighth page ad [3 col. X 5"] ..... \$855.12
- Sixteenth page ad [2 col. X 4"] ..... \$450.06

## ADVERTISING INFORMATION

**Publication Date**

Print: Sunday, July 13, 2008

Web: Online through July 12, 2009

**Reservation & Ad Copy Deadline**  
Thursday, July 3, 2008

All Ads Include Full Color  
Broadsheet Format

For more information, or to reserve your space, please contact your Advertising Sales Consultant

at 810.766. \_\_\_\_\_ or call 810.766.6200.



**22-May-2008**

**City of Swartz Creek  
At-Large Council Seat Candidates  
August 5, 2008 Primary Election  
November 4, 2008 General Election**

Dear **City Council Candidate**,

On behalf of the City Staff, I wish to extend my congratulations on your recent successful certification of nominating petitions for At-Large City Council Seat. In accordance with the City's Charter, the interest level will generate both a Primary Election on August 5<sup>th</sup> as well as the General Election on November 4<sup>th</sup>. There will be seven candidates, including three incumbents, vying for three positions. We wish you luck on your campaign.

As a courtesy, my office will be forwarding a copy of the City's Council Packet to your residence on the Friday prior to the City's regularly scheduled meetings. Regular meetings are held on the second and fourth Monday of the month, exception for Monday Holidays. Please feel free to call my office if you have any questions. Additionally, I would be more than happy to meet with you to bring you up to date on recent past issues and future issues facing the City. I can be reached at (810)-635-4464.

Sincerely,

---

**PAUL BUECHE**  
*City Manager*  
(810)-635-4464